



Slinfold Parish Council

Cherrytree Farm, Hayes Lane, RH13 0SQ

Telephone 07894 858048 email: clerk@slinfold-pc.gov.uk

You are duly summoned to the Annual Meeting of Slinfold Parish Council on 26th June 2025 at Slinfold Village Hall commencing at 7:30pm

Members of the public are welcome to join 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 2025

AGENDA

1. Attendance and Apologies for Absence

To accept apologies and reasons 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 on 21st May 2025

To review and approve

5. Councillor Reports

To receive reports from the District and County Councillors

6. Chair's Announcements

7. Planning Applications

(a) To consider the following applications

DC/25/0767 Warrens View Nowhurst Lane Broadbridge Heath West Sussex Application to confirm existing use of annex building as independent residential dwelling on a date four years previous (Lawful Development Certificate - Existing).

DC/25/0777 Highlands Lodge Hayes Lane Slinfold West Sussex Erection of first floor extension above existing single storey element, with 1 no dormer window to rear roof slope. Erection of a single storey side extension to connect to existing garage. Erection of porch.

DC/25/0322 7 Greenfield Road Slinfold West Sussex RH13 0SF Erection of rear access gate and construction of hard standing (Retrospective)

DC/25/0838 Violets Barn Guildford Road Slinfold West Sussex Application to confirm the change of use of land to form and extend the residential garden for a period in excess of ten years. (Lawful Development Certificate - Existing).

DC/25/0557 Oak Cottage Stane Street Slinfold West Sussex Demolition of existing garage and erection of a new garage.

DC/25/0955 Chewton The Street Slinfold West Sussex Removal of Condition 3 of previously approved application DC/23/1698 (Demolition of single storey rear extension and erection of a single and two storey rear extension (Listed Building application)) Relating to the rooflights.

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

8. Finances and Administration

- (a) To review the schedule of payments and bank reconciliation since the 21st May 2025
- (b) To review the latest variance report
- (c) To consider signing a new Section 104 Agreement for the pipework under Six Acres kickabout
- (d) To consider any grant applications

9. Highways and Byways

- (a) To receive an update on speeding on the A29 and through the village
- (b) To receive an update on the buildouts in the village

10. Grounds and Buildings Maintenance

- (a) To discuss the building survey and maintenance of Slinfold Stores.
- (b) To receive an update on access to the air conditioning units at Slinfold Stores.
- (c) To discuss the defibrillator at the football club

11. 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 grounds maintenance

12. Committees and those on Outside Bodies

To receive any updates.

13. Communications

To discuss any articles for the parish magazine.

14. Items for the next agenda

To discuss.

15. Next meeting dates

Highways and Byways 24th July 2025

Recreation, Youth and Environment-24th July 2025

Council-31st July 2025

**Bank Reconciliation Statement as at 31/05/2025
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	31/05/2025		57,102.87
			<u>57,102.87</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			57,102.87
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			57,102.87
		Balance per Cash Book is :-	57,102.87
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Detailed Receipts & Payments by Budget Heading 26/06/2025

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>							
118 Horsham Lottery	35	0	(35)			0.0%	35
1076 Precept	37,659	75,317	37,659			50.0%	
1080 Bank Interest	124	8,180	8,056			1.5%	
1090 CIL Income	17,654	0	(17,654)			0.0%	17,654
1100 Grants Received	500	2,500	2,000			20.0%	500
1120 Environment Cleansing	1,897	3,700	1,803			51.3%	1,897
	<u>57,869</u>	<u>89,697</u>	<u>31,828</u>			<u>64.5%</u>	<u>20,086</u>
Income :- Receipts							
	<u>57,869</u>	<u>89,697</u>	<u>31,828</u>				
Net Receipts							
6001 less Transfer to EMR	20,086						
	<u>37,783</u>						
Movement to/(from) Gen Reserve							
<u>200 Administration</u>							
4000 Clerk & Environment Officers	9,576	54,000	44,424		44,424	17.7%	
4025 EO Expenses	47	500	453		453	9.4%	
4055 Training	0	150	150		150	0.0%	
4060 Audit	193	650	458		458	29.6%	
4070 Legal & Consultancy	25	30	5		5	83.3%	
4075 Bank Fees	0	30	30		30	0.0%	
4080 Subscriptions	731	720	(11)		(11)	101.5%	
4091 Chair's Allowance	0	400	400		400	0.0%	
4100 Insurance	0	2,000	2,000		2,000	0.0%	
4110 Recruitment & Training	0	100	100		100	0.0%	
4120 Home Office	0	180	180		180	0.0%	
4130 Hall Hire	312	600	288		288	52.0%	
4135 FC Office Hire	0	300	300		300	0.0%	
4140 Website and email	560	570	10		10	98.2%	
4150 Software	203	350	147		147	58.0%	
4160 Stationery/printing	0	100	100		100	0.0%	
	<u>11,646</u>	<u>60,680</u>	<u>49,034</u>	<u>0</u>	<u>49,034</u>	<u>19.2%</u>	<u>0</u>
Administration :- Indirect Payments							
	<u>(11,646)</u>	<u>(60,680)</u>	<u>(49,034)</u>				
Net Payments							
<u>250 Football Club</u>							
1200 Rental Income	0	150	150			0.0%	
1205 Insurance Reclaimed	0	330	330			0.0%	
1210 Grounds Maintenance Reclaim	0	650	650			0.0%	
	<u>0</u>	<u>1,130</u>	<u>1,130</u>			<u>0.0%</u>	<u>0</u>
Football Club :- Receipts							
	<u>0</u>	<u>1,130</u>	<u>1,130</u>				
Net Receipts							

