



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 27th June 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
20th June 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 30th May 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 the following applications
DC/24/0526 Bakers End Park Street Slinfold West Sussex: Erection of a two-storey rear extension, including installation of log burner and flue (Listed Building Consent)

DC/24/0800 Birch Barn Park Street Slinfold West Sussex: Erection of a single storey front extension to form new porch. Addition of roof window to the North East elevation

DC/24/0514 5 Greenfield Road Slinfold West Sussex RH13 0SF: Establishment of two one-bedroom residential units with associated parking and landscaping
 - (b) To consider any planning applications received since the publication of the agenda
 - (c) To receive an update on any planning enforcement cases
 - (d) To receive an update on the review of the Neighbourhood Plan
8. **Finance & Administration**
 - (a) To review the schedule of payments for June 2024 and bank reconciliation for May 2024

- (b) To review the variance report for budget vs actual expenditure
- (c) To review the Council's Financial Regulations and Standing Orders
- (d) To receive an update on the Council's bank accounts

9. Gatwick FASI-S

To receive an update

10. Grounds and Buildings Maintenance

- (a) To receive an update on Slinfold Stores
- (b) To receive an update on a padel court at Slinfold Tennis Club
- (c) To discuss the Greenspace Maintenance Schedule

11. Highways and Byways

- (a) To receive an update on the 20mph buildouts
- (b) To receive an update on the A29 TRO consultation
- (c) To review the survey on the Hayes Lane drainage pipe
- (d) To discuss the footpath on AJW land and applying for a definitive map modification order

12. Recreation, Youth and Environment

- (a) To consider taking on the freehold of some land at Slinfold Golf Course
- (b) To discuss repairs to the fence at KGV
- (c) To review the youth services contract

13. Committees and those on Outside Bodies

To receive any updates

14. Items for the next agenda

To discuss

15. Next meeting date

25th July 2024

Time: 10:50

CO-OP

List of Payments made between 01/06/2024 and 30/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
11/06/2024	SSE	BACS	756.65		Streetlights 2 months
11/06/2024	Unity Trust	TRANSFER	5,000.00		Savings transfer
18/06/2024	Netwise	BACS	144.00		Email hosting
27/06/2024	4 The Youth	BACS	2,093.03		Youth services April-July 1728
27/06/2024	Slinfold Village Hall	BACS	264.00		1946&1939 hire Cafe and PC
27/06/2024	West Sussex County Council	BACS	1,402.63		Streetlight maintenance
27/06/2024	Amelia Savage	BACS	100.00		Newsletter delivery
28/06/2024	Samantha Bell	BACS	237.45		Salary June
28/06/2024	Mike Simpson	BACS	2,111.52		Salary June
28/06/2024	Tony Burroughs	BACS	239.20		Salary June
28/06/2024	John Pilkington	BACS	245.40		Salary June
28/06/2024	LGPS	BACS	674.04		MS June
28/06/2024	Mike Simpson	BACS	15.00		Home office
28/06/2024	NEST	DD	22.54		S Bell contribution
30/06/2024	Mike Simpson	BACS	6.00		Land Registry searches

Total Payments	<u>13,311.46</u>
-----------------------	------------------

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/05/2024		43,609.53
			<u>43,609.53</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			43,609.53
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			43,609.53
		Balance per Cash Book is :-	43,609.53
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Detailed Receipts & Payments by Budget Heading 30/06/2024

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	33,110	66,220	33,110			50.0%	
1080 Bank Interest	1,255	2,000	745			62.8%	
1100 Grants Received	875	0	(875)			0.0%	
1120 Environment Cleansing	1,826	3,492	1,666			52.3%	1,826
Income :- Receipts	<u>37,066</u>	<u>71,712</u>	<u>34,646</u>			51.7%	<u>1,826</u>
Net Receipts	<u>37,066</u>	<u>71,712</u>	<u>34,646</u>				
6001 less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>35,240</u>						
<u>200 Administration</u>							
4000 Clerk & Environment Officers	10,591	39,000	28,409		28,409	27.2%	
4060 Audit	179	650	471		471	27.5%	
4080 Subscriptions	0	689	689		689	0.0%	
4100 Insurance	0	1,691	1,691		1,691	0.0%	
4110 Recruitment & Training	0	200	200		200	0.0%	
4120 Home Office	45	60	15		15	75.0%	
4130 Hall Hire	188	200	12		12	94.0%	
4140 Website and email	560	900	340		340	62.2%	
4150 Software	192	0	(192)		(192)	0.0%	
Administration :- Indirect Payments	<u>11,755</u>	<u>43,390</u>	<u>31,635</u>	<u>0</u>	<u>31,635</u>	27.1%	<u>0</u>
Net Payments	<u>(11,755)</u>	<u>(43,390)</u>	<u>(31,635)</u>				
<u>250 Football Club</u>							
1200 Rental Income	0	1,000	1,000			0.0%	
1205 Insurance Reclaimed	0	305	305			0.0%	
1210 Grounds Maintenance Reclaim	0	700	700			0.0%	
Football Club :- Receipts	<u>0</u>	<u>2,005</u>	<u>2,005</u>			0.0%	<u>0</u>
Net Receipts	<u>0</u>	<u>2,005</u>	<u>2,005</u>				
<u>255 Tennis Club</u>							
1200 Rental Income	0	150	150			0.0%	
1205 Insurance Reclaimed	0	332	332			0.0%	
1210 Grounds Maintenance Reclaim	0	520	520			0.0%	
Tennis Club :- Receipts	<u>0</u>	<u>1,002</u>	<u>1,002</u>			0.0%	<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>(900)</u>	<u>1,002</u>	<u>1,902</u>				

