

Forest Row Parish Council

Clerk: Mr D O'Driscoll
Email: parishclerk@forestrow.gov.uk



(Office Hours: Monday to Friday 9am to 4pm)

To: All members of the FINANCE & POLICY COMMITTEE:
Cllrs. R.Lewin (Chairman), Davies, Hill, Josephson,
T Lewin, McNally, Moore, Spackman, Williams and
Wogan
(All other Councillors – for information)

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

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Dear Sir/Madam,
Your attendance is required at a meeting of the FINANCE &
POLICY COMMITTEE to be held on **TUESDAY 24th**

NOVEMBER 2020 VIA ZOOM at

7.30pm.

Date: 18 November, 2020

Mr D O'Driscoll
Clerk to Forest Row Parish Council

AGENDA

THE FIRST FIFTEEN MINUTES WILL BE AVAILABLE FOR RELEVANT QUESTIONS AND REMARKS FROM THE PUBLIC – IF ANY. MEMBERS OF THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING.

PRELIMINARIES

1. PUBLIC QUESTIONS – the business of the meeting will start no later than 7.45pm
2. APOLOGIES FOR ABSENCE
3. **TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION RE THE ITEMS BELOW**
4. RECORDS OF THE MEETING HELD ON 7TH JULY 2020
 - 4.1 To approve the minutes of the meeting of 7th July 2020
 - 4.2 To consider any objections to deletion of the digital transcript of those meetings
5. CLARIFICATION OF (NON-CONFIDENTIAL) ACTIONS FROM LAST MEETING
6. CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION

FINANCIAL MATTERS To note and/or resolve as appropriate

7. FINANCIAL REPORT to month 8 (to include budget variances)
8. LIST OF PAYMENTS (to include prepayment cards)
9. BANK RECONCILIATIONS & COUNCILS INVESTMENTS
10. DRAFT COMMITTEE BUDGET for 2021/22

MATTERS FOR CONSIDERATION/DECISION

11. To consider updating the Council's social media policy
12. To consider whether the Council should actively engage in the Government 'Kickstart' programme
13. To consider a grant application from Victim Support

If relevant: Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the committee believes that the public and press to be excluded from the meeting on the grounds of the confidential nature of the business to be transacted.

14. To consider a staff matter
15. CORRESPONDENCE
16. TO NOTE ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

"This meeting will be held electronically via ZOOM, and the meeting ID and password will be circulated separately to Members. The meeting is also open to public attendance (with an initial period for public questions), but for security reasons, any member of the public wishing to participate is asked to telephone or email the Parish Clerk in advance (01342 822661 or parishclerk@forestrow.gov.uk) for the access codes."

FINANCE & POLICY COMMITTEE

BACKING PAPERS FOR MEETING 24th NOVEMBER 2020

Agenda item	Description	Page nos
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9	Bank reconciliations & investments	16
10	Draft budget 202-22	17
13	Victim Support grant application papers	18-21
14	Confidential briefing note (supplied separately)	C1

11. TO CONSIDER UPDATING THE COUNCIL'S SOCIAL MEDIA POLICY

The Council's Personnel Committee have requested that, in the light of recent exchanges on Facebook which involved at least five and possibly more Members, and the internal email traffic which touched on those exchanges, Council should look again at the social media policy, which appears to be out-of-date and possibly no longer fit for purpose. It is possible that the Personnel Committee may have ready a draft amended policy for consideration.

ACTION: to consider and resolve as appropriate

12. TO CONSIDER WHETHER THE COUNCIL SHOULD ENGAGE IN KICKSTART PROGRAMME

The Government has recently launched a youth employment scheme known as 'Kickstart', whereby enterprises take on unemployed young for a training period of 6 months and with their basic wage paid from Government funds. Small enterprises have been advised to group together under an umbrella organisation for administration purposes. The Sussex Chamber of Commerce has offered to act in this capacity, and we have formally registered an interest, but without any definite commitment. We could in theory employ three young people in different capacities. Does Council wish to take up this possibility?

ACTION: to consider and resolve as appropriate

13. TO CONSIDER A GRANT APPLICATION FROM VICTIM SUPPORT

Sussex Victim Support has requested a grant – this is an annual request, delayed by the pandemic. Summary papers are attached, copies of the full bundle may be obtained from the office on request. We have supported them in previous years, although from the record, not last year.

ACTION: to resolve as appropriate

If relevant: Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the committee believes that the public and press to be excluded from the meeting on the grounds of the confidential nature of the business to be transacted.

14. TO CONSIDER A STAFF MATTER

A confidential briefing note is supplied to Members.

