Slinfold Parish Council
Slinfold Football Club, Hayes Lane, West Sussex, RH13 0SQ email: clerk@slinfold-pc.gov.uk

Minutes of the Finance and Establishment Committee 12th November 2026

1. Attendance and Apologies for Absence

In attendance: Councillors Blake, Casdagli, Slipper, Skeates and Snow.

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

Also in attendance: Mike Simpson (Clerk) and two members of the public.

2. Declarations of Interest

To receive any declarations of interests from Councillors regarding items on the agenda

There were none.

3. Minutes from the previous meeting

To review and approve the minutes from the last meeting held on 10th September 2026

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

4. Public Session

To receive any comments (for up to 5 minutes) from members of the public regarding an item on the agenda

There were no members that wished to speak.

5. Finance and Administration

(i) To consider a draft budget for 2027-28

The Clerk presented the draft budget (see appendices) and advised that he had contacted AJW to see if they were willing to fund the Cosy Café again which would be around £3,200. If not, this was something the Council would have to consider funding. Councillors discussed the community events budget which was currently £1,000. The pub had intimated that they would like to host Village Day again to which, last year, the Council contributed by funding the Children's Corner. It was suggested the Council increase their funding for the event next year with the provision of a dog show as well whereupon it was **RESOLVED** to increase the budget to £1,500 for community events. However, a contingency was discussed if the pub did not host village day and whether the Council would cover the cost. The Clerk suggested there was enough in general reserves to do so but it would be discussed again at the next Council meeting.

(ii) To review the Council's Financial Regulations

The Clerk had circulated more information on clause 5.7 relating to the advertisement of contracts over £30,000. Councillors were happy with the clarification so the regulations could be approved at the next Council meeting.

6. Buildings

(i) To receive an update on Slinfold Football Club

The handrail on the ramp to the football club had come loose. Although it was the football club's responsibility, Councillors agreed to obtain a quote as they had paid for the works which altered the disabled access a few years ago. They would also ask Oakland Security to quote for repairing the keypad post for the barrier. It was clarified that the football club was responsible for maintenance of the defibrillator at the clubhouse. The Parish Council was the guardian of the one at the shop.

(ii) To receive an update on Slinfold Tennis Club

Both tennis and football clubs had asked for clarification over what buildings insurance included. The Clerk had already been in contact with the insurance provider to provide an explanation and had responded to the clubs to advise that it was anything permanently attached to the building. However, he would ask again if they could provide a further breakdown so the clubs could arrange contents insurance accordingly. Clubs had discussed the refuse bin at Cherrytree and most of them did not want one if they had to pay for it. However, the tennis club was interested depending on the price. The current bin was 1100 litre and cost around £45 per month. Therefore, it was agreed to look at smaller bins, subject to checking it would work for the Council's Environment Officers.

(iii) To receive an update on Slinfold Stores

There was no update.

(iv) To receive an update on the Community Shed

There was no update.

7. Next meeting date

18th March 2027

Slinfold Parish Council

Annual Budget - By Centre

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
100	**Income**											
118	Horsham Lottery	0	148	0	0	0	0	0	90	0	0	0
1010	Section 104	0	30,000	0	0	0	0	0	0	0	0	0
1076	Precept	75,317	75,317	0	0	78,330	0	78,330	78,330	80,804	0	0
1080	Bank Interest	8,180	7,642	0	0	4,000	0	4,000	0	0	0	0
1090	CIL Income	0	17,654	0	0	0	0	0	0	0	0	0
1100	Grants Received	2,500	1,300	0	0	2,800	0	2,800	2,700	3,200	0	0
1120	Environment Cleansing	3,700	3,795	0	0	1,800	0	1,800	3,939	0	0	0
1999	Miscellaneous Income	0	1	0	0	0	0	0	0	0	0	0
	Total Income	89,697	135,855	0	0	86,930	0	86,930	85,059	84,004	0	0
6001	less Transfer to EMR	0	26,411	0	0	0	0	0	4,744	0	0	0
	Movement to/(from) Gen Reserve	89,697	109,444			86,930		86,930	80,314	84,004		
200	**Administration**											
4000	Clerk & Environment Officers	54,000	53,941	0	0	55,500	0	55,500	29,931	51,800	0	0
4025	EO Expenses	500	134	0	0	250	0	250	0	150	0	0
4055	Training	150	25	0	0	150	0	150	0	100	0	0
4060	Audit	650	639	0	0	650	0	650	739	675	0	0
4070	Legal & Consultancy	30	32	0	0	0	0	0	0	0	0	0
4075	Bank Fees	30	0	0	0	0	0	0	0	0	0	0
4080	Subscriptions	720	731	0	0	753	0	753	747	762	0	0
4085	ICO Fee	0	47	0	0	0	0	0	0	47	0	0
4091	Chair's Allowance	400	0	0	0	400	0	400	0	400	0	0
4100	Insurance	2,000	2,298	0	0	2,389	0	2,389	2,576	2,650	0	0

