



Slinfold Parish Council

Cherrytree Farm, Hayes Lane, RH13 0SQ

Telephone 07894 858048 email: clerk@slinfold-pc.gov.uk

You are duly summoned to the meeting of Slinfold Parish Council on Thursday 25th January 2024 at Slinfold Village Hall commencing at 7:30pm

Members of the public are welcome to attend 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.

Mike Simpson

Clerk to the Council
19th January 2024

AGENDA

1. **Attendance and Apologies for Absence**
To accept apologies for absence.
2. **To Receive 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. **Minutes from the previous meeting on 21st December 2023**
To approve the minutes of the previous meeting.
5. **Chairman's Report**
6. **Councillor Reports**
To receive reports from the District and County Councillors.
7. **Planning Applications**
 - (a) To consider any planning application
DC/24/0003 Suncot Spring Lane Slinfold West Sussex RH13 0RT: Non Material Amendment to previously approved application DC/22/1684 (Erection of a first floor extension to western elevation.) Change to the window on the rear elevation

DC/24/0017& DC/24/0018 (Listed): Broadview Guildford Road Broadbridge Heath Change of use of the existing building to provide 6 bedspaces for students with special educational needs with associated alterations
 - (b) To comment on any planning appeals
 - (c) To consider any planning applications received since the publication of the agenda
 - (d) To receive an update on The Cobblers
 - (e) To receive an update on any planning enforcement cases
 - (f) To consider a response to the Horsham District Council's proposed Local Plan 2023-2040
8. **Finance & Administration**

- (a) To review the schedule of payments and bank reconciliation since the 30th November 2023
- (b) To review the Council's bank accounts and reserves
- (c) To consider a Chair's allowance

9. Grounds and Buildings Maintenance

- (a) To receive an update on works to Slinfold Football Club
- (b) To receive an update on Slinfold Stores
- (c) To receive an update on the Scout Hut
- (d) To receive an update on a padel court at Slinfold Tennis Club
- (e) To discuss solar panels at the Cherrytree site and an application to HDC's Community Grant Fund
- (f) To discuss any other grant applications

10. Events

To receive an update on Village Day 2024

11. Highways

- (a) To receive an update on the 20mph scheme
- (b) To discuss a TRO to reduce the speed on the A29 to 40mph
- (c) To receive an update on the recent flooding in the parish

12. Recreation and Environment

- (a) To consider adopting some initiatives to help tackle climate change
- (b) To consider taking on the freehold of some land at Slinfold Golf Course
- (c) To consider a quote for new play equipment at King George V playground

13. Parish Magazine

To discuss any contributions for the parish magazine

14. Staff

To receive an update

15. Committees and those on Outside Bodies

To receive any updates

16. Items for the next agenda

To discuss

17. Next meeting date

29th February 2024

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/12/2023		10,173.04
			<u>10,173.04</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			10,173.04
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			10,173.04
		Balance per Cash Book is :-	10,173.04
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Detailed Receipts & Payments by Budget Heading 19/01/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	66,220	66,220	0			100.0%	
1080 Bank Interest	2,810	0	(2,810)			0.0%	
1090 CIL Income	34,664	0	(34,664)			0.0%	
1100 Grants Received	950	0	(950)			0.0%	
1120 Environment Cleansing	3,495	0	(3,495)			0.0%	
1999 Miscellaneous Income	175	0	(175)			0.0%	
	<u>108,314</u>	<u>66,220</u>	<u>(42,094)</u>			<u>163.6%</u>	<u>0</u>
Income :- Receipts							
Net Receipts	<u>108,314</u>	<u>66,220</u>	<u>(42,094)</u>				
<u>200 Administration</u>							
4000 Clerk & Environment Officers	36,642	40,140	3,498		3,498	91.3%	
4060 Audit	585	650	65		65	90.0%	
4065 Miscellaneous Expenditure	175	0	(175)		(175)	0.0%	
4070 Legal & Consultancy	0	140	140		140	0.0%	
4080 Subscriptions	535	100	(435)		(435)	535.3%	
4090 Cllr Expenses	0	150	150		150	0.0%	
4100 Insurance	2,331	2,800	470		470	83.2%	
4110 Recruitment & Training	0	350	350		350	0.0%	
4120 Home Office	120	0	(120)		(120)	0.0%	
4130 Hall Hire	358	860	502		502	41.6%	
4140 Website and email	1,298	430	(868)		(868)	301.9%	
4145 Printer hire	107	0	(107)		(107)	0.0%	
4150 Software	809	430	(379)		(379)	188.2%	
4160 Stationery/printing	334	430	96		96	77.8%	
4515 Gatwick 2nd Runway	2,000	0	(2,000)		(2,000)	0.0%	
	<u>45,295</u>	<u>46,480</u>	<u>1,185</u>	<u>0</u>	<u>1,185</u>	<u>97.4%</u>	<u>0</u>
Administration :- Indirect Payments							
Net Payments	<u>(45,295)</u>	<u>(46,480)</u>	<u>(1,185)</u>				
<u>250 Football Club</u>							
1200 Rental Income	150	525	375			28.6%	
1205 Insurance Reclaimed	901	0	(901)			0.0%	
	<u>1,051</u>	<u>525</u>	<u>(526)</u>			<u>200.1%</u>	<u>0</u>
Football Club :- Receipts							
4200 Repairs & Improvements	12,083	0	(12,083)		(12,083)	0.0%	12,083
	<u>12,083</u>	<u>0</u>	<u>(12,083)</u>	<u>0</u>	<u>(12,083)</u>		<u>12,083</u>
Football Club :- Indirect Payments							
Net Receipts over Payments	<u>(11,032)</u>	<u>525</u>	<u>11,557</u>				
6000 plus Transfer from EMR	12,083						
Movement to/(from) Gen Reserve	<u>1,051</u>						

