



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 31st July 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
25th July 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 26th June 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/25/0974 Whitebreads Farm Stane Street Slinfold West Sussex: Variation of Condition 4 of previously approved application DC/22/1841 (Extension to hardstanding area and change of use of land for storage of scaffolding (Retrospective)) to allow rack storage to not exceed a total height of 5.5m

DC/25/0892 Lower Lodge Cottage The Haven Billingshurst West Sussex: Erection of a three-bay detached garage/carport. Erection of a link extension to the main house from existing garage. Installation of 2No. north facing dormers with associated internal alterations.

DC/25/1001 Fairfield Stud Guildford Road Broadbridge Heath West Sussex: Erection of 3 no dwellinghouses with associated landscaping and parking.

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

(c) To receive an update on any planning appeals

(d) To review options for a Neighbourhood Plan review from the Neighbourhood Plan Working Group

8. Finances and Administration

- (a) To review the schedule of payments and bank reconciliation since the 26th June 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
- (e) To discuss transferring the Scout Hut land into the Council's name
- (f) To consider the external audit report for 2024-25 and a notice of conclusion of audit

9. Highways and Byways

- (a) To receive an update on speeding on the A29 and through the village
- (b) To discuss designated footpaths in the parish
- (c) To discuss the road sign on the junction of the Street and Lyons Road
- (d) To discuss Hayes Lane drainage
- (e) To discuss bus services in the parish

10. Grounds and Buildings Maintenance

- (a) To discuss the building survey and maintenance of Slinfold Stores.
- (b) To receive an update on the draft easement for access to the air conditioning units at Slinfold Stores.

11. Recreation, Youth and Environment

- (a) To receive an update on the freehold of some land at Slinfold Golf Course.
- (b) To discuss new litter bins in the village
- (c) To receive an update on plans for enhancing biodiversity in the parish.
- (d) To discuss maintenance of hedges, trees and ditches

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

Council meeting: 25th September 2025

**Bank Reconciliation Statement as at 30/06/2025
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	30/06/2025		48,144.79
			<u>48,144.79</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			48,144.79
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			48,144.79
		Balance per Cash Book is :-	48,144.79
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

10:04

Detailed Receipts & Payments by Budget Heading 31/07/2025

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	50	0	(50)			0.0%	50
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>57,884</u>	<u>89,697</u>	<u>31,813</u>			<u>64.5%</u>	<u>20,101</u>
Income :- Receipts							
	<u>57,884</u>	<u>89,697</u>	<u>31,813</u>				
Net Receipts							
6001 less Transfer to EMR	20,101						
	<u>37,783</u>						
Movement to/(from) Gen Reserve							
<u>200 Administration</u>							
4000 Clerk & Environment Officers	16,291	54,000	37,709		37,709	30.2%	
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	357	600	243		243	59.5%	
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>18,406</u>	<u>60,680</u>	<u>42,274</u>	<u>0</u>	<u>42,274</u>	<u>30.3%</u>	<u>0</u>
Administration :- Indirect Payments							
	<u>(18,406)</u>	<u>(60,680)</u>	<u>(42,274)</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							

Detailed Receipts & Payments by Budget Heading 31/07/2025

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	165	0	(165)		(165)	0.0%	
Football Club :- Indirect Payments	165	0	(165)	0	(165)		0
Net Receipts over Payments	(165)	1,130	1,295				
<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
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
Net Receipts	0	92	92				
<u>270 Slinfold Stores</u>							
1200 Rental Income	250	1,000	750			25.0%	
1205 Insurance Reclaimed	0	354	354			0.0%	
Slinfold Stores :- Receipts	250	1,354	1,104			18.5%	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	(500)	1,354	1,854				
6000 plus Transfer from EMR	750						
Movement to/(from) Gen Reserve	250						
<u>300 Community Services</u>							
4310 Community Events	2,523	3,200	677		677	78.8%	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	855	2,500	1,645		1,645	34.2%	855
Community Services :- Indirect Payments	7,265	18,000	10,735	0	10,735	40.4%	1,365
Net Payments	(7,265)	(18,000)	(10,735)				
6000 plus Transfer from EMR	1,365						
Movement to/(from) Gen Reserve	(5,900)						