Detailed Receipts & Payments by Budget Heading 26/06/2025

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	150	150			0.0%	
1205	Insurance Reclaimed	0	359	359			0.0%	
1210	Grounds Maintenance Reclaim	0	520	520			0.0%	
	Tennis Club :- Receipts	0	1,029	1,029			0.0%	0
	Net Receipts	0	1,029	1,029				
<u>260 Community Shed</u>								
1205	Insurance Reclaimed	0	92	92			0.0%	
	Community Shed :- Receipts	0	92	92			0.0%	0
	Net Receipts	0	92	92				
<u>270 Slinfold Stores</u>								
1200	Rental Income	0	1,000	1,000			0.0%	
1205	Insurance Reclaimed	0	354	354			0.0%	
	Slinfold Stores :- Receipts	0	1,354	1,354			0.0%	0
4200	Repairs & Improvements	750	0	(750)		(750)	0.0%	750
	Slinfold Stores :- Indirect Payments	750	0	(750)	0	(750)		750
	Net Receipts over Payments	(750)	1,354	2,104				
6000	plus Transfer from EMR	750						
	Movement to/(from) Gen Reserve	0						
<u>300 Community Services</u>								
4310	Community Events	2,423	3,200	777		777	75.7%	510
4320	Youth Services	2,410	8,600	6,190		6,190	28.0%	
4370	Newsletters/Promotions	1,478	2,700	1,222		1,222	54.7%	
4390	Grants Made	0	1,000	1,000		1,000	0.0%	
4395	Cosy Café	662	2,500	1,838		1,838	26.5%	662
	Community Services :- Indirect Payments	6,973	18,000	11,027	0	11,027	38.7%	1,172
	Net Payments	(6,973)	(18,000)	(11,027)				
6000	plus Transfer from EMR	1,172						
	Movement to/(from) Gen Reserve	(5,800)						

Detailed Receipts & Payments by Budget Heading 26/06/2025

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>							
4400 Bin collection	257	385	128		128	66.8%	
4405 Dog bins	169	1,180	1,011		1,011	14.3%	
4410 Grounds Maintenance	0	1,172	1,172		1,172	0.0%	
4412 Grounds Maintenance Extra Cuts	280	0	(280)		(280)	0.0%	
4420 King George V	550	470	(80)		(80)	117.0%	
4425 Six Acres	1,118	1,800	682		682	62.1%	1,118
4430 Playground Inspections	0	215	215		215	0.0%	
4435 Grounds Maintenance Cherrytree	970	2,300	1,330		1,330	42.2%	
Recreation :- Indirect Payments	3,344	7,522	4,178	0	4,178	44.5%	1,118
Net Payments	(3,344)	(7,522)	(4,178)				
6000 plus Transfer from EMR	1,118						
Movement to/(from) Gen Reserve	(2,226)						
<u>400 Highways & Byways</u>							
4510 Streetlights & Maintenance	1,213	7,100	5,887		5,887	17.1%	
Highways & Byways :- Indirect Payments	1,213	7,100	5,887	0	5,887	17.1%	0
Net Payments	(1,213)	(7,100)	(5,887)				
<u>999 VAT Data</u>							
115 VAT on Receipts	318	0	(318)			0.0%	
VAT Data :- Receipts	318	0	(318)				0
515 VAT on Payments	590	0	(590)		(590)	0.0%	
VAT Data :- Indirect Payments	590	0	(590)	0	(590)		0
Net Receipts over Payments	(272)	0	272				
Grand Totals:- Receipts	58,187	93,302	35,115			62.4%	
Payments	24,517	93,302	68,785	0	68,785	26.3%	
Net Receipts over Payments	33,670	0	(33,670)				
plus Transfer from EMR	3,040						
less Transfer to EMR	20,086						
Movement to/(from) Gen Reserve	16,624						

List of Payments made between 22/05/2025 and 26/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
23/05/2025	Tony Burroughs	BACS	354.07		Village Day expenses
23/05/2025	Samantha Bell	BACS	211.29		Village day and APM
23/05/2025	John Pilkington	BACS	248.60		May 2025
23/05/2025	Samantha Bell	BACS	248.18		May 2025
23/05/2025	Tony Burroughs	BACS	239.20		May 2025
23/05/2025	LGPS	BACS	689.85		May 2025
23/05/2025	Mike Simpson	BACS	1,949.59		May 2025
23/05/2025	Samantha Bell	BACS	-248.18		May 2025
23/05/2025	Samantha Bell	BACS	248.14		May 2025
27/05/2025	Paul Stanworth	BACS	320.00		Village Day Music
27/05/2025	Paul Stanworth	BACS	-320.00		Village Day Live Music
17/06/2025	Horsham District Council	DD	29.70		Bin collection
18/06/2025	Nicola Lewis	BACS	272.89		Newsletter stamps/env
26/06/2025	Ed Skeates	BACS	42.00		Printing APM
26/06/2025	Carl Osborne	BACS	1,315.00		Invoice 463
26/06/2025	Treetop Design	BACS	355.00		Newsletter Printing 46580
26/06/2025	The Farm Studio	BACS	750.00		Newsletter design 20073
26/06/2025	Henry Cox	BACS	100.00		Newsletter delivery
26/06/2025	West Sussex County Council	BACS	1,455.90		Streetlight maintenance 24-25
26/06/2025	Slinfold Village Hall	BACS	61.50		2148 Meetings
26/06/2025	Slinfold Village Hall	BACS	145.00		2155 Youth services
26/06/2025	Slinfold Village Hall	BACS	363.00		Invoice 2155 CC and VD
26/06/2025	Jane Slipper	BACS	24.57		Cosy Cafe May
26/06/2025	Slinfold Handbell Ringers	BACS	100.00		Village Day
Total Payments			8,955.30		