Detailed Receipts & Payments by Budget Heading 19/01/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>255 Tennis Club</u>							
1200 Rental Income	0	525	525			0.0%	
1205 Insurance Reclaimed	482	0	(482)			0.0%	
Tennis Club :- Receipts	<u>482</u>	<u>525</u>	<u>43</u>			91.8%	<u>0</u>
Net Receipts	<u>482</u>	<u>525</u>	<u>43</u>				
<u>260 Community Shed</u>							
1200 Rental Income	0	525	525			0.0%	
Community Shed :- Receipts	<u>0</u>	<u>525</u>	<u>525</u>			0.0%	<u>0</u>
Net Receipts	<u>0</u>	<u>525</u>	<u>525</u>				
<u>270 Slinfold Stores</u>							
1200 Rental Income	750	525	(225)			142.9%	
1205 Insurance Reclaimed	327	0	(327)			0.0%	
Slinfold Stores :- Receipts	<u>1,077</u>	<u>525</u>	<u>(552)</u>			205.1%	<u>0</u>
4200 Repairs & Improvements	3,537	0	(3,537)		(3,537)	0.0%	2,482
Slinfold Stores :- Indirect Payments	<u>3,537</u>	<u>0</u>	<u>(3,537)</u>	<u>0</u>	<u>(3,537)</u>		<u>2,482</u>
Net Receipts over Payments	<u>(2,460)</u>	<u>525</u>	<u>2,985</u>				
6000 plus Transfer from EMR	2,482						
Movement to/(from) Gen Reserve	<u>22</u>						
<u>300 Community Services</u>							
4310 Community Events	2,861	1,900	(961)		(961)	150.6%	
4320 Youth Services	1,026	6,480	5,454		5,454	15.8%	
4370 Newsletters/Promotions	3,745	2,600	(1,145)		(1,145)	144.0%	
4380 Community Improvement Projects	13,918	1,620	(12,298)		(12,298)	859.1%	13,918
4390 Grants Made	1,697	1,500	(197)		(197)	113.1%	
4395 Cosy Café	2,294	0	(2,294)		(2,294)	0.0%	
Community Services :- Indirect Payments	<u>25,540</u>	<u>14,100</u>	<u>(11,440)</u>	<u>0</u>	<u>(11,440)</u>	181.1%	<u>13,918</u>
Net Payments	<u>(25,540)</u>	<u>(14,100)</u>	<u>11,440</u>				
6000 plus Transfer from EMR	13,918						
Movement to/(from) Gen Reserve	<u>(11,622)</u>						

Detailed Receipts & Payments by Budget Heading 19/01/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>350 Recreation</u>							
4200 Repairs & Improvements	110	0	(110)		(110)	0.0%	
4400 Bin collection	297	1,640	1,343		1,343	18.1%	
4405 Dog bins	1,131	0	(1,131)		(1,131)	0.0%	
4410 Grounds Maintenance	5,649	2,890	(2,759)		(2,759)	195.5%	127
4420 King George V	0	830	830		830	0.0%	
4425 Six Acres	38,821	0	(38,821)		(38,821)	0.0%	38,821
4430 Playground Inspections	803	0	(803)		(803)	0.0%	
Recreation :- Indirect Payments	<u>46,811</u>	<u>5,360</u>	<u>(41,451)</u>	<u>0</u>	<u>(41,451)</u>	<u>873.3%</u>	<u>38,947</u>
Net Payments	<u>(46,811)</u>	<u>(5,360)</u>	<u>41,451</u>				
6000 plus Transfer from EMR	38,947						
Movement to/(from) Gen Reserve	<u>(7,863)</u>						
<u>400 Highways & Byways</u>							
4200 Repairs & Improvements	615	0	(615)		(615)	0.0%	
4500 Hayes Lane Drainage	800	900	100		100	88.9%	
4510 Streetlights & Maintenance	5,268	4,970	(298)		(298)	106.0%	
Highways & Byways :- Indirect Payments	<u>6,683</u>	<u>5,870</u>	<u>(813)</u>	<u>0</u>	<u>(813)</u>	<u>113.8%</u>	<u>0</u>
Net Payments	<u>(6,683)</u>	<u>(5,870)</u>	<u>813</u>				
<u>999 VAT Data</u>							
115 VAT on Receipts	10,751	0	(10,751)			0.0%	
VAT Data :- Receipts	<u>10,751</u>	<u>0</u>	<u>(10,751)</u>				<u>0</u>
515 VAT on Payments	10,140	0	(10,140)		(10,140)	0.0%	
VAT Data :- Indirect Payments	<u>10,140</u>	<u>0</u>	<u>(10,140)</u>	<u>0</u>	<u>(10,140)</u>		<u>0</u>
Net Receipts over Payments	<u>610</u>	<u>0</u>	<u>(610)</u>				
Grand Totals:- Receipts	121,675	68,320	(53,355)			178.1%	
Payments	150,088	71,810	(78,278)	0	(78,278)	209.0%	
Net Receipts over Payments	<u>(28,413)</u>	<u>(3,490)</u>	<u>24,923</u>				
plus Transfer from EMR	67,430						
Movement to/(from) Gen Reserve	<u>39,016</u>						