15. CORRESPONDENCE None not previously supplied with Councillors Reading.

16. TO NOTE ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

Detailed Income & Expenditure by Budget Heading 18/11/2020

Month No: 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Policy							
401 Finance & Administration							
4176 FI-Precept Received	400,000	400,000	0			100.0%	
4180 Misc Income	13,843	1,000	(12,843)			1384.3%	
4181 FI-Wayleave Income	4	10	6			44.5%	
4182 FI-Devolved Services Income	735	1,450	715			50.7%	
4183 Community Warden Hire	6,828	11,000	4,172			62.1%	
4190 FI-Interest Received	308	1,300	992			23.7%	
Finance & Administration :- Income	421,719	414,760	(6,959)			101.7%	0
4100 PENSION TOP UP	3,752	4,000	248		248	93.8%	
4101 FI-Salaries	180,285	302,500	122,215		122,215	59.6%	
4102 FI-Payroll Outsource Costs	105	420	315		315	25.0%	
4103 FI-Contrib. to Library Salary	0	4,500	4,500		4,500	0.0%	
4108 FI-Staff Training/Travel	367	3,000	2,633		2,633	12.2%	
4110 Community Warden Costs	155	500	345		345	30.9%	
4111 Forest Rate	0	25	25		25	0.0%	
4120 Postage	0	1,300	1,300		1,300	0.0%	
4121 Telecommunications	4,636	7,500	2,864		2,864	61.8%	
4123 Stationery	159	750	591		591	21.2%	
4124 FI-Subscriptions	4,811	5,000	189		189	96.2%	
4125 FI-Insurance	8,352	8,000	(352)		(352)	104.4%	
4126 Printer/copier	2,012	3,500	1,488		1,488	57.5%	
4133 FI-Chairman's Fund	0	200	200		200	0.0%	
4134 FI-Parish Meeting	0	500	500		500	0.0%	
4135 FI-Councillors Training/Travel	99	1,000	901		901	9.9%	
4136 Security Checks	30	150	120		120	20.0%	
4137 FI-Members Allowances	613	5,000	4,387		4,387	12.3%	
4151 FI - Bank Charges	728	1,000	272		272	72.8%	
4156 FI-Legal & professional fees	6,169	5,500	(669)		(669)	112.2%	
4157 FI-Audit & Financial Managemen	2,533	3,500	967		967	72.4%	
4158 FI-Van Lease	1,592	2,750	1,158		1,158	57.9%	
4160 Office Equipment	3,418	300	(3,118)		(3,118)	1139.3%	
4161 Office Maintenance	0	700	700		700	0.0%	
4165 FI-Election Fund	0	1,000	1,000		1,000	0.0%	
4166 Wayleaves	26	50	24		24	51.4%	
4169 Community Occasion	17	500	483		483	3.4%	
7101 PR- Advertising/Publicity	0	100	100		100	0.0%	
7102 PR-Website	4,201	500	(3,701)		(3,701)	840.3%	
7110 PR-Newsletter & Distribution	0	500	500		500	0.0%	
Finance & Administration :- Indirect Expenditure	224,060	364,245	140,185	0	140,185	61.5%	0
Net Income over Expenditure	197,660	50,515	(147,145)				

Detailed Income & Expenditure by Budget Heading 18/11/2020

Month No: 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>403 Other Grants</u>							
4360 Other Grants	934	7,000	6,066		6,066	13.3%	
4361 FRGSA Subsidy	0	2,000	2,000		2,000	0.0%	
Other Grants :- Indirect Expenditure	<u>934</u>	<u>9,000</u>	<u>8,066</u>	<u>0</u>	<u>8,066</u>	<u>10.4%</u>	<u>0</u>
Net Expenditure	<u>(934)</u>	<u>(9,000)</u>	<u>(8,066)</u>				
Finance & Policy :- Income	421,719	414,760	(6,959)			101.7%	
Expenditure	224,994	373,245	148,251	0	148,251	60.3%	
Movement to/(from) Gen Reserve	<u>196,725</u>						
Grand Totals:- Income	421,719	414,760	(6,959)			101.7%	
Expenditure	224,994	373,245	148,251	0	148,251	60.3%	
Net Income over Expenditure	<u>196,725</u>	<u>41,515</u>	<u>(155,210)</u>				
Movement to/(from) Gen Reserve	<u>196,725</u>						

Current Bank Account

List of Payments made between 30/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/07/2020	TOYOTA FIN SERVS	BF	424.82		CAR - GF67 WUV
07/07/2020	TOYOTA FIN SERV	BF	1,295.04		CAR CLUB - GC18 GHK
07/07/2020	TOYOTA FIN SERV	BF	1,295.04		ADJ
07/07/2020	TOYOTA FIN SERV	BF	424.82		ADJ
21/07/2020	HSBC	DR	6.50		CHARGES
21/08/2020	HSBC	DR	6.50		CHARGES
17/09/2020	HSBC	DR	6.50		CHARGES
17/09/2020	Unity Trust	CLOSURE	5,378.48		CLOSURE OF HSBC ACCOUNTS
	Total Payments		5,397.98		

List of Payments made between 25/06/2020 and 17/11/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/08/2020	INTOUCH CRM	1	55.19		WEBSITE
03/08/2020	BIFFA WASTE SERVICES LTD	2	473.04		WASTE
04/08/2020	LEASEPLAN	DD	263.15		VAN LEASE
05/08/2020	BACS P/L Pymnt Page 1567	BACS Pymnt	378.30		BACS P/L Pymnt Page 1567
05/08/2020	DVLA	303068	2.50		ABANDONED VEHICLE TRACE
06/08/2020	TABLEHURST FARM	BACS	80.00		MARKET STALL REFUND
06/08/2020	EDWARD BOURNE	BACS	75.00		PLUMBING REPAIR
07/08/2020	O2	DD	16.42		COMMUNITY WARDEN MOBILE
10/08/2020	BARCLAYCARD	3	38.41		CHARGES
10/08/2020	AO SHIPLEY	BACS	4,122.92		TAX & NI - JULY
11/08/2020	DIRECT-TEC UK LTD	4	197.24		COPIER
12/08/2020	BACS P/L Pymnt Page 1568	BACS Pymnt	7,241.77		BACS P/L Pymnt Page 1568
12/08/2020	ALLSTAR BUSINESS SOLUTIONS	5	5.87		FUEL
14/08/2020	UKCRB'S LTD	6	12.00		CRB - DISCLOSURE
17/08/2020	CORONA ENERGY RETAIL 4 LTD	7	87.84		CC GAS
18/08/2020	FIRST DATA	DD	26.40		CREDIT CARD MACHINE RENTAL
20/08/2020	BACS P/L Pymnt Page 1569	BACS Pymnt	57.96		BACS P/L Pymnt Page 1569
20/08/2020	BRITISH GAS	8	14.75		CC ELEC
20/08/2020	BRITISH GAS	9	880.04		LOWER ROAD ELEC
21/08/2020	POCKET CARD - DOD	TOP UP	500.00		TOP UP
21/08/2020	POCKET CARD - CC	TOP UP	200.00		TOP UP
24/08/2020	POCKET CARD - GAGES	TOP UP	1,000.00		TOP UP
21/08/2020	BRITISH GAS	10	228.79		CC ELEC
24/08/2020	BACS P/L Pymnt Page 1570	BACS Pymnt	149.25		BACS P/L Pymnt Page 1570
24/08/2020	BACS P/L Pymnt Page 1571	BACS Pymnt	10.80		BACS P/L Pymnt Page 1571
24/08/2020	TELECOMS WORLD PLC	11	54.02		0800 NUMBER
24/08/2020	EDF ENERGY CUSTOMERS PLC	12	213.23		STREETLIGHT ELEC
24/08/2020	SHEREEN KHAN	BACS	126.00		BURIAL PLOT REFUND
26/08/2020	ALLSTAR BUSINESS SOLUTIONS	13	55.20		ANNUAL FEE
26/08/2020	FOCUS GROUP	DD	61.57		HELP[LINE
28/08/2020	E SUSSEX PENSION	BP	259.68		SUPERANN - AUGUST
28/08/2020	STAFF	BP	19,490.94		SALARY
01/09/2020	BNP PARIBAS	DD	667.75		COPIER LEASE
01/09/2020	INTOUCH CRM	1	55.19		WEBSITE
01/09/2020	BIFFA WASTE SERVICES LTD	2	473.04		WASTE
01/09/2020	BT PAYMENT SERVICES LTD	3	16.94		TELECOMMUNICATIONS
04/09/2020	LEASEPLAN LTD	DD	263.15		VAN RENTAL
08/09/2020	BACS P/L Pymnt Page 1574	BACS Pymnt	5,294.74		BACS P/L Pymnt Page 1574
08/09/2020	MR R LUDMAN	303070	16.42		JUBILEE GARDEN SUPPLIES
09/09/2020	ALLSTAR BUSINESS SOLUTIONS	4	11.74		FUEL CARD
09/09/2020	O2	DD	16.16		COMMUNITY WARDEN MOBILE
10/09/2020	BARCLAYCARD	5	38.59		CHARGES
10/09/2020	PAYTEK ADMIN	DD	33.60		TERMINAL RENT
10/09/2020	AO SHIPLEY	BACS	4,059.78		TAX & NI - AUGUST
11/09/2020	DIRECT-TEC UK LTD	6	135.33		PRINTER
16/09/2020	BACS P/L Pymnt Page 1577	BACS Pymnt	320.34		BACS P/L Pymnt Page 1577
17/09/2020	POCKET CARD - DOD	TOP UP	200.00		TOP UP

