



# Slinfold Parish Council

Cherrytree Farm, Hayes Lane, RH13 0SQ

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## Minutes of the Slinfold Parish Council meeting 28<sup>th</sup> November 2024

### 1. Attendance and Apologies for Absence

**In attendance:** Councillors Casdagli, Pyle, Roberts (Chair), Sherwin-Smith, Skeates, Slipper, Nigel Smith, Paula Smith and Walker.

**Apologies:** There were none.

**Also in attendance:** Mike Simpson (Clerk), District Councillor Kasia Greenwood and six members 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)

A member of the public spoke about a need for a dog bin by Springwood to which Councillor Smith said he would meet and discuss it further. Another member spoke about flooding at Cherrytree during the recent storm to which the Council said they had already taken action to regularly clear the ditch but would look at what more could be done.

### 4. Minutes from the previous meeting held on 31<sup>st</sup> October 2024

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

### 5. Chairman's Report

The Chair said that the Council had identified areas in the village which were prone to flooding and taken appropriate action where it could. Councillor Skeates said he would contact an engineer the Council had used previously, and the clerk would speak to the contractors who had just maintained the balancing ponds to see what more could be done to stop the ditch and Cherrytree flooding.

### 6. Councillor Reports

#### (a) District Councillors

Councillor Greenwood sent a written report before the meeting (see appendices).

#### (b) County Councillors

There was no report.

### 7. Gatwick FASI-S

Councillors noted the response from the CAA to the Council's request to pause the FASI-S process ahead of stage 3 (see appendices). The clerk had also circulated a copy of the presentation John Milne MP would be giving to the CAA when they met.

### 8. Planning Applications

#### (a) To consider the following applications

**DC/24/1620** Slinfold Stud Stane Street Slinfold West Sussex Construction of new equestrian facilities comprising a stable building, outdoor riding arena, horse walker and car parking area. Use of existing agricultural barn for associated equine use. Use of land for the keeping and grazing of horses. Alterations to existing vehicle access from A29.

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

**DC/24/1441 (Amendment)** Rookery Wood, The Coach House Five Oaks Road Slinfold West Sussex  
Erection of a double garage with office space above and installation of fencing.

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

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

**DC/24/1768** 2 Greenfield Road Slinfold West Sussex RH13 0SF Erection of a single storey wrap around side and rear extension, conversion of loft into habitable living space with dormer, erection of a front porch and related alterations.

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

**DC/24/1457** Sheldon House, Hayes Lane Slinfold West Sussex Outline application for the erection of a dwelling with all matters reserved.

Councillors **RESOLVED** to object to this application. There was very limited information but, from what was available, the size and siting of the proposed dwelling and addition of two detached garages would result in overdevelopment of the plot. It would also be overbearing and intrusive for the neighbouring property to the west potentially resulting in loss of privacy and light.

**(c) To receive an update from the Neighbourhood Plan Working Group**

Minutes of the previous meeting had been circulated (see appendices). Councillor Skeates added that HDC was not keen on meeting and he was unsure whether the 133 houses from Lower Broadbridge Farm would count towards Slinfold's allocation.

**(d) To make any comment on the proposed Vodafone base station upgrade at Five Oaks**

Councillors had no comments.

**9. Finance & Administration**

**(a) To review the schedule of payments since the last meeting (31<sup>st</sup> October 2024) and the October 2024 bank reconciliation**

Councillors **RESOLVED** to approve the schedule of payments and bank reconciliation for October 2024. They noted the additional expenditure for the balancing ponds which equated an extra day on each pond and skip hire.

**(b) To review the variance report for budget vs actual expenditure**

Councillors noted the report and **AGREED** to approve it.

**(c) To discuss a draft budget for 2025-26**

Councillors **RESOLVED** to approve the draft budget (see appendices) which set the precept at £75,317.

**(d) To receive an update on funding for the Cosy Café**

The clerk advised that AJW had agreed to fund the Cosy Café for 2025-26 by granting £2,500. They had also agreed to provide food and volunteers.

**(e) To review a draft Discretions Policy for the Local Government Pension Scheme**

Councillors reviewed the draft policy and **RESOLVED** to adopt it.

**10. Grounds and Buildings Maintenance**

**(a) To discuss a draft easement for the air conditioning units and Slinfold Stores**

There was no further update.

**(b) To receive an update on works to the disabled toilet at the Football Club**

Councillors **RESOLVED** to approve a quote from DPS Plumbing for £650 to move the toilet. This was the only quote received as the clerk had tried to obtain two more from other contractors, but they did not provide one.

