

Telephone: 07548 528754
Email: clerk@hooe-pc.gov.uk
Website: www.hooe-pc.gov.uk
Date: 15 April 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 20th April 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.

Business To Be Transacted

1. The Chairs welcome to the meeting.
2. To receive reports to note from:
 - i. Parish Councilor's
 - 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.

5. To receive the minutes of the Full Council Meeting held on [9th March 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 a response to Wealden District Council for the following planning application:

[WD/2026/0614/F](#)

The Foundry, Denbigh Road, Hooe Common, Hooe, TN33 9EU

Proposed side extension and associated alterations including garage conversion

8. To ratify the response by delegated powers for planning application

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[WD/2026/0433/F](#)

Broadgreen Farm, Broad Street Green, Hooe, TN33 9HN
Proposed change of use of the land for siting of temporary mobile home.

9. To consider getting quotes for a cleaner for the village hall and the pavilion.
10. To consider the required actions for the toilet doors at sports pavilion and the back door at the Village Hall
11. To agree a closing date for expressions of interest in Dunks field.
12. To review arrangements for the Annual Parish Meeting
13. To consider request for use of the green Hooe Open Gardens event on the weekend of June 13th and 14th and agree any actions required.
14. To consider the adoption of the following policies
Data Audit policy and risk assessment
15. To consider the following financial matters.
 - i. To receive the statement of accounts to 31 March 2026 for noting
 - ii. The bank reconciliation and corresponding bank statement to 31 March 2026 for noting.
 - iii. To note the payments made during March 2026.
 - iv. To agree payments to be made for invoices received in April.
 - v. To receive the year end budget v actuals
 - vi. To receive a report summarising the performance v budget.
 - vii. To Consider agreeing the recommendations in the performance report.
16. To note the date for the Annual Meeting of the Parish Council 9th May 2026, 7pm at Hooe Village Hall.

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

Bank - Cash and Investment Reconciliation as at 31 March 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2026	Unity Trust Bank	57,141.69
31/03/2026	Unity Trust Bank Savings	54,718.95

111,860.64

Receipts not on Bank Statement

0.00

Closing Balance

111,860.64

All Cash & Bank Accounts

5	Unity Trust Bank Current	57,141.69
6	Unity Trust Savings	54,718.95
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	111,860.64

**Bank Reconciliation Statement as at 31/03/2026
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	31/03/2026		57,141.69
			<u>57,141.69</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			57,141.69
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			57,141.69
		Balance per Cash Book is :-	57,141.69
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/03/2026 for Cashbook No 5 - Unity Trust Bank Current

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/03/2026	DD	93.96		93.96		R <input type="checkbox"/>	BRITISH GAS
02/03/2026	DD	221.53		221.53		R <input type="checkbox"/>	VALDA ENERGY
02/03/2026			29.97	29.97		R <input type="checkbox"/>	Receipt(s) Banked
06/03/2026			29.97	29.97		R <input type="checkbox"/>	Receipt(s) Banked
09/03/2026			52.97	52.97		R <input type="checkbox"/>	Receipt(s) Banked
09/03/2026			100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
10/03/2026	BACS	1,177.20		1,177.20		R <input type="checkbox"/>	J SCARFF
12/03/2026	DD	3.00		3.00		R <input type="checkbox"/>	LLOYDS BANK
12/03/2026	SO	65.42		65.42		R <input type="checkbox"/>	UNISERVE LTD
12/03/2026	SO	0.10		0.10		R <input type="checkbox"/>	UNISERVE LTD
13/03/2026			52.97	52.97		R <input type="checkbox"/>	Receipt(s) Banked
18/03/2026			105.94	105.94		R <input type="checkbox"/>	Receipt(s) Banked
20/03/2026			29.97	29.97		R <input type="checkbox"/>	Receipt(s) Banked
25/03/2026			52.97	52.97		R <input type="checkbox"/>	Receipt(s) Banked
27/03/2026	DD	71.01		71.01		R <input type="checkbox"/>	EVERFLOW
30/03/2026	DD	18.15		18.15		R <input type="checkbox"/>	BRITISH GAS
30/03/2026	DD	270.00		270.00		R <input type="checkbox"/>	Wealden District Council
30/03/2026	DD	50.82		50.82		R <input type="checkbox"/>	VALDA ENERGY
31/03/2026	DDR	8.95		8.95		R <input type="checkbox"/>	UNITY TRUST BANK
31/03/2026	BACS	704.48		704.48		R <input type="checkbox"/>	CASTLE WATER
		<u>2,684.62</u>	<u>454.76</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 31/03/2026
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	31/03/2026		54,718.95
			<u>54,718.95</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			54,718.95
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			54,718.95
		Balance per Cash Book is :-	54,718.95
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 31/03/2026 for Cashbook No 6 - Unity Trust Savings

