



Slinfold Parish Council

Slinfold Football Club, Hayes Lane, RH13 0SQ

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

Minutes of the Slinfold Parish Council Meeting 18th December 2025

1. Attendance and Apologies for Absence

In attendance: Pyle, Sherwin-Smith, Skeates, Slipper, Smith N(Vice Chair) and Walker

Apologies: Casdagli, Roberts (Chair), Paula Smith, Snow and Waples which Councillors **RESOLVED** to accept.

2. Declarations of Interest, Notification of Changes to Members' Interests and to consider any dispensations To receive any declarations of interests from Members in respect to items on the agenda.

There were none.

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

There were no comments

4. Minutes from the previous meeting on 27th November 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.

Councillors Greenwood and Mitchell sent apologies but provided written reports (see appendices).

6. Chair's Announcements

There were none.

7. Planning Applications

(a) To consider the following applications:

DC/25/1921 Rapkyns Old Stable Guildford Road Broadbridge Heath West Sussex Removal of Condition 4 of previously approved application DC/25/0286 (Change of use, conversion and internal alterations of an existing residential dwelling to provide 5 residential bedspaces for students with special educational needs. Conversion, internal alterations and change of use of the existing annex and garages to provide an additional residential unit with 3 bedspaces) relating to Water Neutrality.

Councillors **RESOLVED** to have no objection

DC/25/1897 Chewton The Street Slinfold West Sussex Variation of Condition 1 of previously approved application

Councillors **RESOLVED** to have no objection

DC/23/1697 (Demolition of single storey rear extension and erection of a single and two storey rear extension (Householder)) Relating to changes to windows.

Councillors **RESOLVED** to have no objection

DC/25/1515 Violets Barn Guildford Road Slinfold West Sussex Use of paddock as residential garden (Retrospective).

Councillors **RESOLVED** to have no objection

DC/25/1939 The Business Park Maydwell Avenue Slinfold West Sussex Removal of Conditions 3, 4 and 5 of previously approved application DC/24/2004 (Erection of a storage building (Use Classes B8) with associated parking and revised circulation arrangements) relating to water neutrality.

Councillors **RESOLVED** to have no objection

DC/25/1871 Town House Farm Guildford Road Clemsfold West Sussex Remodelling and extension of existing open sided barn to form new garage.

Councillors **RESOLVED** to have no objection

DC/25/1920 Broadview Guildford Road Broadbridge Heath West Sussex Removal of Condition 3 and 4 of previously approved application DC/25/0289 (Change of use of building to provide 6 bedspaces for students with special educational needs to include refurbishment and Internal alterations. (Full)) Relating to rainwater harvesting and water neutrality.

Councillors **RESOLVED** to have no objection

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

DC/25/2005: Collyers The Street Slinfold West Sussex: Removal of Condition 3 of previously approved application DC/22/0902 (Demolition of existing garage and erection of a detached single storey annexe building with home office, dog wash area and log store) relating to Water Neutrality

Councillors **RESOLVED** to have no objection

8. Gatwick Second Runway

To receive an update on the public meeting

A letter notifying residents of the meeting on 11th February had been circulated with the latest newsletter. The Clerk had invited representatives from Gatwick Airport to attend but they had declined stating they did not wish to engage outside the legal case with CAGNE, which had been set for 20th January 2026. It was agreed that Councillors needed to arrange a session to plan for the meeting.

9. Finances and Administration

(a) To review the schedule of payments and bank reconciliation since 27th November 2025.

It was **RESOLVED** to approve the payment schedule and bank reconciliation (see appendices).

(b) To review the latest variance report.

Councillors reviewed and noted the report.

(c) To consider the External Audit Report for 2024-25.

The Council had received a clarification letter from Moore about comments relating to reserves and it was **RESOLVED** to approve the external audit for 2024-25 and close the audit.

(d) To consider adopting an IT policy

Councillors deferred a decision on adopting the draft policy as there was a lot of pages and more work needed to be done.

10. Highways and Byways

(a) To receive an update on maintenance of Six Acres footpath

Carl Osborne had started work on cutting back overgrowth on the footpath.

(b) To receive an update on the gate at Six Acres balancing pond

The new gate would be installed in January 2026.

(c) To discuss clearing the gullies on Hayes Lane

This would be arranged in January 2026.

