



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 29th February 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
23rd February 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 25th January 2024**
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 applications
DISC/24/0016: The Cobblers Hayes Lane Slinfold West Sussex RH13 0SA: Application for Approval of Details Reserved by Condition 5 to approved application DC/22/2197
 - (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 25th January 2024
 - (b) To review the latest variance report
 - (c) To receive an update on the Council's bank accounts
 - (d) To review the Council's Financial Regulations
 - (e) To consider any grant applications

(f) To review the Council's pension responsibilities

9. Grounds and Buildings Maintenance

- (a) To receive an update on works to Slinfold Football Club
- (b) To consider a request from the Community Shed to erect a fence
- (c) To receive an update on Slinfold Stores
- (d) To receive an update on a padel court at Slinfold Tennis Club
- (e) To receive an update on grant applications submitted by the Council

10. Events

To receive an update on Village Day 2024

11. Highways

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

12. Recreation and Environment

- (a) To consider taking on the freehold of some land at Slinfold Golf Course
- (b) To receive an update on grounds maintenance

13. Parish Magazine

To discuss any contributions for the parish magazine

14. Committees and those on Outside Bodies

To receive any updates

15. Items for the next agenda

To discuss

16. Next meeting date

28th March 2024

Time: 10:09

CO-OP

List of Payments made between 20/01/2024 and 29/02/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/01/2024	Jane Slipper	OLT	739.25		Xmas party and bark
22/01/2024	SSE	OLT	832.37		Streetlights
22/01/2024	Jane Slipper	OLT	-739.25		Xmas party and bark
22/01/2024	SSE	OLT	-832.37		Streetlights
25/01/2024	SLC	OLT	14,760.00		Football Club works
25/01/2024	SLC	OLT	14,670.00		FC Works (1018)
31/01/2024	Mike Simpson	OLT	15.00		Home Office
31/01/2024	Tim Harrison	OLT	62.50		Salary January
31/01/2024	John Pilkington	OLT	279.20		Salary January
31/01/2024	Tony Burroughs	OLT	349.00		Salary January
31/01/2024	Samantha Bell	OLT	360.67		Salary January
31/01/2024	LGPS	OLT	674.05		January
31/01/2024	Mike Simpson	OLT	1,861.51		Salary January
31/01/2024	Adrian Roberts	OLT	400.00		Chair's Allowance
31/01/2024	SLC	OLT	-14,760.00		Football Club Works
02/02/2024	NEST	DD	33.81		SBell Pension January
07/02/2024	SLC	OLT	10,000.00		FC Works (1019)
21/02/2024	SLC	OLT	13,219.64		FC Works SLC1022
29/02/2024	Slinfold Football Club	OLT	600.00		Office hire 2 years
29/02/2024	4 The Youth	OLT	2,093.03		Youth services 1655
29/02/2024	Slinfold Village Hall	OLT	28.00		1879
29/02/2024	Slinfold Village Hall	OLT	160.00		Cosy Cafe 1872
29/02/2024	Slinfold Village Hall	OLT	49.69		Xmas lunch 1857
29/02/2024	Samantha Bell	OLT	360.67		Salary February
29/02/2024	Tony Burroughs	OLT	299.00		Salary February
29/02/2024	Tim Harrison	OLT	37.50		Salary February
29/02/2024	John Pilkington	OLT	239.20		Salary February
29/02/2024	Mike Simpson	OLT	1,861.51		Salary February
29/02/2024	Mike Simpson	OLT	15.00		Home office
29/02/2024	LGPS	OLT	674.05		February contribution
29/02/2024	NEST	DD	33.81		S Bell February
29/02/2024	Mike Simpson	OLT	13.00		Land Registry Fees
Total Payments			48,389.84		

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/01/2024		21,165.22
			<u>21,165.22</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			21,165.22
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			21,165.22
		Balance per Cash Book is :-	21,165.22
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

1. Strategic Policy HA7: Broadbridge Heath Housing Allocations

It should be made clear that this allocation is within the Parish of Slinfold. The numbers stated must be allocated to Slinfold and included in any revision of the Slinfold Neighbourhood Plan (SNP) and numbers allocated to Slinfold's housing targets.

2. Settlement Coalescence

The protection of the separate identity of Slinfold remains a key objective. From the initial consultation, a gap to prevent coalescence between Slinfold Village and Broadbridge Heath (BBH) was a key requirement of residents to be addressed in the Slinfold Parish Neighbourhood Plan. The Parish has seen significant urban extension in its neighbour parish of BBH. The Broadbridge Heath Parish Plan (BHPP) 2004 highlights how the Parish retains local gaps between itself and Slinfold and that residents "strongly want to retain this".

The Examiner, in his Slinfold NP assessment dated 29 January 2018 supported this aim of maintaining the gap and referred back to HDPF Policy 2.

