



Slinfold Parish Council

PO Box 315, Billingshurst, West Sussex, RH14
9XX Telephone 07894 858048 email: clerk@slinfold-
pc.gov.uk

Minutes of the Slinfold Parish Council Meeting held on 24th November 2022

1. Public Forum

There were no members of the public that wished to speak.

2. Receive apologies and note the reasons for absence

In attendance: Councillors Beer (Chair), Casdagli, Leyland, Sherwin-Smith, Slipper, Smith N, Smith P.

Apologies from Councillors Roberts and Griffiths which Councillors **RESOLVED** to accept.

Also in attendance: Mike Simpson (Clerk) and Samantha Bell (Deputy Clerk) and one member of the public.

The Chair stated that he was disappointed that the County and District Councillors had not been present and had not provided a written report or apologies.

3. Declaration of Interests and notification of change to members' interests

There were none.

4. Minutes – to approve as correct the minutes of the meeting of the Parish Council on October 27th 2022

Councillors **RESOLVED** to approve the minutes from the meeting on 27th October as a true and accurate record.

5. Clerk's Report

The clerk advised the Council that; there had been two expressions of interest from residents to become Parish Councillors and that adverts had been placed on noticeboards and on Facebook; maintenance works to two trees in Six Acres which were overhanging onto a resident's roof would be carried out very soon; quotes had been obtained for works to replace the gates at King George V playground and the Council had received further CIL funds of £27,044.89 from Horsham District Council.

6. Reports from the District Councillor(s) and County Councillor

There were no reports.

7. Local Plans – agree and approve matters relating to the following:

i) Consider and approve/ratify the recommendations made by the Planning Committee on the following applications:

Councillors **RESOLVED** to approve the recommendations from the planning committee applications (see appendices)

ii) Consider any other applications received since the publication of the agenda

There were no other applications.

- iii) **Review and approve the Planning Report**
Councillors considered the planning report and **RESOLVED** to approve it.
- iv) **To receive an update on the Welwyn balancing pond**
The Chair informed the Council that, along with Councillor Sherwin-Smith and the Clerk, he met representatives from Elivia Homes (nee Vanderbilt) to discuss the Welwyn balancing pond. Elivia was currently trying to get the pond adopted under either a Section 102 or 104 agreement with Southern Water. However, Southern Water had stated they would not adopt the pond in its current state so Elivia offered to undertake works to the pond, subject to cost, to bring it up to a specification which could then be adopted and which they hoped would allow them to be released from their indemnity. The Chair suggested that a Council instructed engineer would need to survey the pond and advise the Council on necessary works. Elivia said an Elivia engineer had done so already and made the report available. The Chair has been in contact with the engineer who had done previous work on the pond and was waiting to hear back from him on how to proceed. Councillor Leyland suggested doing some work to the ditch on the side of the pond which does not always drain properly when it is filled with silt. The Chair advised that the engineer charged £80 an hour and recommended a budget ceiling of £5,000 which councillors **RESOLVED** to approve.
8. **Finance and Establishment**
- i) **Monthly Payments – approve the accounts/subscriptions for November 2022.**
- **Approval of the supporting documentation for the payments**
 - **Agree the on-line authoriser for the BACS payments**
 - Authorisation of payments by full Council and Finance Chairman
- Councillors reviewed the schedule of payments for November and **RESOLVED** to approve it. Councillor Leyland objected to the schedule as he did not believe Landbuild should be paid the full amount for the drainage works at Hayes Lane as they had not completed £5,000 of the work. A discussion ensued and it was **AGREED** the Chair would write to Landbuild to enquire why all the works had not been completed and to investigate leaving a review.
- ii) **To receive an update on recruitment of new Clerk / Assistant Clerk**
The Chair informed Councillors that the Council had now appointed a Clerk for 20 hours per week and a Deputy Clerk for 15 hours per week. Councillor Leyland said he had looked at internet sim cards for the office at the football club but advised the Community Shed had installed broadband so the Council might be able to share. Councillors also **AGREED** to provide the Deputy Clerk with a mobile phone.
- iii) **To review the Council's Standing Orders**
The Clerk advised that NALC had released revised Standing Orders earlier in the year with changes to section 18 and the procurement of contracts over £25,000. Councillors **AGREED** to amend the Standing Orders to bring them up to date with the latest version.
- iv) **To receive an update on the budget for 2023-24**
Members of the Finance Committee had an informal meeting earlier in the month with a formal committee meeting on 7th December to discuss the Budget. Councillors said they would like to keep any precept request under 10% and closer to the current year's increase at 2.5%. The Chair advised that Slinfold's precept equated to £66 per band D property which was below the Parish Council median.
9. **Announcements and Documents for Circulation**
- i) **To receive important announcements from the Chairman**
The Chair advised he had sent a test letter to the Council's postal address which had arrived, so it was now working, and there was a post box on the wall of the football pavilion. He added that he was going to stand down as Chairman (and Councillor) at the next meeting so any nominations for Chair and Vice Chair should be submitted before 22nd December.

- ii) **To receive important announcements from the Clerk**
There were none.