(d) To discuss any other issues

There were none.

11. Grounds and Buildings Maintenance

(a) To receive an update on Slinfold Stores.

The Clerk had received a quote from Richard Harris to carry out repair works to the shop. The works included:

Repairs to either side of slate roof including new lead flashings

Repair to slating around velux windows

Strengthening to existing roof structure

Insulation and ventilation to roof

Repairs to back tiles in roof store replacing guttering and downpipes; install eaves tray to meet new guttering

Remove dangerous tiles; hanging gable insulate felt and batten and re hang existing tiles with new to match.

Remedial and aesthetic work to various points of brickwork in crack repairs

Make good window and any general maintenance/repairs arising whilst work in progress

The total cost of the work was £21,800 excluding VAT. The Clerk had contacted/met several contractors about the works but had not received any other quotes. It was important the repair works were expedited as the roof continued to leak and the shop was currently uninsured for subsidence due to the thermal cracking on the brickwork. Furthermore, Richard was a local contractor who had been recommended so Councillors **RESOLVED**

to approve the quote of £21,800 from CIL Reserves without any other quotes in line with Financial Regulation 5.12.

(b) To receive an update on parking the Slinfold Community Bus at Cherrytree

There was no further update

(c) To receive an update on the barrier at Cherrytree

The barrier required a new keypad and photocell which had been split four ways four ways with the Council paying £100 and the three clubs £249.

12. Recreation, Youth and Environment

(a) To discuss a grant for the youth club in Slinfold

The Alf Shrubbs Memorial Race had donated £300 to the Cosy Café and £500 to purchase some equipment for the youth club in Slinfold.

(b) To receive an update on the tree survey

The results had not been received.

13. Committees and those on Outside Bodies

To receive any updates

There were none

14. Communications and events

(a) To discuss any articles for the parish magazine.

Gatwick public meeting; councillors vacancies and the PC supported Christmas events.

(b) To discuss Christmas events

15. Items for the next agenda

Gatwick public meeting

16. Next meeting dates

Council meeting: 29th January 2026.

Parish Council Report – December 2025

HDC Budget and Council Tax

Council has approved the continuation of its 100% Council Tax Relief scheme for those who qualify, which is our key plank of our efforts to support the most vulnerable through the cost-of-living crisis.

Whilst HDC is projecting a modest surplus for the 2025/26 financial year, we are yet to receive our draft financial settlement (government funding) for the 2026/27 year. We expect to receive this at the end of the week as Parliament rises for Christmas. However, Horsham District has already been pre-warned that it is one of the authorities that should expect to see its funding reduced more than other areas in real terms.

This will mean that whilst the Council is better-placed than many financially, residents should expect a rise in the HDC element of Council Tax of close to the maximum permissible without a referendum. The cap is 2.99% and we expect a rise of close to this amount.

It should be borne in mind that at Band D, HDC charged just under £175 in 2025/26. So we are talking about a rise of around £5 per annum.

Local Plan

Horsham District Council has confirmed discussions on the development of its Local Plan are set to progress, marking an important step toward providing greater certainty for local communities and future home building across the District.

The Council has received a formal response from the Local Plan Inspector to the Council's letter of November 2025, which set out the significant changes in circumstances affecting the Local Plan examination (particularly around water neutrality and the duty to co-operate) and requested that the Inspector re-open the hearings.

In his reply, the Inspector agrees that circumstances have materially changed and welcomes the Council's willingness to support amendments to the draft plan. To explore the implications of this in more detail, the Inspector has offered an exploratory meeting, expected to take place in February 2026.

This marks an important development in resuming the examination process and providing clarity on how the plan can be advanced.

Full details of the Inspector's letter can be found [on the Council's website](#).

The Council is now carefully considering the matters raised and will provide a formal response to the Inspector shortly.

Local Government Reorganisation

The Government consultation on local government reorganisation for Sussex & Brighton, and Horsham District Council remains open.

Local residents, businesses and community groups are invited to have their say until 11 January 2026 23:59pm. The statutory consultation is published and available to complete at: <https://www.gov.uk/government/collections/west-sussex-local-government-reorganisation>

**Shaping
West
Sussex**

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The Government has launched a formal consultation on Local Government Reorganisation for our area.