**(c) To discuss a request from the tennis club relating to their lease and planning permission for a fourth tennis court**

Members of the tennis club presented plans for a fourth tennis court which could be extended to include two pickleball courts. The Rural England Prosperity Fund had offered to match fund the project up to

£75,000. However, the quotes received so far were too high (£139,500) and (£156,000) and if third one was similar the tennis club could not afford to cover the rest. Therefore, any decision to approve the plans, as well as potentially contribute, was deferred until the third quote had been obtained. Councillors agreed that an extraordinary meeting could be called to decide and allow the tennis club to submit the application in time.

## **11. Highways and Byways**

### **(a) To receive an update on the 20mph buildouts**

There was no further update.

### **(b) To receive an update on the A29 TRO**

WSCC Road Safety and Sussex Police supported the speed reduction so a formal advert had been arranged for the scheme which would be active for 3 weeks. If no objections were received, then WSCC could raise the works. However, if objections were received, then WSCC would need to write a report and consider the options.

### **(c) To receive an update on the footpath on AJW land and applying for a definitive map modification order**

There was no update.

### **(d) To receive an update for bus shelters on Lyons Road and The Street**

The clerk and Councillor Pyle had met a WSCC Highways Manager to discuss locations of the bus shelter on Lyons Road and outside the Red Lyon pub. He advised there would be enough space by the bus stop on Lyons Road but was unsure about outside the Red Lyon. Councillors agreed to see if there was any funding available.

### **(e) To receive an update on the refurbishment of the fingerpost sign and noticeboards**

Councillors thanked the Community Shed for the great work they did on the sign and noticeboards and **RESOLVED** to approve £401 to cover the materials. Any decision to award a grant for hours worked was deferred until the next meeting.

## **12. Recreation, Youth and Environment**

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

Councillors **RESOLVED** to approve a quote from Dienn's Law solicitors of £850 to transfer the name of the freehold of three holes at Slinfold Golf Club from the Maydwell Trust to the Parish Council and £1,250 for a deed of variation to amend the insurance obligation onto the leaseholder.

### **(c) To receive an update on youth services**

Councillor Slipper reported everything was going well.

## **13. Events**

### **To receive an update on Christmas events**

Councillors reviewed the risk assessments for the Christmas tree and lights and Christmas lights competition events and **RESOLVED** to approve them.

## **14. Committees and those on Outside Bodies**

### **To receive any updates**

The village hall had recently had its AGM and was planning on replacing the kitchen. The Headteacher at the primary school said its current Ofsted rating of good may be upgraded to Outstanding and it was hosting a drop-in consultation session for the public on 19<sup>th</sup> December from 4pm-7pm to learn about plans to replace the portacabins. The Church had been granted planning permission for an air source heat pump.

## **15. Slinfold Parish Magazine**

### **To discuss any articles**

Reminder of riparian ownership of ditches.

## **16. Items for the next agenda**

Grounds maintenance schedule, Scout Hut and Slinfold Stores.

## **17. Next meeting dates**

Council Meeting - 19<sup>th</sup> December 2024.

