



Dear Councillors

You are duly summoned to the Meeting of Bury Parish Council on 23rd February 2026 commencing at 6:00pm at Bury Village Hall.

Members of the public are welcome to join this meeting and speak for a maximum of five minutes about an item on the agenda during the Public Session at the discretion of the Chair.

M Simpson
Clerk to the Council
18th February 2026

AGENDA

- 1. Attendance and Apologies for Absence**
To accept apologies and reasons for absence
- 2. Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation**
To receive any declarations of interests from Members in respect to items on the agenda
- 3. Public Session (Members of the Public may speak for up to five minutes at the discretion of the Chair)**
To note any comments
- 4. Approval of the Minutes from the Council meeting held on 19th January 2026**
To review and approve
- 5. County Councillor reports**
To receive any reports
- 6. District Councillor reports**
To receive any reports
- 7. Chair's announcements**
To note any announcements
- 8. Planning**
 - (a) To consider the following applications
 - SDNP/26/00135/TCA:** The Farmhouse , The Street, Bury, West Sussex, RH20 1PA: Notification of intention to fell 1 no. Walnut tree (T1)
 - SDNP/26/00326/FUL:** Hoeland House , Bury Road, Bury, West Sussex, RH20 1NJ: Erection of a free standing greenhouse (for domestic use).

SDNP/26/00244/TCA: Flints Orchard , West Burton Road, West Burton, West Sussex, RH20 1HD:
Notification of intention to fell 2 no. Cherry trees (T1 and T2), 1 no. Hazel tree (T4), 2 no.
Elder trees (T5 and T6) and 1 no. Beech tree (T8). Height reduce by 1.5m 1 no. Yew tree
(T3). Width reduce by up to 2m on 1 no. Hazel tree.

(b) To consider any applications since the publication of the agenda

(c) To receive an update on the Hillside Nursery development (SDNP/21/05619/FUL)

9. Finance and Administration

(a) To review the schedule of payments and bank reconciliation since the last meeting (19th January 2026)

(b) To consider the variance report for actual vs budget expenditure

(c) To consider insurance premiums for 2026-27

10. Grounds Maintenance and Highways

(a) To receive an update from the A29 RIC

(b) To receive an update on maintenance of Bury Green playground

(c) To discuss any other maintenance issues

(d) To consider options for improving signage on the Coffin Trail

11. Bury and West Burton Volunteers

To receive an update and consider any requests

12. Village Hall

(a) To consider expenditure for the following items relating to fees for the village hall redesign

(i) Local Authority Building Control

(ii) Structural Engineers

(iii) Mechanical and Electrical Engineers

(iv) Noise Consultants

(v) Arboriculturists

(vi) Construction Design and Management

(vii) Ecologists

(viii) Stage 2 post planning Architect fees 'Building Regulations and Production Drawings'

(b) To consider expenditure for preliminary building works for the village hall redesign

(c) To receive an update on grant funding for the village hall project

(d) To receive an update a proposal to acquire land to expand the car park

(e) To discuss any hirer booking requests

(f) To receive an update from the Village Hall Working Group

13. Community Land Trust

To receive an update from the Community Led Housing Group

14. Clay Pigeon Shooting

To receive an update on noise emitted from a clay pigeon shoot on land in West Burton

15. Next meeting dates

Council Meeting: 16th March 2026

List of Payments made between 16/12/2025 and 19/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
18/12/2025	Action in Rural Sussex	BACS	50.00		Annual Subs
22/12/2025	Southern Electric	DD	134.19		Electric
29/12/2025	BT	DD	39.01		Internet
31/12/2025	Mike Simpson	BACS	1,285.30		Salary
31/12/2025	Local Government Pension	BACS	388.65		December
31/12/2025	Mike Simpson	SO	15.00		Home office
02/01/2026	Rob Simpson	SO	350.00		VH Cleaning
02/01/2026	Action in Rural Sussex	SO	50.00		Duplicate SO payment
06/01/2026	Chichester District Council	BACS	180.00		VH Premises Licence
12/01/2026	Instaprint	BACS	775.37		Link Printing
19/01/2026	Fire Risk Uk	BACS	180.00		Fire Alarm Service 85214
19/01/2026	Primavera	BACS	246.00		Invoice 1078
19/01/2026	WSALC	BACS	78.00		2041&2050 Training
19/01/2026	Primavera	BACS	255.60		1082- Bury Playground
Total Payments			<u>4,027.12</u>		

