

Telephone: 07548 528754
Email: clerk@hooe-pc.gov.uk
Website: www.hooe-pc.gov.uk
Date: 08 September 2026

The Red House
Lower St
Ninfield
TN33 9ED

All Councillors: I hereby give notice that you are summoned to attend the Full Parish Council meeting on Monday 14th September 2026 at 7pm at the Village Hall when it is proposed to transact the business stated below.

Signed: J Scarff – Locum Clerk (Proper Officer/RFO) to Hooe Parish Council

Public attendance and questions in accordance with [Standing Orders](#)

Close of public participation.

Members of the public are welcome to stay and observe the meeting.

1. The Chairs welcome to the meeting.
2. To receive reports to note from:
 - i. Parish Councilors
 - ii. County Councillor
 - iii. District Councillor
 - iv. Saint Oswalds Church
3. To receive apologies and reasons for absence in accordance with the Local Government Act 1972 S85 (1)
 - i. To consider accepting apologies
 - ii. Other absences to note.

4. Disclosure of Interests.

In accordance with the Localism Act 2011 and the Parish Council Code of Conduct to receive disclosures by members of personal interests in matters on agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the revised code of members conduct.

- i. Disclosable Pecuniary Interests
- ii. Other Interests (non-pecuniary)
- iii. To consider granting dispensations if requested.

Nb. Any changes to a member's register of interests should be notified to the clerk immediately.

Business to be transacted.

5. To receive the minutes of the Full Council held on [20th July 2026](#) to be considered for approval as a true record and signed by the chair.
6. Public Exclusion: in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted.
7. To consider for approval a service to supply sanitary bins to the village hall and sports pavilion.
8. To consider, for adoption, an events management policy and agree any actions required.
9. To further ideas for fundraising and agree any actions required.
10. To review and approve the hire charge rates to commence from the 1st of October 2026 until the 30th of

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September 2027 for the village hall hire.

11. To review and approve the hire charge rates to commence from the 1st of October 2026 until the 30th of September for the recreation ground sports pitch & pavilion hire.
12. To review the annual allotment charge to be reviewed and any uplift will commence from the 1st of October 2027 until 30th September 2028
13. To consider the following financial matters.
 - i. To receive the statement of accounts to 31st August 2026 for noting
 - ii. The bank reconciliation and corresponding bank statement to 31st August 2026 for noting.
 - iii. To note the payments made during July and August 2026.
 - iv. To agree payments to be made for invoices received since the last meeting.
 - v. To note the external auditors' report (if available) and agree any actions required.
 - vi. To consider the council Budget v Actuals to date and agree any actions required.
 - vii. To consider the council's general reserve and earmarked reserves and agree any actions required.
14. To consider any expressions of interest in Parish Council land known as the Allotment Gardens and agree any actions required.
15. To note the date for the next meeting is 12th October 2026

Agenda circulation to all councillors.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting may be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Hooe Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 31 August 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

31/08/2026	Unity Trust Bank	69,360.71
31/08/2026	Unity Trust Bank Savings	54,984.97

124,345.68

Receipts not on Bank Statement

0.00

Closing Balance

124,345.68

All Cash & Bank Accounts

5	Unity Trust Bank Current	69,360.71
6	Unity Trust Savings	54,984.97
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	124,345.68

**Bank Reconciliation Statement as at 31/08/2026
for Cashbook 5 - Unity Trust Bank Current**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	31/08/2026		69,360.71
			<u>69,360.71</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			69,360.71
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			69,360.71
		Balance per Cash Book is :-	69,360.71
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 31/07/2026
for Cashbook 5 - Unity Trust Bank Current**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	31/07/2026		69,410.62
			<u>69,410.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			69,410.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			69,410.62
		Balance per Cash Book is :-	69,410.62
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/07/2026 for Cashbook No 5 - Unity Trust Bank Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
10/07/2026			15.00	15.00		R ☐	Receipt(s) Banked
13/07/2026	SO	60.72		60.72		R ☐	UNISERVE LTD
20/07/2026	BACS	1,463.31		1,463.31		R ☐	CLEAR COUNCILS INSURANCE
20/07/2026	BACS	144.00		144.00		R ☐	MULBERRY LAS
20/07/2026	BACS	138.00		138.00		R ☐	FOXHILL TREE SERVICES LTD
20/07/2026	BACS	1,185.00		1,185.00		R ☐	clerk
27/07/2026	DD	21.67		21.67		R ☐	BRITISH GAS
27/07/2026	DD	27.17		27.17		R ☐	EVERFLOW
29/07/2026	DD	18.95		18.95		R ☐	VALDA ENERGY
31/07/2026	DDR	7.00		7.00		R ☐	UNITY TRUST BANK
		3,065.82	15.00				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/08/2026 for Cashbook No 5 - Unity Trust Bank Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
03/08/2026			300.00	300.00		R ☐	Receipt(s) Banked
12/08/2026	SO	60.72		60.72		R ☐	UNISERVE LTD
27/08/2026	DDR	7.69		7.69		R ☐	EVERFLOW
28/08/2026	DD	274.50		274.50		R ☐	Wealden District Council
31/08/2026	DDR	7.00		7.00		R ☐	UNITY TRUST BANK
		349.91	300.00				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 31/07/2026
for Cashbook 6 - Unity Trust Savings**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank Savings	31/07/2026		54,984.97
			54,984.97
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			54,984.97
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			54,984.97
		Balance per Cash Book is :-	54,984.97
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Mrs Jackie Scarff
The Red House
Lower Street
Battle
TN33 9ED