List of Payments made between 25/06/2020 and 17/11/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
17/09/2020	POCKIT CARD - CC	TOP UP	400.00		TOP UP
17/09/2020	POCKIT CARD - GAGES	TOP UP	300.00		TOP UP
17/09/2020	POCKIT CARD - GAGES	TOP UP	300.00		TOP UP
17/09/2020	ALISON HARMAN	BACS	150.00		GAGES COOK
17/09/2020	ALISON HARMAN	BACS	11.80		GAGES REIMBURSEMENT
17/09/2020	EMMA JONES	BACS	11.90		GAGES REIMBURSEMENT
18/09/2020	FDR POS TERM RENT	DD	26.40		TERMINAL RENT
21/09/2020	BRITISH GAS	7	223.03		CC ELECTRIC
21/09/2020	BRITISH GAS	8	12.62		LOWER RD ELECTRIC
21/09/2020	CORONA ENERGY RETAIL 4 LTD	9	78.37		CC GAS
22/09/2020	EDF ENERGY CUSTOMERS PLC	10	213.23		STREETLIGHT POWER
23/09/2020	ALLSTAR BUSINESS SOLUTIONS	11	52.42		VAN FUEL
24/09/2020	BACS P/L Pymnt Page 1578	BACS Pymnt	1,552.00		BACS P/L Pymnt Page 1578
24/09/2020	TELECOMS WORLD PLC	13	54.04		0800 NUMBER
25/09/2020	FOCUS GROUP	DD	60.06		HELPLINE
25/09/2020	SANDRA AYLEN	BACS	31.96		GAGES REIMBURSEMENT
25/09/2020	ALISON HARMAN	BACS	100.00		GAGES COOK
25/09/2020	TOYOTA FIN SERV	BACS	100.00		CAR CLUB DAMAGE
25/09/2020	TOYOTA FIN SERV	BACS	273.70		CAR CLUB DAMAGE
25/09/2020	L SQUIRES	BACS	55.00		WRAG PRINT
25/09/2020	QUALITY AGENCY	BACS	27.00		MARKET STALL REFUND
29/09/2020	BT PAYMENT SERVICES LTD	14	16.94		TELECOMMUNICATIONS
29/09/2020	E SUSSEX PENSION	BACS	3,929.54		SUPERANN- SEPT
29/09/2020	STAFF	BP	18,795.60		SEPT SALARIES
29/09/2020	STAFF	BP	96.75		ALLOWANCES
30/09/2020	UNITY TRUST	DR	4.20		CHARGE
30/09/2020	UNITY TRUST	DR	69.00		CHARGE
01/10/2020	INTOUCH CRM	1	55.19		WEBSITE
01/10/2020	SX RURAL COM COUN	SO	50.00		SUBS
05/10/2020	BIFFA WASTE SERVICES LTD	2	378.43		WASTE
05/10/2020	LEASEPLAN	DD	263.15		VAN LEASE
06/10/2020	BACS P/L Pymnt Page 1581	BACS Pymnt	3,005.17		BACS P/L Pymnt Page 1581
06/10/2020	BACS P/L Pymnt Page 1582	BACS Pymnt	1,818.99		BACS P/L Pymnt Page 1582
06/10/2020	BACS P/L Pymnt Page 1583	BACS Pymnt	65.87		BACS P/L Pymnt Page 1583
07/10/2020	POCKIT CARD - GAGES	TOP UP	750.00		TOP UP
07/10/2020	ALLSTAR BUSINESS SOLUTIONS	3	37.40		FUEL
08/10/2020	O2	DD	16.16		COMMUNITY WARDEN PHONE
09/10/2020	AO SHIPLEY	BP	3,659.64		TAX & NI - SEPT
09/10/2020	AO SHIPLEY	BP	300.00		TAX & NI - SEPT
12/10/2020	BARCLAYCARD	4	38.85		CHARGES
12/10/2020	PAYTEK ADMIN SERVICES LTD	5	33.60		SERVICE CHARGES
13/10/2020	BACS P/L Pymnt Page 1584	BACS Pymnt	4,482.20		BACS P/L Pymnt Page 1584
14/10/2020	ALLSTAR BUSINESS SOLUTIONS	6	11.74		FUEL
15/10/2020	DIRECT-TEC UK LTD	7	138.73		COPIER
19/10/2020	BACS P/L Pymnt Page 1585	BACS Pymnt	297.02		BACS P/L Pymnt Page 1585
19/10/2020	CORONA ENERGY RETAIL 4 LTD	8	125.60		CC - GAS
20/10/2020	POCKIT CARD - DOD	TOP UP	500.00		TOP UP

