Steyning Parish Council

Monthly Budget Profit and Loss for the Year Ended 04/12/2017

by Cost Centre

Current Year

Code	Cost Centre / Account Name	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
101	**Administration**													
1000	Donations Received	42	42	42	42	42	42	42	42	42	42	42	38	500
1004	Reimbursed Charges & donations	17	17	17	17	17	17	17	17	17	17	17	13	200
1026	Showcase income	21	21	21	21	21	21	21	21	21	21	21	19	250
1076	Precept Received	122,262	0	0	0	0	122,261	0	0	0	0	0	0	244,523
1077	CTB Grant	374	0	0	0	0	374	0	0	0	0	0	0	748
1090	Bank Interest Received	10	10	10	10	10	10	10	10	10	10	10	15	125
	Sales/Income	122,726	90	90	90	90	122,725	90	90	90	90	90	85	246,346
	Direct Expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0
	Gross Profit	122,726	90	90	90	90	122,725	90	90	90	90	90	85	246,346
	% Gross Profit To Sales	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
4000	Salaries	3,734	3,734	3,734	3,734	3,734	3,734	3,734	3,734	3,734	3,734	3,734	3,734	44,808
4002	Printing, stationery, postage	271	271	271	271	271	271	271	271	271	271	271	269	3,250
4003	Staff Ill Health Insurance	600	0	0	0	0	0	0	0	0	0	0	0	600
4004	Telephones and Alarm	934	311	311	311	311	311	311	311	311	311	311	316	4,360
4005	Insurance	8,100	0	0	0	0	0	0	0	0	0	0	0	8,100
4006	Salaries Outsourcing	442	0	221	0	221	0	221	0	221	0	222	0	1,548
4010	Audit Fees	0	0	0	0	0	984	356	0	0	0	0	0	1,340
4016	Legal Fees/Elections	942	942	942	942	942	942	942	942	942	942	942	938	11,300
4021	General Grants	500	0	125	0	125	0	0	125	0	0	125	0	1,000
4025	CCTV Maintenance	500	0	0	0	0	0	500	0	0	0	0	0	1,000
4030	Steyning in Bloom	0	0	0	0	1,000	0	0	0	0	0	0	0	1,000
4032	Royal British Legion	0	0	0	0	0	188	0	0	0	187	0	0	375
4033	Christmas Lights Grant	0	0	0	0	0	0	0	0	0	1,000	0	0	1,000
4036	SALC NALC Subs	1,167	0	0	0	0	0	292	0	0	291	0	0	1,750
4040	Town Clock	0	20	0	0	0	0	275	0	0	0	55	0	350
4045	Misc & Petty Cash	29	29	29	29	29	29	29	29	29	29	29	31	350
4047	Training	0	250	0	0	250	0	0	250	0	0	750	0	1,500
4049	Showcase	0	0	0	0	0	0	0	0	0	0	250	0	250

Monthly Budget Profit and Loss for the Year Ended 04/12/2017

by Cost Centre

Current Year

Code	Cost Centre / Account Name	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
4060	Chairman's Function	0	0	0	0	0	0	0	750	0	0	0	0	750
4061	Councillors' Allowances	62	62	62	62	62	62	62	62	62	62	62	68	750
4063	Legionnaires	200	0	200	0	200	0	200	0	200	0	600	0	1,600
4070	Software Packages	1,165	0	0	0	0	335	0	0	0	0	0	0	1,500
4071	ICT Equipment	0	0	0	500	0	0	0	0	500	0	0	0	1,000
4072	Website Development	62	62	62	62	62	62	62	62	62	62	62	68	750
	Indirect/Overhead Expenditure	18,708	5,681	5,957	5,911	7,207	6,918	7,255	6,536	6,332	6,889	7,413	5,424	90,231
	Profit Before Other Costs & Income	104,018	-5,591	-5,867	-5,821	-7,117	115,807	-7,165	-6,446	-6,242	-6,799	-7,323	-5,339	156,115
	% Profit Before Other Costs &	84.76	-6,212.22	-6,518.89	-6,467.78	-7,907.78	94.36	-7,961.11	-7,162.22	-6,935.56	-7,554.44	-8,136.67	-6,281.18	63.37
102	**Finance & Community**													
	Sales/Income	0	0	0	0	0	0	0	0	0	0	0	0	0
4100	Neighbourhood Wardens	0	0	0	0	0	0	0	0	0	0	0	41,000	41,000
4101	Swimming Pool	0	0	0	0	0	0	0	0	0	0	0	14,500	14,500
	Indirect/Overhead Expenditure	0	0	0	0	0	0	0	0	0	0	0	55,500	55,500
	Profit Before Other Costs & Income	0	0	0	0	0	0	0	0	0	0	0	-55,500	-55,500
	% Profit Before Other Costs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103	**Youth Provision**													
	Sales/Income	0	0	0	0	0	0	0	0	0	0	0	0	0
4023	Youth Service	0	3,529	0	7,057	0	3,529	3,529	0	0	3,529	0	3,527	24,700
	Indirect/Overhead Expenditure	0	3,529	0	7,057	0	3,529	3,529	0	0	3,529	0	3,527	24,700
	Profit Before Other Costs & Income	0	-3,529	0	-7,057	0	-3,529	-3,529	0	0	-3,529	0	-3,527	-24,700
	% Profit Before Other Costs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Time: 14:59

