



# Slinfold Parish Council

Cherrytree Farm, Hayes Lane, RH13 0SQ

Telephone 07894 858048 email: [clerk@slinfold-pc.gov.uk](mailto:clerk@slinfold-pc.gov.uk)

You are duly summoned to the meeting of Slinfold Parish Council on Thursday 25<sup>th</sup> April 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  
19<sup>th</sup> April 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 28<sup>th</sup> March 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**

**DC/24/0190** Lower Broadbridge Billingshurst Road BroadbridgeHeath West Sussex: Removal of Conditions 9, 10 and 13 of previously approved application DC/23/0578 (Variation of conditions 5 and 6 of previously approved application DC/20/2126 (Change of use of the land and buildings for the blending, screening, storage and distribution of landscape materials (Class Sui Generis). Extension of an earth bund along the northern boundary and erection of 2.2m high wall to the western boundary) to allow for the removal of the hopper and in relation to the noise levels on site) Relating to the operations at the site

**DC/24/0501** Nutwood Cattery Guildford Road Clemsfold West Sussex: Erection of a new Cattery building to rear of site.

**DC/24/0486** Lineside Cottage Hayes Lane Slinfold Horsham "Demolition of rear lean to and erection of single storey rear extension. Erection of front porch."

**DC/24/0526 (LIS) & DC/24/0525 (HOUS)** Bakers End Park Street Slinfold West Sussex: Construction of a log burner and associated flue to existing two storey rear extension (Listed Building Consent).

**DC/24/0524** Fairmeads Lyons Road: Outline Application for erection of 1 No dwelling to the east of Fairmead with all matters reserved except access.

- (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 any planning enforcement cases

#### **8. Finance & Administration**

- (a) To review the schedule of payments and bank reconciliation for April 2024
- (b) To review the following policies: Grants; Social Media; Members' Scheme of Allowances; FOI Publication Scheme; Complaints Policy; Code of Conduct
- (c) To confirm the internal auditor for 2023/24
- (d) To consider any grant applications

#### **9. Grounds and Buildings Maintenance**

- (a) To receive an update on Slinfold Football Club
- (b) To receive an update on Slinfold Stores
- (c) To receive an update on a new scout hut
- (d) To receive an update on a padel court at Slinfold Tennis Club

#### **10. Events**

To receive an update on Village Day 2024

#### **11. Highways**

- (a) To receive an update on the 20mph buildouts
- (b) To consider applying for a TRO to reduce the speed limit on the A29 to 50mph
- (c) To review the survey on the Hayes Lane drainage pipe

#### **12. Recreation and Environment**

- (a) To consider taking on the freehold of some land at Slinfold Golf Course
- (b) To discuss maintenance of Six Acres and Cherrytree balancing ponds
- (c) To discuss repairs to the fence at KGV

#### **13. Communications**

To discuss any contributions for the parish magazine

#### **14. Committees and those on Outside Bodies**

To receive any updates

#### **15. Gatwick FASI-S**

To receive an update

#### **16. Items for the next agenda**

To discuss

#### **17. Next meeting date**

30<sup>th</sup> May 2024

Payment Schedule 25<sup>th</sup> April 2024

	Payee	Details	Amount	VAT
02.04.24	Charity Bank	Transfer	£25,000.00	
04.04.24	Charity Bank	Transfer	£30,000.00	
08.04.24	Charity Bank	Transfer	£20,000.00	
10.04.24	Platinum Roofing	Slinfold stores (Ramp)	£500.00	
10.04.24	SSE	Streetlights	£351.92	
17.04.24	HDC	Bin collection	£26.90	
18.04.24	Platinum Roofing	Slinfold stores (repointing)	£1,000.00	
18.04.24	B&L Leisure Group Limited -	Awning Slinfold Stores	£2,497.50	£499.50
25.04.24	Rialtas Business Solutions	Accounting software	£192.00	£38.40
25.04.24	Netwise	Website hosting	£440.00	£88.00
25.04.24	Slinfold Village Hall	Youth Club Hire (1915)	£140.00	
25.04.24	Slinfold Village Hall	Cosy Café Hire (1904)	£160.00	
25.04.24	Slinfold Village Hall	Council meeting hire (1912)	£28.00	
25.04.24	Jane Slipper	Cosy Café Expenses	£102.04	
25.04.24	Tony Burroughs	EO expenses	£97.40	
25.04.24	Proline Drainage	Hayes Lane Drain Survey	£4,050.00	£810.00
		<b>Total</b>	<b>£84,585.76</b>	<b>£1,435.90</b>

**Bank Reconciliation Statement as at 31/03/2024  
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/03/2024		91,709.53
			<u>91,709.53</u>
<b><u>Unpresented Payments (Minus)</u></b>			<b><u>Amount</u></b>
28/03/2024	OLT	Hedges Direct	66.72
28/03/2024	OLT	SLC	1,080.00
28/03/2024	OLT	Nicola Lewis	41.77
28/03/2024	OLT	Slinfold Village Hall	28.00
28/03/2024	OLT	Slinfold Village Hall	160.00
28/03/2024	OLT	Nicola Lewis	6.48
			<u>1,382.97</u>
			90,326.56
<b><u>Unpresented Receipts (Plus)</u></b>			
			0.00
			<u>0.00</u>
			90,326.56
		<b>Balance per Cash Book is :-</b>	<b>90,326.56</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