List of Payments made between 25/06/2020 and 17/11/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
25/06/2020	BACS P/L Pymnt Page 1553	BACS Pymnt	68.73		BACS P/L Pymnt Page 1553
25/06/2020	FOCUS GROUP	DD	66.38		HELPLINE
29/06/2020	BT PAYMENT SERVICES LTD	14	16.94		TELECOMMUNICATIONS
29/06/2020	STAFF	BACS	18,475.29		JUNE SALS/ALLOWANCES
29/06/2020	E SUSSEX PENSION	BP	3,829.54		SUPERANN - JUNE
30/06/2020	UNITY TRUST	DR	26.80		CHARGES
30/06/2020	UNITY TRUST	DR	69.90		CHARGES
01/07/2020	INTOUCH CRM	1	55.19		WEBSITE
01/07/2020	ALLSTAR BUSINESS SOLUTIONS 2		52.40		FUEL
06/07/2020	BACS P/L Pymnt Page 1557	BACS Pymnt	5,487.91		BACS P/L Pymnt Page 1557
06/07/2020	BIFFA WASTE SERVICES LTD	3	409.97		WASTE
06/07/2020	LEASEPLAN	DD	263.15		VAN LEASE
07/07/2020	TOYOTA FIN SERV	BP	424.82		CAR - GF67 WUV
07/07/2020	TOYOTA FIN SERV	BP	1,295.04		CAR - GC18 GHK
08/07/2020	O2	DD	16.42		COMMUNITY WARDEN PHONE
08/07/2020	WEALDEN DC	BP	21.00		PROPERTY DATA
10/07/2020	BARCLAYCARD	4	33.54		CHARGES
10/07/2020	DIRECT-TEC UK LTD	5	102.19		PRINTER
10/07/2020	AO SHIPLEY	BP	3,807.65		TAX & NI - JUNE
13/07/2020	TOYOTA FIN SERV	DD	254.89		CAR CLUB
14/07/2020	BACS P/L Pymnt Page 1558	BACS Pymnt	3,665.80		BACS P/L Pymnt Page 1558
14/07/2020	ST CATHERINE'S HOSPICE	303067	500.00		GRANT
15/07/2020	BRITISH GAS	5	12.43		CC ELECTRIC
15/07/2020	BRITISH GAS	6	761.17		TOILETS ELECTRIC
15/07/2020	ALLSTAR BUSINESS SOLUTIONS 1		59.46		FUEL
20/07/2020	CORONA ENERGY RETAIL 4 LTD 2		96.73		CC GAS
20/07/2020	BARCLAYCARD	DD	26.40		TERMINAL RENT
21/07/2020	BACS P/L Pymnt Page 1560	BACS Pymnt	8,371.73		BACS P/L Pymnt Page 1560
21/07/2020	BACS P/L Pymnt Page 1561	BACS Pymnt	90.00		BACS P/L Pymnt Page 1561
21/07/2020	BRITISH GAS	4	225.92		CC ELEC
22/07/2020	ALLSTAR BUSINESS SOLUTIONS 6		32.40		FUEL
22/07/2020	EDF ENERGY CUSTOMERS PLC 7		211.53		STREETLIGHT ELECTRICITY
23/07/2020	POCKET CARD GAGES	TOP UP	750.00		TOP UP
23/07/2020	CAROLYN COOMBER	BP	250.00		BRUSH CUTTER
23/07/2020	E JONES	BP	38.35		GAGES FOOD
23/07/2020	S AYLEN	BP	56.42		GAGES FOOD
24/07/2020	TELECOMS WORLD PLC	8	53.96		0800 number
24/07/2020	FOCUS	DD	64.72		HELPLINE
24/07/2020	SIEMENS	DD	116.22		DRINKS MACHINE RENTAL
24/07/2020	SIEMENS	DD	47.08		DRINKS MACHINE
28/07/2020	BACS P/L Pymnt Page 1562	BACS Pymnt	1,658.77		BACS P/L Pymnt Page 1562
28/07/2020	ALISON HARMAN	BP	100.00		GAGES COOK
28/07/2020	CADET DIRECT	BP	70.96		WARDEN BOOTS
29/07/2020	BT PAYMENT SERVICES LTD	9	16.94		TELECOMMUNICATIONS
29/07/2020	ALLSTAR BUSINESS SOLUTIONS 10		7.20		FUEL CARD
29/07/2020	STAFF	BP	22,981.87		SALARIES - JULY
29/07/2020	CLLRS	BP	96.75		ALLOWANCES

List of Payments made between 25/06/2020 and 17/11/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
20/10/2020	POCKIT CARD - CC	TOP UP	500.00		TOP UP
20/10/2020	POCKIT CARD - YOUTH	TOP UP	250.00		TOP UP
20/10/2020	BARCLAYCARD	DD	26.40		TERMINAL RENT
20/10/2020	BRITISH LEGION	BP	17.00		POPIES
20/10/2020	EMMA JONES	BP	2.70		GAGES REIMBURSEMENT
20/10/2020	SANDRA AYLEN	BP	7.00		GAGES REIMBURSEMENT
21/10/2020	BRITISH GAS	9	230.94		CC ELECTRIC
21/10/2020	BRITISH GAS	10	2,711.42		LOWER ROSD ELECTRIC
21/10/2020	ALLSTAR BUSINESS SOLUTIONS	13	52.65		FUEL
22/10/2020	WEALDEN DISTRICT ASSOC OF	303071	30.00		ANNUAL SUBS
22/10/2020	BACS P/L Pymnt Page 1587	BACS Pymnt	456.00		BACS P/L Pymnt Page 1587
22/10/2020	EDF ENERGY CUSTOMERS PLC	14	211.53		STREETLIGHT POWER
23/10/2020	TELECOMS WORLD PLC	15	53.99		0800 NUMBER
23/10/2020	FOCUS GROUP	DD	60.00		HELPLINE
26/10/2020	SIEMENS	DD	116.22		DRINKS MACHINE LEASE
26/10/2020	SIEMENS	DD	47.08		DRINKS MACHINE RENTAL
29/10/2020	BT PAYMENT SERVICES LTD	16	18.64		TELECOMMUNICATIONS
30/10/2020	STAFF	BACS	23,093.09		OCT SALARIES
30/10/2020	CLLR	BACS	96.75		ALLOWANCES
05/11/2020	BACS P/L Pymnt Page 1591	BACS Pymnt	1,352.47		BACS P/L Pymnt Page 1591