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		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4110	Recruitment & Training	100	0	0	0	0	0	0	0	0	0	0
4120	Home Office	180	0	0	0	0	0	0	0	0	0	0
4130	Hall Hire	600	568	0	0	850	0	850	144	300	0	0
4135	FC Office Hire	300	300	0	0	300	0	300	0	300	0	0
4140	Website and email	570	574	0	0	570	0	570	442	450	0	0
4150	Software	350	203	0	0	320	0	320	210	220	0	0
4160	Stationery/printing	100	248	0	0	0	0	0	12	0	0	0
	Overhead Expenditure	60,680	59,738	0	0	62,132	0	62,132	34,801	57,854	0	0
	Movement to/(from) Gen Reserve	(60,680)	(59,738)			(62,132)		(62,132)	(34,801)	(57,854)		
250	**Football Club**											
1200	Rental Income	150	150	0	0	150	0	150	0	150	0	0
1205	Insurance Reclaimed	330	404	0	0	400	0	400	402	402	0	0
1210	Grounds Maintenance Reclaim	650	0	0	0	400	0	400	650	0	0	0
	Total Income	1,130	554	0	0	950	0	950	1,052	552	0	0
4200	Repairs & Improvements	0	165	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	165	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	1,130	389			950		950	1,052	552		
255	**Tennis Club**											
1200	Rental Income	150	150	0	0	150	0	150	300	150	0	0
1205	Insurance Reclaimed	359	354	0	0	360	0	360	352	352	0	0
1210	Grounds Maintenance Reclaim	520	520	0	0	900	0	900	0	0	0	0
	Total Income	1,029	1,024	0	0	1,410	0	1,410	652	502	0	0

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Slinfold Parish Council

Annual Budget - By Centre

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	1,029	1,024			1,410		1,410	652	502		
260	**Community Shed**											
1205	Insurance Reclaimed	92	92	0	0	92	0	92	0	92	0	0
	Total Income	92	92	0	0	92	0	92	0	92	0	0
	Movement to/(from) Gen Reserve	92	92			92		92	0	92		
270	**Slinfold Stores**											
1200	Rental Income	1,000	1,000	0	0	1,000	0	1,000	500	1,000	0	0
1205	Insurance Reclaimed	354	0	0	0	300	0	300	0	289	0	0
	Total Income	1,354	1,000	0	0	1,300	0	1,300	500	1,289	0	0
4200	Repairs & Improvements	0	750	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	750	0	0	0	0	0	0	0	0	0
	270 Net Income over Expenditure	1,354	250	0	0	1,300	0	1,300	500	1,289	0	0
6000	plus Transfer from EMR	0	750	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	1,354	1,000			1,300		1,300	500	1,289		
275	**Cherrytree**											
1210	Grounds Maintenance Reclaim	0	767	0	0	0	0	0	0	0	0	0
	Total Income	0	767	0	0	0	0	0	0	0	0	0
4200	Repairs & Improvements	0	875	0	0	0	0	0	4,576	0	0	0
4406	CT Bin Collection	0	0	0	0	0	0	0	122	0	0	0
	Overhead Expenditure	0	875	0	0	0	0	0	4,698	0	0	0