Monthly Budget Profit and Loss for the Year Ended 04/12/2017

by Cost Centre

Current Year

Code	Cost Centre / Account Name	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
201	**Highways & Lighting**													
1001	HDC Cleaning Grant	0	0	0	0	0	0	0	0	0	19,180	0	0	19,180
	Sales/Income	0	0	0	0	0	0	0	0	0	19,180	0	0	19,180
4200	Street Light Energy	0	0	530	0	0	0	0	0	0	0	0	0	530
4201	Street Light Maintenance	0	0	0	1,750	0	0	0	0	0	0	0	0	1,750
4202	Lamp Post Testing	0	0	0	0	0	0	0	0	0	100	0	0	100
4210	Road Sweeping	0	2,755	0	2,755	0	2,755	0	2,755	0	2,755	0	2,753	16,528
4211	Town Improvements	0	0	0	0	0	0	0	0	0	0	1,000	0	1,000
4259	Grit	0	0	0	0	400	0	0	0	0	0	0	200	600
4260	Pressure wash High St	0	0	0	0	0	0	500	0	0	0	0	200	700
	Indirect/Overhead Expenditure	0	2,755	530	4,505	400	2,755	500	2,755	0	2,855	1,000	3,153	21,208
	Profit Before Other Costs & Income	0	-2,755	-530	-4,505	-400	-2,755	-500	-2,755	0	16,325	-1,000	-3,153	-2,028
	% Profit Before Other Costs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.11	0.00	0.00	-10.57
202	**Public Toilets**													
	Sales/Income	0	0	0	0	0	0	0	0	0	0	0	0	0
4000	Salaries	818	818	818	818	818	818	818	818	818	818	818	822	9,820
4005	Insurance	0	0	0	0	0	0	0	100	0	0	0	0	100
4250	Public Toilets - opening/clsng	0	300	0	0	0	300	0	0	300	0	300	0	1,200
4252	Electricity	0	150	0	0	150	0	0	150	0	0	100	0	550
4253	Water Charges	0	250	0	0	250	0	0	250	0	0	250	0	1,000
4254	Rates	29	29	29	29	29	29	29	29	29	29	29	31	350
4256	Repairs, pdh, consumables	83	83	83	83	83	83	83	83	83	83	83	87	1,000
	Indirect/Overhead Expenditure	930	1,630	930	930	1,330	1,230	930	1,430	1,230	930	1,580	940	14,020
	Profit Before Other Costs & Income	-930	-1,630	-930	-930	-1,330	-1,230	-930	-1,430	-1,230	-930	-1,580	-940	-14,020
	% Profit Before Other Costs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Time: 14:59

Monthly Budget Profit and Loss for the Year Ended 04/12/2017

by Cost Centre

Current Year

Code	Cost Centre / Account Name	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
301	**Playing Fields**													
1004	Reimbursed Charges & donations	42	42	42	42	42	42	42	42	42	42	42	38	500
	Sales/Income	42	42	42	42	42	42	42	42	42	42	42	38	500
4310	Grounds Maintenance	833	833	833	833	833	833	833	833	833	833	833	837	10,000
4312	Waste Removal	0	0	0	250	0	0	0	250	0	0	0	350	850
4320	Play Equipment Inspections	300	0	0	0	0	0	0	0	670	0	0	0	970
4341	Repairs & Tree works	167	167	167	167	167	167	167	167	167	167	167	163	2,000
4352	Litter and Bins	252	252	252	252	252	252	252	252	252	252	252	251	3,023
4360	Allotment Maintenance	267	267	267	267	267	267	267	267	267	267	267	263	3,200
	Indirect/Overhead Expenditure	1,819	1,519	1,519	1,769	1,519	1,519	1,519	1,769	2,189	1,519	1,519	1,864	20,043
	Profit Before Other Costs & Income	-1,777	-1,477	-1,477	-1,727	-1,477	-1,477	-1,477	-1,727	-2,147	-1,477	-1,477	-1,826	-19,543
	% Profit Before Other Costs &	-4,230.95	-3,516.67	-3,516.67	-4,111.90	-3,516.67	-3,516.67	-3,516.67	-4,111.90	-5,111.90	-3,516.67	-3,516.67	-4,805.26	-3,908.60
302	**Allotments**													
1005	Allotment Rents	56	56	56	56	2,540	56	56	56	56	56	56	500	3,600
	Sales/Income	56	56	56	56	2,540	56	56	56	56	56	56	500	3,600
4253	Water Charges	360	0	0	0	0	190	0	0	0	0	0	0	550
	Indirect/Overhead Expenditure	360	0	0	0	0	190	0	0	0	0	0	0	550
	Profit Before Other Costs & Income	-304	56	56	56	2,540	-134	56	56	56	56	56	500	3,050
	% Profit Before Other Costs &	-542.86	100.00	100.00	100.00	100.00	-239.29	100.00	100.00	100.00	100.00	100.00	100.00	84.72
303	**Playing Field Costs**													
	Sales/Income	0	0	0	0	0	0	0	0	0	0	0	0	0
4000	Salaries	473	473	473	473	473	473	473	473	473	473	473	475	5,678
4253	Water Charges	71	71	71	71	71	71	71	71	71	71	71	69	850

Monthly Budget Profit and Loss for the Year Ended 04/12/2017

by Cost Centre

Current Year

Code	Cost Centre / Account Name	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
	Indirect/Overhead Expenditure	544	544	544	544	544	544	544	544	544	544	544	544	6,528
	Profit Before Other Costs & Income	-544	-544	-544	-544	-544	-544	-544	-544	-544	-544	-544	-544	-6,528
	% Profit Before Other Costs &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401	**Steyning Centre**													
1003	Clubs Lease Rentals	615	615	615	615	615	0	0	0	0	0	0	0	3,075
1007	Room Hire	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,413	65,000
1010	Miscellaneous income	21	21	21	21	21	21	21	21	21	21	21	19	250
1015	Coffee Machine Income	25	25	25	25	25	25	25	25	25	25	25	25	300
1017	Income Film Night	500	500	500	500	500	500	500	500	500	500	500	500	6,000
1020	FITS Receipts	0	267	0	0	0	267	0	0	0	0	266	0	800
	Sales/Income	6,578	6,845	6,578	6,578	6,578	6,230	5,963	5,963	5,963	5,963	6,229	5,957	75,425
4000	Salaries	3,583	3,583	3,583	3,583	3,583	3,583	3,583	3,583	3,583	3,583	3,583	3,585	42,998
4001	Salaries Cleaning	573	573	573	573	573	573	573	573	573	573	573	570	6,873
4039	Publicity and Advertising	21	21	21	21	21	21	21	21	21	21	21	19	250
4053	Entertainment Licence	0	0	350	0	350	0	350	0	450	0	500	0	2,000
4071	ICT Equipment	0	0	0	0	0	0	0	0	0	0	400	0	400
4252	Electricity	1,412	0	0	1,412	0	0	1,412	0	0	1,414	0	0	5,650
4253	Water Charges	0	550	0	550	0	550	0	550	0	600	0	350	3,150
4254	Rates	2,037	907	907	907	907	907	907	907	907	907	0	0	10,200
4257	Gas	533	533	533	533	533	533	533	533	533	533	533	537	6,400
4310	Grounds Maintenance	292	292	292	292	292	292	292	292	292	292	292	288	3,500
4341	Repairs & Tree works	17	17	17	17	17	17	17	17	17	17	17	13	200
4342	Repairs/Mtce/Renewals	792	792	792	792	792	792	792	792	792	792	792	788	9,500
4401	Trade Waste	229	229	229	229	229	229	229	229	229	229	229	231	2,750
4402	Annual Maintenance Contracts	1,600	800	800	800	800	1,600	800	800	800	800	1,600	800	12,000
4404	Alarm System	42	42	42	42	42	42	42	42	42	42	42	38	500
4406	Cleaning and Consumables	167	167	167	167	167	167	167	167	167	167	167	163	2,000
4407	Coffee Machine Expenditure	100	0	0	0	100	0	0	0	100	0	0	0	300
4408	Film Night	300	300	300	300	300	300	300	300	300	300	300	300	3,600