**Have your say until 11.59pm
on 11 January 2026**

Find out more: www.shapingwestsussex.org

ADC
ADUR DISTRICT COUNCIL

ARUN
DISTRICT COUNCIL

CHICHESTER
DISTRICT COUNCIL

Crowley
District Council

Horsham
District Council

MID SUSSEX
DISTRICT COUNCIL

west
sussex
county
council

WBC
WORTHING BOROUGH COUNCIL

Annual Plan

Horsham District Council recently ran a consultation on our draft Annual Plan for 2026-2027.

We acknowledge that this was open for a shorter period than we would have liked and will look to consult earlier and for longer on the next Annual Plan. However, we are analysing all the feedback that was received from external stakeholders and the general public, as well as the Council's two Policy & Scrutiny committees, and are already working on refinements.

The final Plan will go to Cabinet for final approval in January, along with the Draft Budget - which will then go to Full Council for approval in February.

HDC are looking to set up 4 area meetings with grouped Parish Councils in February. In these area meetings we intend to discuss the Annual Plan, along with other topics. Each meeting will have one member of the Cabinet and one member of the Senior Leadership Team present.

Christmas Bin Collections

There will be no collections on Christmas Day, Boxing Day or New Year's Day. Our crews will be working on Saturday 27 December, Saturday 3 January and Saturday 10 January to catch up. Your waste and recycling collections will be back to the normal schedule from Monday 12 January.

Garden waste collections will be suspended from week commencing 22 December and will resume on 6 January. We will continue to empty all dog bins and litter bins throughout the District during Christmas week.

Click the button below to view your personalised collections calendar or download the Horsham District Council app to get collection reminders straight to your phone,

[Check your bin calendar](#)

Report to Slinfold Parish Council

Cnty Cllr Christian Mitchell

Thursday, 18 December 2025 at 6:00pm

HM Government's consultation on local government reorganisation

For the next stage of local government reorganisation, the Government's approach is to consult on all submissions that seek to meet the terms of the 5 February 2025 statutory invitation.

On 19 November 2025, the Minister of State for Local Government and Homelessness, Alison McGovern announced the launch of the West Sussex local government reorganisation consultation. The consultation on the two proposals received from the area are available at <https://www.gov.uk/government/collections/west-sussex-local-government-reorganisation> until 11 January 2026.

Responses to the consultation should be submitted through the department's platform 'Citizen Space' in the first instance, though responses can also be made by email and post.

Devolution

HM Government announced on 4 December 2025 that the inaugural elections for newly-created mayors will be delayed in four more areas of England, namely, Greater Essex, Norfolk & Suffolk, Hampshire & the Solent, and Sussex & Brighton which were planned for May 2026 and will be held in May 2028 to allow time for local government reorganisation first in in these areas.

Business of the County Council

Full Council last met on Friday, 12 December 2025 at 10:30am [here](#).

The next meeting of full Council to consider the budget is on Friday, 20 February 2026 at 10:30am [here](#).

ENDS

List of Payments made between 28/11/2025 and 18/12/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/11/2025	Samantha Bell	BACS	302.27		Salary
28/11/2025	Tony Burroughs	BACS	179.40		Salary
28/11/2025	John Pilkington	BACS	248.80		November Salary
28/11/2025	Mike Simpson	BACS	2,010.31		Salary November
28/11/2025	LGPS	BACS	712.31		November
12/12/2025	Tony Burroughs	BACS	39.15		Expenses
18/12/2025	Slinfold Village Hall	BACS	394.00		2245/2250/2257
18/12/2025	The Farm Studio	BACS	750.00		20080 Newsletter Winter 2025
18/12/2025	Treetop Design	BACS	368.00		33567 Newsletter print
18/12/2025	Treetop Design	BACS	76.80		Gatwick letter 33608
18/12/2025	Oakland Security	BACS	180.00		CT barrier callout 10496
18/12/2025	Mandy Higgs	BACS	58.75		Newsletter stamps/env
18/12/2025	Tony Burroughs	BACS	179.40		Salary December
18/12/2025	John Pilkington	BACS	248.80		Salary December
18/12/2025	Mike Simpson	BACS	2,010.31		Salary December
18/12/2025	LGPS	BACS	712.31		December
18/12/2025	Carl Osborne	BACS	720.00		Invoice 539