**Bank Reconciliation Statement as at 30/11/2024  
for Cashbook 1 - CO-OP**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CO-OP	30/11/2024		21,281.67
			<u>21,281.67</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			21,281.67
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			21,281.67
		<b>Balance per Cash Book is :-</b>	<b>21,281.67</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
100	Income											
1025	C&C Bond Maturity	0	86,198	0	0	0	0	0	0	0	0	0
1076	Precept	66,220	66,220	0	0	66,220	0	66,220	66,220	75,317	0	0
1080	Bank Interest	0	7,275	0	0	2,000	0	2,000	3,312	8,180	0	0
1090	CIL Income	0	34,664	0	0	0	0	0	0	0	0	0
1100	Grants Received	0	1,950	0	0	0	0	0	875	2,500	0	0
1120	Environment Cleansing	0	3,495	0	0	3,492	0	3,492	3,652	3,700	0	0
1999	Miscellaneous Income	0	175	0	0	0	0	0	1,264	0	0	0
	Total Income	66,220	199,977	0	0	71,712	0	71,712	75,323	89,697	0	0
6001	less Transfer to EMR	0	34,664	0	0	0	0	0	1,826	0	0	0
	Movement to/(from) Gen Reserve	66,220	165,313			71,712		71,712	73,497	89,697		
200	Administration											
4000	Clerk & Environment Officers	40,140	50,437	0	0	39,000	0	39,000	33,737	54,000	0	0
4025	EO Expenses	0	0	0	0	0	0	0	958	500	0	0
4055	Training	0	0	0	0	0	0	0	56	150	0	0
4060	Audit	650	585	0	0	650	0	650	809	650	0	0
4065	Miscellaneous Expenditure	0	175	0	0	0	0	0	457	0	0	0
4070	Legal & Consultancy	140	13	0	0	0	0	0	0	30	0	0
4075	Bank Fees	0	60	0	0	0	0	0	0	30	0	0
4080	Subscriptions	100	535	0	0	689	0	689	724	720	0	0
4090	Cllr Expenses	150	0	0	0	0	0	0	0	0	0	0
4091	Chair's Allowance	0	400	0	0	0	0	0	0	400	0	0
4100	Insurance	2,800	2,331	0	0	1,691	0	1,691	2,252	2,000	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4110	Recruitment & Training	350	0	0	0	200	0	200	0	100	0	0
4120	Home Office	0	165	0	0	60	0	60	75	180	0	0
4130	Hall Hire	860	386	0	0	200	0	200	520	600	0	0
4135	FC Office Hire	0	600	0	0	0	0	0	0	300	0	0
4140	Website and email	430	1,298	0	0	900	0	900	560	570	0	0
4145	Printer hire	0	107	0	0	0	0	0	0	0	0	0
4150	Software	430	809	0	0	0	0	0	192	350	0	0
4160	Stationery/printing	430	334	0	0	0	0	0	0	100	0	0
	Overhead Expenditure	46,480	58,236	0	0	43,390	0	43,390	40,340	60,680	0	0
	Movement to/(from) Gen Reserve	(46,480)	(58,236)			(43,390)		(43,390)	(40,340)	(60,680)		
250	Football Club											
1200	Rental Income	525	150	0	0	1,000	0	1,000	0	150	0	0
1205	Insurance Reclaimed	0	507	0	0	305	0	305	0	330	0	0
1210	Grounds Maintenance Reclaim	0	1,021	0	0	700	0	700	0	650	0	0
	Total Income	525	1,678	0	0	2,005	0	2,005	0	1,130	0	0
4200	Repairs & Improvements	0	41,991	0	0	0	0	0	334	0	0	0
	Overhead Expenditure	0	41,991	0	0	0	0	0	334	0	0	0
	250 Net Income over Expenditure	525	-40,313	0	0	2,005	0	2,005	-334	1,130	0	0
6000	plus Transfer from EMR	0	41,991	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	525	1,678			2,005		2,005	(334)	1,130		
255	Tennis Club											

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1200	Rental Income	525	150	0	0	150	0	150	150	150	0	0
1205	Insurance Reclaimed	0	332	0	0	332	0	332	359	359	0	0
1210	Grounds Maintenance Reclaim	0	520	0	0	520	0	520	0	520	0	0
	Total Income	525	1,002	0	0	1,002	0	1,002	509	1,029	0	0
4200	Repairs & Improvements	0	0	0	0	0	0	0	900	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	900	0	0	0
	Movement to/(from) Gen Reserve	525	1,002			1,002		1,002	(391)	1,029		
260	Community Shed											
1200	Rental Income	525	0	0	0	0	0	0	0	0	0	0
1205	Insurance Reclaimed	0	110	0	0	110	0	110	0	92	0	0
	Total Income	525	110	0	0	110	0	110	0	92	0	0
	Movement to/(from) Gen Reserve	525	110			110		110	0	92		
270	Slinfold Stores											
1200	Rental Income	525	1,000	0	0	1,000	0	1,000	500	1,000	0	0
1205	Insurance Reclaimed	0	327	0	0	327	0	327	0	354	0	0
	Total Income	525	1,327	0	0	1,327	0	1,327	500	1,354	0	0
4200	Repairs & Improvements	0	6,137	0	0	0	0	0	5,030	0	0	0
	Overhead Expenditure	0	6,137	0	0	0	0	0	5,030	0	0	0
	270 Net Income over Expenditure	525	-4,810	0	0	1,327	0	1,327	-4,530	1,354	0	0
6000	plus Transfer from EMR	0	5,082	0	0	0	0	0	3,530	0	0	0

