



Slinfold Parish Council

Cherrytree Farm, Hayes Lane, RH13 0SQ

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Minutes of the Slinfold Parish Council Meeting held on 27th June 2024

1. Attendance and Apologies for Absence

In attendance: Councillors Casdagli, Pegg, Pyle, Roberts, Skeates, Slipper, Paula Smith, and Walker.

Apologies from: Councillors Sherwin-Smith and Nigel Smith which Councillors **RESOLVED** to approve.

Also in attendance: Mike Simpson (Clerk), District Councillor Kasia Greenwood and two members of the public.

2. To Receive Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation

There were none.

3. Public Session (Members of the Public may speak for up to five minutes at the discretion of the Chair)

No members of the public wished to speak.

4. Minutes from the previous meeting on 30th May 2024

Councillors **RESOLVED** to approve the minutes from the meeting on 30th May 2024 as a true and accurate record.

5. Chairman's Report

The Chair announced that, unfortunately, Councillor Pegg was stepping down as Parish Councillor as he was relocating. He also thanked Councillor Slipper and all the volunteers for an excellent Village Day on 23rd June.

6. Councillor Reports

To receive reports from the District and County Councillors.

Councillor Greenwood said there was not much to report due to the forthcoming election on 4th July.

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)

Councillors **RESOLVED** to have no objection.

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

Councillors **RESOLVED** to have no objection.

DC/24/0514 5 Greenfield Road Slinfold West Sussex RH13 0SF: Establishment of two one-bedroom residential units with associated parking and landscaping

Councillors **RESOLVED** to have no objection.

(b) To consider any planning applications received since the publication of the agenda

DC/24/0948 Dedisham Farm Guildford Road Slinfold West Sussex Variation of Condition 1 of previously approved application DC/22/1947 (Erection of an agricultural barn, associated storage tank and infrastructure) Relating to the design of the barn.
Councillors **RESOLVED** to have no objection.

(c) To receive an update on any planning enforcement cases

The outstanding works at Spring Lane had been completed so HDC Enforcement had closed the case.

(d) To receive an update on the review of the Neighbourhood Plan

There was a meeting of the Neighbourhood Plan Working Group arranged for 9th July 2024. The Chair proposed some amendments to the terms of reference which included: making the Council responsible for electing the Chair; ensuring a Councillor was the Chair and imposing a responsibility on the group to mitigate against an imbalance of representation across the parish which Councillors **RESOLVED** to approve.

8. Finance & Administration

(a) To review the schedule of payments for June 2024 and bank reconciliation for May 2024

Councillors reviewed the schedule of payments for June 2024 and bank reconciliation for May 2024 and **RESOLVED** to approve them. A discussion ensued about the proceeds from Village Day of £660 which Councillors **RESOLVED** to donate to the Scouts. As the money was in cash, Councillors **RESOLVED** to give it directly to the Scouts.

(b) To review the variance report for budget vs actual expenditure

Councillors reviewed and noted the report.

(c) To review the Council's Financial Regulations and Standing Orders

The Clerk advised that a new version of Financial Regulations had been released by NALC which he had tailored based on the Council's current version. Councillors reviewed the draft and **RESOLVED** to adopt it. Councillors also **RESOLVED** to approve the Standing Orders without any amendments.

(d) To receive an update on the Council's bank accounts

The Clerk reported that the remaining £4,620 was being transferred to the Charity Bank which would complete the transition to ethical banks.

9. Gatwick FASI-S

To receive an update

Stage 2 of the process had finished, and stage 3 would be in consultation by the end of the year. There were eight options at stage 2, five of which had been discounted as they flew over large population areas like Horsham and Crawley but would have been better for Slinfold. The remaining three options would take traffic directly low over Slinfold on a single track and were investigated as part of the ADNID in 2014 but discounted. The Council had written to the Civil Aviation Authority raising concerns about the quality of documents provided during the consultation process resulting in the ability to engage properly. The CAA responded saying there was a 'mechanism for options discounted at Stage 2 to be reintroduced at Stage 3 to enable system-wide optimisation and this would be documented and shared at Stage 3 if applicable.'