Total Payments	<u>9,190.61</u>
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Detailed Receipts & Payments by Budget Heading 18/12/2025

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	98	0	(98)			0.0%	98
1010 Section 104	30,000	0	(30,000)			0.0%	
1076 Precept	75,317	75,317	0			100.0%	
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	3,795	3,700	(95)			102.6%	3,795
1999 Miscellaneous Income	1	0	(1)			0.0%	
	<u>127,488</u>	<u>89,697</u>	<u>(37,791)</u>			<u>142.1%</u>	<u>22,046</u>
Income :- Receipts							
	<u>127,488</u>	<u>89,697</u>	<u>(37,791)</u>				
Net Receipts							
6001 less Transfer to EMR	22,046						
Movement to/(from) Gen Reserve	<u>105,442</u>						
<u>200 Administration</u>							
1210 Grounds Maintenance Reclaim	(30)	0	30			0.0%	
Administration :- Receipts	<u>(30)</u>	<u>0</u>	<u>30</u>				<u>0</u>
4000 Clerk & Environment Officers	40,610	54,000	13,390		13,390	75.2%	
4025 EO Expenses	134	500	366		366	26.8%	
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%	
4085 ICO Fee	47	0	(47)		(47)	0.0%	
4091 Chair's Allowance	0	400	400		400	0.0%	
4100 Insurance	2,298	2,000	(298)		(298)	114.9%	
4110 Recruitment & Training	0	100	100		100	0.0%	
4120 Home Office	0	180	180		180	0.0%	
4130 Hall Hire	483	600	117		117	80.5%	
4135 FC Office Hire	0	300	300		300	0.0%	
4140 Website and email	574	570	(4)		(4)	100.6%	
4150 Software	203	350	147		147	58.0%	
4160 Stationery/printing	0	100	100		100	0.0%	
Administration :- Indirect Payments	<u>45,296</u>	<u>60,680</u>	<u>15,384</u>	<u>0</u>	<u>15,384</u>	<u>74.6%</u>	<u>0</u>
Net Receipts over Payments	<u>(45,326)</u>	<u>(60,680)</u>	<u>(15,354)</u>				

Detailed Receipts & Payments by Budget Heading 18/12/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>250 Football Club</u>							
1200 Rental Income	150	150	0			100.0%	
1205 Insurance Reclaimed	404	330	(74)			122.5%	
1210 Grounds Maintenance Reclaim	0	650	650			0.0%	
Football Club :- Receipts	<u>554</u>	<u>1,130</u>	<u>576</u>			<u>49.0%</u>	<u>0</u>
4200 Repairs & Improvements	165	0	(165)		(165)	0.0%	
Football Club :- Indirect Payments	<u>165</u>	<u>0</u>	<u>(165)</u>	<u>0</u>	<u>(165)</u>		<u>0</u>
Net Receipts over Payments	<u>389</u>	<u>1,130</u>	<u>741</u>				
<u>255 Tennis Club</u>							
1200 Rental Income	150	150	0			100.0%	
1205 Insurance Reclaimed	354	359	5			98.5%	
1210 Grounds Maintenance Reclaim	0	520	520			0.0%	
Tennis Club :- Receipts	<u>504</u>	<u>1,029</u>	<u>525</u>			<u>49.0%</u>	<u>0</u>
Net Receipts	<u>504</u>	<u>1,029</u>	<u>525</u>				
<u>260 Community Shed</u>							
1205 Insurance Reclaimed	92	92	0			99.8%	
Community Shed :- Receipts	<u>92</u>	<u>92</u>	<u>0</u>			<u>99.8%</u>	<u>0</u>
Net Receipts	<u>92</u>	<u>92</u>	<u>0</u>				
<u>270 Slinfold Stores</u>							
1200 Rental Income	500	1,000	500			50.0%	
1205 Insurance Reclaimed	0	354	354			0.0%	
Slinfold Stores :- Receipts	<u>500</u>	<u>1,354</u>	<u>854</u>			<u>36.9%</u>	<u>0</u>
4200 Repairs & Improvements	750	0	(750)		(750)	0.0%	750
Slinfold Stores :- Indirect Payments	<u>750</u>	<u>0</u>	<u>(750)</u>	<u>0</u>	<u>(750)</u>		<u>750</u>
Net Receipts over Payments	<u>(250)</u>	<u>1,354</u>	<u>1,604</u>				
6000 plus Transfer from EMR	750						
Movement to/(from) Gen Reserve	<u>500</u>						
<u>275 Cherrytree</u>							
4200 Repairs & Improvements	150	0	(150)		(150)	0.0%	
Cherrytree :- Indirect Payments	<u>150</u>	<u>0</u>	<u>(150)</u>	<u>0</u>	<u>(150)</u>		<u>0</u>
Net Payments	<u>(150)</u>	<u>0</u>	<u>150</u>				