Detailed Income & Expenditure by Budget Heading 01/11/2017

Month No: 8 **Cost Centre Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Administration							
1000	Donations Received	0	0	500	500			0.0%
1004	Reimbursed Charges & donations	0	0	200	200			0.0%
1026	Showcase income	50	450	250	(200)			180.0%
1076	Precept Received	0	244,523	244,523	0			100.0%
1077	CTB Grant	0	748	748	0			100.0%
1090	Bank Interest Received	6	54	125	71			43.4%
	Administration :- Income	**56**	**245,776**	**246,346**	**571**			**99.8%**
1006	VAT Refund	(5,137)	(5,137)	0	5,137		5,137	0.0%
	Administration :- Direct Expenditure	**(5,137)**	**(5,137)**	**0**	**5,137**	**0**	**5,137**	
4000	Salaries	5,464	40,713	44,808	4,095		4,095	90.9%
4002	Printing, stationery, postage	280	1,270	3,250	1,980		1,980	39.1%
4003	Staff Ill Health Insurance	0	711	600	(111)		(111)	118.5%
4004	Telephones and Alarm	1,389	2,729	4,360	1,631		1,631	62.6%
4005	Insurance	98	7,918	8,100	182		182	97.8%
4006	Salaries Outsourcing	3,462	7,011	1,548	(5,463)		(5,463)	452.9%
4010	Audit Fees	217	903	1,340	437		437	67.4%
4016	Legal Fees/Elections	148	424	11,300	10,876		10,876	3.8%
4021	General Grants	0	650	1,000	350		350	65.0%
4025	CCTV Maintenance	0	486	1,000	514		514	48.6%
4030	Steyning in Bloom	0	1,000	1,000	0		0	100.0%
4032	Royal British Legion	0	0	375	375		375	0.0%
4033	Christmas Lights Grant	0	0	1,000	1,000		1,000	0.0%
4036	SALC NALC Subs	208	1,967	1,750	(217)		(217)	112.4%
4040	Town Clock	227	227	350	123		123	64.9%
4045	Misc & Petty Cash	74	80,341	350	(79,991)		(79,991)	22954.4
4047	Training	55	325	1,500	1,175		1,175	21.7%
4049	Showcase	0	0	250	250		250	0.0%
4050	Projects	1,968	1,968	0	(1,968)		(1,968)	0.0%
4060	Chairman's Function	18	18	750	732		732	2.4%
4061	Councillors' Allowances	18	18	750	732		732	2.5%
4063	Legionnaires	133	739	1,600	861		861	46.2%
4070	Software Packages	0	1,737	1,500	(237)		(237)	115.8%
4071	ICT Equipment	0	0	1,000	1,000		1,000	0.0%
4072	Website Development	31	198	750	552		552	26.5%
	Administration :- Indirect Expenditure	**13,792**	**151,353**	**90,231**	**(61,122)**	**0**	**(61,122)**	**167.7%**
	Net Income over Expenditure	**(8,599)**	**99,559**	**156,115**	**56,557**			
6000	plus Transfer from EMR	80,000	80,000					
	Movement to/(from) Gen Reserve	**71,401**	**179,559**					

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
102	Finance & Community Appendix							
4100	Neighbourhood Wardens	0	0	41,000	41,000		41,000	0.0%
4101	Swimming Pool	0	0	14,500	14,500		14,500	0.0%
	Finance & Community Appendix :- Indirect Expenditure	**0**	**0**	**55,500**	**55,500**	**0**	**55,500**	**0.0%**
	Movement to/(from) Gen Reserve	**0**	**0**					
103	Youth Provision							
4023	Youth Service	454	16,375	24,700	8,325		8,325	66.3%
	Youth Provision :- Indirect Expenditure	**454**	**16,375**	**24,700**	**8,325**	**0**	**8,325**	**66.3%**
	Movement to/(from) Gen Reserve	**(454)**	**(16,375)**					
201	Highways & Lighting							
1001	HDC Cleaning Grant	0	0	19,180	19,180			0.0%
	Highways & Lighting :- Income	**0**	**0**	**19,180**	**19,180**			**0.0%**
4200	Street Light Energy	0	558	530	(28)		(28)	105.3%
4201	Street Light Maintenance	0	1,662	1,750	88		88	95.0%
4202	Lamp Post Testing	0	0	100	100		100	0.0%
4210	Road Sweeping	1,377	10,597	16,528	5,931		5,931	64.1%
4211	Town Improvements	0	0	1,000	1,000		1,000	0.0%
4252	Electricity	28	0	0	0		0	0.0%
4256	Repairs, pdh, consumables	(279)	0	0	0		0	0.0%
4259	Grit	0	0	600	600		600	0.0%
4260	Pressure wash High St	494	494	700	206		206	70.6%
	Highways & Lighting :- Indirect Expenditure	**1,620**	**13,311**	**21,208**	**7,897**	**0**	**7,897**	**62.8%**
	Movement to/(from) Gen Reserve	**(1,620)**	**(13,311)**					
202	Public Toilets							
4000	Salaries	624	4,194	9,820	5,626		5,626	42.7%
4005	Insurance	0	0	100	100		100	0.0%
4016	Legal Fees/Elections	500	0	0	0		0	0.0%
4250	Public Toilets - opening/clsng	99	693	1,200	508		508	57.7%
4252	Electricity	(28)	263	550	287		287	47.7%
4253	Water Charges	509	420	1,000	580		580	42.0%
4254	Rates	0	324	350	26		26	92.6%
4256	Repairs, pdh, consumables	279	441	1,000	559		559	44.1%
	Public Toilets :- Indirect Expenditure	**1,983**	**6,333**	**14,020**	**7,687**	**0**	**7,687**	**45.2%**
	Movement to/(from) Gen Reserve	**(1,983)**	**(6,333)**					