Total Payments 195,428.79

5650.00

189,778.79

POCKIT CARD - DOD

List of Payments made between 25/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/06/2020	PUREADHESION	DR	49.76		GRAFFITI REMOVER
08/07/2020	UTP	DR	11.94		CREDIT CARD PAPER ROLLS
08/07/2020	HAIGHON LTD	DR	15.99		EXTRACTOR FILTER
09/07/2020	AMAZON	DR	12.65		COLD PACKS
20/07/2020	ZOOM	DR	11.99		VIRTUAL MEETINGS
28/07/2020	CASH	DR	220.00		SALARIES - KEMP
30/07/2020	WASTE PAPER SOLUTIONS	DR	132.00		SHREDDING
30/07/2020	POCKIT	DR	0.99		MONTHLY FEE
31/07/2020	POCKIT	DR	0.99		FEE
10/08/2020	ALDRIDGE & TRILLWOOD	BP	34.08		PAINT
20/08/2020	ZOOM	BP	11.99		VIRTUAL MEETINGS
24/08/2020	CASH	CASH	250.00		S KEMP - SALARY
30/08/2020	POCKIT	BP	1.99		MONTHLY FEE
31/08/2020	POCKIT	BP	0.99		ADJ
08/09/2020	FLOORMART	DR	50.08		FLOOR CLEANER
20/09/2020	ZOOM	DR	11.99		VIRTUAL MEETINGS
22/09/2020	WDC	DR	21.00		TENS - MARKET
28/09/2020	CASH	CASH	180.00		SALARY - KEMP
30/09/2020	POCKIT	DR	1.99		MONTHLY FEE
30/09/2020	ADJ	DR	0.99		ADJ
16/10/2020	PREMIER BARRIERS	DR	20.98		OUTDOOR MAINTENANCE
20/10/2020	PARCEL2GO	DR	39.42		MARKET MARQUEE RETURN
20/10/2020	ZOOM	DR	11.99		VIRTUAL MEETINGS
22/10/2020	STAFF	CASH	220.00		SALARY - S KEMP
22/10/2020	AMAZON	DR	13.99		BURIALS BINDER
30/10/2020	POCKIT	DR	1.99		MONTHLY FEE
30/10/2020	POCKIT	DR	0.99		ADJ
Total Payments			<u>1,330.77</u>		

POCKIT CARD - CC

List of Payments made between 25/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/06/2020	INFORMATION COMMISSIONER	DR	40.00		DATA PROTECTION
16/07/2020	SHLOTT	DR	10.00		CAR CLUB
28/07/2020	CASH	DR	220.00		SALARY - KEMP
31/07/2020	POCKIT	DR	0.99		MONTHLY FEE
31/07/2020	POCKIT	DR	0.99		FEE
04/08/2020	WDC	BP	21.00		MARKET TENS
24/08/2020	CASH	CASH	250.00		S KEMP - SALARY
31/08/2020	POCKIT	BP	1.99		MONTHLY FEE
31/08/2020	POCKIT	ADJ	0.99		ADJ
16/09/2020	AMAZON	DR	244.65		FOLDING TABLES
28/09/2020	CASH	CASH	250.00		SALARY - S KEMP
30/09/2020	POCKIT	DR	1.99		MONTHLY FEE
30/09/2020	ADJ	DR	0.99		ADJ
08/10/2020	WDC	DR	21.00		TENS - MARKET
15/10/2020	AMAZON	DR	49.96		LEAF GRABBERS
22/10/2020	STAFF	DR	227.57		SALARY - S KEMP
22/10/2020	PETTY CASH	DR	2.43		PETTY CASH
31/10/2020	POCKIT	DR	1.99		MONTHLY FEE
31/10/2020	POSKIT	DR	0.99		ADJ
Total Payments			<u>1,347.53</u>		

POCKIT CARD - GAGES

List of Payments made between 01/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2020	CO-OP	DR	16.59		FOOD
03/06/2020	TESCO	DR	84.52		FOOD
03/06/2020	CO-OP	DR	4.70		FOOD
04/06/2020	CO-OP	DR	1.80		FOOD
05/06/2020	CO-OP	DR	14.35		FOOD
08/06/2020	POCKIT	DR	0.99		MONTHLY FEE
08/06/2020	CO-OP	DR	13.90		FOOD
08/06/2020	TESCO	DR	61.85		FOOD
08/06/2020	ALLAN MARTIN	DR	128.19		MEAT
10/06/2020	CO-OP	DR	9.15		FOOD
11/06/2020	CO-OP	DR	4.45		FOOD
12/06/2020	CO-OP	DR	14.20		FOOD
15/06/2020	SAINSBURYS	DR	64.83		FOOD
18/06/2020	CO-OP	DR	2.40		FOOD
18/06/2020	CATER4YOU	DR	94.00		CONTAINERS
20/06/2020	TESCO	DR	96.61		FOOD
24/06/2020	CO-OP	DR	4.30		FOOD
26/06/2020	TESCO	DR	103.36		FOOD
03/07/2020	SAINSBURYS	DR	76.02		FOOD
03/07/2020	CO-OP	DR	11.05		FOOD
04/07/2020	TESCO	DR	3.99		SUBSCRIPTION
06/07/2020	CO-OP	DR	5.60		FOOD
07/07/2020	ALLAN MARTIN	DR	312.83		MEAT
08/07/2020	CO-OP	DR	5.20		FOOD
09/07/2020	CO-OP	DR	3.15		FOOD
13/07/2020	SAINSBURYS	DR	42.51		FOOD
13/07/2020	CO-OP	DR	11.40		FOOD
16/07/2020	CO-OP	DR	5.25		FOOD
17/07/2020	CO-OP	DR	6.95		FOOD
20/07/2020	SAINSBURYS	DR	104.88		FOOD
20/07/2020	CO-OP	DR	14.65		FOOD
22/07/2020	CO-OP	DR	2.55		FOOD
22/07/2020	SAINSBURYS	DR	11.46		FOOD
23/07/2020	CATER4YOU	DR	74.76		CONTAINERS
24/07/2020	CO-OP	DR	2.00		FOOD
24/07/2020	CO-OP	DR	6.00		FOOD
24/07/2020	NO 8	DR	4.99		HOUSEWARE
26/07/2020	ICELAND	DR	10.00		FOOD
27/07/2020	SAINSBURYS	DR	60.84		FOOD
30/07/2020	CO-OP	DR	2.00		FOOD
30/07/2020	CO-OP	DR	4.89		FOOD
31/07/2020	SAINSBURYS	DR	133.26		FOOD
03/08/2020	SAINSBURYS	BP	133.26		FOOD
04/08/2020	ALLAN MARTIN	BP	278.70		MEAT
04/08/2020	TESCO	BP	3.99		SUBSCRIPTION
06/08/2020	ARGOS	BP	59.99		MICROWAVE
06/08/2020	VEASEY & SON	BP	34.46		FISH