## Detailed Receipts &amp; Payments by Budget Heading 28/03/2024

## 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	1,950	0	(1,950)			0.0%	
1120 Environment Cleansing	3,495	0	(3,495)			0.0%	
1999 Miscellaneous Income	175	0	(175)			0.0%	
	<u>109,314</u>	<u>66,220</u>	<u>(43,094)</u>			<u>165.1%</u>	<u>34,664</u>
Income :- Receipts							
	<u>109,314</u>	<u>66,220</u>	<u>(43,094)</u>				
Net Receipts							
6001 less Transfer to EMR	34,664						
Movement to/(from) Gen Reserve	<u>74,650</u>						
<u>200 Administration</u>							
4000 Clerk & Environment Officers	50,437	40,140	(10,297)		(10,297)	125.7%	
4060 Audit	585	650	65		65	90.0%	
4065 Miscellaneous Expenditure	175	0	(175)		(175)	0.0%	
4070 Legal & Consultancy	1,213	140	(1,073)		(1,073)	866.4%	
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	165	0	(165)		(165)	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>59,376</u>	<u>46,480</u>	<u>(12,896)</u>	<u>0</u>	<u>(12,896)</u>	<u>127.7%</u>	<u>0</u>
Administration :- Indirect Payments							
Net Payments	<u>(59,376)</u>	<u>(46,480)</u>	<u>12,896</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	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							
Net Receipts over Payments	<u>(40,940)</u>	<u>525</u>	<u>41,465</u>				
6000 plus Transfer from EMR	41,991						
Movement to/(from) Gen Reserve	<u>1,051</u>						

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	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%	
1210 Grounds Maintenance Reclaim	520	0	(520)			0.0%	
Tennis Club :- Receipts	<u>1,002</u>	<u>525</u>	<u>(477)</u>			<u>190.9%</u>	<u>0</u>
4200 Repairs & Improvements	900	0	(900)		(900)	0.0%	
Tennis Club :- Indirect Payments	<u>900</u>	<u>0</u>	<u>(900)</u>	<u>0</u>	<u>(900)</u>		<u>0</u>
Net Receipts over Payments	<u>102</u>	<u>525</u>	<u>423</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>				<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>			<u>205.1%</u>	<u>0</u>
4200 Repairs & Improvements	6,137	0	(6,137)		(6,137)	0.0%	5,082
Slinfold Stores :- Indirect Payments	<u>6,137</u>	<u>0</u>	<u>(6,137)</u>	<u>0</u>	<u>(6,137)</u>		<u>5,082</u>
Net Receipts over Payments	<u>(5,060)</u>	<u>525</u>	<u>5,585</u>				
6000 plus Transfer from EMR	5,082						
Movement to/(from) Gen Reserve	<u>22</u>						
<u>300 Community Services</u>							
4310 Community Events	2,953	1,900	(1,053)		(1,053)	155.4%	
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	16,918	1,620	(15,298)		(15,298)	1044.3%	16,918
4390 Grants Made	2,666	1,500	(1,166)		(1,166)	177.8%	
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>33,854</u>	<u>14,100</u>	<u>(19,754)</u>	<u>0</u>	<u>(19,754)</u>	<u>240.1%</u>	<u>16,918</u>
Net Payments	<u>(33,854)</u>	<u>(14,100)</u>	<u>19,754</u>				
6000 plus Transfer from EMR	16,918						
Movement to/(from) Gen Reserve	<u>(16,936)</u>						

## Detailed Receipts &amp; Payments by Budget Heading 28/03/2024

## 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	364	1,640	1,276		1,276	22.2%	
4405 Dog bins	1,131	0	(1,131)		(1,131)	0.0%	
4410 Grounds Maintenance	5,705	2,890	(2,815)		(2,815)	197.4%	127
4420 King George V	4,663	830	(3,833)		(3,833)	561.8%	4,443
4425 Six Acres	38,883	0	(38,883)		(38,883)	0.0%	38,883
4430 Playground Inspections	803	0	(803)		(803)	0.0%	
Recreation :- Indirect Payments	<u>51,659</u>	<u>5,360</u>	<u>(46,299)</u>	<u>0</u>	<u>(46,299)</u>	<u>963.8%</u>	<u>43,452</u>
Net Payments	<u>(51,659)</u>	<u>(5,360)</u>	<u>46,299</u>				
6000 plus Transfer from EMR	43,452						
Movement to/(from) Gen Reserve	<u>(8,206)</u>						
<u>400 Highways &amp; Byways</u>							
4200 Repairs & Improvements	615	0	(615)		(615)	0.0%	
4500 Hayes Lane Drainage	800	900	100		100	88.9%	
4510 Streetlights & Maintenance	5,603	4,970	(633)		(633)	112.7%	
Highways & Byways :- Indirect Payments	<u>7,018</u>	<u>5,870</u>	<u>(1,148)</u>	<u>0</u>	<u>(1,148)</u>	<u>119.6%</u>	<u>0</u>
Net Payments	<u>(7,018)</u>	<u>(5,870)</u>	<u>1,148</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	18,614	0	(18,614)		(18,614)	0.0%	
VAT Data :- Indirect Payments	<u>18,614</u>	<u>0</u>	<u>(18,614)</u>	<u>0</u>	<u>(18,614)</u>		<u>0</u>
Net Receipts over Payments	<u>(7,863)</u>	<u>0</u>	<u>7,863</u>				
Grand Totals:- Receipts	123,195	68,320	(54,875)			180.3%	
Payments	219,549	71,810	(147,739)	0	(147,739)	305.7%	
Net Receipts over Payments	<u>(96,354)</u>	<u>(3,490)</u>	<u>92,864</u>				
plus Transfer from EMR	107,443						
less Transfer to EMR	34,664						
Movement to/(from) Gen Reserve	<u>(23,575)</u>						