We would like to see a strengthening of the wording and protection of 'gaps' along the lines of 'Development will only be permitted / supported in the countryside provided that it does not individually or cumulatively result in coalescence and loss of separate identity of neighbouring settlements or perception thereof; and provided that it does not conflict with other Countryside policies in this Plan'.

3. Allocated Housing Numbers

We note that housing numbers have been specifically stated in the plan. This is contrary to the SNP where numbers were explicitly removed. We would expect any revision of the SNP to include housing numbers should this be appropriate.

4. Infrastructure

The existing infrastructure must be able to cope and be effective. If infrastructure can't cope with existing demand then it should be upgraded as part of any new development. The pumping station at Newbridge being an example. We would like to see greater emphasis in the capacity and effectiveness of infrastructure.

5. Renewable Energies

We would like to see PV installations on ALL new development, not just Strategic Sites.

6. Flood Risk

Strategic Policy 10: Flooding (i) should be amended as follows 'Make appropriate provision for surface water drainage to ground, water courses, *providing this does not adversely impact downstream assets by increasing the flood risk*, or surface water sewer. Development will not be allowed to drain to the foul sewer;

7. Broadband

There needs to be a specific policy covering gigabit capable broadband. There should be a stated aim seeking to make this available in rural areas where businesses and residents are struggling with connectivity issues.

Detailed Receipts & Payments by Budget Heading 29/02/2024

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%	34,664
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>34,664</u>
Income :- Receipts							
	<u>108,314</u>	<u>66,220</u>	<u>(42,094)</u>				
Net Receipts							
6001 less Transfer to EMR	34,664						
	<u>73,650</u>						
Movement to/(from) Gen Reserve							
<u>200 Administration</u>							
4000 Clerk & Environment Officers	43,768	40,140	(3,628)		(3,628)	109.0%	
4060 Audit	585	650	65		65	90.0%	
4065 Miscellaneous Expenditure	175	0	(175)		(175)	0.0%	
4070 Legal & Consultancy	13	140	127		127	9.3%	
4080 Subscriptions	535	100	(435)		(435)	535.3%	
4090 Cllr Expenses	0	150	150		150	0.0%	
4091 Chair's Allowance	400	0	(400)		(400)	0.0%	
4100 Insurance	2,331	2,800	470		470	83.2%	
4110 Recruitment & Training	0	350	350		350	0.0%	
4120 Home Office	150	0	(150)		(150)	0.0%	
4130 Hall Hire	386	860	474		474	44.9%	
4135 FC Office Hire	600	0	(600)		(600)	0.0%	
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%	
	<u>51,492</u>	<u>46,480</u>	<u>(5,012)</u>	<u>0</u>	<u>(5,012)</u>	<u>110.8%</u>	<u>0</u>
Administration :- Indirect Payments							
	<u>(51,492)</u>	<u>(46,480)</u>	<u>5,012</u>				
Net Payments							
<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	41,991	0	(41,991)		(41,991)	0.0%	41,991
	<u>41,991</u>	<u>0</u>	<u>(41,991)</u>	<u>0</u>	<u>(41,991)</u>		<u>41,991</u>
Football Club :- Indirect Payments							
	<u>(40,940)</u>	<u>525</u>	<u>41,465</u>				
Net Receipts over Payments							
6000 plus Transfer from EMR	41,991						
	<u>1,051</u>						
Movement to/(from) Gen Reserve							

Detailed Receipts & Payments by Budget Heading 29/02/2024

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	2,911	1,900	(1,011)		(1,011)	153.2%	
4320 Youth Services	3,119	6,480	3,361		3,361	48.1%	
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	2,454	0	(2,454)		(2,454)	0.0%	
4515 CAGNE Grant Gatwick	2,000	0	(2,000)		(2,000)	0.0%	
Community Services :- Indirect Payments	<u>29,843</u>	<u>14,100</u>	<u>(15,743)</u>	<u>0</u>	<u>(15,743)</u>	211.7%	<u>13,918</u>
Net Payments	<u>(29,843)</u>	<u>(14,100)</u>	<u>15,743</u>				
6000 plus Transfer from EMR	13,918						
Movement to/(from) Gen Reserve	<u>(15,925)</u>						

Detailed Receipts & Payments by Budget Heading 29/02/2024

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	18,122	0	(18,122)		(18,122)	0.0%	
VAT Data :- Indirect Payments	<u>18,122</u>	<u>0</u>	<u>(18,122)</u>	<u>0</u>	<u>(18,122)</u>		<u>0</u>
Net Receipts over Payments	<u>(7,371)</u>	<u>0</u>	<u>7,371</u>				
Grand Totals:- Receipts	121,675	68,320	(53,355)			178.1%	
Payments	198,478	71,810	(126,668)	0	(126,668)	276.4%	
Net Receipts over Payments	<u>(76,803)</u>	<u>(3,490)</u>	<u>73,313</u>				
plus Transfer from EMR	97,338						
less Transfer to EMR	34,664						
Movement to/(from) Gen Reserve	<u>(14,130)</u>						