

THE COMMON PARISH COUNCIL OF SUTTON & BARLAVINGTON

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MEMBERS OF THE COMMON PARISH OF SUTTON & BARLAVINGTON ARE HEREBY SUMMONED TO THE FULL COUNCIL  
MEETING OF THE COMMON PARISH OF SUTTON & BARLAVINGTON ON  
MONDAY 6<sup>TH</sup> MARCH 2023, 2PM

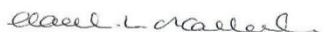
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AGENDA

1. Apologies for Absence  
Apologies received in advance from Cllrs Andrews & Brown
2. Code of Conduct  
Declaration of Members' disclosable pecuniary interests and other interests on items included on the agenda.
3. Approval of Minutes of meeting held on 25<sup>th</sup> January 2023
4. Update on matters carried forward:
  - Village Clean Up – 10<sup>th</sup> April
5. Questions to County Councillor Tom Richardson (Report to be submitted in advance)
6. Questions to District Councillor Alan Sutton (Report to be submitted in advance)
7. Planning Update
8. Highways, Footpaths and Village Maintenance Update
9. Finance
  - a) To approve Clerks salary and expenses – **Attached**
  - b) To note and approve income and expenditure report – **Attached**
  - c) To approve the regular Bank Reconciliation – **Attached**
  - d) To acknowledge receipt of VAT rebate of £49.17
10. Correspondence and Consultations
  - Parish Magazine article – Sebastien Anstruther
  - Notification of Purdah
  - Email regarding Burton Mill fenland restoration works
11. To discuss the format and date of Annual Parish Meeting
12. Matters arising not dealt with on the agenda
13. Public Questions (10 Minutes)
14. Any other matters for information only
15. Date of next Meeting 22<sup>nd</sup> May 2023
16. Exclusion of Press and Public

17. To discuss yearly salary review

Signed:



HL O'Callaghan  
Clerk & RFO

**Appendix A**

**Clerk Salary and Expenses**

**Clerks Salary 1 – 31st January 2023**

Net Salary £613.84  
PAYE £16.40  
Total £630.24

**Clerks Salary 1- 28<sup>th</sup> February 2023**

Net Salary £613.84  
PAYE £16.40  
Total £630.24

**Paid by Standing Order on last working day of the month**

**Clerks Expenses**

Paid after the meeting

<b>Date</b>	<b>Detail</b>	<b>Reason</b>	<b>Cost ex VAT (£)</b>	<b>VAT (£)</b>	<b>Cost inc VAT (£)</b>
7/3/23	Working from home allowance (January)	As per contract	18.00	0	18.00
7/3/23	Working from home allowance (February)	As per contract	18.00	0	18.00
7/3/23	Mileage for March meeting	Travel to January meeting as per contract 9 miles @ £0.45	4.05	0	4.05
<b>Total</b>			<b>40.05</b>	<b>0</b>	<b>40.05</b>

Hannah-Louise O'Callaghan, Clerk to the Common Parish Council of Sutton & Barlavington  
suttonbarlav@gmail.com  
27 February 2023



<b>THE COMMON PARISH OF SUTTON &amp; BARLAVINGTON</b>		
<b>BANK RECONCILIATION</b>		
<b>27-Feb-23</b>		
<b>RECEIPTS &amp; PAYMENTS</b>		
Balance brought forward as at 31/03/22		£7,578.10
Add Total Receipts		12094.38
Less Total Payments		(7,804.68)
<b>TOTAL</b>		<b>£11,867.80</b>
<b>BANK</b>		
Natwest Current as @ 27/2/23		8,347.28
Natwest Savings as @ 27/2/23		3,520.52
<b>Plus Uncleared Deposits</b>		
<b>TOTAL</b>		<b>£11,867.80</b>