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR - Six Acres	134,869.00	-21,240.94	113,628.06
321 EMR Environment Cleansing	0.00	6,672.12	6,672.12
322 EMR Scout Hut	0.00	50,000.00	50,000.00
380 EMR - CIL	64,996.14	-18,199.56	46,796.58
	<u>199,865.14</u>	<u>17,231.62</u>	<u>217,096.76</u>

List of Payments made between 30/11/2023 and 19/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/11/2023	Grasstex	OLT	2,950.80		Grounds maintenance(1586)
30/11/2023	Tim Harrison	OLT	37.50		Salary November
30/11/2023	John Pilkington	OLT	60.00		Salary November
30/11/2023	Tony Burroughs	OLT	299.00		Salary November
30/11/2023	Mike Simpson	OLT	15.00		Home office
30/11/2023	LGPS	OLT	892.89		MS Pension November
30/11/2023	Mike Simpson	OLT	2,424.90		Salary November
30/11/2023	Samantha Bell	OLT	1,466.22		Salary November
30/11/2023	Amelia Savage	OLT	100.00		Newsletter delivery
01/12/2023	NEST	DD	103.95		S Bell pension
01/12/2023	Netwise	OLT	28.49		2 emails
06/12/2023	Jane Slipper	OLT	30.05		Cosy Cafe Food
06/12/2023	Friends of Slinfold School	OLT	52.00		Xmas meal grant
06/12/2023	Amelia Savage	OLT	500.00		Grant Kenya Trip
06/12/2023	St Peter's Church	OLT	1,000.00		Maintenance Donation
06/12/2023	Bel Signs	OLT	270.00		Six Acre Playground Signs
06/12/2023	Clear Councils	OLT	64.21		Reinstatement Survey
06/12/2023	Slinfold Village Hall	OLT	200.00		Cosy Cafe Hire (1842)
06/12/2023	4 Sight Vision	OLT	110.00		Grant
12/12/2023	Slinfold Village Hall	OLT	35.00		Meeting hire (1849)
12/12/2023	SSE	OLT	407.85		Streetlights
19/12/2023	HDC	DD	27.00		Bin collection
27/12/2023	Tim Harrison	OLT	37.50		Salary December
27/12/2023	John Pilkington	OLT	1,304.00		Salary December
29/12/2023	Mike Simpson	OLT	1,861.51		Salary December
29/12/2023	Tony Burroughs	OLT	299.00		Salary December
29/12/2023	Mike Simpson	OLT	15.00		Home office
29/12/2023	Samantha Bell	OLT	474.04		Salary December
29/12/2023	LGPS	OLT	674.05		MS December
29/12/2023	Samantha Bell	OLT	-474.04		Salary December
29/12/2023	Samantha Bell	OLT	474.07		Salary December
02/01/2024	HDC	DD	265.72		Dog bins
08/01/2024	Carl Osborne	OLT	450.00		Cherrytree bramble clearance
08/01/2024	Carl Osborne	OLT	-450.00		Cherrytree clearance
08/01/2024	Carl Osborne	OLT	405.00		Cherrytree brambles
08/01/2024	M L Surveyors	OLT	690.00		Reinstatement Survey
08/01/2024	HMRC	OLT	3,248.70		PAYE 3rd Quarter
17/01/2024	Slinfold Village Hall	OLT	10.00		Meeting hire
17/01/2024	HDC	DD	27.00		Bins
17/01/2024	John Burrell	OLT	54.95		Six acres saplings
17/01/2024	Slinfold Village Hall	OLT	80.00		Cosy Cafe Hire
17/01/2024	Play Inspection Company	OLT	715.00		PG inspection training
17/01/2024	Rialtas Business Solutions	OLT	827.98		Finance Software
17/01/2024	SLC	OLT	10,000.00		Football Club works (1016)
17/01/2024	King Fisher Direct Ltd	OLT	149.99		Salt Bin
19/01/2024	SSE	OLT	832.37		SSE
19/01/2024	Jane Slipper	OLT	739.25		Xmas events and bark
19/01/2024	Emma Grundy	OLT	33.50		Sandwiches tea party

List of Payments made between 30/11/2023 and 19/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
		Total Payments	<u>33,819.45</u>		
