



# Slinfold Parish Council

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## Minutes of Slinfold Parish Council's Meeting 26<sup>th</sup> June 2025

### 1. Attendance and Apologies for Absence

To accept apologies and reasons for absence.

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

**Apologies:** Councillors Slipper, Nigel Smith and Mike Simpson, Clerk which Councillors **RESOLVED** to accept.

**Also in attendance:** District Councillor Tricia Youtan and one member of the public.

### 2. 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 to note any comments.

There were no members of the public that wished to speak.

### 4. Minutes from the previous meeting on 21<sup>st</sup> May 2025

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

### 5. Councillor Reports

To receive reports from the District and County Councillors

Councillor Youtan said a S106 committee had been formed which was a small work committee to analyse S106 monies. Julie Carbone at HDC was the contact. It addressed any issues with S106 monies not being distributed. Money was now set aside to buy x10, 3 to 4 bed houses for larger families. Horsham District Council would own them.

Action: The Chair to catch up with the Clerk. Scout Hut – if the PC took on the land, were there any potential issues with drainage underneath. Caravan Park – if it was owned by WSCC could the PC take it on. The Clerk would request more info for the Scout hut.

### 6. Chairs Announcements

None to report

### 7. Planning Applications

To consider the following applications:

#### DC/25/0767 Warrens View

Councillors **RESOLVED** to have no objection to this application.

#### DC/25/0777 Highlands

Councillors **RESOLVED** to have no objection to this application.

**DC/250322 7 Greenfield**

Hold and will feedback after further investigation.

**DC/25/0838 Violets Barn**

Councillors **RESOLVED** to have no objection to this application

**DC/25/0557 Oak Cottage**

Councillors **RESOLVED** to have no objection to this application.

**DC/25/0955 Chewton**

Councillors **RESOLVED** to have no objection to this application.

**DC/25/0974 Whitebreads Farm**

Open storage of scaffolding.

Councillors **RESOLVED** to have no objection to this application.

**DC/25/0892 Lower Lodge Farm – Three bay garage.**

Councillors **RESOLVED** to have no objection to this application.

**8. Finance and Administration****(a) To review the schedule of payments and bank reconciliation since the 21<sup>st</sup> May 2025**

It was **RESOLVED** to approve the schedule of payments and bank reconciliation since the last meeting on 21<sup>st</sup> May (see appendices)

**(b) To review the latest variance report**

Councillors **RESOLVED** to approve the report.

**(c) To consider signing a new Section 104 Agreement with for the pipework under Six Acres kickabout**

The agreement had not been received by the deadline of the meeting so the Clerk would write to Elivia Homes before the Council considered further options.

**(d) To consider any grant applications**

There were four grant applications. Two for a project in Africa and one from The Citizens Advice Bureau and the other from Air Ambulance. It was **RESOLVED** to refuse on this occasion Citizens Advice Bureau and Air Ambulance and request further info on the African charity expedition from the Weald School. Action: Invite to be issued to applicants to attend and present to council

**9. Highways and Byways****(a) To receive an update on speeding on the A29 and through the village**

The clerk had provided the following update: 'I contacted the local PCSO about speeding on the A29 and in the village following the flipped car and a few emails from residents about the A29. He visited the village with councillor Pyle last week and stopped several cars. However, he was unable to issue any tickets, but I believe he is returning next week with a colleague who has the power to do so. I have not heard back about mobile cameras on the A29.'

**(b) To receive an update on the buildouts in the village**

County Councillor, Christian Mitchell had received complaints from residents that vehicles are parked before and after the buildout in the village near the school. Main issue is at school finishing time. Due to the level of complaints received about the overall scheme, WSCC had instructed a road safety audit whereupon it was **RESOLVED** that, before we take further action, the Council awaits the results of the highways audit.

**10. Grounds and Buildings Maintenance****(a) To discuss the building survey and maintenance of Slinfold Stores.**

The Finance Committee discussed this on 19<sup>th</sup> June and agreed to get a quote for all the work itemised in the report but also create a list of priorities as the price will likely exceed existing reserves.

**(b) To receive an update on the draft easement for access to the air conditioning units at Slinfold Stores.**

Investigations continue supported by historical data.

**c) To discuss the defibrillator at the football club**

It was **RESOLVED** that the parish council will cover the expense of annual maintenance of this facility

**11. Recreation Youth and Environment**

**(a) To receive an update on the freehold of some land at Slinfold Golf Course.**

This item was deferred to the next meeting given the Clerk's absence.

**(b) To receive an update on grounds maintenance**

Currently, the maintenance plan was for four cuts per year, but the football club may need more. It was **RESOLVED** that additional cut request should come through the parish council (note; every two weeks from March to November could be the proposal). The Clerk was speaking with West Sussex, as they had not carried out a number of cuts needed elsewhere.

**12. Committees and those on outside bodies**

**To receive any updates**

There were none

**13. Communications**

**To discuss any articles for the parish magazine.**

Update on PCSO and request for people to cut hedges.

**14. Items for next agenda**

There were none suggested

**15. Next meeting dates**

Highways and Byways 24<sup>th</sup> July 2025

Recreation Youth and Environment 24<sup>th</sup> July 2025

Council 31<sup>st</sup> July 2025

## 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
26/06/2025	Defibwarehouse	BACS	77.94		Football pads
26/06/2025	CJL Plumbing	BACS	120.00		FC Loo pan connector
<b>Total Payments</b>			<b>9,153.24</b>		

<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 &amp; 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
<b><u>100 Income</u></b>							
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							
<b><u>200 Administration</u></b>							
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							
<b><u>250 Football Club</u></b>							
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							

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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>255</u>	<u>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</u>	<u>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</u>	<u>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</u>	<u>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)						

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	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 &amp; 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						