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
301	**Playing Fields**							
1004	Reimbursed Charges & donations	0	0	500	500			0.0%
	Playing Fields :- Income	**0**	**0**	**500**	**500**			**0.0%**
4000	Salaries	(1,128)	0	0	0		0	0.0%
4252	Electricity	9	9	0	(9)		(9)	0.0%
4253	Water Charges	(509)	0	0	0		0	0.0%
4310	Grounds Maintenance	570	3,844	10,000	6,156		6,156	38.4%
4312	Waste Removal	0	0	850	850		850	0.0%
4320	Play Equipment Inspections	288	576	970	394		394	59.4%
4341	Repairs & Tree works	0	1,344	2,000	656		656	67.2%
4352	Litter and Bins	377	1,284	3,023	1,739		1,739	42.5%
4360	Allotment Maintenance	0	0	3,200	3,200		3,200	0.0%
4401	Trade Waste	(395)	0	0	0		0	0.0%
	Playing Fields :- Indirect Expenditure	**(787)**	**7,056**	**20,043**	**12,987**	**0**	**12,987**	**35.2%**
	Movement to/(from) Gen Reserve	**787**	**(7,056)**					
302	**Allotments**							
1005	Allotment Rents	0	3,590	3,600	10			99.7%
	Allotments :- Income	**0**	**3,590**	**3,600**	**10**			**99.7%**
4253	Water Charges	0	564	550	(14)		(14)	102.5%
4341	Repairs & Tree works	(1,435)	0	0	0		0	0.0%
	Allotments :- Indirect Expenditure	**(1,435)**	**564**	**550**	**(14)**	**0**	**(14)**	**102.5%**
	Movement to/(from) Gen Reserve	**1,435**	**3,027**					
303	**Playing Field Costs**							
1003	Clubs Lease Rentals	466	0	0	0			0.0%
	Playing Field Costs :- Income	**466**	**0**	**0**	**0**			
4000	Salaries	1,374	2,094	5,678	3,584		3,584	36.9%
4253	Water Charges	0	(837)	850	1,687		1,687	(98.4%)
	Playing Field Costs :- Indirect Expenditure	**1,374**	**1,257**	**6,528**	**5,271**	**0**	**5,271**	**19.3%**
	Movement to/(from) Gen Reserve	**(907)**	**(1,257)**					
401	**Steyning Centre**							
1003	Clubs Lease Rentals	(259)	2,486	3,075	589			80.8%
1007	Room Hire	5,108	37,230	65,000	27,770			57.3%
1010	Miscellaneous income	0	355	250	(105)			142.1%
1015	Coffee Machine Income	52	217	300	83			72.3%

Continued over page

Detailed Income & Expenditure by Budget Heading 01/11/2017

Month No: 8 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1017	Income Film Night	418	4,512	6,000	1,488			75.2%
1020	FITS Receipts	0	331	800	469			41.3%
1021	Elec recharge income	0	13	0	(13)			0.0%
	Steyning Centre :- Income	**5,319**	**45,144**	**75,425**	**30,281**			**59.9%**
4000	Salaries	3,137	20,273	42,998	22,725		22,725	47.1%
4001	Salaries Cleaning	298	1,776	6,873	5,097		5,097	25.8%
4004	Telephones and Alarm	(1,035)	0	0	0		0	0.0%
4039	Publicity and Advertising	0	0	250	250		250	0.0%
4053	Entertainment Licence	0	180	2,000	1,820		1,820	9.0%
4071	ICT Equipment	0	0	400	400		400	0.0%
4252	Electricity	0	1,569	5,650	4,081		4,081	27.8%
4253	Water Charges	495	356	3,150	2,794		2,794	11.3%
4254	Rates	907	7,257	10,200	2,943		2,943	71.2%
4257	Gas	0	482	6,400	5,918		5,918	7.5%
4310	Grounds Maintenance	290	1,533	3,500	1,967		1,967	43.8%
4341	Repairs & Tree works	0	0	200	200		200	0.0%
4342	Repairs/Mtce/Renewals	434	1,743	9,500	7,757		7,757	18.3%
4401	Trade Waste	395	2,369	2,750	381		381	86.1%
4402	Annual Maintenance Contracts	660	4,819	12,000	7,181		7,181	40.2%
4404	Alarm System	0	157	500	343		343	31.5%
4406	Cleaning and Consumables	307	1,483	2,000	517		517	74.1%
4407	Coffee Machine Expenditure	0	288	300	12		12	95.9%
4408	Film Night	288	2,259	3,600	1,341		1,341	62.8%
4409	Refund room booking fees	100	259	0	(259)		(259)	0.0%
	Steyning Centre :- Indirect Expenditure	**6,275**	**46,803**	**112,271**	**65,468**	**0**	**65,468**	**41.7%**
	Movement to/(from) Gen Reserve	**(956)**	**(1,659)**					

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	**5,842**	**294,510**	**345,051**	**50,541**			**85.4%**
Expenditure	**18,139**	**237,916**	**345,051**	**107,135**	**0**	**107,135**	**69.0%**
Net Income over Expenditure	**(12,297)**	**56,594**	**0**	**(56,593)**			
plus Transfer from EMR	**80,000**	**80,000**					
Movement to/(from) Gen Reserve	**67,703**	**136,594**					

DATED 2016

HORSHAM MATTERS LTD

- and -

STEYNING AREA YOUTH SERVICES

AGREEMENT FOR THE PROVISION OF

COMMUNITY YOUTH WORK

April 2016

THIS AGREEMENT is made the 1st April 2016 between HORSHAM MATTERS LTD ("Horsham Matters") and STEYNING AREA YOUTH SERVICES ("SAYS") to provide activities to specifically benefit young people aged 11 to 20 in the Parishes of Steyning, Upper Beeding, Bramber and Ashurst.