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		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	275 Net Income over Expenditure	0	-108	0	0	0	0	0	-4,698	0	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	4,576	0	0	0
	Movement to/(from) Gen Reserve	0	(108)			0		0	(122)	0		
300	**Community Services**											
4200	Repairs & Improvements	0	326	0	0	0	0	0	0	0	0	0
4310	Community Events	3,200	3,552	0	0	2,800	0	2,800	360	1,000	0	0
4320	Youth Services	8,600	7,857	0	0	8,000	0	8,000	5,376	9,500	0	0
4321	Youth Services Other	0	240	0	0	0	0	0	235	1,265	0	0
4370	Newsletters/Promotions	2,700	3,111	0	0	3,000	0	3,000	1,737	3,200	0	0
4380	Community Improvement Projects	0	720	0	0	0	0	0	0	0	0	0
4390	Grants Made	2,500	2,130	0	0	2,500	0	2,500	0	2,500	0	0
4395	Cosy Café	2,500	3,195	0	0	2,800	0	2,800	2,004	3,200	0	0
	Overhead Expenditure	19,500	21,131	0	0	19,100	0	19,100	9,712	20,665	0	0
6000	plus Transfer from EMR	0	3,945	0	0	0	0	0	2,220	0	0	0
	Movement to/(from) Gen Reserve	(19,500)	(17,185)			(19,100)		(19,100)	(7,492)	(20,665)		
350	**Recreation**											
4200	Repairs & Improvements	0	2,066	0	0	0	0	0	0	0	0	0
4400	Bin collection	722	723	0	0	750	0	750	638	0	0	0
4405	Dog bins	1,180	1,014	0	0	1,050	0	1,050	530	0	0	0
4410	Grounds Maintenance	0	495	0	0	0	0	0	0	0	0	0
4412	Grounds Maintenance Extra Cuts	0	1,314	0	0	850	0	850	1,175	1,000	0	0
4420	King George V	1,570	1,865	0	0	1,260	0	1,260	2,860	1,250	0	0

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		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4421	KGV playground inspection	0	0	0	0	270	0	270	0	0	0	0
4425	Six Acres	1,800	5,950	0	0	2,875	0	2,875	4,740	0	0	0
4426	Six Acres playgroundinspection	0	0	0	0	125	0	125	0	0	0	0
4430	Playground Inspections	215	0	0	0	0	0	0	214	220	0	0
4435	Grounds Maintenance Cherrytree	4,472	6,000	0	0	1,300	0	1,300	1,830	2,200	0	0
4436	GM Football Club	0	0	0	0	400	0	400	620	0	0	0
4437	GM Tennis Club	0	0	0	0	900	0	900	415	0	0	0
4438	Tree Survey	0	776	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	9,959	20,204	0	0	9,780	0	9,780	13,021	4,670	0	0
6000	plus Transfer from EMR	0	6,651	0	0	0	0	0	5,094	0	0	0
	Movement to/(from) Gen Reserve	(9,959)	(13,553)			(9,780)		(9,780)	(7,928)	(4,670)		
400	**Highways & Byways**											
4200	Repairs & Improvements	0	0	0	0	0	0	0	150	0	0	0
4510	Streetlights & Maintenance	3,163	2,803	0	0	2,100	0	2,100	1,800	3,250	0	0
	Overhead Expenditure	3,163	2,803	0	0	2,100	0	2,100	1,950	3,250	0	0
	Movement to/(from) Gen Reserve	(3,163)	(2,803)			(2,100)		(2,100)	(1,950)	(3,250)		
999	**VAT Data**											
115	VAT on Receipts	0	1,141	0	0	0	0	0	1,971	0	0	0
	Total Income	0	1,141	0	0	0	0	0	1,971	0	0	0
515	VAT on Payments	0	1,930	0	0	0	0	0	2,001	0	0	0
	Overhead Expenditure	0	1,930	0	0	0	0	0	2,001	0	0	0

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	Last Year		Current Year						Next Year		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	0	(788)			0		0	(30)	0		
Total Budget Income	93,302	140,433	0	0	90,682	0	90,682	89,234	86,439	0	0
Expenditure	93,302	107,596	0	0	93,112	0	93,112	66,182	86,439	0	0
Net Income over Expenditure	0	32,837	0	0	-2,430	0	-2,430	23,052	0	0	0
plus Transfer from EMR	0	11,347	0	0	0	0	0	11,890	0	0	0
less Transfer to EMR	0	26,411	0	0	0	0	0	4,744	0	0	0
Movement to/(from) Gen Reserve	0	17,773			(2,430)		(2,430)	30,197	0		