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	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	525	272			1,327		1,327	(1,000)	1,354		
300 Community Services											
4310 Community Events	1,900	2,911	0	0	3,000	0	3,000	2,892	3,200	0	0
4320 Youth Services	6,480	3,119	0	0	7,500	0	7,500	4,736	8,600	0	0
4370 Newsletters/Promotions	2,600	3,745	0	0	2,600	0	2,600	2,160	2,700	0	0
4380 Community Improvement Projects	1,620	16,918	0	0	1,500	0	1,500	0	0	0	0
4390 Grants Made	1,500	2,666	0	0	1,500	0	1,500	500	1,000	0	0
4395 Cosy Café	0	2,454	0	0	1,500	0	1,500	2,019	2,500	0	0
4515 CAGNE Grant Gatwick	0	2,000	0	0	0	0	0	0	0	0	0
Overhead Expenditure	14,100	33,813	0	0	17,600	0	17,600	12,307	18,000	0	0
6000 plus Transfer from EMR	0	16,918	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(14,100)	(16,895)			(17,600)		(17,600)	(12,307)	(18,000)		
350 Recreation											
4200 Repairs & Improvements	0	110	0	0	0	0	0	85	0	0	0
4400 Bin collection	1,640	364	0	0	370	0	370	243	385	0	0
4405 Dog bins	0	1,131	0	0	1,150	0	1,150	860	1,180	0	0
4410 Grounds Maintenance	2,890	5,693	0	0	6,700	0	6,700	5,259	1,172	0	0
4415 Equipment	0	0	0	0	180	0	180	0	0	0	0
4420 King George V	830	4,663	0	0	500	0	500	697	470	0	0
4425 Six Acres	0	38,883	0	0	0	0	0	5,849	1,800	0	0
4430 Playground Inspections	0	803	0	0	0	0	0	204	215	0	0
4435 Grounds Maintenance Cherrytree	0	0	0	0	0	0	0	3,370	2,300	0	0
Overhead Expenditure	5,360	51,646	0	0	8,900	0	8,900	16,567	7,522	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	43,452	0	0	0	0	0	5,849	0	0	0
	Movement to/(from) Gen Reserve	<u>(5,360)</u>	<u>(8,194)</u>			<u>(8,900)</u>		<u>(8,900)</u>	<u>(10,718)</u>	<u>(7,522)</u>		
400	Highways & Byways											
4200	Repairs & Improvements	0	615	0	0	2,000	0	2,000	0	0	0	0
4500	Hayes Lane Drainage	900	800	0	0	0	0	0	4,050	0	0	0
4510	Streetlights & Maintenance	4,970	5,603	0	0	7,000	0	7,000	4,433	7,100	0	0
	Overhead Expenditure	<u>5,870</u>	<u>7,018</u>	<u>0</u>	<u>0</u>	<u>9,000</u>	<u>0</u>	<u>9,000</u>	<u>8,483</u>	<u>7,100</u>	<u>0</u>	<u>0</u>
6000	plus Transfer from EMR	0	0	0	0	0	0	0	4,050	0	0	0
	Movement to/(from) Gen Reserve	<u>(5,870)</u>	<u>(7,018)</u>			<u>(9,000)</u>		<u>(9,000)</u>	<u>(4,433)</u>	<u>(7,100)</u>		
999	VAT Data											
115	VAT on Receipts	0	10,751	0	0	0	0	0	11,762	0	0	0
	Total Income	<u>0</u>	<u>10,751</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>11,762</u>	<u>0</u>	<u>0</u>	<u>0</u>
515	VAT on Payments	0	18,139	0	0	0	0	0	5,554	0	0	0
	Overhead Expenditure	<u>0</u>	<u>18,139</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,554</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(7,389)</u>			<u>0</u>		<u>0</u>	<u>6,208</u>	<u>0</u>		
	Total Budget Income	<u>68,320</u>	<u>214,844</u>	<u>0</u>	<u>0</u>	<u>76,156</u>	<u>0</u>	<u>76,156</u>	<u>88,094</u>	<u>93,302</u>	<u>0</u>	<u>0</u>
	Expenditure	<u>71,810</u>	<u>216,980</u>	<u>0</u>	<u>0</u>	<u>78,890</u>	<u>0</u>	<u>78,890</u>	<u>89,514</u>	<u>93,302</u>	<u>0</u>	<u>0</u>
	Net Income over Expenditure	<u>-3,490</u>	<u>-2,136</u>	<u>0</u>	<u>0</u>	<u>-2,734</u>	<u>0</u>	<u>-2,734</u>	<u>-1,420</u>	<u>0</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	107,443	0	0	0	0	0	13,429	0	0	0
	less Transfer to EMR	0	34,664	0	0	0	0	0	1,826	0	0	0

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	<u>Last Year</u>		<u>Current Year</u>					<u>Next Year</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(3,490)</u>	<u>70,643</u>			<u>(2,734)</u>		<u>(2,734)</u>	<u>10,183</u>	<u>0</u>		