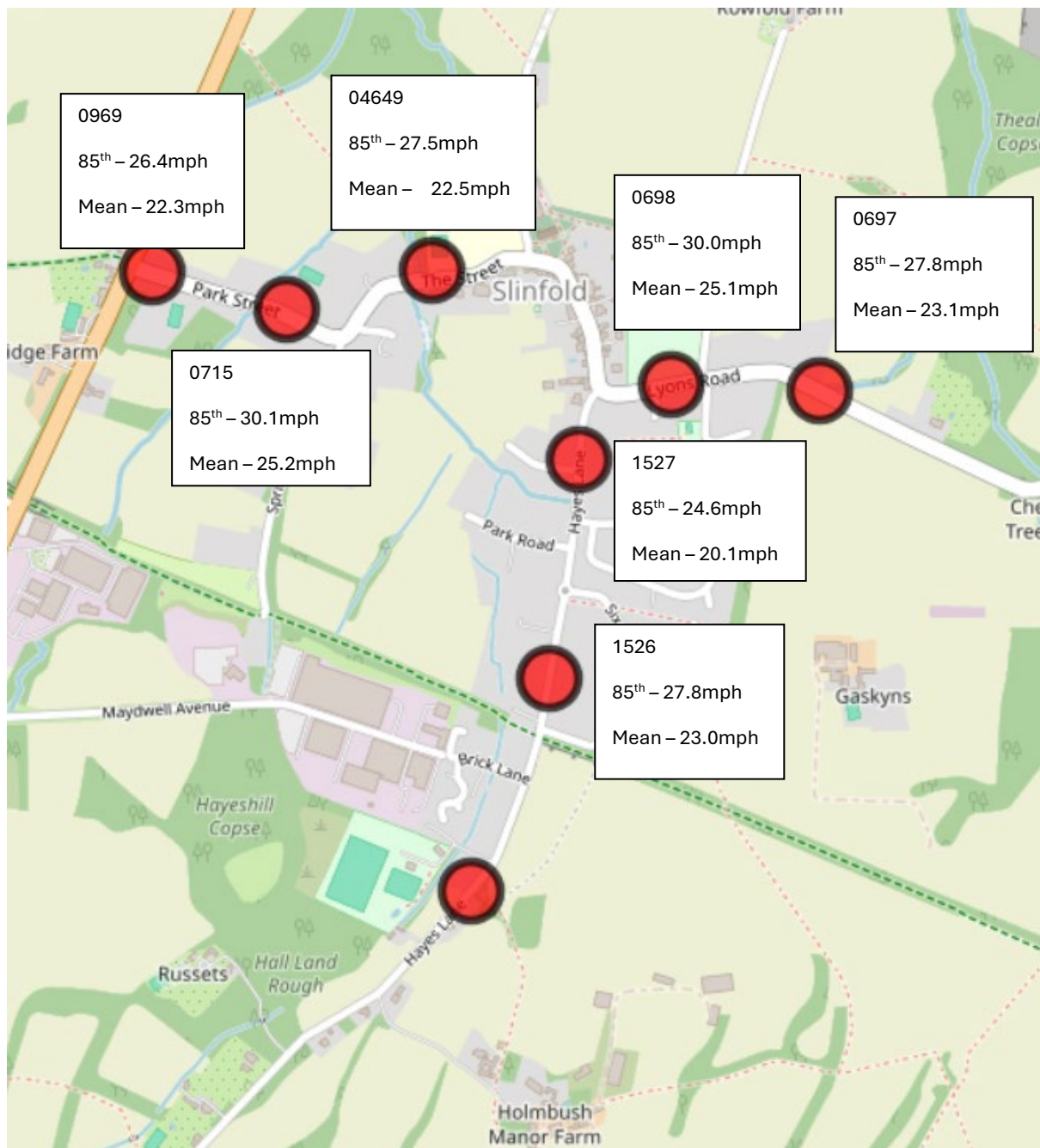
Detailed Receipts & Payments by Budget Heading 31/07/2025