Therefore, the Council **RESOLVED** to approve a response (see appendices) to Gatwick requesting a meeting to raise concerns about the proposed route and discuss the discounted options before Stage 3 starts. Councillors also **RESOLVED** to contact Warnham and Ruspur Councils to discuss how they could collaborate.

10. Grounds and Buildings Maintenance

(a) To receive an update on Slinfold Stores

Councillors noted the blind was still not being taken in at night and there had been an enquiry about whether there was a formal agreement for the three air conditioning units to be placed on the adjacent property's land. The Clerk said he did not think there was but would check the office files.

(b) To receive an update on a padel court at Slinfold Tennis Club

The tennis club had visited other clubs to look at padel courts and had put a proposal together but wanted to discuss them with the Council before a formal presentation.

(c) To discuss the Greenspace Maintenance Schedule

Councillors reviewed the draft schedule (see appendices) and **RESOLVED** to approve it and obtain quotes.

11. Highways and Byways

(a) To receive an update on the 20mph buildouts

There was no update.

(b) To receive an update on the A29 TRO consultation

The deadline to submit a TRO for the current year was 31st July so the Council would keep trying to get more signatures before submitting.

(c) To review the survey on the Hayes Lane drainage pipe

WSCC had not responded to the Council's request to consider both drainage surveys and any remedial works. It was **AGREED** to contact County Councillor Christian Mitchell to see if he could arrange a meeting.

(d) To discuss the footpath on AJW land and applying for a definitive map modification order

The Clerk had passed on the draft order to AJW and was waiting for a decision on whether they would support it.

12. Recreation, Youth and Environment

(a) To consider taking on the freehold of some land at Slinfold Golf Course

Further clarification was needed from the solicitor about insurance obligations stated in the lease and it was **AGREED** to contact the golf club to discuss contamination indemnity.

(b) To discuss repairs to the fence at KGV

Councillors **RESOLVED** to approve a quote from SM Fencing for £614.70 to replace the broken post by the western access and patch any exposed metal on other posts.

(c) To review the youth services contract

The Council reviewed the contract and **RESOLVED** to approve it which would cost £6,279.11 for 2024-25.

13. Committees and those on Outside Bodies

There were no updates.

14. Items for the next agenda

Community Shed storage proposals.

15. Next meeting date

25th July 2024

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/05/2024		43,609.53
			<hr/> 43,609.53
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			43,609.53
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			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>						

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
27/06/2024	Sarah Haswell	BACS	100.00		Singer village day
27/06/2024	WI Slinfold	BACS	49.00		Cream tea village day
27/06/2024	Michaeala Jeal	BACS	200.00		Singing Village Day
27/06/2024	Rebecca Doe	BACS	125.00		Pony rides village day
27/06/2024	Nicola Lewis	BACS	107.46		Tshirts village day
27/06/2024	Jane Slipper	BACS	296.21		Village day expenses
27/06/2024	Kelly Foster	BACS	270.00		Facepainting village day
27/06/2024	Janet Walker	BACS	40.00		Candyfloss village day
27/06/2024	Playsafety Limited	BACS	244.80		Playground inspections
27/06/2024	Slinfold Concert Band	BACS	125.00		Village Day
27/06/2024	Paul Stanworth	BACS	320.00		Village Day music
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			15,188.93		

Revised Greenspace Maintenance Schedule June 2024

Note: Management and maintenance to trees and hedges should be avoided during March - August (bird nesting season), to mitigate against the risk to nesting birds.