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
31/03/2026			280.77	280.77		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>280.77</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Detailed Receipts & Payments by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Income</u>							
1076 Precept	45,714	45,714	0			100.0%	
1080 Bank Interest	1,261	1,575	314			80.1%	
Income :- Receipts	46,975	47,289	314			99.3%	0
Net Receipts	46,975	47,289	314				
<u>200</u> <u>Administration</u>							
4000 Clerks Salary	2,552	12,751	10,199		10,199	20.0%	
4001 Clerks Contingency Hours	0	1,784	1,784		1,784	0.0%	
4010 HMRC	1,263	5,133	3,870		3,870	24.6%	
4011 HMRC Contingency EE/ER	0	1,065	1,065		1,065	0.0%	
4060 Office Allowance	0	780	780		780	0.0%	
4080 Stationery / Office Supplies	0	300	300		300	0.0%	
4081 Mobile phone	84	108	24		24	77.8%	
4082 Office Expenses	498	200	(298)		(298)	248.8%	
4084 Council Meetings Hire Costs	0	500	500		500	0.0%	
4085 Office Expenses	787	0	(787)		(787)	0.0%	
4089 Software	668	0	(668)		(668)	0.0%	
4090 Subscriptions	598	882	284		284	67.8%	
4100 IT Support	451	1,605	1,154		1,154	28.1%	
4105 WEB DO NOT USE	249	0	(249)		(249)	0.0%	
4110 Professional Services	8,687	2,000	(6,687)		(6,687)	434.4%	
4111 Other Professional Services	238	200	(38)		(38)	118.8%	
4120 Insurance	2,575	1,800	(775)		(775)	143.1%	
4130 Clerks Training	0	400	400		400	0.0%	
4140 Councillor Training	0	300	300		300	0.0%	
4150 Section 137 Payments	0	500	500		500	0.0%	
4180 Auditors Services	770	1,000	230		230	77.0%	
4185 Land Surveyor	0	1,000	1,000		1,000	0.0%	
4191 Bank Charges	122	216	95		95	56.3%	
4200 Contingency	3	0	(3)		(3)	0.0%	
4400 Parish Events	0	200	200		200	0.0%	
Administration :- Indirect Payments	19,545	32,724	13,179	0	13,179	59.7%	0
Net Payments	(19,545)	(32,724)	(13,179)				
<u>300</u> <u>Amenity</u>							
4300 Grass & Hedge Cutting	2,070	0	(2,070)		(2,070)	0.0%	
4335 Repairs & Maintenance	420	0	(420)		(420)	0.0%	
4340 Water Rates	265	0	(265)		(265)	0.0%	
Amenity :- Indirect Payments	2,755	0	(2,755)	0	(2,755)		0
Net Payments	(2,755)	0	2,755				

