



## **WEST HOATHLY PARISH COUNCIL**

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

### **Asset and Highways Committee**

#### **Clerks Report January 2024**

##### **Actions taken and other points of information since last meeting.**

- Cllr Martin Robinson has cut back the trees and shrubs overhanging the noticeboard area at Vinols Cross.
- A metal fingerpost 'Public Footpath' sign has now been installed on the post of the 'No Cycling' sign at the top of FP WH1
- An 'Allotment Holders Only' sign has been attached to the chain at the entrance to the lower allotments as agreed at the last meeting.
- The 5-year electrical testing for the Pavilion and Public toilets has been booked for Tuesday 23<sup>rd</sup> January.

##### **Information relating to items on the agenda**

###### **Item 6a- Allotment Holders Meeting**

The last Allotment Holders meeting was held on 1<sup>st</sup> April 2023, a date needs to be agreed for the next meeting sometime in April.

###### **Item 6c- Competition Proposal**

Cllr Darvill & Cllr Douglas Denham St Pinnock to provide an update on proposal for community involvement.

###### **Item 7a- Wallgate machine repair**

We are awaiting a date from the contractor for the works to be completed.

###### **Item 7b- Water system upgrade**

The committee need to consider the preferred design solution for the work as two additional quotes will need to be obtained.

###### **Item 8- Response from WSCC**

West Sussex County Council has advised that there is no budget for any new pedestrian guard rail or fencing on the public highway outside Sharpthorne New Playground. The committee may like to consider whether S106 could be used.

###### **Item 10- SID Deployment**

Cllr Paul Brown to provide an update.

Leanne Andrews- 11<sup>th</sup> January

## Detailed Receipts &amp; Payments by Budget Heading 08/01/2024

## Committee Report

**Asset & Highways Committee**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>120 Allotments</u></b>							
1500 Allotments Rent	547	600	53			91.2%	
Allotments :- Receipts	<b>547</b>	<b>600</b>	<b>53</b>			<b>91.2%</b>	<b>0</b>
4300 Water Charges	0	250	250		250	0.0%	
4420 Maintenance	16	250	234		234	6.4%	
Allotments :- Indirect Payments	<b>16</b>	<b>500</b>	<b>484</b>	<b>0</b>	<b>484</b>	<b>3.2%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>531</b>	<b>100</b>	<b>(431)</b>				
<b><u>130 Finche Field</u></b>							
4400 Grass Cutting	2,363	1,350	(1,013)		(1,013)	175.0%	
4410 Finche Field Mowing	250	350	100		100	71.4%	
4420 Maintenance	73	500	427		427	14.5%	
4430 Bramble Clearing	0	200	200		200	0.0%	
Finche Field :- Indirect Payments	<b>2,685</b>	<b>2,400</b>	<b>(285)</b>	<b>0</b>	<b>(285)</b>	<b>111.9%</b>	<b>0</b>
<b>Net Payments</b>	<b>(2,685)</b>	<b>(2,400)</b>	<b>285</b>				
<b><u>140 North Lane Recreation Ground</u></b>							
1600 NLR Hire Fees	500	500	0			100.0%	
North Lane Recreation Ground :- Receipts	<b>500</b>	<b>500</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4300 Water Charges	70	0	(70)		(70)	0.0%	
4420 Maintenance	94	250	156		156	37.6%	
4500 NLR Maintenance Contract	1,650	3,200	1,550		1,550	51.6%	
North Lane Recreation Ground :- Indirect Payments	<b>1,814</b>	<b>3,450</b>	<b>1,636</b>	<b>0</b>	<b>1,636</b>	<b>52.6%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(1,314)</b>	<b>(2,950)</b>	<b>(1,636)</b>				
<b><u>150 Sharpthorne Old Playground</u></b>							
4400 Grass Cutting	0	250	250		250	0.0%	
4420 Maintenance	0	100	100		100	0.0%	
Sharpthorne Old Playground :- Indirect Payments	<b>0</b>	<b>350</b>	<b>350</b>	<b>0</b>	<b>350</b>	<b>0.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>0</b>	<b>(350)</b>	<b>(350)</b>				
<b><u>160 Playgrounds</u></b>							
4420 Maintenance	1,124	1,000	(124)		(124)	112.4%	