Function	Area	Specification	Timings & Frequency	Cost per visit	Total
Six Acres					
Grass cutting	Small areas 1. Entrance Area to the 'pinch point' 2. Two small areas of verge inside the estate 3. Area of grass to the gate of the balancing pond	<ul style="list-style-type: none"> • Cut and collect first cut, thereafter cut and fly • Cut to a height of 25 mm, and at no time is allowed to grow above a height of 50 mm • Verges should be trimmed hard back to prevent grass growing over paths and kerbs • Weeds in the kerbs cleared • Grass should be blown from paths. Do not damage wooden bench 	Between March and October, maximum 14 cuts		
	Footpath from Hayes Lane across the road (Six Acres) and around the back of the estate to the kickabout	<ul style="list-style-type: none"> • Mow to a height as appropriate - dependent upon the difficulty encountered in each area but at no time shall growth be allowed to exceed a height of 75 mm. • Cuttings shall be let fly and any gathering of cuttings is to be dispersed to avoid damage to new or established grass. 	Twice a year (May and September) Preferably when main grass areas are cut		
	Kickabout area & pathways to the Downs Link	<ul style="list-style-type: none"> • The kick about playing area shall be mown to a height of no more than 25 mm • Pathways to the Downs Link should be cut at the same time as the kickabout so that they remain clearly defined 	Between March and October, maximum 14 cuts		

Hedge/Tree Cutting/Strimming	Footpath from Hayes Lane across the road (Six Acres) and around the estate to the kickabout – banks & edges	<ul style="list-style-type: none"> All banks & edges should be strimmed to prevent invasive growth of brambles, nettles etc. Large branches are to be removed and NOT thrown into the scrub area 	Twice a year (May and September)		
	Footpath from Hayes Lane across the road (Six Acres) and around the estate to the kickabout – hedges & scrub	<ul style="list-style-type: none"> Hard Prune Hedges and scrub paying particular attention to brash and bramble where there is restricted width, use of chain saw and chipper as necessary 	Once a year – September/October		
	From the entrance area to the 'pinch point'	<ul style="list-style-type: none"> Cut back all vegetation neatly to fence line, remove all bramble Large branches are to be removed and NOT thrown into the scrub area 	Once a year – September/October		
	Balancing Pond – Hedge around Sussex fence	<ul style="list-style-type: none"> Hard Prune Hedges and Shrubs so that the hedge neatly surrounds the Sussex fencing (inside and outside), The hedge should not exceed 1 – 2ft above the height of the Sussex fence. Maintain the sight line from the seating area to the pond, ensuring that the vegetation is kept at the height of the Sussex fence across four panels of fencing 	Twice a year - February & September/October		
	Balancing Pond – Inside the boundary	<ul style="list-style-type: none"> Take out new growth of trees (vegetation should not encroach upon neighbouring properties, where an air-gap should be maintained of a 1m minimum clearance between the two properties that border the pond Cut back and remove all vegetation from the pond outlet (outlet should be completely clear of vegetation) 			

	Kickabout Area - Bordering Six Acre properties	<ul style="list-style-type: none"> Cut hedges to a height of 8' along the property boundaries and to the back of the area to the tree boundary 	Once a year - September		
	Kickabout Area – area surrounding the playing area	<ul style="list-style-type: none"> strim and cut back as far as the line of medium sized trees (careful of the recently planted maiden trees to the forefront) 	Twice a year (May and September)		
	Kickabout Area – remaining brambles and brash around the edge of the kickabout area	<ul style="list-style-type: none"> Hard Prune hedges and scrub paying particular attention to brash and bramble 	Once a year – September/October		
Maintenance/ Garden Maintenance	Pavements from Hayes Lane to the 'pinch point'	<ul style="list-style-type: none"> Remove any surface moss 	Once a year – September/October		
	Toddler Play Area & surrounding edges	<ul style="list-style-type: none"> Play surfaces and surrounding edges sprayed with a suitable herbicide to prevent weeds/grass from growing on or through the wetpour. <i>Additional 'one off' clean of safety surfaces if required</i> 	4 times a year		
	Toddler Play Area & surrounding edges/borders	<ul style="list-style-type: none"> Keep tidy/weeded 	Twice a year		