1 Engagement

1.1 Horsham Matters will employ Youth Worker(s) to deliver 37.5 hours of youth work 5for 52 weeks per year and 5 hours for 45 weeks of the year. (the "Services")

1.2 The Services will take place in, or specifically benefit young people from, the Parishes of Steyning, Upper Beeding, Bramber and Ashurst

1.3 Horsham Matters will identify need in local communities to inform activity with special consideration being given to activity which addresses themes of:

- health and wellbeing, including but not limited to: drug and alcohol misuse, mental health and identity
- sex and relationships
- anti-Social Behaviour
- empowerment

1.4 Horsham Matters will involve young people in the development of activity

1.5 Horsham Matters will ensure good working relationships with statutory and non-statutory agencies to ensure the best use of resources

1.6 SAYS agrees to pay the Fees in 4.1 below for carrying out the Services

2 Term

2.1 Horsham Matters shall commence provision of the Services on 1st April 2016 ("the Commencement Date") for a period of 12 months from that date subject to earlier termination as provided in clauses 9.2 or 9.3 of this Agreement

3 Duties of Horsham Matters

3.1 Horsham Matters shall carry out the Services in a proper and efficient manner with due skill care and diligence

3.2 Horsham Matters shall while this agreement is in force or until the satisfactory completion of the Services advise, assist and report back for the satisfactory completion thereof in accordance with 4.1 below

3.3 Horsham Matters shall comply with all reasonable requests and directions of SAYS

4 Monitoring and Evaluation

4.1 Horsham Matters agrees to advise, assist and report back to SAYS as required in accordance with 3.2 above with respect to all aspects of the Services and in the performance of such duties.

4.2 Horsham Matters will provide a quarterly report to SAYS including financial and budgeting information, copied to each of the Parish Councils.

4.3 Horsham Matters shall supply an inventory of equipment and assets held at the end of each financial year to be included with the annual report.

4.4 Horsham Matters agrees to attend quarterly meetings with the SAYS Management group in respect of activities and other areas of mutual interest.

4.5 Horsham Matters will demonstrate through reporting the benefit of their activity to young people

5 Finance

5.1 An annual sum of £35,012 (excluding VAT) will be paid to Horsham Matters quarterly in advance. This fee is to cover all costs associated with employment and training of youth workers, and publicity of activities.

5.2 SAYS will agree with Horsham Matters a budget for the delivery of activities and Horsham Matters will invoice SAYS quarterly in arrears for all associated costs.

5.3 The fees to be paid by SAYS will commence on 1st April 2016

6 Liability

6.1 Horsham Matters shall indemnify and keep indemnified SAYS from and against all loss damage or liability (whether criminal or civil) suffered and legal fees and costs resulting from a breach of this Agreement by Horsham Matters

7 Insurance

7.1 Horsham Matters shall effect and maintain insurance with a UK insurer of repute necessary (to a minimum sum of £10,000,000) to cover its liabilities under this Agreement

7.2 Horsham Matters shall provide on request to SAYS documentary evidence showing that the insurance required by Clause 6.1 has been taken out and is being maintained

7.3 If, for whatever reason, Horsham Matters fails to maintain the insurance required by this Clause 7.2 SAYS may make alternative arrangements necessary to protect its interests and recover the costs thereof from Horsham Matters

8 Safeguarding Children, Young People and Vulnerable Adults

8.1 Horsham Matters will be committed to Safeguarding Children, Young People and Vulnerable Adults in accordance with its Company policies.

8.2 Horsham Matters acknowledges that SAYS has a duty to comply with the Children Act 2004 and that this duty extends to all functions SAYS discharges, including those discharged by third parties on its behalf. Horsham Matters shall comply with requirements of the Children Act 2004.

8.3 Horsham Matters shall make details of its Safeguarding policy available to SAYS on request.

9 Termination

9.1 Except for 9.3 below, this Agreement may only be terminated by either party on the annual anniversary of the Commencement Date , provided notice of termination is given in writing at least 90 days in advance of such date

9.2 Horsham Matters shall notify SAYS in writing immediately if it passes a resolution for winding up; or a court makes an administration order or a winding up order; or Horsham Matters makes a composition or arrangement with its creditors; or an administrative receiver, receiver or manager is appointed by a creditor or by the court; or possession is taken of any of its property under the terms of a floating charge

9.3 On the occurrence of any of the events described in paragraph 9.2 or if Horsham Matters shall have committed a material breach of this Agreement and (if such breach is capable of remedy) shall have failed to remedy such breach within thirty days of being required by SAYS in writing to do so SAYS shall be entitled to terminate this Agreement by notice to Horsham Matters with immediate effect

10 Equalities and Diversity

10.1 Both parties are committed to promoting and delivering services that ensure each individual is treated with dignity and respect in accordance with the Equality Act 2010 and our public duties. In accordance with these commitments all employees, contractors and suppliers are expected to ensure that policies, processes, services and employment practices do not impact less favourably on any of the equality groups on the basis of "protected characteristics" for age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Time: 09:57