Detailed Receipts & Payments by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>310 Village Hall</u>							
1400 Village Hall Hire Income	870	1,710	840			50.9%	
Village Hall :- Receipts	870	1,710	840			50.9%	0
4111 Other Professional Services	150	0	(150)		(150)	0.0%	
4330 Infrastructure Maintenance	0	1,500	1,500		1,500	0.0%	
4335 Repairs & Maintenance	90	0	(90)		(90)	0.0%	
4340 Water Rates	100	339	239		239	29.6%	
4350 Electricity	927	985	58		58	94.1%	
4360 Building Cleaning	0	200	200		200	0.0%	
Village Hall :- Indirect Payments	1,267	3,024	1,757	0	1,757	41.9%	0
Net Receipts over Payments	(397)	(1,314)	(917)				
<u>320 Pavilion / Recreation Grounds</u>							
1500 R / Ground Pitch Hire Income	1,510	1,150	(360)			131.3%	
1505 R / Ground Event Hire Income	450	450	0			100.0%	
Pavilion / Recreation Grounds :- Receipts	1,960	1,600	(360)			122.5%	0
4111 Other Professional Services	150	0	(150)		(150)	0.0%	
4300 Grass & Hedge Cutting	1,795	4,035	2,240		2,240	44.5%	
4320 Dog / Litter Bin Emptying	890	878	(12)		(12)	101.3%	
4330 Infrastructure Maintenance	0	1,700	1,700		1,700	0.0%	
4340 Water Rates	772	240	(532)		(532)	321.5%	
4350 Electricity	379	279	(100)		(100)	135.9%	
4360 Building Cleaning	0	200	200		200	0.0%	
Pavilion / Recreation Grounds :- Indirect Payments	3,985	7,332	3,347	0	3,347	54.4%	0
Net Receipts over Payments	(2,025)	(5,732)	(3,707)				
<u>330 Allotments</u>							
1300 Allotment Plot Hire Income	527	495	(32)			106.5%	
1301 Allotment Water Income	23	0	(23)			0.0%	
1303 Water Income - Parish Farm	0	570	570			0.0%	
Allotments :- Receipts	551	1,065	514			51.7%	0
4300 Grass & Hedge Cutting	960	1,040	80		80	92.3%	
4330 Infrastructure Maintenance	0	500	500		500	0.0%	
4340 Water Rates	115	820	705		705	14.1%	
Allotments :- Indirect Payments	1,075	2,360	1,285	0	1,285	45.6%	0
Net Receipts over Payments	(525)	(1,295)	(770)				

Detailed Receipts & Payments by Budget Heading 31/03/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>340 Jubilee Woods</u>							
4300 Grass & Hedge Cutting	0	1,040	1,040		1,040	0.0%	
Jubilee Woods :- Indirect Payments	0	1,040	1,040	0	1,040	0.0%	0
Net Payments	0	(1,040)	(1,040)				
<u>345 Parish Land</u>							
1201 Tenants Insurance Income	0	488	488			0.0%	
4122 Tenants Insurance Income	0	1,108	1,108			0.0%	
Parish Land :- Receipts	0	1,596	1,596			0.0%	0
4121 Landlords Insurance	0	1,108	1,108		1,108	0.0%	
4300 Grass & Hedge Cutting	0	1,980	1,980		1,980	0.0%	
4302 Village Planting	159	200	41		41	79.5%	
4310 Tree Works	0	250	250		250	0.0%	
4330 Infrastructure Maintenance	0	600	600		600	0.0%	
Parish Land :- Indirect Payments	159	4,138	3,979	0	3,979	3.8%	0
Net Receipts over Payments	(159)	(2,542)	(2,383)				
<u>999 VAT Data</u>							
115 VAT on Receipts	1,412	0	(1,412)			0.0%	
VAT Data :- Receipts	1,412	0	(1,412)				0
515 VAT on Payments	1,707	0	(1,707)		(1,707)	0.0%	
VAT Data :- Indirect Payments	1,707	0	(1,707)	0	(1,707)		0
Net Receipts over Payments	(295)	0	295				
Grand Totals:- Receipts	51,768	53,260	1,492			97.2%	
Payments	30,493	50,618	20,125	0	20,125	60.2%	
Net Receipts over Payments	21,275	2,642	(18,633)				
Movement to/(from) Gen Reserve	21,275	2,642	(18,633)				