King George IV Playing Fields

Grass cutting	Level grassed areas (Summer)	<ul style="list-style-type: none"> • Cut and collect first cut, thereafter cut and fly • Cut to a height of 25 mm, and at no time is allowed to grow above a height of 50 mm • Cuttings are to be blown away from path and hard standing areas and any gathering of cuttings is to be dispersed to avoid damage to new or established grass. 	Between March and October, maximum 14 cuts		
Hedge Cutting/strimming	Banks & Edges	<ul style="list-style-type: none"> • All banks & edges should be strimmed to prevent invasive growth of brambles, nettles etc. • Large branches are to be removed and NOT thrown into the scrub area 	Twice a year (May and September) Preferably when main grass areas are cut		
	Play Area & surrounding edges	<ul style="list-style-type: none"> • Play surfaces and surrounding edges strimmed 	4 times a year		
Maintenance	Play Area & surrounding edges	<ul style="list-style-type: none"> • Play surfaces and surrounding edges sprayed with a suitable herbicide to prevent weeds/grass from growing on or through the wetpour. • <i>Additional 'one off' clean of safety surfaces if required</i> 	4 times a year		

Cherry Trees

Grass cutting	Football Pitch (Hatched Blue)	<ul style="list-style-type: none"> Cut pitch – Remove Cuttings 	Between March and November up to 4 cuts per annum, as required by football club?		
		<ul style="list-style-type: none"> Cut banks 	6 times per year		
	Tennis Area (Hatched Red)	<ul style="list-style-type: none"> Grass Cutting 	Between March and October, maximum 14 cuts		
	Community Space (Green) Including Practice Area (Hatched Brown)	<ul style="list-style-type: none"> Grass Cutting 	Between March and October, maximum 14 cuts		
Hedge Cutting/strimming	Boundary (Marked Black)	<ul style="list-style-type: none"> Hard prune hedges and shrubs paying particular attention to brash and bramble 	Once a year in April		
	Bank between practice area & leylandii	<ul style="list-style-type: none"> Keep Wild, strim to prevent invasive growth of brambles, nettles etc. 	Twice a year (May and September)		
	Balancing Pond	<ul style="list-style-type: none"> Strim around inside boundary 	4 times per annum		
Maintenance	Tennis Area (Hatched Red)	<ul style="list-style-type: none"> Spray Roundup around fence line 	4 times per year		
	Entrance Drive (Yellow) Car Park	<ul style="list-style-type: none"> Spray behind the football pitch fence, Car Park, hard surfaces and entrance from Hayes Lane 	4 Times per annum Included in surface maintenance		
	Maintenance/clearance of ditch	<ul style="list-style-type: none"> Clear build-up of debris/leaves and remove from site 	2 Times per month (October to December)		

Village Centre					
Extra Grass Cuts on top of WSCC		<ul style="list-style-type: none"> Extra cut of all grass areas between WSCC cuts if requested by the council (per occasion) Note: If grass is long, remove cuttings so as to avoid debris across footpaths 	Between March and October 4 times per annum		
			One cut to be scheduled at earliest point in June (i.e after 'No Mow May')!		

Village Entrances					
Extra Grass Cuts on top of WSCC	Village entrance – grass areas either side of Park St at J/W A29	<ul style="list-style-type: none"> Cut grass to a minimum height of 40mm and at no time allow the grass to grow above a height of 70 mm 	Between March and October 4 times per annum		
	Village entrance – grass area Five Oaks Rd J/W Lyons Rd	<ul style="list-style-type: none"> Cut grass to a minimum height of 40mm and at no time allow the grass to grow above a height of 70 mm 	Between March and October 4 times per annum		
Hedge Cutting/strimming	Village entrance – either side of Hayes Lane at J/W A29	<ul style="list-style-type: none"> Cut hedge back to allow visibility from Hayes lane onto A29 & Strim verge 	Twice a Year		
Maintenance / Garden Maintenance	Village entrance – grass areas either side of Park St at J/W A29	Keep flower beds tidy and weed free as much as possible	Twice a year		
	& Village entrance – grass area Five Oaks Rd J/W Lyons Rd				