Current Account

List of Payments made between 31/10/2017 and 30/11/2017

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
31/10/2017	SK Services	310346	463.20		Installing fire alarm cable
31/10/2017	Business stream	310347	495.16		Water rates
31/10/2017	Smyth of Derby	310349	272.40		Annual clock Maint
31/10/2017	Bramber PC	310350	640.00		Final SWAB payment
31/10/2017	HMRC	310351	1,724.03		Tax n NI Cont
31/10/2017	WSCC	310352	1,398.86		Pension fund
31/10/2017	Tim Lloyd	310353	19.50		Wines for films
01/11/2017	HDC	DD	907.00		Rates on Steyning centre
02/11/2017	PIP Services	310354	202.47		Cleaning equipment
02/11/2017	HDC	310355	98.43		High street toilet ins.
02/11/2017	Kent CC	310356	154.87		Photocopier rental
06/11/2017	Claire Austin	310357	229.50		Gardening
06/11/2017	Post office	310358	112.00		Post office stamps
06/11/2017	Steyning Bowling club	310359	9.12		Electric
06/11/2017	BLM	310360	793.80		Legal fees
06/11/2017	Edmondson electrical	310361	46.20		Light bulbs
06/11/2017	Horsham matters	310362	544.21		Youth provision
06/11/2017	Southern Cinemaq	310363	321.96		Nov Film
06/11/2017	Bunce . co	310364	11.91		Misc itemas
06/11/2017	DJ Flynn	310365	2,224.37		Street cleaning
06/11/2017	Web security	VIS	37.58	Web security	Web security
06/11/2017	HSBC	DR	1.03	Bank charges	Bank charges
13/11/2017	Supreme hygiene services	310366	87.34		toilet soaps
13/11/2017	TSS facilitries	310367	160.00		Legionnaires
15/11/2017	South coast electrical	310386	792.00		PAt esting
20/11/2017	H. Roxby	310369	18.04		Drinks n frames
20/11/2017	PIP Services	310370	44.33		PIP supplies
20/11/2017	HDC	310371	460.00		Deed of variation
20/11/2017	Mulberry .co	310372	259.98		internal audit
20/11/2017	BT	310373	424.76		BT - steyning centre
20/11/2017	George Ross	310374	46.80		Office products
20/11/2017	Cllr Trundle	310375	18.45		Milage expenses
20/11/2017	SALC	310376	66.00		Training
20/11/2017	Petty Cash	DR	25.00	Petty Cash	Petty Cash
21/11/2017	HDC	310377	288.00		INspection plat equip
21/11/2017	HDC	310378	494.00		Pavement washing
21/11/2017	HSBC	DR	63.35	Bank charges	Bank charges
22/11/2017	Carol stephenson	310379	177.76		Financial work
22/11/2017	SLCC	310380	208.00		SLCC annual membership
22/11/2017	HMRC	310381	1,737.69		Tax n NI Con
22/11/2017	WSCC	310382	1,416.35		Pension fund
27/11/2017	PIP servgices	310383	34.17		Toilet rolls
27/11/2017	Mark Streeter	310384	630.00		Assorted ground works
27/11/2017	D Berrymen	310385	100.00		Damage deposit return
27/11/2017	Salaries	BP	6,776.07		Various
		Total Payments	25,035.68		

Grant application
to
Steyning Parish Councillors
for
Public Liability Cover
for the
Steyning Community Orchard

The Steyning Community Orchard was granted the cost of public liability by the SPC last year (2017) for which we are most grateful.

This is going to be a recurring cost.

The majority of our work is in the MPF. All is voluntary and includes, putting on Apple Days, a Wassail evening, childrens activities for local youth organisations. In addition we contribute to the overall management of the MPF improving what it offers to the Steyning community.

Attached is a copy of our recently purchased Public Liability Cover with Zurich Insurance, £168 and a recent bank statement.

The statement looks is healthy but the majority of it, £500, is donations for the purchase of apple trees for the new Steyning Dowmland Orchard. The rest is already spoken for, so we can pruchase tenting, maintenance equipment and protection for the planted trees.

We do hope you will look favourably upon this application.

Alec Harden
Leader
Steyning Community Orchard 8/12/17

Horsham District Community Safety Partnership

NEIGHBOURHOOD WARDENS

Horsham District Council

Neighbourhood Wardens Scheme
Steering Group Terms of Reference

The role and operation of the Steering Group

- Horsham District Council recruits, trains and manages teams of Neighbourhood Wardens on behalf of Parish Councils. In order to ensure parish priorities are met, current issues are discussed and plans made for the future, a Steering Group will be set up for each Scheme.
- Steering Group meetings will be held every month, or at longer intervals as agreed by the group and always in advance of local Parish Council meetings.
- The Neighbourhood Wardens will give a verbal account of their activities during each meeting including examples of good work as well as challenges encountered. This report will then be emailed to the Parish Clerk and to share with full council. Copies will also be e-mailed to the Steering Group representatives.
- The Parish Council representatives sitting on the Steering Group will attend Parish Council meetings to update Councillors on the content of the report as well as being a conduit to gather information or direction from the council for the wardens which will be fed back at the next Steering Group.
- Any major operational issues which cannot be resolved through the Steering Group will be addressed by Horsham District Council's Community Safety Manager and the Parish Council Chairman.

Membership

- No more than two representatives from each Parish Council will attend each meeting to represent the views of the full council, acting as intermediaries. Representatives from other local groups e.g. community partnerships or key agencies, can also be asked to attend, as agreed by the Parish and District Councils.
- Additional local organisations or individuals may be invited to attend on an ad-hoc basis if relevant to the agenda.
- Horsham District Council's Community Safety Officer will also attend Steering Group meetings as a representative of HDC scheme management.

