



# Slinfold Parish Council

Cherrytree Farm, Hayes Lane, West Sussex,  
RH13 0SQ email: [clerk@slinfold-pc.gov.uk](mailto:clerk@slinfold-pc.gov.uk)

## Minutes of the Finance and Establishment Committee Meeting 19<sup>th</sup> June 2025

### 1. Election of Chair

To elect a Chair for 2025-26

It was **RESOLVED** to elect Nigel Smith as Chair.

### 2. Attendance and apologies for absence

To receive any apologies for absence

**In attendance:** Councillors Pyle, Slipper and Smith (Chair).

**Apologies:** Councillor Roberts which it was **RESOLVED** to accept.

**Also in attendance:** Mike Simpson (Clerk).

### 3. Terms of reference

To adopt a terms of reference

It was **RESOLVED** to adopt the draft terms of reference (see appendices).

### 4. Public Session

To hear from any members of the public present about an item on the agenda

There were no members of the public present.

### 5. Declaration of Interests and notification of change to members' interests

To receive any declarations

There were none.

### 6. Minutes

To review and approve the minutes from the meeting on 12<sup>th</sup> March 2025

It was **RESOLVED** to approve the minutes as a true and accurate record.

### 7. Finance and administration

#### (a) To review the Council's reserves

Current reserves were reviewed (see appendices) and it was clarified that £10,000 for the scout hut was currently in CIL which took the overall amount to £50,000. Environment Cleansing funding from HDC was discussed which the Council had been receiving for the last few years. The Clerk advised that it should be spent in line with the Environment Protection Act 1990 but this was mainly aimed at utility companies and higher levels of local government. After discussion, Councillors **RESOLVED** to use some of the funding to replace the litter bins in the parish and pay for the dredging of Cherrytree ditch. One project on the list under potential CIL expenditure reserves was the drainage pipe under Hayes Lane. A CCTV survey had been conducted by the Council which showed severe damage to the pipe but WSCC had been unwilling to repair it. However, it was agreed to contact them again and suggest the Council could fund part of the work.

#### (b) To discuss a SSEN Community Grant

The Council **RESOLVED** to apply for a grant for loft insulation at the village shop.

### 8. Buildings and maintenance

#### (a) To discuss the building survey for Slinfold Stores

Councillors **RESOLVED** to obtain quotes for all the work highlighted in the building survey and then would prioritise if necessary. The Clerk had contacted the surveyor to see if they could help with the specification.

#### (b) To receive an update on the maintenance of air conditioning units at Slinfold Stores

There was no update since the last Council meeting.

#### (c) To receive an update on the football club

The Clerk informed Councillors that the football club recently took their defibrillator offline because the pads needed replacing. They were expecting the Council to pay for them but the Clerk had no recollection of this agreement. He said that, on this occasion, the Council would pay for them so the defibrillator was back online as quickly as possible, but it was something the Council would need to consider for the future. Councillors agreed this should be discussed by the Council as leaving the defibrillator offline was dangerous and there was no agreement for the Council to maintain it.

**(d) To receive an update on the tennis club**

There was no update.

**(e) To discuss the transfer of the Scout Hut from the District Council to the Parish Council**

Councillors agreed they should see the current lease before making any decision.

**(f) To discuss any other issues**

There were none.

**Earmarked Reserves**

Account		Opening Balance	Net Transfers	Closing Balance
320	EMR - Six Acres	106,802.16	2,822.08	109,624.24
321	EMR Environment Cleansing	4,448.22	1,897.32	6,345.54
322	EMR Scout Hut	40,000.00		40,000.00
324	EMR-Cosy Cafe	2,524.00	-458.99	2,065.01
325	EMR Neighbourhood Plan	0.00	5,000.00	5,000.00
380	EMR - CIL	44,249.45	16,903.68	61,153.13
395	EMR Village DAY	0.00	-10.48	-10.48
		<b>198,023.83</b>	<b>26,153.61</b>	<b>224,177.44</b>