

Telephone: 07548 528754
Email: clerk@hooe-pc.gov.uk
Website: www.hooe-pc.gov.uk
Date: 06 October 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 12th October 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 [14th September 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 the councils event management policy.
8. To agree a date for a budget planning meeting for the budget (to include considering reserves and grant allocations) for the forthcoming year.
9. To the idea of a Christmas Fayre and any further ideas for fundraising and agree any actions required.

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10. To discuss idea for advertising the village hall and the recreation ground and agree any actions required.
11. To discuss maintenance work on the village finger posts if a quote has been received, the gate at the bottom of the allotment and any other maintenance to assets required.
12. To consider the following financial matters.
 - i. To receive the statement of accounts to 30th September 2026 for noting
 - ii. The bank reconciliation and corresponding bank statement to 30th September 2026 for noting.
 - iii. To note the payments made during September 2026.
 - iv. To agree payments to be made for invoices received since the last meeting.
 - v. To note the external auditors' report and agree any actions required.
 - vi. To consider for agreement appointing Mulberry Local Authority Services as the Councils internal auditor for a period of 3 years. Cllrs need to satisfy themselves that in accordance with the councils Financial Regulations 3.7-3.10 and the SAPP Practitioners guide paragraph 4.11 the auditor is independent.
 - vii. Subject to agreement of 12 vi to agree that the clerk can book the internal audit.
13. To consider any expressions of interest in Parish Council land known as the Allotment Gardens and agree any actions required.
14. To note the date for the next meeting is 9th November 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 30 September 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2026	Unity Trust Bank	89,134.68
30/09/2026	Unity Trust Bank Savings	55,255.22

144,389.90

Receipts not on Bank Statement

0.00

Closing Balance

144,389.90

All Cash & Bank Accounts

5	Unity Trust Bank Current	89,134.68
6	Unity Trust Savings	55,255.22
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	144,389.90

**Bank Reconciliation Statement as at 30/09/2026
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	30/09/2026		89,134.68
			<u>89,134.68</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			89,134.68
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			89,134.68
		Balance per Cash Book is :-	89,134.68
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 30/09/2026 for Cashbook No 5 - Unity Trust Bank Current

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
14/08/2026	BACS	200.00		200.00		R ☐	S.KIRK
01/09/2026	DD	47.75		47.75		R ☐	VALDA ENERGY
14/09/2026	BACS	1,692.60		1,692.60		R ☐	clerk
14/09/2026	SO	60.72		60.72		R ☐	UNISERVE LTD
28/09/2026	DD	274.50		274.50		R ☐	Wealden District Council
28/09/2026	DD	138.44		138.44		R ☐	EVERFLOW
28/09/2026			22,350.00	22,350.00		R ☐	Receipt(s) Banked
29/09/2026	DD	53.15		53.15		R ☐	BRITISH GAS
29/09/2026	DD	101.87		101.87		R ☐	VALDA ENERGY
30/09/2026	DDR	7.00		7.00		R ☐	UNITY TRUST BANK
		<u>2,576.03</u>	<u>22,350.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 30/09/2026
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	30/09/2026		55,255.22
			55,255.22
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			55,255.22
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			55,255.22
		Balance per Cash Book is :-	55,255.22
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 30/09/2026 for Cashbook No 6 - Unity Trust Savings

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
30/09/2026			270.25	270.25		R 	Receipt(s) Banked
		<u>0.00</u>	<u>270.25</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate