



# 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> July 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> July 2024

## AGENDA

1. **Attendance and Apologies for Absence**  
To accept apologies for absence.
2. **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 held on 27<sup>th</sup> June 2024**  
To review and approve
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/24/0867** Slinfold Church of England School The Street Slinfold Horsham Fell x1 Ash. Surgery x1 Oak (works to trees in conservation area)  
**DC/24/0967** 37 Six Acres Slinfold West Sussex RH13 0TH Removal of existing hedge and fence line at boundary and installation of replacement brick wall with composite panelling  
**DC/24/0984 & DC/24/0985** Smithawe Farm Nowhurst Lane Broadbridge Heath West Sussex Erection of a two storey side and rear extension. Replacement flat roof to pitched roof. Replacement of windows and doors. (Householder Application).  
**DC/24/0796** The Old Dairy and The Granary Crosby Farm Lyons Road Slinfold Conversion of the existing office buildings (Use Class E) into two residential units (Use Class C3)

**DC/24/1040** Rapkyns Old Stable Guildford Road Broadbridge Heath West Sussex "Change of use, conversion and internal alterations of an existing residential dwelling to provide 5No. residential bedspaces for students with special educational needs. Conversion, internal alterations and change of use of the existing annex and garages to provide an additional residential unit with 3No. bedspaces."

**DC/24/1037 & DC/24/1038 (LBC)** Broadview Guildford Road Broadbridge Heath West Sussex Refurbishment, internal alteration and change of use of the existing building to provide 6No. bedspaces for students with special educational needs

- (b) To consider any planning applications received since the publication of the agenda
- (c) To receive an update from the Neighbourhood Plan Working Group

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

- (a) To review the schedule of payments for July 2024 and bank reconciliation for 16th July 2024
- (b) To review the variance report for budget vs actual expenditure
- (c) To receive an update on the Section 104 monies from Elivia Homes
- (d) To consider a grant application from Air Ambulance Charity Kent Sussex and Surrey (KSS)

#### **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 receive an update on works to the disabled toilet at the Football Club
- (d) To consider a request from the Community Shed for external storage
- (e) To discuss the repair of the finger post sign on the junction of The Street and Hayes Lane
- (f) To receive an update on the maintenance of Six Acres and Cherrytree balancing ponds
- (g) To receive any update on the scout hut

#### **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 receive an update on the footpath on AJW land and applying for a definitive map modification order

#### **12. Recreation, Youth and Environment**

- (a) To receive an update on the freehold of some land at Slinfold Golf Course
- (b) To receive an update on repairs to the fence at KGV

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

To receive any updates

#### **14. Parish Magazine**

To discuss any articles for the next edition

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

To discuss

#### **16. Next meeting date**

26<sup>th</sup> September 2024

Time: 09:51

## CO-OP

## List of Payments made between 01/07/2024 and 31/07/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2024	Horsham District Council	DD	286.65		Dog bins
01/07/2024	Complete Weed Control Ltd	BACS	120.00		Hemlock removal
09/07/2024	Samantha Bell	BACS	54.99		Village Day
09/07/2024	QM Studios	BACS	80.00		Village Day
09/07/2024	Jane Slipper	BACS	91.39		Cosy Cafe June
09/07/2024	Catridge Save Ltd	BACS	157.27		Ink Cartridges Village Day
09/07/2024	Carl Osborne	BACS	180.00		Village Day grass cut
09/07/2024	HMRC	BACS	2,484.79		PAYE 1st Quarter
09/07/2024	SSE	BACS	16.07		Streetlights
16/07/2024	Horsham District Council	DD	28.80		Bin collection
25/07/2024	Grasstex	BACS	1,603.20		Invoice 2231
25/07/2024	Grasstex	BACS	1,647.60		Invoice 1957
25/07/2024	SM Fencing	BACS	614.70		KGV Fence repair
25/07/2024	Tony Burroughs	BACS	56.00		First Aid Course
25/07/2024	Slinfold Village Hall	BACS	140.00		Youth hall hire (1966)
25/07/2024	Samantha Bell	BACS	237.65		Salary July
25/07/2024	Tony Burroughs	BACS	239.20		Salary July
25/07/2024	Mike Simpson	BACS	2,111.72		Salary July
25/07/2024	John Pilkington	BACS	245.20		Salary July
25/07/2024	NEST	DD	22.54		S Bell pension
25/07/2024	LGPS	BACS	674.04		M Simpson July
25/07/2024	Nisbets	BACS	151.05		Village Day
25/07/2024	Grasstex	BACS	648.00		FC Herbicide 2249
25/07/2024	Slinfold Village Hall	BACS	315.00		1956 Cafe hire and VD
<b>Total Payments</b>			<b>12,205.86</b>		

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	16/07/2024		27,734.08
			<u>27,734.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			27,734.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			27,734.08
		Balance per Cash Book is :-	27,734.08
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

## Detailed Receipts &amp; Payments by Budget Heading 31/07/2024

## 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
1999 Miscellaneous Income	540	0	(540)			0.0%	
	<u>37,606</u>	<u>71,712</u>	<u>34,106</u>			52.4%	<u>1,826</u>
Income :- Receipts							
	<u>37,606</u>	<u>71,712</u>	<u>34,106</u>				
Net Receipts							
6001 less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>35,780</u>						
<u>200 Administration</u>							
4000 Clerk & Environment Officers	16,606	39,000	22,394		22,394	42.6%	
4055 Training	56	0	(56)		(56)	0.0%	
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%	
	<u>17,826</u>	<u>43,390</u>	<u>25,564</u>	<u>0</u>	<u>25,564</u>	41.1%	<u>0</u>
Administration :- Indirect Payments							
	<u>(17,826)</u>	<u>(43,390)</u>	<u>(25,564)</u>				
Net Payments							
<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%	
	<u>0</u>	<u>2,005</u>	<u>2,005</u>			0.0%	<u>0</u>
Football Club :- Receipts							
	<u>0</u>	<u>2,005</u>	<u>2,005</u>				
Net Receipts							
<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%	
	<u>0</u>	<u>1,002</u>	<u>1,002</u>			0.0%	<u>0</u>
Tennis Club :- Receipts							

## Detailed Receipts &amp; Payments by Budget Heading 31/07/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4200 Repairs & Improvements	900	0	(900)		(900)	0.0%	
Tennis Club :- Indirect Payments	900	0	(900)	0	(900)		0
Net Receipts over Payments	(900)	1,002	1,902				
<u>260 Community Shed</u>							
1205 Insurance Reclaimed	0	110	110			0.0%	
Community Shed :- Receipts	0	110	110				0
Net Receipts	0	110	110				
<u>270 Slinfold Stores</u>							
1200 Rental Income	250	1,000	750			25.0%	
1205 Insurance Reclaimed	0	327	327			0.0%	
Slinfold Stores :- Receipts	250	1,327	1,077			18.8%	0
4200 Repairs & Improvements	5,030	0	(5,030)		(5,030)	0.0%	3,530
Slinfold Stores :- Indirect Payments	5,030	0	(5,030)	0	(5,030)		3,530
Net Receipts over Payments	(4,780)	1,327	6,107				
6000 plus Transfer from EMR	3,530						
Movement to/(from) Gen Reserve	(1,250)						
<u>300 Community Services</u>							
4310 Community Events	2,607	3,000	393		393	86.9%	
4320 Youth Services	2,443	7,500	5,057		5,057	32.6%	
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	1,119	1,500	381		381	74.6%	
Community Services :- Indirect Payments	8,053	17,600	9,547	0	9,547	45.8%	0
Net Payments	(8,053)	(17,600)	(9,547)				
<u>350 Recreation</u>							
4400 Bin collection	113	370	257		257	30.6%	
4405 Dog bins	573	1,150	577		577	49.9%	
4410 Grounds Maintenance	3,411	6,700	3,289		3,289	50.9%	
4415 Equipment	0	180	180		180	0.0%	
4420 King George V	512	500	(12)		(12)	102.5%	

## Detailed Receipts &amp; Payments by Budget Heading 31/07/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4430 Playground Inspections	204	0	(204)		(204)	0.0%	
Recreation :- Indirect Payments	4,813	8,900	4,087	0	4,087	54.1%	0
Net Payments	<u>(4,813)</u>	<u>(8,900)</u>	<u>(4,087)</u>				
<u>400 Highways &amp; 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	2,599	7,000	4,401		4,401	37.1%	
Highways & Byways :- Indirect Payments	6,649	9,000	2,351	0	2,351	73.9%	4,050
Net Payments	<u>(6,649)</u>	<u>(9,000)</u>	<u>(2,351)</u>				
6000 plus Transfer from EMR	4,050						
Movement to/(from) Gen Reserve	<u>(2,599)</u>						
<u>999 VAT Data</u>							
115 VAT on Receipts	10,674	0	(10,674)			0.0%	
VAT Data :- Receipts	10,674	0	(10,674)				0
515 VAT on Payments	3,068	0	(3,068)		(3,068)	0.0%	
VAT Data :- Indirect Payments	3,068	0	(3,068)	0	(3,068)		0
Net Receipts over Payments	<u>7,606</u>	<u>0</u>	<u>(7,606)</u>				
Grand Totals:- Receipts	48,530	76,156	27,626			63.7%	
Payments	46,339	78,890	32,551	0	32,551	58.7%	
Net Receipts over Payments	<u>2,191</u>	<u>(2,734)</u>	<u>(4,925)</u>				
plus Transfer from EMR	7,580						
less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>7,945</u>						