POCKIT CARD - GAGES

List of Payments made between 01/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/08/2020	POCKIT	BP	0.99		MONTHLY FEE
10/08/2020	CO-OP	BP	15.99		FOOD
10/08/2020	TESCO	BP	57.41		FOOD
12/08/2020	CO-OP	BP	2.70		FOOD
13/08/2020	CO-OP	BP	6.00		FOOD
13/08/2020	CO-OP	BP	3.50		FOOD
14/08/2020	TESCO	BP	4.40		FOOD
14/08/2020	CO-OP	BP	8.20		FOOD
17/08/2020	TESCO	BP	72.24		FOOD
18/08/2020	ALLAN MARTIN	BP	111.22		MEAT
18/08/2020	TESCO	BP	35.44		FOOD
20/08/2020	CO-OP	BP	2.50		FOOD
21/08/2020	CO-OP	BP	6.00		FOOD
24/08/2020	TESCO	BP	55.68		FOOD
26/08/2020	CO-OP	BP	5.25		FOOD
27/08/2020	CO-OP	BP	2.80		FOOD
28/08/2020	CO-OP	BP	5.74		FOOD
02/09/2020	CO-OP	DR	8.60		FOOD
03/09/2020	CO-OP	DR	0.75		FOOD
04/09/2020	TESCO	DR	3.99		SUBS
07/09/2020	TESCO	DR	105.11		FOOD
08/09/2020	POCKIT	DR	1.99		MONTHLY FEE
09/09/2020	MAGENTA UK	DR	73.73		CONTAINERS
09/09/2020	SAINSBURYS	DR	23.80		FOOD
11/09/2020	CO OP	DR	4.55		FOOD
13/09/2020	SAVERS	DR	5.00		SUPPLIES
14/09/2020	TESCO	DR	54.74		FOOD
14/09/2020	CO-OP	DR	11.15		FOOD
17/09/2020	CO-OP	DR	18.75		FOOD
17/09/2020	ALLAN MARTIN	DR	270.35		MEAT
17/09/2020	Unity Trust	ADJ	300.00		ADJ
19/09/2020	THE RANGE	DR	7.08		HERBS
21/09/2020	SAINSBURYS	DR	81.44		FOOD
22/09/2020	TK MAXX	DR	17.97		KITCHENWARE
22/09/2020	ALDI	DR	9.59		FOOD
24/09/2020	ARGOS	DR	34.99		BLENDER
25/09/2020	CO-OP	DR	2.80		FOOD
25/09/2020	VEASEY	DR	21.39		FISH
28/09/2020	TESCO	DR	70.70		FOOD
28/09/2020	CO-OP	DR	4.00		FOOD
30/09/2020	ADJ	ADJ	-140.56		ADJ
01/10/2020	AMAZON	DR	41.40		BOILER
02/10/2020	CO-OP	DR	20.50		FOOD
04/10/2020	TESCO	DR	3.99		SUB
06/10/2020	TESCO	DR	73.51		FOOD
08/10/2020	POCKIT	DR	1.99		MONTHLY FEE
13/10/2020	SAINSBURYS	DR	99.73		FOOD

POCKIT CARD - GAGES

List of Payments made between 01/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/10/2020	CO-OP	DR	4.80		FOOD
19/10/2020	ALLAN MARTIN	DR	162.21		MEAT
20/10/2020	TESCO	DR	109.07		FOOD
21/10/2020	CO-OP	DR	1.00		FOOD
22/10/2020	CO-OP	DR	7.90		FOOD
23/10/2020	CO-OP	DR	13.85		FOOD
27/10/2020	TESCO	DR	66.31		FOOD
Total Payments			<u>4,141.05</u>		

POCKIT CARD - YOUTH

List of Payments made between 01/06/2020 and 17/11/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
18/06/2020	POCKIT	BR	0.99		MONTHLY FEE
06/08/2020	CO-OP	BP	27.95		FOOD
13/08/2020	CO-OP	BP	10.65		FOOD
18/08/2020	POCKIT	DR	0.99		MONTHLY FEE
18/08/2020	CO-OP	BP	8.15		FOOD
24/08/2020	CO-OP	BP	10.65		FOOD
24/08/2020	CO-OP	BP	5.25		FOOD
27/08/2020	AMAZON	BP	35.92		AMAZON
02/09/2020	POUNDLAND	DR	28.00		FOOD
02/09/2020	POUNDLAND	DR	-28.00		FOOD
03/09/2020	POUNDLAND	BP	28.00		SUPPLIES
07/09/2020	CO-OP	DR	8.00		FOOD
08/09/2020	CO-OP	DR	29.75		FOOD
10/09/2020	CO-OP	DR	18.14		FOOD
14/09/2020	POUNDLAND	DR	50.00		FOOD
18/09/2020	POCKIT	DR	1.99		MONTHLY FEE
18/09/2020	SAINSBURYS	DR	35.70		FOOD
24/09/2020	CO-OP	DR	1.50		FOOD
01/10/2020	AMAZON	DR	12.48		SUPPLIES
05/10/2020	TESCO	DR	14.75		SUPPLIES
06/10/2020	CO-OP	DR	13.30		SUPPLIES
06/10/2020	CO-OP	DR	1.50		SUPPLES
07/10/2020	POUNDLAND	DR	67.00		SUPPLIES
13/10/2020	CO-OP	DR	4.70		SUPPLIES
15/10/2020	CO-OP	DR	13.62		SUPPLIES
18/10/2020	POCKIT	DR	2.79		MONTHLY FEE
18/10/2020	POCKIT	DR	1.99		MONTHLY FEE
20/10/2020	CO-OP	DR	9.60		SUPPLIES
21/10/2020	POUNDLAND	DR	36.50		SUPPLIES
Total Payments			451.86		