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>							
4200 Repairs & Improvements	133	0	(133)		(133)	0.0%	
4400 Bin collection	302	385	83		83	78.4%	
4405 Dog bins	507	1,180	673		673	43.0%	
4410 Grounds Maintenance	0	1,172	1,172		1,172	0.0%	
4412 Grounds Maintenance Extra Cuts	415	0	(415)		(415)	0.0%	
4420 King George V	935	470	(465)		(465)	198.9%	
4425 Six Acres	1,438	1,800	362		362	79.9%	1,438
4430 Playground Inspections	0	215	215		215	0.0%	
4435 Grounds Maintenance Cherrytree	1,240	2,300	1,060		1,060	53.9%	
Recreation :- Indirect Payments	4,969	7,522	2,553	0	2,553	66.1%	1,438
Net Payments	(4,969)	(7,522)	(2,553)				
6000 plus Transfer from EMR	1,438						
Movement to/(from) Gen Reserve	(3,531)						
<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	700	0	(700)		(700)	0.0%	
VAT Data :- Indirect Payments	700	0	(700)	0	(700)		0
Net Receipts over Payments	(382)	0	382				
Grand Totals:- Receipts	58,452	93,302	34,850			62.6%	
Payments	33,469	93,302	59,833	0	59,833	35.9%	
Net Receipts over Payments	24,983	0	(24,983)				
plus Transfer from EMR	3,553						
less Transfer to EMR	20,101						
Movement to/(from) Gen Reserve	8,435						

List of Payments made between 01/07/2025 and 31/07/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2025	Horsham District Council	DD	338.00		Dog bins
03/07/2025	NEST	DD	23.52		SB June
16/07/2025	Horsham Accordion	DD	44.55		Litter bins
20/07/2025	Community Shed	BACS	132.56		Noticeboard village hall
31/07/2025	Playsafety Ltd	BACS	462.00		Playground inspections (89892)
31/07/2025	Slinfold Village Hall	BACS	213.00		2160/2165/2166
31/07/2025	John Pilkington	BACS	248.80		July salary
31/07/2025	Samantha Bell	BACS	248.14		Salary July
31/07/2025	Mike Simpson	BACS	1,949.59		July salary
31/07/2025	LGPS	BACS	689.85		MS July 25
31/07/2025	Tony Burroughs	BACS	179.40		Salary July
31/07/2025	The Cut Flower Garden	BACS	94.50		0093- geraniums
Total Payments			4,623.91		



Wilder Horsham District Advice Note for Cherry Tree Farm

Produced by Richard Black

Introduction

Cherry Tree Farm is managed by Slinfold Parish Council. It is used for both tennis and football but there are a number of opportunities for improving the site for wildlife. The following notes arise from a site visit with the Parish Clerk.

All the ideas in this document can be developed and the Wilder Horsham District project would be happy to discuss them further and mechanisms to achieve them. We run work parties that can help with conservation work and also have a fund for habitat improvement called the *Nature Recovery Award*. See: <https://sussexwildlifetrust.org.uk/get-involved/community-projects/wilder-horsham/nature-recovery-award>

Meadows



There are several opportunities for the creation of wildflower meadows at Cherry Tree Farm. There are banks around the football pitch which could be enhanced as floral meadows. Reducing the fertility of the soil could be achieved by collecting and removing the grass cutting. This might, over time, allow a more varied sward but planting a meadow mix is an option.

The cutting could be done in sections to create a variety in sward heights.



This bank to the north of the site could also be converted into a wildflower meadow. Species such as Autumn Hawkbit, Betony, Bird's-foot Trefoil, Black Knapweed, Common Sorrel, Cowslip, Devil's-bit Scabious, vetches and clovers would all be beneficial.