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank Account	12/02/2026		0.00
Business Reserve Account	12/02/2026		38,525.01
			<u>38,525.01</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			38,525.01
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			38,525.01
		Balance per Cash Book is :-	38,525.01
		Difference is :-	0.00



NatWest

Transactions

Your transactions

Account type: **Business Reserve Account**

Account number: **67806775**

Sort code: **600118**

Account name: **SLA BURY PARISH BR**

Date: **18 Feb 2026**

Showing: 18 Jan 2026 to 17 Feb 2026, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
12 Feb 2026		FROM 96063092	£9,847.00		£38,525.01
10 Feb 2026		TO 96063092		£835.95	£28,678.01
09 Feb 2026		FROM 96063092	£143.78		£29,513.96
06 Feb 2026		TO 96063092		£45.95	£29,370.18
04 Feb 2026		FROM 96063092	£196.00		£29,416.13
03 Feb 2026		FROM 96063092	£20.00		£29,220.13
02 Feb 2026		TO 96063092		£365.00	£29,200.13
30 Jan 2026		TO 96063092		£1,598.95	£29,565.13
30 Jan 2026	INT	30JAN GRS 67806775	£24.86		£31,164.08
29 Jan 2026		FROM 96063092	£56.00		£31,139.22
28 Jan 2026		TO 96063092		£86.44	£31,083.22
27 Jan 2026		FROM 96063092	£131.99		£31,169.66
21 Jan 2026		TO 96063092		£1,211.98	£31,037.67
20 Jan 2026		TO 96063092		£299.60	£32,249.65
19 Jan 2026		FROM 96063092	£340.00		£32,549.25

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Detailed Receipts & Payments by Budget Heading 23/02/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>							
1076 Precept	33,678	33,678	0			100.0%	
1079 Link Donations	0	0	0			0.0%	50
1080 Grants - SCC	4,700	0	(4,700)			0.0%	2,200
1085 SCC Rialtas	147	0	(147)			0.0%	
1090 Bank Interest	257	360	103			71.4%	
1095 CDC Grants	5,339	0	(5,339)			0.0%	5,339
1096 Grants-other	10,750	0	(10,750)			0.0%	10,750
1097 SDNPA Grants	2,404	0	(2,404)			0.0%	2,404
1100 FITS	2,040	2,000	(40)			102.0%	
1120 Miscellaneous Income	70	0	(70)			0.0%	
Administration :- Receipts	59,386	36,038	(23,348)			164.8%	20,743
463 Litter Picking	0	0	(0)		(0)	0.0%	162
3750 Community Land Trust	0	0	(0)		(0)	0.0%	90
4000 Salary Clerk	20,602	24,258	3,656		3,656	84.9%	
4010 Home Working	150	180	30		30	83.3%	
4070 Grants	845	1,000	155		155	84.5%	
4071 The Link Expenditure	0	0	(0)		(0)	0.0%	1,493
4100 Computer & Office Equipment	977	1,000	23		23	97.7%	
4110 Insurance	1,858	2,150	292		292	86.4%	
4120 Audit Fees	508	490	(18)		(18)	103.6%	
4130 Training	145	300	155		155	48.3%	
4140 Miscellaneous Expenditure	250	0	(250)		(250)	0.0%	250
4160 Subscriptions	392	580	188		188	67.5%	
4450 Payroll	120	120	0		0	100.0%	
4455 Events	0	0	(0)		(0)	0.0%	
Administration :- Indirect Payments	25,848	30,078	4,230	0	4,230	85.9%	1,996
Net Receipts over Payments	33,538	5,960	(27,578)				
6000 plus Transfer from EMR	1,996						
6001 less Transfer to EMR	20,743						
Movement to/(from) Gen Reserve	14,791						
<u>200 Village Hall</u>							
1200 Hall Hires	9,036	9,200	164			98.2%	
Village Hall :- Receipts	9,036	9,200	164			98.2%	0
4320 Licences & Checks	1,079	1,200	121		121	89.9%	
4325 Hall Bookings Software	120	0	(120)		(120)	0.0%	
4330 Cleaning	3,850	4,450	600		600	86.5%	

