



Slinfold Parish Council

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Minutes of the Parish Council Meeting

Thursday 31st March 2022

7:30pm – Village Hall (Parish Room)

059/22 Public Forum

There were no members of the public present.

060/22 Attendance and Apologies for Absence

Those present: Parish Councillors A Roberts (Chairman), D Estyn-Jones, N Griffiths, E Grundy, C Leyland, H Sherwin-Smith, P Smith and N Smith. Also present the Clerk Mary Burroughs and District Councillor P Youtan.

Apologies Parish Councillors N Beer, C Casdagli and J Slipper.

County Councillor Mitchell was not present but provided his report for the month by email; this was circulated to council members in advance of the meeting.

061/22 Declarations of Interest and Notification of Change to Members' Interests

Cllr. Roberts declared a personal interest in matters relating to Six Acres, Cllr. P Smith re planning matters relating to Bridge House and Cllr. Grundy regarding the presentation on Electric Charging Points. There were no other Declaration of Interest or changes to Members' Interests.

062/22 Approval of Minutes

It was **RESOLVED** proposed and seconded Cllrs. N Smith and N Griffiths that the minutes of the Parish Council Meeting 24th February 2022 be accepted as a true record. All in favour.

063/22 Clerks Report on Matters Arising from previous council meetings

Parish Council Meeting – February 2022

041/22 – Taylor Wimpey presentation

- The visit to HDC is outstanding as awaiting feedback from Cllr. P Smith and the chair of the Slinfold Neighbourhood Plan (SNP), E Skeates re housing numbers in line with the expected linear development.
- Taylor Wimpey is chasing for a response on the above (see Planning)
- No feedback so far on other aspects raised to Taylor Wimpey.

042/22 – Community Shed at Cherry Tree

- Work has started on the base.
- Neighbours have been invited to join the committee but no nominations have been received to date.
- Work is progressing on the formation of a committee and establishment of rules/terms of reference. A first meeting has been held.

044/22 Local Plans - feedback as agreed has been sent to Horsham District Council.

046/22 Slinfold Emergency Plan – Cllr Roberts to suggest a meeting time to review details in the plan.

047/22 – Balancing Pond (Six Acres) – Negotiations with Vanderbilt continue.

047/22 – Queens Green Canopy – Lowfield Green and KGV suggested. HDC is keen to work and plant on PC owned land so KGV is looking like a good location for a new tree.

Previous Meetings – Update and Outstanding

104/21 – Cllr. Paula Smith - Working Group, to be rearranged following further information coming forward from HDC on the local plan. Given the developments relating to the SNP and Taylor Wimpey site, a meeting with HDC was proposed. [Clerk to set up meeting.](#)

064/22 Reports from District and County Councillors

County Councillor Mitchell was not present at the meeting. His report to council had been distributed in advance. The Parish Council has been asked to consider changes which will reduce speeds through the village to 20mph. There will be a meeting in April to discuss the scheme further. The parish will be consulted when the scheme comes forward.

District Councillor Youtan spoke on the following: -

- Lyons Farm appeal - there is no news.
- Water neutrality is dominating work at HDC.
- HDC has done extremely well with their budget this year.
- She has noted Cllr. Mitchell's report and is supportive of a 20mph speed limit for the village.
- She will be at the Annual Meeting of the Parish and is happy to help on the Village Jubilee Day.
- She would like to be present at the HDC meeting when the Taylor Wimpey site in Hayes Lane is discussed.

Cllr. Ritchie was not present at the meeting and no report was received.

065/22 Local Plans

- i. **The Planning Report** was presented to the Parish Council by **Cllr. Leyland**. The report previously circulated was reviewed, approved and the Parish Council ratified the decisions made by the Planning Committee as appropriate. Details follow:

Planning Reference	Address of application	Nature of application	Comment
DC/22/0502	Violets Farm	Erection of a single storey extension to existing car barn with glazed link to main house and ensuite bathroom to first floor bedroom (Listed Building Consent).	NO OBJECTION
DC/22/0476	Violets Farm	Erection of a single storey extension to existing car barn with glazed link to main house and ensuite bathroom to first floor bedroom (Householder Application).	NO OBJECTION
DC/22/0370	Builders Yard, Mead Farm	Redevelopment of existing builder's yard and erection of 1no detached dwelling and a detached carport/garage.	No Objection subject to Water Neutrality being agreed, addressed, and signed off. Also, the preliminary Tree Schedule is very brief and this should be referred to HDC's Arboricultural expert with a view to providing a more detailed report.
DC/22/0335	Clovermead, Lyons Road	Installation of 22 ground mounted solar panels.	NO OBJECTION

DISC/22/0024	Dunnottar, Hayes Lane	Approval of details reserved by conditions 2, 3, 4 and 5 on application DC/20/2562	Objection sent 25/3. Landscaping , tree planting and visibility issues.
DISC/22/0023	Clemsfold Farm., Guildford Road	Approval of details reserved by conditions 4 and 5 to approved application DC/19/2250	No Objection trust HDC experts to properly discharge this important condition. Also, is there a requirement to conform to water neutrality
DC/22/0329	Bridge House	Variation of condition 7 and 8 of previously approved application reference DC/18/0621 (Internal and external alterations to existing covered riding arena to facilitate a change of use to a workshop/assembly area (B2 use), demolition of the remaining existing buildings and construction of a new office (B1a use) with associated hard standing, parking, amenity area and landscaping) Variation sought to allow for the roof cladding on the office building to be Goose Wing Grey instead of Juniper Green	Objection sent 25/3 - Approved roof colour was green not grey. Screening/fencing and planting requires review. .
DISC/22/0007	Bridge House	Approval of details reserved by conditions 10 and 16 on application DC/18/0621	Objection -sent 25/3 - Travel and Noise management plans inadequate. Further information on solar power plans required
DC/22/0070	43 Streetfield Rd	Erection of a first-floor side extension	NO OBJECTION

The PC received a copy of the March 2022 planning report which highlighted all planning applications currently outstanding awaiting a decision as well as decisions made by HDC during the month.

Other Planning Matters

- ii. Other applications received since the publication of the agenda – None
- iii. **The Planning Report** it was **RESOLVED** to approve - proposed and seconded Cllr. Leyland and Grundy; all in favour.
- iv. **Taylor Wimpey response from the Parish Council** – The Parish Council agreed their response to the proposal put forward by Taylor Wimpey and their representatives/agent last month. The Slinfold Neighbourhood Plan (SNP) clearly demonstrated the intention for a linear development however the scheme proposed is a cul-de-sac layout and is radically different and significantly larger than that envisaged by the community and that which was included within the SNP. **The council's response to Taylor Wimpey/Barton Willmore was unanimously agreed and the Clerk will respond accordingly she was also asked to highlight all new developments/dwellings in the parish since 2014.**

066/22 Finance and Establishment

- i) **Monthly Payments** – it was **RESOLVED** to approve payments totalling £11,605.94 (as circulated and reviewed by the members' present, proposed Cllr. D Estyn-Jones and seconded Cllr. Leyland (all in favour) for **March 2022**. Councillors reviewed and approved the payments as listed below. Cllr. Sherwin-Smith will release the online payments as approved. Details of salaries are available upon request.

Payee	Particulars	£
ADK Professional Builders	Second interim for water and electricity	£1,500.00
ADK Professional Builders	Third interim	£2,000.00
Mrs M Burroughs	Mar-22	
Mrs M Burroughs	Home phone, Broadband, Travel etc	£95.09
Mr J Pilkington	Mar-22	
Mr T Harrison	Mar-22	
WSCC Pension	Mar-22	£453.82
Southern Electric	Feb-22	£77.63
Slinfold Village Hall	YC £60, PC 21.25	£81.25
Vision ICT	Website, Email Back up	£672.00
South East Forestry and Tree Services	Emergency work KGV tree	£540.00
C F Corporate	Lease of printer	£81.04
A Roberts	Planting Six Acres	£242.60
H M Revenue & Customs	Tax/NI Q4	£1,886.08
Horsham District Council	Bins and Dog Bins Q4	£261.82
Horsham District Council	Cherry Tree Bin	£16.10
SOS Systems	Print costs	£10.74
ADK Professional Builders	Fourth interim to be paid in April upon completion	£1,874.16
	TOTALS	£11,605.94

ii) **Finance Meeting 29th March 2022** – the draft minutes have been circulated to full council, the key points to note are as follows: -

- The internal audit will take place on 5th May 2022
- There will be a change of auditor this year as requested
- The appointment letter has been noted and the work to be conducted agreed
- The effectiveness of Internal Control/Statement of Assurances will be separately documented in the Finance Minutes and at the full council meeting. The 'statement' needs to be agreed before council reviews and agrees the annual accounts.