There might also be an opportunity for meadow creation in the grassy area to the right of the bank in the photo.

Pond



There is a pond on site that is beginning to silt up and vegetate over. This is part of the natural life cycle of a pond and has its own value for wildlife. The ideal would be allowing this process to continue and dig a new pond elsewhere on site. However, it is difficult to see where this could be done given the limited space so an alternative approach would be to desilt and refresh the pond, perhaps even increasing its area. Creating a marshy area and some scrub around the edge would create some additional habitats.

Hedges



Most of the hedges are of non-native species such as Cyprus. While these can be good as wind breaks and visual screens they provide very little nature value compared to native species. It would be worth considering if and where these non-native species could be replaced by native species such as Hawthorn, Field Maple, Wild Privet and Yew. New native hedges could be planted beside existing not native hedges so the physical benefits of the existing hedge would not be lost while the new hedge develops.



There is a hedge of native shrubs running beside the car park. This is a valuable wildlife habitat but could be improved. It could perhaps be thickened by planting another row of shrubs along the edge away from the car park. At the moment it ends rather abruptly and so is of limited value as a wildlife corridor. It could perhaps be extended by planting, perhaps first turning at an angle to join the hedge on the northern boundary and then running along that hedge to join up with the woodland, effectively forming a scrub layer along the top of the bank.



Leaving a strip of longer grass between the hedge and the football pitch (as in the photo on the left) adds wildlife value to the site. An improvement might be to allow the division between the long and short grass to be wavy rather than straight. This would create more edge habitat which is particular value for wildlife. Indeed avoiding straight edges as far as possible is a good rule of thumb. As mentioned a developing a native hedge on the top of the bank next to the Cyprus hedge would create a corridor to the woodland.



A hedge has the most value for wildlife when it is thick, especially at the base. As can be seen from the photo on the left the native hedge is beginning to become "leggy". One option here would be to lay the hedge in the traditional fashion. This would stimulate new growth, both from the base of the shrubs and from the layed stems, which would thicken up the hedge. If this was combined with the planting of an additional row of native plants a very good wildlife hedge could be created.

Scrub



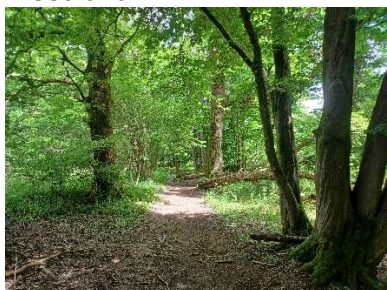
Our native species in England evolved in a world that was a mix of open ground, woodland and scrub, created by the action of large grazing animals. Of the three scrub tends to be in the shortest supply in the modern world. There is a corner next to the pond that could be allowed to develop into an area of thick scrub to benefit birds and invertebrates. Some temporary fencing might be required to allow the scrub to develop if deer pressure on the site is high.



Woodland edges have more value if they grade gradually from longer grass into scrub and then woodland rather than having a sharp divide between the grass and the wood. Scrub could be allowed to develop (again some protection may be needed) along the woodland edge. The leggy trees could be felled and might regrow as coppice stools.

The cut wood could be used to create habitat piles or dead hedging to protect natural regeneration or planting.

Woodland



There is an area of woodland to the west of the site. Although there are no official rights of way through this area it is clearly well walked as there are well established desire lines (left hand photo above). There are mature trees of various species but there is very little understory. That which there is has grown rather thin and straggly (middle photo above). Thinning and laying in this area could thicken up this scrub although, again a fence or dead hedge might be required to reduce browsing pressure from deer.

There is a certain amount of deadwood in the woodland including fallen deadwood (right hand photo above) and dead snags on living trees. This should be retained and more encouraged as dead and decaying wood is the bedrock of the woodland ecosystem. The ideal is to create as much variety in terms of different types and species of dead wood as possible. Some of the larger trees could be “veteranised” to create more niches, although care would have to be taken with any standing deadwood because of the use by the public.