## Detailed Receipts &amp; Payments by Budget Heading 30/11/2024

## 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>							
1076 Precept	66,220	66,220	0			100.0%	
1080 Bank Interest	3,312	2,000	(1,312)			165.6%	
1100 Grants Received	875	0	(875)			0.0%	
1120 Environment Cleansing	3,652	3,492	(160)			104.6%	1,826
1999 Miscellaneous Income	1,264	0	(1,264)			0.0%	
	<u>75,323</u>	<u>71,712</u>	<u>(3,611)</u>			<u>105.0%</u>	<u>1,826</u>
Income :- Receipts							
	<u>75,323</u>	<u>71,712</u>	<u>(3,611)</u>				
Net Receipts							
6001 less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>73,497</u>						
<u>200 Administration</u>							
4000 Clerk & Environment Officers	33,737	39,000	5,263		5,263	86.5%	
4025 EO Expenses	958	0	(958)		(958)	0.0%	
4055 Training	56	0	(56)		(56)	0.0%	
4060 Audit	809	650	(159)		(159)	124.4%	
4065 Miscellaneous Expenditure	457	0	(457)		(457)	0.0%	
4080 Subscriptions	724	689	(35)		(35)	105.0%	
4100 Insurance	2,252	1,691	(561)		(561)	133.2%	
4110 Recruitment & Training	0	200	200		200	0.0%	
4120 Home Office	75	60	(15)		(15)	125.0%	
4130 Hall Hire	520	200	(320)		(320)	260.0%	
4140 Website and email	560	900	340		340	62.2%	
4150 Software	192	0	(192)		(192)	0.0%	
	<u>40,340</u>	<u>43,390</u>	<u>3,050</u>	<u>0</u>	<u>3,050</u>	<u>93.0%</u>	<u>0</u>
Administration :- Indirect Payments							
	<u>(40,340)</u>	<u>(43,390)</u>	<u>(3,050)</u>				
Net Payments							
<u>250 Football Club</u>							
1200 Rental Income	0	1,000	1,000			0.0%	
1205 Insurance Reclaimed	0	305	305			0.0%	
1210 Grounds Maintenance Reclaim	0	700	700			0.0%	
	<u>0</u>	<u>2,005</u>	<u>2,005</u>			<u>0.0%</u>	<u>0</u>
Football Club :- Receipts							
4200 Repairs & Improvements	334	0	(334)		(334)	0.0%	
	<u>334</u>	<u>0</u>	<u>(334)</u>	<u>0</u>	<u>(334)</u>		<u>0</u>
Football Club :- Indirect Payments							
Net Receipts over Payments	<u>(334)</u>	<u>2,005</u>	<u>2,339</u>				

## Detailed Receipts &amp; Payments by Budget Heading 30/11/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>255 Tennis Club</u>							
1200 Rental Income	150	150	0			100.0%	
1205 Insurance Reclaimed	359	332	(27)			108.3%	
1210 Grounds Maintenance Reclaim	0	520	520			0.0%	
	<u>509</u>	<u>1,002</u>	<u>493</u>			<u>50.8%</u>	<u>0</u>
Tennis Club :- Receipts							
4200 Repairs & Improvements	900	0	(900)		(900)	0.0%	
	<u>900</u>	<u>0</u>	<u>(900)</u>	<u>0</u>	<u>(900)</u>		<u>0</u>
Tennis Club :- Indirect Payments							
	<u>(391)</u>	<u>1,002</u>	<u>1,393</u>				
Net Receipts over Payments							
<u>260 Community Shed</u>							
1205 Insurance Reclaimed	0	110	110			0.0%	
	<u>0</u>	<u>110</u>	<u>110</u>				<u>0</u>
Community Shed :- Receipts							
	<u>0</u>	<u>110</u>	<u>110</u>				
Net Receipts							
<u>270 Slinfold Stores</u>							
1200 Rental Income	500	1,000	500			50.0%	
1205 Insurance Reclaimed	0	327	327			0.0%	
	<u>500</u>	<u>1,327</u>	<u>827</u>			<u>37.7%</u>	<u>0</u>
Slinfold Stores :- Receipts							
4200 Repairs & Improvements	5,030	0	(5,030)		(5,030)	0.0%	3,530
	<u>5,030</u>	<u>0</u>	<u>(5,030)</u>	<u>0</u>	<u>(5,030)</u>		<u>3,530</u>
Slinfold Stores :- Indirect Payments							
	<u>(4,530)</u>	<u>1,327</u>	<u>5,857</u>				
Net Receipts over Payments							
6000 plus Transfer from EMR	3,530						
	<u>(1,000)</u>						
Movement to/(from) Gen Reserve							
<u>300 Community Services</u>							
4310 Community Events	2,892	3,000	108		108	96.4%	
4320 Youth Services	4,736	7,500	2,764		2,764	63.1%	
4370 Newsletters/Promotions	2,160	2,600	440		440	83.1%	
4380 Community Improvement Projects	0	1,500	1,500		1,500	0.0%	
4390 Grants Made	500	1,500	1,000		1,000	33.3%	
4395 Cosy Café	2,019	1,500	(519)		(519)	134.6%	
	<u>12,307</u>	<u>17,600</u>	<u>5,293</u>	<u>0</u>	<u>5,293</u>	<u>69.9%</u>	<u>0</u>
Community Services :- Indirect Payments							
	<u>(12,307)</u>	<u>(17,600)</u>	<u>(5,293)</u>				
Net Payments							