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4550 Playbark	281	300	19		19	93.8%	
4560 Inspections	0	750	750		750	0.0%	
Playgrounds :- Indirect Payments	<b>1,405</b>	<b>2,050</b>	<b>645</b>	<b>0</b>	<b>645</b>	<b>68.5%</b>	<b>0</b>
<b>Net Payments</b>	<b>(1,405)</b>	<b>(2,050)</b>	<b>(645)</b>				
<u>170</u> <u>Infrastructure</u>							
1700 Wayleave	0	46	46			0.0%	
Infrastructure :- Receipts	<b>0</b>	<b>46</b>	<b>46</b>			<b>0.0%</b>	<b>0</b>
4420 Maintenance	755	2,000	1,245		1,245	37.8%	
4600 Dog & Litter Bins	0	1,850	1,850		1,850	0.0%	
4620 Hanging Baskets	0	50	50		50	0.0%	
4630 Sharpthorne Christmas Tree	180	150	(30)		(30)	120.0%	
4640 Tree Work and Surveys	310	2,500	2,190		2,190	12.4%	
4641 Bluebell Wood Management	170	2,800	2,630		2,630	6.1%	
4650 Selsfield Common	0	100	100		100	0.0%	
4660 Sharpthorne Green	0	300	300		300	0.0%	
4670 Vinols Cross Area	220	600	380		380	36.7%	
4680 Cookhams Wood Verge	0	400	400		400	0.0%	
4690 Grit Bins	0	250	250		250	0.0%	
4720 Work on Bank Broadfield	0	750	750		750	0.0%	
4740 Verge alongside Courtlands	0	500	500		500	0.0%	
5010 S106 Expenditure	3,243	0	(3,243)		(3,243)	0.0%	
Infrastructure :- Indirect Payments	<b>4,878</b>	<b>12,250</b>	<b>7,372</b>	<b>0</b>	<b>7,372</b>	<b>39.8%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(4,878)</b>	<b>(12,204)</b>	<b>(7,326)</b>				
<u>180</u> <u>Premises</u>							
4300 Water Charges	22	750	728		728	3.0%	
4420 Maintenance	0	500	500		500	0.0%	
4750 Toilets Cleaning Contract	1,896	3,000	1,104		1,104	63.2%	
4760 Toilets Equipment Contract	331	450	119		119	73.5%	
4770 Electricity	637	1,000	363		363	63.7%	
Premises :- Indirect Payments	<b>2,886</b>	<b>5,700</b>	<b>2,814</b>	<b>0</b>	<b>2,814</b>	<b>50.6%</b>	<b>0</b>
<b>Net Payments</b>	<b>(2,886)</b>	<b>(5,700)</b>	<b>(2,814)</b>				
Asset & Highways Committee :- Receipts	<b>1,047</b>	<b>1,146</b>	<b>99</b>			<b>91.4%</b>	
Payments	<b>13,685</b>	<b>26,700</b>	<b>13,015</b>	<b>0</b>	<b>13,015</b>	<b>51.3%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(12,638)</b>						

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	1,047	1,146	99			91.4%	
Payments	13,685	26,700	13,015	0	13,015	51.3%	
<b>Net Receipts over Payments</b>	<u>(12,638)</u>	<u>(25,554)</u>	<u>(12,916)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>(12,638)</u>						

## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Election Expenses	3,789.00		3,789.00
321 EMR Public Conveniences Fund	2,994.28	1,500.00	4,494.28
322 EMR Future Parish Celebrations	0.00		0.00
323 EMR Rec/Playground Enhancement	5,687.00	1,000.00	6,687.00
324 EMR Pavilion Seed Funding	13,847.16		13,847.16
325 EMR Pavilion Fundraising	145.00		145.00
326 EMR Fingerpost Maintenance	1,401.80		1,401.80
327 EMR Village Hamlet Gateways	0.00		0.00
328 EMR Highways Improvements	0.00		0.00
329 EMR Defibrillators	1,922.86	500.00	2,422.86
330 EMR SNP PC Support MSDC	0.00		0.00
331 EMR Community Orchard	163.08		163.08
332 EMR Neighbourhood Plan	10,000.00		10,000.00
333 EMR IT & Website	0.00		0.00
334 EMR Parish Guide	0.00		0.00
335 EMR Reinstatement WHP11	0.00		0.00
336 EMR Local History Projects	2,428.89		2,428.89
337 EMR Land Registration	2,500.00		2,500.00
338 EMR Ownership Broadfield Bank	0.00		0.00
339 EMR Grant Village Hall	0.00		0.00
340 EMR Bluebell Wood Managment	8,278.14		8,278.14
341 EMR Step refurbishment	0.00		0.00
342 Jubilee/Coronation Funds	1,478.52	143.00	1,621.52
343 EMR Wild Flower Meadow	0.00	1,000.00	1,000.00
	<b>54,635.73</b>	<b>4,143.00</b>	<b>58,778.73</b>