10. **Receive updates from Committees and those on Outside Bodies**

Parish Cottages:

Councillor Sherwin-Smith updated the Council on a pre-application discussion with Horsham District Council for two new cottages, one of which had disabled access. HDC replied suggesting it would not be approved due to the density of the disabled cottage and that it was overlooking Cobblers. The Council expressed surprise at this, as the new cottages would be overlooking the Scout hut rather than Cobblers. The Council also believes that the design of the new Cobblers dwellings has only a limited outlook to the east towards the Parish Cottages.

Cherrytree Committee:

Councillor Slipper reported on the inaugural meeting of the new Cherrytree Committee which had representatives from all the clubs located on the site. Although the Community Shed was not present, it was a good first meeting at which the barrier was discussed and the tennis club said it was happy to pay the bill as the club used it the most. The football club was happy that the Council said yes to the goal netting which might need planning permission. The tennis club enquired about the funds raised to maintain the site to which the Chair responded saying there was a fund of £5,000 but it had been used and since then maintenance had been split between the three bodies. Dog fouling signs were also discussed and it was agreed that extra signs should be placed on railings by the practice pitch. Councillors also discussed spending some money on an external disabled access to the loo in the football club.

Gatwick and Gigabit Broadband Scheme

Councillor Leyland advised that Gatwick was not going to change the joining point to the Instrument Landing System (ILS) which was good for Slinfold. He also said that the Gigabit Fibre Broadband scheme was getting some traction but needed readvertising as they were currently on 40 vouchers and required 190.

11. **Items for the next agenda**

Co-option; budget and Gigabit Broadband Scheme.

12. **Date of next meeting**

22nd December 2022.

November 2022 payment schedule

Description	Ref	Cheque BACS	Ref No	Payee	Particulars	£gross	VAT
ICO Renewal	76	DD	Z7175666	ICO	ICO annual renewal	£35.00	
Mail box sign	77	BACS	46287	Bel Signs	Engraved mail box sign	£25.00	£5.00
Envelopes	78	BACS		Nic Lewis	Envelopes for newsletter	£7.69	
Cellophane	79	BACS		Nic Lewis	Cellophane for hampers and Xmas trail	£12.50	
Stamps	80	BACS		Nic Lewis	Stamps for newsletter	£210.00	
Youth Club	81	BACS	1282	4 The Youth Ltd	Youth club provision April-July & September-December	£3,893.40	
Newsletter print	82	BACS	2068	Eyelevel	Print 820 copies of newsletter	£1,494.00	£249.00
Children's Corner	83	BACS		Suzy Hawkins	Children's corner expenses	£100.00	
PAYE	84	BACS		HMRC	PAYE tax	£479.46	
Salaries	85	BACS		T Harrison	EO Salary November	£185.30	
Salaries	86	BACS		J Pilkington	EO Salary November	£189.74	
Church donation	87	BACS		St Peter's Church	Donation	£1,000.00	
Printer	88	BACS		SOS systems	Print costs	£8.74	
Drainage	89	BACS		Landbuild	Hayes Lane Drainage	£38,589.26	£6,431.54
Poppy wreath	90	BACS		Royal British Legion	Poppy wreath	£30.00	£6.00
					TOTALS	£46,260.09	£6,691.54

Planning Reference	Location	Description	Feedback
DC/22/1896	Whitebreads Farm Stane Street Slinfold West Sussex	Change of use of Unit 1 from light industrial (Use Class B1) to restaurant (Use Class E) and the siting of a toilet block and storage containers. Change of use of Unit 2 from storage and distribution (Use Class B8) to vehicle body repair (Use Class B2). (Retrospective)	No objection
DC/22/2094	The Old Dairy Crosby Farm Lyons Road Slinfold Horsham West Sussex	Prior Notification for Change of Use of 2no commercial buildings (Use Class E) to residential (Use Class C3) to form 2no. dwellings.	No objection
DC/22/2025	Bakers End Park Street Slinfold Horsham West Sussex RH13 ORU	Erection of a two storey rear extension (Householder Application).	No objection
DC/22/2026	Bakers End Park Street Slinfold Horsham West Sussex RH13 ORU	Erection of a two storey rear extension (Listed Building Consent).	No objection
DC/22/1947	Dedisham Farm Guildford Road Slinfold West Sussex	Erection of a new agricultural barn, associated storage	No objection to the planning application but the Parish Council would like the following comments regarding the off-set noted. The presented water bills for the current site are estimated so could bear no relation to reality. There is no evidence of current water usage at Dedisham

		tank and infrastructure	<p>Farm.</p> <p>This is a numbers game. In taking this approach water usage moves from a position of certainty to a position of uncertainty in that we know how much is used now and it is accounted for. With the rainwater harvesting proposal the proposed storage tanks are not large enough to last any period of time. For the last few years we have had almost no rain in the summer months. The storage tanks would be empty and therefore water would be taken from the mains at a time of highest water usage stress. The litres per day calculations look slightly low so in reality we will have a new development using mains water right when the system is under stress.</p> <p>We assume there would be some sort of water filtration system to allow washing machines to use harvested water?</p> <p>For this proposal to be believable it would need to include grey water recycling and the storage tanks would have to be much larger.</p>
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