## Detailed Receipts &amp; Payments by Budget Heading 30/11/2024

## 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	85	0	(85)		(85)	0.0%	
4400 Bin collection	243	370	127		127	65.6%	
4405 Dog bins	860	1,150	290		290	74.8%	
4410 Grounds Maintenance	5,259	6,700	1,441		1,441	78.5%	
4415 Equipment	0	180	180		180	0.0%	
4420 King George V	697	500	(197)		(197)	139.4%	
4425 Six Acres	5,849	0	(5,849)		(5,849)	0.0%	5,849
4430 Playground Inspections	204	0	(204)		(204)	0.0%	
4435 Grounds Maintenance Cherrytree	3,370	0	(3,370)		(3,370)	0.0%	
Recreation :- Indirect Payments	<u>16,567</u>	<u>8,900</u>	<u>(7,667)</u>	<u>0</u>	<u>(7,667)</u>	<u>186.1%</u>	<u>5,849</u>
Net Payments	<u>(16,567)</u>	<u>(8,900)</u>	<u>7,667</u>				
6000 plus Transfer from EMR	5,849						
Movement to/(from) Gen Reserve	<u>(10,718)</u>						
<u>400 Highways &amp; Byways</u>							
4200 Repairs & Improvements	0	2,000	2,000		2,000	0.0%	
4500 Hayes Lane Drainage	4,050	0	(4,050)		(4,050)	0.0%	4,050
4510 Streetlights & Maintenance	4,433	7,000	2,567		2,567	63.3%	
Highways & Byways :- Indirect Payments	<u>8,483</u>	<u>9,000</u>	<u>517</u>	<u>0</u>	<u>517</u>	<u>94.3%</u>	<u>4,050</u>
Net Payments	<u>(8,483)</u>	<u>(9,000)</u>	<u>(517)</u>				
6000 plus Transfer from EMR	4,050						
Movement to/(from) Gen Reserve	<u>(4,433)</u>						
<u>999 VAT Data</u>							
115 VAT on Receipts	11,762	0	(11,762)			0.0%	
VAT Data :- Receipts	<u>11,762</u>	<u>0</u>	<u>(11,762)</u>				<u>0</u>
515 VAT on Payments	5,554	0	(5,554)		(5,554)	0.0%	
VAT Data :- Indirect Payments	<u>5,554</u>	<u>0</u>	<u>(5,554)</u>	<u>0</u>	<u>(5,554)</u>		<u>0</u>
Net Receipts over Payments	<u>6,208</u>	<u>0</u>	<u>(6,208)</u>				
Grand Totals:- Receipts	88,094	76,156	(11,938)			115.7%	
Payments	89,514	78,890	(10,624)	0	(10,624)	113.5%	
Net Receipts over Payments	<u>(1,420)</u>	<u>(2,734)</u>	<u>(1,314)</u>				
plus Transfer from EMR	13,429						
less Transfer to EMR	1,826						
Movement to/(from) Gen Reserve	<u>10,183</u>						

## List of Payments made between 01/11/2024 and 30/11/2024

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/11/2024	ICO	DD	35.00		Annual Fee
12/11/2024	UK Display Stands Ltd	BACS	102.00		Storage shed bar
12/11/2024	SSE	BACS	380.03		Streetlights
19/11/2024	Horsham District Council	DD	28.80		Bin collection
20/11/2024	Toolstation Ltd	BACS	712.50		EO tools
20/11/2024	Hedges Direct Ltd	BACS	139.23		Hedges
21/11/2024	Mike Simpson	BACS	2,154.20		Salary November
21/11/2024	Samantha Bell	BACS	245.94		Salary November
28/11/2024	Proline Drainage	BACS	2,700.00		Cherrytree Balancing Pond
28/11/2024	Slinfold Village Hall	BACS	350.00		2015/2019/2027
28/11/2024	The Farm Studio	BACS	775.00		Newsletter Winter 2024
28/11/2024	Proline Drainage	BACS	6,060.00		Six Acres Pond Maintenance
28/11/2024	Nicola Lewis	BACS	203.14		Stamps and envelopes
28/11/2024	Grasstex	BACS	562.80		2552&2553
29/11/2024	Tony Burroughs	BACS	239.20		Salary November 2024
29/11/2024	John Pilkington	BACS	245.20		Salary November 2024
29/11/2024	LGPS	BACS	689.84		November 2024