✉ Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

☎ Call **0345 140 1000***

✉ Email **us@unity.co.uk**

🌐 Visit **www.unity.co.uk**

Account Statement

01 July 2026 to 31 July 2026

Account Name: Hooe Parish Council
Sort Code: 608301
Account Number: 20463229
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£54,984.97	£0.00	£0.00	£54,984.97

The credit interest rate is 1.95% AER as of your statement date.



Go Paperless!

You can choose to receive online statements and we'll notify you by email when they're available. Contact us to switch to paperless statements.

Accessibility

Unity can offer statements in alternative formats such as statements in braille, large print or audio. Please contact us for more information.

*Our call centre opening hours are 9:00am to 5:00pm, Monday to Friday, excluding bank and public holidays in England and Wales. Calls are recorded and may be monitored for security, training and quality purposes.

**Please note it is your responsibility to check all statement entries and period end dates when reconciling your accounts for your own official accounting purposes.

Transactions for Instant Access account 20463229

Date	Type	Details	Paid Out £	Paid In £	Balance £
30/06/2026		Balance brought forward	£0.00	£0.00	£54,984.97

Financial Services Compensation Scheme

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £120,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **www.unity.co.uk/fscs**

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000*** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0800 652 3839**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000***. We aim to resolve any issues as soon as possible.

Additional Information

A copy of our interest rates can be found on our website **www.unity.co.uk/interest-rates**

A copy of our fees and charges can be found on our website **www.unity.co.uk/terms-and-conditions**

This information is also available by calling **0345 140 1000***. To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124.

*Our call centre opening hours are 9:00am to 5:00pm, Monday to Friday, excluding bank and public holidays in England and Wales. Calls are charged at local rate. Calls are recorded and may be monitored for security, training and quality purposes.
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**Bank Reconciliation Statement as at 31/08/2026
for Cashbook 6 - Unity Trust Savings**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank Savings	31/08/2026		54,984.97
			54,984.97
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			54,984.97
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			54,984.97
		Balance per Cash Book is :-	54,984.97
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Mrs Jackie Scarff
The Red House
Lower Street
Battle
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01 August 2026 to 31 August 2026

Account Name: Hooe Parish Council
Sort Code: 608301
Account Number: 20463229
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£54,984.97	£0.00	£0.00	£54,984.97

The credit interest rate is 1.95% AER as of your statement date.



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Date	Type	Details	Paid Out £	Paid In £	Balance £
31/07/2026		Balance brought forward	£0.00	£0.00	£54,984.97

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Hooe Parish Council Current Year

Summary Receipts and Payments for Year Ended 31st March 2027

Last Year Ended 31st March 2026		Current Year Ended 31st March 2027
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Receipts

45,714.00		22,350.00
45,714.00	Sub Total	22,350.00

Operating Income

1,261.24	Income	266.02
870.00	Village Hall	655.00
1,960.00	Pavilion / Recreation Grounds	380.00
550.67	Allotments	80.47
1,412.43	VAT Data	0.00
51,768.34	Total Receipts	23,731.49

Running Costs

19,544.92	Administration	6,522.14
2,754.91	Amenity	297.90
1,266.86	Village Hall	446.64
3,985.25	Pavilion / Recreation Grounds	1,965.55
1,075.39	Allotments	960.00
158.95	Parish Land	193.53
1,707.00	VAT Data	860.69
30,493.28	Total Payments	11,246.45

Receipts and Payments Summary

90,585.58	Opening Balance	111,860.64
51,768.34	Add Total Receipts(As Above)	23,731.49
142,353.92		135,592.13
30,493.28	Less Total Payments(As Above)	11,246.45
111,860.64	Closing Balance	124,345.68

These cumulative funds are represented by:

57,141.69	Unity Trust Bank Current	69,360.71
0.00	Barclays Current A/C 8126	0.00
0.00	Barclays Current A/C 1178	0.00
0.00	Santander	0.00
54,718.95	Unity Trust Savings	54,984.97
0.00	Petty Cash	0.00
111,860.64		124,345.68

Reserve Balances are represented by:

21,275.06	Current Year Fund	12,485.04
27,598.55	General Reserves	48,823.61
8,975.23	EMR - V/H Public Donations	8,975.23
1,555.10	EMR - Youth Money	1,555.10
47,049.12	EMR Capital Receipt	47,049.12

Hooe Parish Council Current Year

Summary Receipts and Payments for Year Ended 31st March 2027

Last Year Ended 31st March 2026		Current Year Ended 31st March 2027
4,907.58	EMR Compliance & Risks	4,907.58
500.00	EMR Allotment Deposits	550.00
111,860.64		124,345.68

Signed : _____ (Chairman) _____ (RFO)

HOOE PARISH COUNCIL

Financial Monitoring Report

Summary Receipts and Payments - financial year ending 31 March 2027

Figures for the current year are 1 April – 31 August 2026.

1. Summary

The Council began the financial year with £111,860.64. Receipts recorded to date are £23,731.49 and payments are £11,246.45. This produces a current-year excess of receipts over payments of £12,485.04 and a closing cash balance of £124,345.68. Not all payments and receipts are spread equally across the year.

2. Key figures

Item	2025/26 full year	2026/27 to date	Comment
Opening balance	£90,585.58	£111,860.64	Cash carried forward at the start of the year.
Precept	£45,714.00	£22,350.00	Current figure is the first half of the precept. The rest will be paid this month.
Total receipts	£51,768.34	£23,731.49	Income received/recorded so far.
Total payments	£30,493.28	£11,246.45	Expenditure paid/recorded so far.
Excess of receipts over payments	£21,275.06	£12,485.04	Current-year movement in cash.
Closing balance	£111,860.64	£124,345.68	Cash held at 31 August 2026

3. Income

The precept is by far the Council's main source of income. £22,350.00 is shown as received in the current year, compared with £45,714.00 for the whole of 2025/26. Other income totals £1,381.49, made up of general income, Village Hall income, Pavilion/Recreation Grounds income and allotment income.

Income source	2025/26	2026/27 to date
Precept	£45,714.00	£22,350.00
General income	£1,261.24	£266.02
Village Hall	£870.00	£655.00
Pavilion / Recreation Grounds	£1,960.00	£380.00
Allotments	£550.67	£80.47
VAT data	£1,412.43	£0.00

4. Expenditure

Payments to date total £11,246.45. Administration is the largest category at £6,522.14, followed by Pavilion/Recreation Grounds at £1,965.55 and allotments at £960.00.

Spending area	2025/26	2026/27 to date
Administration	£19,544.92	£6,522.14
Amenity	£2,754.91	£297.90
Village Hall	£1,266.86	£446.64
Pavilion / Recreation Grounds	£3,985.25	£1,965.55
Allotments	£1,075.39	£960.00
Parish Land	£158.95	£193.53
VAT	£1,707.00	£860.69

Because the 2026/27 figures are part-year figures, lower spending than 2025/26 does not by itself show an underspend or saving. A meaningful budget-monitoring judgement would require the approved 2026/27 budget for each heading, which is not included in the source report.

5. Cash and reserves

The reported closing balance is £124,345.68. The reserve schedule also totals £124,345.68, so the cash and reserve figures reconcile.

Reserve	Balance	Plain-English explanation
Current Year Fund	£12,485.04	The excess of receipts over payments recorded in the current year to date.
General Reserves	£48,823.61	This is a required reserve. The SAAA recommend that it should be between 3 -12 months equivalent to expenditure. Large councils will hold closer to 3 months smaller council more. The current general reserve is more than 12 months spend and should be reduced. It can be discussed with item 13vii
EMR - Village Hall Public Donations	£8,975.23	Money set aside for the Village Hall. It should be more specific regarding what the planned spend it.
EMR - Youth Money	£1,555.10	This money needs a purpose.
EMR - Capital Receipt	£47,049.12	Capital receipt money. Its use is subject to the statutory rules applying to capital receipts and should not be treated as ordinary general spending money.
EMR - Compliance & Risks	£4,907.58	This money should be more specific as to its use.
EMR - Allotment Deposits	£550.00	Deposits associated with the allotments and therefore not ordinary free general reserves.

6. Points for members to note

- The £47,049.12 capital receipt is a significant part of the Council's cash and should continue to be clearly identified separately from ordinary general reserves.
- General Reserves are shown at £48,823.61. I would recommend that it is kept a between £20,000 and £30,000.