3rd November 2017

Report on required Kitchen works at the Steyning Centre

The Issue

The current Kitchen equipment does not comply with the latest Gas safety standards. {Gas Safety Regulations 1998}

The main points being:

- The Stainless steel extraction canopy needs an extension, or to be replaced, to allow correct overhang of the current Gas appliances.
- There is no fresh air supply into the Kitchen so when extraction system is activated the doors into the kitchen open allowing air to fill the void – clearly this is not best practice, nor is it particularly safe.
- The Gas hoses that feed gas into the three appliances are non-compliant, need to be removed and replaced

Other points to consider:

- It is difficult to find one contractor who can deal with all issues without them getting subcontractors in to take care of specialist areas – This slows down the process of finding the right firm for the job as those contractors who can complete all elements tend to be more expansive
- There are various means to get Fresh Air into the Kitchen. Non mechanical means would involve Grills and mesh to be installed into doors or external windows. Mechanical means (Fresh air fan to replace window) would be more controllable but more expensive in that it requires additional electric supply and would also need to be connected directly to Gas interlock system to ensure if a fire breaks out that as well as the gas cutting off the fresh air intake also automatically stops.
- New Canopies generally have slopping ceilings that divert fumes to the filters – Ours is horizontal and would cost a great deal to change, however to help mitigate against this issue we could purchase upgraded filters (these ought to be replaced anyway) – From Mesh filters to Baffle filters.
- The job needs to be completed with test certification and system commissioning from a qualified Gas fitter
- There could be an opportunity to change a blown double glazed window as part of the scope of works by removing a non-blown glazed unit as part of fan or fresh air mesh and screen installation and putting in place of Blown unit.

In order to obtain best value we have engaged in discussions with 8 main contractors and have talked through several different solutions.

Contractors List

1. Catercraft
2. Commercial Kitchen contracts
3. Mend – All
4. Tobel Sheetmetal Ltd
5. J-Tek
6. 4 Catering products
7. Utensils direct
8. Cold Service

PARTNERSHIP AGREEMENT BETWEEN

ASHURST PARISH COUNCIL, BRAMBER PARISH COUNCIL, STEYNING PARISH COUNCIL AND UPPER BEEDING PARISH COUNCIL

FOR PROVISION OF COMMUNITY YOUTH WORK

1.0 INTRODUCTION

1.1 This agreement sets out the respective obligations of the following Parish Councils in respect of the delivery of Community Youth Work in the Parishes of Ashurst, Bramber, Steyning and Upper Beeding.

Ashurst Parish Council ('APC') (*insert Address)*
Bramber Parish Council ('BPC') (*insert Address)*
Steyning Parish Council ('SPC') (*insert Address)*
Upper Beeding Parish Council ('UBPC') (*insert Address)*

Collectively the four parishes agree to create a partnership to be known as "Joint Parish Youth Committee (JPYC) to facilitate provision and contract management of Community Youth Work in the Parishes of Ashurst, Bramber, Steyning and Upper Beeding.

For the purpose of this Agreement, the Appointed Liaison contacts between the JPYC and Horsham Matters , (HM), the Provider of the service, will be the persons occupying the positions of:

Clerk to APC
Clerk to BPC
Clerk to SPC
Clerk to UBPC

1.2 This Agreement is valid from 1 April 2017 until 31 March 2018. (See Clause 7)

1.3 This Agreement is for the provision and contract management of Community Youth Work in the Parishes of Ashurst, Bramber, Steyning and Upper Beeding.

1.4 In consideration of the funding specified in Clauses 4, APC, BPC, SPC and UBPC hereby agree to undertake to support the Service specified in Clause 3 in accordance with the terms and conditions appearing below.

1.5 The parties to this Agreement will endeavour to work within the shared principles and approach to joint working set out in the West Sussex Compact.

1.6 Formal requests of the Community Youth Worker and associated Provision must be made by the Appointed Liaisons to the Provider (i.e. Community Youth Worker's Line Manager). Agreement should be sought between Parish Councils before approaches are made to the Provider, to avoid 'conflicting' demands.

2.0 Management

2.1 Collectively the four parishes agree to create a partnership to be known as "Joint Parish Youth Committee (JPYC) to facilitate the provision and contract management of Community Youth Work in the Parishes of Ashurst, Bramber, Steyning and Upper Beeding.

2.2 JPYC is a committee consisting of 2 councillors from each of the four Parish Councils.

2.3 The committee may agree to invite a member/s of the community to join the committee; the purpose of which would be to provide additional experience or expertise where necessary. These members will not have full voting rights.

3.0 SERVICE DESCRIPTION – PROVISION OF COMMUNITY YOUTH WORK

3.1 Vision

The four parish councils have agreed a shared vision for the provision of Community Youth Work within the collective area:

"Together, we want to enable and empower young people of our local community to make informed, positive lifestyle choices, which promote active, healthy, holistic, safe and social lives. We will do this through providing opportunities that encourage young people to enjoy, grow and develop valuable social skills; participate positively in their local community and achieve their highest potential; thus supporting them as they transit into adulthood."

3.2 Values

This Vision is underpinned by a set of shared Values:

Commitment of partnership to vision and towards young people,
Quality relationships that are built on honesty, openness and trust,
Experience, knowledge and training,
Serving, supporting and offering guidance to young people,
Community leadership and ownership, which promotes investment in the community and encourages sustainability,
Longevity,
Conversation and Dialogue,
Accessible, flexible and responsive approach

3.3 Services Provision

The detail of the Community Work Provision in the Parishes in pursuit of the shared Vision, will be determined by the Provider, in agreement with the JPYC.

3.4 Key Performance Indicators

Agreed key performance indicators will be detailed in the respective contracts between APC, BPC, SPC and UBPC and the Provider.

4.0 PARISH COUNCIL FUNDING RESPONSIBILITIES

4.1 APC Responsibilities:

i. Contribute an estimated total of £xxx for the term of this Agreement.

ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.

iii. Payment terms to be agreed with the Provider.

4.2 BPC Responsibilities:

i. Contribute an estimated total of £xxx for the term of this Agreement.

ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.

iii. Payment terms to be agreed with the Provider.

4.3 SPC responsibilities:

i. Contribute an estimated total of £xxx for the term of this Agreement.

ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.

iii. Payment terms to be agreed with the Provider.

4.4 UBPC Responsibilities:

i. Contribute an estimated total of £xxx for the term of this Agreement.

ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.

iii. Payment terms to be agreed with the Provider.