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Total Payments      15,622.88

## Chief Executive's Office

Mr M Simpson  
Clerk and RFO  
Slinfold Parish Council  
Cherrytree Farm  
Hayes Lane  
RH13 0SQ

Via email: [clerk@slinfold-pc.gov.uk](mailto:clerk@slinfold-pc.gov.uk)

Date: 18 November 2024

Dear Mr Simpson

Thank you for your letter of 15 October regarding Airspace Change Proposal ACP-2018-60 - Gatwick Redesign of departure and arrival routes and procedures (FASI).

We note your comments regarding the 'Fair and Equitable Distribution (FED) of Aircraft Noise report and the Development Consent Order (DCO) relating to Gatwick's northern runway project and the Parish Council's opinion that ACP-2018-60 should be paused pending review of the final FED report and a decision on the DCO.

We do understand the significance of both ACP-2018-60 and the proposed northern runway project to local communities and stakeholders. Please be assured that the Civil Aviation Authority (CAA) takes its regulatory role in airspace change, including consideration of stakeholder feedback, very seriously.

The modernisation of airspace is a key priority for the UK Government with the ambition to deliver quicker, quieter and cleaner journeys and more capacity for the benefit of those who use and are affected by UK airspace. As such, and since there is no requirement for consideration of the final FED report and the outcome of the DCO decision under the CAP1616 airspace change process, we will not be asking Gatwick Airport to pause ACP-2018-60.

I hope it will help if I explain this position in more detail, with reference to both the final FED report and Gatwick's northern runway DCO. I will also address your comments on available resource and provide guidance for the most effective way to register any concerns with the airspace change sponsor.

UK airspace is a vital component of our national infrastructure. Many air routes and air traffic management practices are not fully utilising the modern technologies available (which our largest airports are legally required to do) and aircraft continue to use flightpaths that are outdated. Along with other states around the world, the UK wants to address these issues through airspace modernisation.

The CAA's Airspace Modernisation Strategy (AMS) sets out the 'ends, ways and means' of modernising airspace through a series of 'delivery elements' that will address the design, technology and operations of airspace. The AMS seeks to deliver a range of improvements to

### Civil Aviation Authority

Head Office, Aviation House, Beehive Ring Road, Crawley, West Sussex, RH6 0YR

London Office: CAA, 5<sup>th</sup> Floor, Westferry House, 11 Westferry Circus, Canary Wharf, London, E14 4HD

the UK airspace system, including an important contribution to improving the sustainability performance of the sector and achieving net zero greenhouse-gas emissions by 2050. ACP-2018-60 is one of a number of current ACPs which support the delivery of one or more objectives of the AMS. The CAA is satisfied with its current level of resource in the airspace regulation team and we work hard to prioritise our work balancing the review of ACP applications with the delivery of the AMS and essential policy and rulemaking activities.

The FED initiative, sponsored by Manchester Metropolitan University, Anderson Acoustics, ARUP and Gatwick Airport Ltd was supported by the CAA's Airspace Modernisation Support Fund. The Support Fund, as well as the initiatives it financially supports, are distinct from the CAA's CAP1616 airspace change process, and while initiatives funded under it might ultimately be used to inform a change sponsor's airspace change proposal, they are not a requirement of the decision-making process.

You may be aware that Gatwick Airport has now published the final FED report and you can access a copy of the final report [here](#). It is a matter for Gatwick, as the commissioner of the study, to decide whether it wishes to take the outcome of the final FED report into account in preparing its airspace change. The report is now in the public domain and available to support future airspace change proposals by all stakeholders. The Department for Transport (DfT) and CAA will also evaluate the final report and consider any conclusions it draws.

The outcome of ACP-2018-60 is not dependent on the final decision regarding the DCO for Gatwick's northern runway project. The DCO was first submitted to the Planning Inspectorate (PINS) in July 2023. Gatwick first submitted a Statement of Need for ACP-2018-60 back in 2018, highlighting an identified need to modernise its departure and arrival routes regardless of whether the northern runway is brought into operation in the future.