Detailed Receipts & Payments by Budget Heading 18/12/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>300 Community Services</u>							
4200 Repairs & Improvements	326	0	(326)		(326)	0.0%	
4310 Community Events	2,849	3,200	351		351	89.0%	510
4320 Youth Services	5,297	8,600	3,303		3,303	61.6%	
4370 Newsletters/Promotions	2,911	2,700	(211)		(211)	107.8%	
4390 Grants Made	2,100	2,500	400		400	84.0%	
4395 Cosy Café	2,288	2,500	213		213	91.5%	2,288
Community Services :- Indirect Payments	15,770	19,500	3,730	0	3,730	80.9%	2,798
Net Payments	(15,770)	(19,500)	(3,730)				
6000 plus Transfer from EMR	2,798						
Movement to/(from) Gen Reserve	(12,972)						
<u>350 Recreation</u>							
4200 Repairs & Improvements	1,337	0	(1,337)		(1,337)	0.0%	604
4400 Bin collection	435	722	287		287	60.3%	
4405 Dog bins	845	1,180	335		335	71.6%	
4412 Grounds Maintenance Extra Cuts	1,314	0	(1,314)		(1,314)	0.0%	
4420 King George V	1,605	1,570	(35)		(35)	102.2%	
4425 Six Acres	3,493	1,800	(1,693)		(1,693)	194.1%	3,343
4430 Playground Inspections	0	215	215		215	0.0%	
4435 Grounds Maintenance Cherrytree	5,520	4,472	(1,048)		(1,048)	123.4%	
Recreation :- Indirect Payments	14,550	9,959	(4,591)	0	(4,591)	146.1%	3,947
Net Payments	(14,550)	(9,959)	4,591				
6000 plus Transfer from EMR	3,947						
Movement to/(from) Gen Reserve	(10,602)						
<u>400 Highways & Byways</u>							
4510 Streetlights & Maintenance	1,474	3,163	1,689		1,689	46.6%	
Highways & Byways :- Indirect Payments	1,474	3,163	1,689	0	1,689	46.6%	0
Net Payments	(1,474)	(3,163)	(1,689)				
<u>999 VAT Data</u>							
115 VAT on Receipts	1,141	0	(1,141)			0.0%	
VAT Data :- Receipts	1,141	0	(1,141)				0
515 VAT on Payments	1,005	0	(1,005)		(1,005)	0.0%	
VAT Data :- Indirect Payments	1,005	0	(1,005)	0	(1,005)		0
Net Receipts over Payments	136	0	(136)				

Detailed Receipts & Payments by Budget Heading 18/12/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	130,249	93,302	(36,947)			139.6%	
Payments	79,161	93,302	14,141	0	14,141	84.8%	
Net Receipts over Payments	<u>51,088</u>	<u>0</u>	<u>(51,088)</u>				
plus Transfer from EMR	7,495						
less Transfer to EMR	22,046						
Movement to/(from) Gen Reserve	<u>36,537</u>						

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	28/11/2025		57,088.01
			<u>57,088.01</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			57,088.01
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			57,088.01
		Balance per Cash Book is :-	57,088.01
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

View Mini Statement

Account: 0892996534736800

Balance Details

Available balance: **£ 57,100.51**Current balance: **£ 57,100.51**Overdraft limit: **£ 0.00**Remaining overdraft: **£ 0.00**Your balance as of: **12/12/2025**

Transactions list:

Transaction date	Bank reference	Customer reference	Type of payment	Credit amount (GBP)	Debit amount (GBP)	Balance (GBP)
09/12/2025	HorshamLottery	CLIENTS DEPOSIT	Faster Payment	£ 12.50		£ 57,100.51
28/11/2025	8700326971	SSE Energy Supply	Standing Order		£ -208.83	£ 57,088.01
28/11/2025	256398219	J Gumbrill	Standing Order		£ -720.00	£ 57,296.84
28/11/2025	Slinfold PC	PCC Slinfold	Standing Order		£ -2,100.00	£ 58,016.84
28/11/2025		Michael Simpson	Standing Order		£ -2,010.31	£ 60,116.84
28/11/2025	526	OSBORNE CD	Standing Order		£ -1,045.00	£ 62,127.15
28/11/2025	NS97 Slinfold PC	WSCC Pension Fund	Standing Order		£ -712.31	£ 63,172.15
28/11/2025	Slinfold PC	Mrs J Slipper	Standing Order		£ -366.84	£ 63,884.46
28/11/2025	2237&2226	Slinfold Village H	Standing Order		£ -355.00	£ 64,251.30
28/11/2025		Mrs S K Bell	Standing Order		£ -302.27	£ 64,606.30
28/11/2025	Slinfold PC	John Pilkington	Standing Order		£ -248.80	£ 64,908.57
28/11/2025		Tony Burroughs	Standing Order		£ -179.40	£ 65,157.37
26/11/2025	IT000007173845	NEST	Direct Debit		£ -29.88	£ 65,336.77
21/11/2025	Osprey	Peter Allen	Standing Order		£ -325.92	£ 65,366.65

20/11/2025	Newsletter	Mrs N Lewis	Standing Order	£ -192.19	£ 65,692.57
18/11/2025	010000100352000001	HORSHAM DISTRICT C	Direct Debit	£ -44.55	£ 65,884.76

Section 3 - External Auditor Report and Certificate 2024/25

In respect of

Slinfold Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Incomplete information was provided with the initial supporting data submitted for review with regards to the level of reserves held by the council, which was later provided on request. The parish council should in future ensure that reserves levels are considered thoroughly and explanations provided with the AGAR when submitted to the external auditor.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name



External Auditor Signature

A handwritten signature in black ink that reads 'Moore'.

Date

17/07/2025



Our ref: 979/1923095

10 December 2025

Slinfold Parish Council
Cherrytree Farm
Hayes Lane
Slinfold
West Sussex
RH13 0SQ

Moore East Midlands
Oakley House
Headway Business Park
3 Saxon Way West
Corby
NN18 9EZ
T 01536 461900

Moore East Midlands
Rutland House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6PZ
T 01733 397300

www.moore.co.uk

Dear Clerk

Letter of Clarification to be read in conjunction with the External Auditor's Report on the Annual Governance and Accountability Return for the Year Ended 31 March 2025

Following the issuing of our External Auditor Report and Certificate (Section 3) of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2025, you have provided information in relation to the matters reported by us, which shows our report contained inaccurate information.

Moore are not able to re-open a review once it has been certified, nor can we revise the report once it has been issued. We therefore provide the following clarifications which should be published with the External Auditor Report and Certificate 2024/25:

In respect of the final sentence in the following statement within 'Other matters':

"Incomplete information was provided with the initial supporting data submitted for review with regards to the level of reserves held by the council, which was later provided on request. The parish council should in future ensure that reserves levels are considered thoroughly and explanations provided with the AGAR when submitted to the external auditor."

We acknowledge that the Council regularly reviews its reserves, and our comment has been intended to encourage the continuation of this practice.

Yours sincerely

A handwritten signature in cursive script that reads 'Moore'.

Moore Smaller Authorities Team

SLINFOLD PARISH COUNCIL

NOTICE OF CONCLUSION OF ANNUAL AUDIT

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025
Accounts and Audit Regulations 2015

- 1 The audit of accounts for Slinfold for the year ended 31 March 2025 has been completed and the accounts have been published.
- 2 The Annual Return is available for inspection by any local government elector in the area of Slinfold on application to
 - (a) Mike Simpson
 - (b) Slinfold Football Club, Hayes Lane, RH13 0SQ
 - (c) Please email clerk@slinfold-pc.gov.uk or call 0789485048 to arrange a time to view (free of charge) between 9am-5pm Monday to Friday.
- 3 Copies will be provided to any person on request at a cost of £1 per copy

Announcement made by (Name of Clerk)

Mike Simpson

Date of Announcement

22nd December 2025