5.0 PARISH COUNCIL OTHER RESPONSIBILITIES

All Parish Councils Responsibilities:

Provide a meeting room JPYC committee meetings.
Agree agenda for JPYC committee meetings (role for Appointed Liaisons).
Invite the Provider to attend (and present at) Annual Parish Meetings.
Agree if they if they intend to commit to Community Youth Provision for the following year by 1st December 2017 and advise the other Parish Councils and the Provider.
Provider responsibilities are detailed in the contract. Full responsibility & accountability for safeguarding young people, personal data protection and operational risk assessments & their mitigation are delegated to the Provider on behalf of the four Parish Councils and the JPYC.

6.0 TERMS OF AGREEMENT (BREAK POINTS AND RENEWAL)

7.1 In signing this Partnership Agreement, ABC, BPC, SPC and UBPC commit to the full term of this agreement (i.e. from 1 April 2017 until 31 March 2018).

7.2 To ensure viability of the Community Youth Provision for the Parishes of Ashurst, Bramber, Steyning and Upper Beeding, there is no mid- / part- year break point.

7.3 The Four Parishes intend to sustain a three year Community Youth Provision for the area beyond their initial one-year commitment, extending to 31.3.20.

7.4 The four Parishes will determine if they intend to commit to Community Youth Provision for the following year by 1st December 2017.

8.0 TERMINATION

In the event of termination of contract, not withstanding clauses 7.2 and 7.3, the Provider will return all assets secured with financial support from, or loaned by, the JPYC to the Parishes. These assets will be apportioned to the parties of this agreement in line with respective partner contributions.

9.0 DISPUTES BETWEEN PARTIES

9.1 The parties shall use their best endeavours to resolve by agreement any disputes between them. In the first instance the dispute will be discussed by the Liaison Officers (Clause 1.1) and may then be referred to Parish Council Chairmen so as to seek amicable resolution.

10.0 VARIATIONS TO AGREEMENT

10.1 The terms of this Partnership Agreement may only be varied by mutual consent with all parties involved

11.0 ACKNOWLEDGEMENTS

11.1 APC, BPC, SPC and UBPC shall be acknowledged in all publicity material (e.g. any leaflets, letters, newsletters or press releases) put out by the Community Youth Provision for the Parishes of Ashurst, Bramber, Steyning and Upper Beeding.

Signature:		**Signature:**	
Print Name:		**Print Name:**	
Position:		**Position:**	
Date:		**Date:**	
For & on behalf of Ashurst Parish Council		**For & on behalf of the Bramber Parish Council**	

Signature:		**Signature:**	
Print Name:		**Print Name:**	
Position:		**Position:**	
Date:		**Date:**	
For & on behalf of Steyning Parish Council		**For & on behalf of the Upper Beeding Parish Council**	

ITEM 14.1

Cllr Barling emailed the following with regards to the paint on the High street on the 6th December

Following my request, I have just got confirmation that the crossing at the South end will be repainted any day but I don't know which. I also requested some of the spilt paint be scrubbed off at the same time...we shall see. I will let you know.

Would Council now like the Clerk to write to the owner of the building where the renovations took place, that lead to the issue, to ask them to chase the Contractors?

Tessa Eckert - Steyning Parish Council

From:	Clerk - Steyning Parish Council <spcclerk@btconnect.com>
Sent:	08 December 2017 11:44
To:	spcadmin@btconnect.com
Subject:	To go on Web Site please
Attachments:	Phased Accounts ITEM 5.11.pdf; November Payments list ITEM 6.1.pdf; 3rd November 2017.doc - Kitchen Report Page 1.. ITEM 8.1doc.doc; Page 2 Kitchen works -inc conclusion.xls - ITEM 8.1.xls; Income and Expenditure reports ITEM 9.1.pdf; SPC grant application 2017. ITEM 10.2doc.doc; MOU JYPC FINAL 13.3.17 ITEM 11.2.docx; Youth Service provision summary ITEM 11.2 .doc; Agreement SAYS 2016-2017 ITEM 11.2Template.docx; Neighbourhood Wardens Terms of Reference.docx - ITEM 12.1.docx; ITEM 14.doc

Hi Tessa
Here they are

Clerk to the Council
01903 812042

Grant application
to
Steyning Parish Councillors
for
Public Liability Cover
for the
Steyning Community Orchard

The Steyning Community Orchard was granted the cost of public liability by the SPC last year (2017) for which we are most grateful.

This is going to be a recurring cost.

The majority of our work is in the MPF. All is voluntary and includes, putting on Apple Days, a Wassail evening, childrens activities for local youth organisations. In addition we contribute to the overall management of the MPF improving what it offers to the Steyning community.

Attached is a copy of our recently purchased Public Liability Cover with Zurich Insurance, £168 and a recent bank statement.

The statement looks is healthy but the majority of it, £500, is donations for the purchase of apple trees for the new Steyning Dowmland Orchard.
The rest is already spoken for, so we can pruchase tenting, maintenance equipment and protection for the planted trees.

We do hope you will look favourably upon this application.

Alec Harden
Leader
Steyning Community Orchard 8/12/17

Youth Service provision – Back ground information ITEM 11.2

At Steyning Full Council meeting dated 16th October, the following motion was agreed unanimously:-

Subject to Horsham Matters continuing to meet their contractual obligations until 31st March 2018: We affirm in principle to continue with the service provided by Horsham Matters, subject to sufficient support from the other 3 Parishes, and subject to negotiations over any potential price increase to take affect from 1st April 2018.

Ashurst Parish Council met on Thursday 23rd November to discuss the Council's ongoing membership of the Joint Parishes Youth Committee (JPYC) for 2018/19.

Councillors noted the excellent service that Horsham Matters has provided to date, in particular the work of Emma Edwards, as Youth Worker.

However, The Council decided unanimously that it would not remain in the JPYC for the next financial year. Members were keen that the Council would give a grant of £1,000 to Horsham Matters for 2018/19, following other parishes signing the contract. This is on the understanding that the grant would help to fund youth services in the Ashurst/Steyning area.

Bramber and Upper Beeding have agreed to continue with the service based upon the contract and the 2.5% rise that had been quoted

I attach the existing Agreement and a copy of the contract