The following key documents were discussed and it is recommended by the Finance Committee to the full council that the documents below as well as the committees' budgets are still relevant and do not at this time require change. The recommendation from the Finance Committee was approved.

1. **Terms of Reference for the Finance Committee**
2. **Standing Orders and Financial Regulations for the Parish Council**
3. **Budgets for the Committees and Emergency Policy/Budget**

It is recommended by the Finance Committee to the full Parish Council that the documents noted above, and the other committees' budgets are still relevant and do not at this time require change. Agreed

iii) **Grant Request for small goal posts at Cherry Tree** – The Football Club has put in a grant request for goal posts on the land that they lease from the Parish Council 'i.e. the training ground'. A request has been made on behalf of young people in the village who would like to play have a kick about on the training area with some proper goal posts. Previously temporary goal posts have been put up by the Football Club, but they can no longer be used. The total cost is £721.80 for two goal posts, and this includes materials to fit the posts. Volunteers (local dads) will carry out the work so there is no labour cost.

The Parish Council carefully considered the request and concluded that they would meet the cost of the goal posts but as the posts are to be sited on land leased to the Football Club (FC) that they will purchase the posts so that they can be used by children in the parish but thereafter as the posts are on leased land, the FC must be responsible for the future maintenance of the goal posts as well as ensuring that proper insurance is in place.
RESOLVED - Proposed Cllr. D Estyn-Jones, Seconded Cllr E Grundy, all in favour.

067/22 Vehicle Charging Points for Slinfold

Cllr. Griffiths gave a presentation on 'Connected Kerb', a partner that WSCC has teamed up with to look at the provision of electric charge points in the district. The Parish Council has been asked to propose community owned land where a charging point could be situated and also to suggest possible roadside locations where a charge point could be sited. The key issue to consider is that not all residents have a drive so to charge a electric car in the future they will need to access a charging point.

The partnership wants to deliver chargepoints in locations that work best for residents on streets and in car parks. To do so, the partnership wants to collaborate closely with residents to assess where there is demand for chargepoints. *Village residents can let the county council know where they would like chargepoints to be located by visiting www.connectedkerb.com/west-sussex-chargepoint-network*

The Parish Council only has land at Cherry Tree that may be suitable for a charge point to be located and consultation with tenants to locate this will be required. **As to other areas e.g. on streets and perhaps in the school car park it was agreed that the consultation should be shared in the village magazine and on Facebook so that the public can have provide feedback and have their say.**

068/22 Announcements

Chairman

Cllr. Roberts reminded members that the Annual Meeting of the Parish is planned for Friday 22nd April. This is an opportunity for parish residents and community groups to share all that Slinfold has to offer and share. The Clerk has prepared a contact list of possible groups and/or presentations and requested support for the set-up of the evening which will include the provision of refreshments.

Clerk – None

069/22 Updates from Outside Bodies

Gatwick Consultation – Cllrs. Leyland and Griffiths to consider, discuss and share;
Broadband – Nothing conclusive yet, awaiting possible action from Openreach and reserved vouchers from F & W

070/22 Articles for the next magazine

- Charging points

071/22 Next agenda – No items suggested

072/22 Date of Next Meetings

Day	Date	Info	Meeting Start	Venue
Friday	22-Apr-22	ANNUAL PARISH MEETING	7:00pm	Main Hall, Village Hall
Tuesday	26-Apr-22	FINANCE	6:00pm	Cherry Tree, Tennis Club
Thursday	28-Apr-22	PARISH COUNCIL	7:30pm	Parish Room, SVH

Meeting closed 9:35pm