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Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4340 Waste	659	700	41		41	94.2%	
4360 Repairs & Improvements	742	250	(492)		(492)	297.0%	
4365 Re-design	2,750	0	(2,750)		(2,750)	0.0%	2,200
4370 Oil Heating	1,178	1,400	222		222	84.1%	
4380 Electricity	353	630	277		277	56.0%	
4390 Water & Sewage	318	300	(18)		(18)	106.1%	
4400 Telephone & Internet	246	360	114		114	68.4%	
4410 Window Cleaning	0	150	150		150	0.0%	
Village Hall :- Indirect Payments	11,295	9,440	(1,855)	0	(1,855)	119.7%	2,200
Net Receipts over Payments	(2,260)	(240)	2,020				
6000 plus Transfer from EMR	2,200						
Movement to/(from) Gen Reserve	(60)						
<u>250</u> <u>Grounds Maintenance</u>							
4049 Playground inspection	88	110	22		22	80.0%	
4050 GM01 Wharf & River grass cut	1,400	1,050	(350)		(350)	133.3%	
4051 GM02 Bury Green grass cut	1,532	1,050	(482)		(482)	145.9%	
4052 GM03 Wharf/river seasonal	474	160	(314)		(314)	295.9%	
4053 GM04 Bury Green seasonal	190	150	(40)		(40)	126.7%	
4054 GM05 One off tasks	3,047	750	(2,297)		(2,297)	406.3%	
4055 GM06 B Green/VH one off tasks	1,604	0	(1,604)		(1,604)	0.0%	
4057 GM08 Coffin Trail	2,324	1,500	(824)		(824)	154.9%	2,254
4058 GM09 Recreation Ground	1,229	800	(429)		(429)	153.6%	
4060 Playground	454	0	(454)		(454)	0.0%	
Grounds Maintenance :- Indirect Payments	12,340	5,570	(6,770)	0	(6,770)	221.6%	2,254
Net Payments	(12,340)	(5,570)	6,770				
6000 plus Transfer from EMR	2,254						
Movement to/(from) Gen Reserve	(10,087)						
<u>300</u> <u>The Link</u>							
1078 Link Advertising	5,490	5,100	(390)			107.6%	
1079 Link Donations	95	1,200	1,105			7.9%	45
The Link :- Receipts	5,585	6,300	715			88.7%	45
3500 Link Printing	775	0	(775)		(775)	0.0%	
4071 The Link Expenditure	2,556	4,800	2,244		2,244	53.2%	583
The Link :- Indirect Payments	3,331	4,800	1,469	0	1,469	69.4%	583
Net Receipts over Payments	2,254	1,500	(754)				
6000 plus Transfer from EMR	583						
6001 less Transfer to EMR	45						
Movement to/(from) Gen Reserve	2,792						

Detailed Receipts & Payments by Budget Heading 23/02/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>350 Community</u>							
463 Litter Picking	162	0	(162)		(162)	0.0%	
3750 Community Land Trust	646	0	(646)		(646)	0.0%	556
4455 Events	24	300	276		276	8.0%	
Community :- Indirect Payments	832	300	(532)	0	(532)	277.4%	556
Net Payments	(832)	(300)	532				
6000 plus Transfer from EMR	556						
Movement to/(from) Gen Reserve	(276)						
<u>999 VAT Data</u>							
115 VAT on Refunds	3,729	0	(3,729)			0.0%	
VAT Data :- Receipts	3,729	0	(3,729)				0
515 VAT on Payments	3,223	0	(3,223)		(3,223)	0.0%	
VAT Data :- Indirect Payments	3,223	0	(3,223)	0	(3,223)		0
Net Receipts over Payments	506	0	(506)				
Grand Totals:- Receipts	77,736	51,538	(26,198)			150.8%	
Payments	56,870	50,188	(6,682)	0	(6,682)	113.3%	
Net Receipts over Payments	20,866	1,350	(19,516)				
plus Transfer from EMR	7,589						
less Transfer to EMR	20,788						
Movement to/(from) Gen Reserve	7,667						