Forest Row Parish Council

Bank - Cash and Investment Reconciliation as at 5 November 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

17/09/2020	Forest Row P/C Money Manager	0.00	
17/09/2020	Forest Row P/c Current A/c	0.00	
31/10/2020	Cafe Cash A/c	100.00	
31/10/2020	Thursday Club Cash A/c	0.00	
31/10/2020	Unity Trust	256,075.41	
31/10/2020	CCLA	175,000.00	
31/10/2020	POCKIT CARD - DOD	555.20	
31/10/2020	POCKIT CARD - CC	484.48	
31/10/2020	POCKIT CARD - GAGES	548.78	
30/09/2020	WELLBEING SERVICES	0.00	
31/10/2020	POCKIT CARD - YOUTH	585.92	
			433,349.79

Other Cash & Bank Balances

252.38

433,602.17

Unpresented Payments

-16.00

433,618.17

All Cash & Bank Accounts

1	Current Bank Account	0.00	
2	Cafe Cash Account	100.00	
3	Thursday Club Cash Account	0.00	
4	Unity Trust	256,045.41	
5	CCLA	175,000.00	
6	POCKIT CARD - DOD	555.20	
7	POCKIT CARD - CC	484.48	
8	POCKIT CARD - GAGES	615.61	
9	Wellbeing Services	46.00	
10	POCKIT CARD - YOUTH	585.92	
11	YOUTH PROVISION CASH ACC	0.00	
	Other Cash & Bank Balances	252.38	
	Total Cash & Bank Balances		433,685.00

APPROVED BY FINANCE & POLICE
COMMITTEE CHAIRMAN

DATE

FINANCE & POLICY BUDGET

INCOME BUDGETS	2019-20			2020-21				Notes	2021-22	Notes
	Budget	Actual	% of forecast	Budget	Actual to mth 6	% of forecast to yr end	Projected			
4176 Precept	360000	360000	100	400000	200000	50	400000	adjust 50% to month 6	TBC	
4177 CTS Grant	1988	1988	100	0	0	0	0	discontinued	n/a	
4180 Misc income	1000	5007	500.7	1000	13843	1384.3	15000	incl covid grant £10k & mtce hires to M'field	1000	
Incl: 4500 legacy										
140 FRBG receipts									[6000]	
4181 Wayleave income	10	6	60	10	4	44.5	10		10	
4182 Devolved services	1470	1103	75	1450	735	50.7	1450		1450	
4183 Comm warden grant/hire	11000	16485	149.9	11000	5748	52.3	11000		11000	
4190 Interest received	500	1522	304.5	1300	289	22.2	750	guesstimate	1300	
4380 Other grant	0	2384	0	0	0	0	0			
TOTAL	375968	388495	103.3	414760	220619		428210	projected yr end total	14760	
surplus/deficit		12527			13239			total net of 50% precept surplus over 50%		
EXPENDITURE BUDGETS										
(4100 Pension-top-up	3000	3667	122.2	4000	1566	39.2	4000	per current demand	4000	
4101 Salaries	285000	294912	103.5	302500	154970	51.2	303000		309060	
4102 Payroll outsource	360	315	87.5	420	105	25	420		420	
4103 Contribution library salary	2500	8026	321	4500	0	0	2500		4500	
4105 CS development	1000	960	96	0	0	0	0	now in code 2700	0	
4108 Staff training/travel	2500	2432	97.3	3000	367	12.2	1000	guesstimate	3000	
4109 Warden salary (4/F 4101)										
4110 Warden expenses	600	380	63.3	500	141	28.2	400		500	
4111 Forest rate	25	22	89	25	0	0	25		25	
4120 Postage	1200	715	59.6	1300	0	0	1300		1300	
4121 Telecoms	5000	7800	156	7500	3640	48.5	7500		7500	
4122 Internet										
4123 Stationery	600	977	162.9	750	115	15.3	750		750	
4124 Subscriptions	3500	4978	142.2	5000	4731	94.6	5000		5000	
4125 Insurance	8000	8085	101.1	8000	8352	104.4	8500		8000	
4126 Photocopier	3500	3890	111.1	3500	1794	51.3	3500		3500	
4133 Chairmans Fund	200	307	153.3	200	0	0	0		200	
4134 Parish meeting	1000	0	0	500	0	0	0	see code 4169	500	
4135 Councillors training/travel	1000	1345	134.5	1000	34	3.4	1250	incl new clirs	1000	
4136 H & S / DBS	150	60	40	150	30	20	100		150	
4137 Members allowances	5000	1291	25.8	5000	516	10.3	1250		5000	
4151 Bank charges	480	1719	358.1	1000	598	59.8	1800	incl card machine	1500	
4156 Legal/professional fees	3000	2380	79.3	5500	6169	112.2	2000	incl PWLB survey (deductible per grant)	3000	
4157 Audit & financail management	3000	3285	109.5	3500	1233	35.2	3250		3500	
4158 Van lease	3000	4013	133.8	2750	1373	49.9	2750		2750	
4160 Office equipment	300	644	214.8	300	3418	1139.3	4000	incl computer update	300	
4161 Office maintenance	650	0	0	700	0	0	250		700	
4165 Election fund	4000	1135	28.4	1000	0	0	0		1000	
4166 Wayleaves	45	0	0	50	26	51.4	50		50	
4169 Community event	0	886		500	0	0	0		500	
4531 Civic entertainment										
7101 Advertising	100	63	62.5	100	0	0	0		100	
7102 Website	500	617	123.4	500	2276	455.1	500	inc new website (deductible frm reserve)	500	
7110 Newsletter	200	0	0	500	0	0	0		500	
4360 Grants made	7000	7250	103.6	7000	934	13.3	5000	guesstimate	7000	
4361 FRGSA subsidy	2000	2000	100	2000	0	0	2000		2000	
7111 Underpaid VAT	0	0	0	0	0	0	0		15600	
NEW CODE Community consultation							2500	allow 50% outside grant	new	
TOTAL	348410	364154	104.5	373245	192388	51.5	364595		393405	
Surplus/deficit		15744					8650		5.4% increase on 2020-2021]	