Detailed Receipts & Payments by Budget Heading 30/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>260 Community Shed</u>							
1205 Insurance Reclaimed	0	110	110			0.0%	
Community Shed :- Receipts	<u>0</u>	<u>110</u>	<u>110</u>				<u>0</u>
Net Receipts	<u>0</u>	<u>110</u>	<u>110</u>				
<u>270 Slinfold Stores</u>							
1200 Rental Income	0	1,000	1,000			0.0%	
1205 Insurance Reclaimed	0	327	327			0.0%	
Slinfold Stores :- Receipts	<u>0</u>	<u>1,327</u>	<u>1,327</u>				<u>0</u>
4200 Repairs & Improvements	5,030	0	(5,030)		(5,030)	0.0%	3,530
Slinfold Stores :- Indirect Payments	<u>5,030</u>	<u>0</u>	<u>(5,030)</u>	<u>0</u>	<u>(5,030)</u>		<u>3,530</u>
Net Receipts over Payments	<u>(5,030)</u>	<u>1,327</u>	<u>6,357</u>				
6000 plus Transfer from EMR	3,530						
Movement to/(from) Gen Reserve	<u>(1,500)</u>						
<u>300 Community Services</u>							
4310 Community Events	247	3,000	2,753		2,753	8.2%	
4320 Youth Services	2,303	7,500	5,197		5,197	30.7%	
4370 Newsletters/Promotions	1,385	2,600	1,215		1,215	53.3%	
4380 Community Improvement Projects	0	1,500	1,500		1,500	0.0%	
4390 Grants Made	500	1,500	1,000		1,000	33.3%	
4395 Cosy Café	867	1,500	633		633	57.8%	
Community Services :- Indirect Payments	<u>5,302</u>	<u>17,600</u>	<u>12,298</u>	<u>0</u>	<u>12,298</u>	<u>30.1%</u>	<u>0</u>
Net Payments	<u>(5,302)</u>	<u>(17,600)</u>	<u>(12,298)</u>				
<u>350 Recreation</u>							
4400 Bin collection	56	370	314		314	15.1%	
4405 Dog bins	287	1,150	863		863	24.9%	
4410 Grounds Maintenance	62	6,700	6,638		6,638	0.9%	
4415 Equipment	0	180	180		180	0.0%	
4420 King George V	0	500	500		500	0.0%	
Recreation :- Indirect Payments	<u>404</u>	<u>8,900</u>	<u>8,496</u>	<u>0</u>	<u>8,496</u>	<u>4.5%</u>	<u>0</u>
Net Payments	<u>(404)</u>	<u>(8,900)</u>	<u>(8,496)</u>				

Detailed Receipts & Payments by Budget Heading 30/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>400 Highways & Byways</u>							
4200 Repairs & Improvements	0	2,000	2,000		2,000	0.0%	
4500 Hayes Lane Drainage	4,050	0	(4,050)		(4,050)	0.0%	4,050
4510 Streetlights & Maintenance	2,583	7,000	4,417		4,417	36.9%	
Highways & Byways :- Indirect Payments	<u>6,633</u>	<u>9,000</u>	<u>2,367</u>	<u>0</u>	<u>2,367</u>	<u>73.7%</u>	<u>4,050</u>
Net Payments	<u>(6,633)</u>	<u>(9,000)</u>	<u>(2,367)</u>				
6000 plus Transfer from EMR	4,050						
Movement to/(from) Gen Reserve	<u>(2,583)</u>						
<u>999 VAT Data</u>							
115 VAT on Receipts	8,622	0	(8,622)			0.0%	
VAT Data :- Receipts	<u>8,622</u>	<u>0</u>	<u>(8,622)</u>				<u>0</u>
515 VAT on Payments	2,203	0	(2,203)		(2,203)	0.0%	
VAT Data :- Indirect Payments	<u>2,203</u>	<u>0</u>	<u>(2,203)</u>	<u>0</u>	<u>(2,203)</u>		<u>0</u>
Net Receipts over Payments	<u>6,419</u>	<u>0</u>	<u>(6,419)</u>				
Grand Totals:- Receipts	45,688	76,156	30,468			60.0%	
Payments	32,227	78,890	46,663	0	46,663	40.8%	
Net Receipts over Payments	<u>13,461</u>	<u>(2,734)</u>	<u>(16,195)</u>				
plus Transfer from EMR	7,580						
less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>19,215</u>						