Commentary: In the last complete year, the Finance budget performed well overall against forecast, returning 103% against income and 104 % against expenditure, although the income figure was boosted by a ring-fenced legacy still unspent. This year has clearly been under the shadow of coronavirus, although many if not most of the expenditure items under F&P consists of overheads unaffected either way by the pandemic. Extrapolating from the half-year, it looks as though income will come in at 103% of forecast (though this includes a £10,000 windfall grant from District against business rates liability), while expenditure looks set to return at about 98% of forecast (which reflects some minor savings on overheads, and some offsets from grants/ reserves). Predictions to year end inevitably involve a degree of guesswork, but in general terms the budget should balance satisfactorily. For the next year, guesstimates still apply, but I have factored in a repayment figure for a PWLB loan of £250,000 over 20 years - as a revenue figure, rather than calling on reserves. Obviously this is dependent on votes yet to be taken in Council.

FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: parishclerk@forestrow.gov.uk
Web: <http://www.forestrow.gov.uk>
Clerk: Mr David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: <i>Victim Support (Sussex Area)</i>		
NAME OF CONTACT PERSON: <i>Mrs Sue Bartlett</i>		
ADDRESS FOR CORRESPONDENCE:	Tel: <i>01273 458164</i>	
	Email: <i>sue.bartlett@victimsupport.org.uk</i>	
	Web (if any):	
POST CODE:	SUM REQUESTED: <i>anything you feel appropriate</i>	
DO YOU HAVE AUDITED ACCOUNTS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	IF YES, ARE THEY ATTACHED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Accounts)	IF NO, PLEASE EXPLAIN WHY
IF APPLICABLE, DO YOU HAVE A BUDGET? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No (Budget)	
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
From	Amount	Purpose
<i>a number of Sussex Parish Councils give to us annually.</i>	<i>£3,100 April to date</i>	<i>Recruit, train and supervise new volunteers to work in Sussex - £700 per recruit for 1 year</i>
PURPOSE OF REQUEST (please use second sheet if necessary) <i>Due to a turnover of volunteers we have to recruit and train new volunteers to work in the Sussex community. They have to achieve 8 hours of e-learning followed by 3 days of training which includes safeguarding. Once they have finished this satisfactorily they can opt to do additional specialised training i.e. Domestic Violence, Sexual Crime, homicide etc. During the past months support has had to be offered by video call rather than face to face meetings</i>		
HOW WILL IT BENEFIT THE COMMUNITY? <i>Any residents of Forest Row Parish affected by crime, whatever age, religion or ethnic background could be offered support to help them through the effects of crime. Sadly crime has increased during the pandemic and Domestic Violence, Fraud and internet scams has increase by approximately 30% so our volunteers have been kept extremely busy</i>		
FOR OFFICIAL USE ONLY		
Date of Meeting:	Min.No:	Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
		Amount:

**Victim Support Sussex
Financial summary
Year-ending 31/3/20**

Total income	£	£ (890,645.00)
<i>Expenditure-</i>		
Staff (including travel)	685,446.00	
Volunteers	22,019.00	
Other (premise/office cost, client costs, support)	207,970.00	
Total expenditure		<u>915,435.00</u>
Total - deficit		<u>24,790.00</u>

Note - the above summary includes Contract income from the OPCC Sussex; other Grant funding; Fundraising income and Donations from individuals etc. This data is confidential and personal to its recipients and should not be copied, distributed or reproduced; nor passed to any third party.



Grant Application

I have enclosed my letter about the work of Victim Support in Sussex. There are currently approximately 120 volunteers in Sussex and if none live in your Parish, there will be members allocated to visit the Parish residents if required.

YOUR PREVIOUS GRANTS HAVE BEEN USED TO HELP RECRUIT, TRAIN AND SUPERVISE NEW VOLUNTEERS IN SUSSEX, SOME OF WHOM WOULD HAVE BEEN ALLOCATED TO WORK IN YOUR PARISH.

As you are probably aware, Victim Support is now a national charity divided into areas and *each area is responsible for its own fundraising budget and all funds raised are allocated to individual areas.*

In order to minimise accountancy costs, one set of accounts is now produced for all areas nationally and not individual areas, although our budgets and fundraising targets are based on individual areas. I have enclosed a list of donations from Parish councils, which has been circulated, together with a breakdown of Sussex costs. To access the National accounts follow the link <https://surf.victimsupport.org.uk/aboutus/factfigs/Pages/Corporate%20materials.aspx>.

Although Victim Support has become a national charity we are very much committed to the support of victims and witnesses of crimes at a local level and have local offices and training for Sussex to ensure this takes place..

Yours sincerely

Mrs Sue Bartlett
Volunteer Fundraising
Victim Support Sussex

January 2020

Parish Council Donations 2019-20 (April to March)

Aldwick	£150.00
Angmering	£150.00
Bersted	£100.00
Billingshurst	£ 75.00
Bosham	£250.00
Brightling	£ 55.00
Donnington	£ 50.00
East Preston	£200.00
Fairlight	£ 50.00
Felpham	£150.00
Forest Row	£
Funtington	£200.00
Hassocks	£200.00
Heathfield & Waldron	£200.00
Herstmonceux	£150.00
Hurst Green	£ 50.00
Hurstpierpoint & Sayers Common	£150.00
Lancing	£700.00
Lindfield	£100.00
Maresfield	£600.00
North Horsham	£500.00
Peasmarsh	£ 50.00
Pevensey	£100.00
Pulborough	£150.00
Rustington	£150.00
Shere (Surrey)	£
Sompting	£150.00
Ticehurst	£100.00
Westfield	£ 50.00
Willingdon & Jevington	£200.00
TOTAL	£5280