The DfT has responsibility for the DCO and PINS is the examining authority for the planning application. Gatwick's DCO is currently at the recommendation stage. After the examining authority has completed all its enquiries and understood everyone's views during the examination stage, it will then write its recommendation report. Following the recommendation stage, the decision will be made by the Secretary of State, after which there will be a six-week period where people can challenge the decision in the high court through a judicial review. Thank you again for engaging with us. I hope the information in this response helps your understanding of the airspace change process and the CAA's approach. If you have any concerns regarding the contents of ACP 2018-60, we would invite you to communicate these to the change sponsor during the Stage 3 consultation. We will then determine whether the change sponsor has met the requirements of the airspace change process, including evidence that it has engaged in a two-way conversation, that feedback has been conscientiously considered and that a rationale has been provided to justify the decisions the sponsor has taken.

Yours sincerely



**Rob Bishton**  
**Chief Executive**  
UK Civil Aviation Authority

**Civil Aviation Authority**

Head Office, Aviation House, Beehive Ring Road, Crawley, West Sussex, RH6 0YR

London Office: CAA, 5<sup>th</sup> Floor, Westferry House, 11 Westferry Circus, Canary Wharf, London, E14 4HD

# Parish Council Report – November

## Christmas Calendar

With everything from a fantastic array of local food and drink, artisan gifts to festive entertainment and events, the magic of the season is right here in our District.



### **Make the most of our free festive events**

There will be a festive Friday Late on 20 December with the return of Beato Burrito.

[Christmas events in Horsham District](#)

### **Experience local festive markets**

Join in some festive cheer at a local market event this Christmas, a fantastic opportunity to delight in a magical atmosphere, enjoy delicious local food

and drink, and discover unique gifts.

With markets in Billingshurst, Henfield, Horsham, Pulborough, Steyning and Storrington there is always something new to discover.

[Christmas markets and events](#)

## Cost of Living Support



### **Did you know? Cost of living support is available**

Find out to access free school meals, social tariffs, pension credit and the Priority Services Register.

There are a large number of people eligible for support who are not claiming it and we are encouraging others to get the word out.

## Community Link

**Community Link is a vital support service from the Council. The service enables residents to live independently by providing affordable access to a range of assistive technology.**



One of our most popular products is the SEVEN Digital Lifeline (pictured). The unit sits unobtrusively in the home and is paired with a discrete pendant or wrist worn trigger. Users can summon emergency assistance at the touch of a button, 24 hours a day, 365 days a year.

### **How it works**

The pendant or watch acts as your personal alarm. Simply push the button on either your pendant, wrist worn trigger, or the unit itself, to be connected to our 24 hour alarm receiving centre which is staffed by professionally trained operators.

It can also be paired with other devices in the Community Link suite to suit user needs, such as a fall detector, a property exit sensor or a wearable GPS device offering emergency assistance when you are out and about.

### **Contact Community Link**

For more information on our full range of assistive technology, please visit our website. You can also call the team on 01403 215230 or email [community.link@horsham.gov.uk](mailto:community.link@horsham.gov.uk)

[Visit our website](#)

## **Online Magazine**

For more information about events and initiatives see:

<https://magazine.horsham.gov.uk>

# Slinfold Neighbourhood Plan II Working Group

## Meeting Minutes

Date: 5th November 2024 Meeting no.4

Present: Ed Skeates (Chair), Emma Grundy, Liz Cox, Keith Feltham, Nigel Smith, Vince Pyle, Martyn Haines

Apologies: Paula Smith (retired), Adrian Roberts, Tony Hall David Lewis, Stuart Webb, Angela Scott

### 1. Previous minutes and Actions from 2<sup>nd</sup> October 2024 reviewed. Following the Agenda items discussed:

#### 2. Demographics

The group discussed the anomalies of both numbers of households and population dropping between the 2011 and 2021 Census. The 2021 Census was undertaken in the height of Covid and this may be a national trend in certain locations. A note to HDC seeking an explanation is to be sent **Action ES**

#### 3. Evidence

EG took the group through her discussions with HDC, namely that at a Neighbourhood Planning level, it should be sufficient for us to refer to the current evidence base documents (as amended throughout the Local Plan process) which are being submitted and relied upon as background policies to the new Local Plan. Consequently, we do not need to dive into all the former documents which have been updated as part of the Local Plan review process. This is extremely helpful and will significantly reduce the amount of documents to be reviewed.

#### 4. Housing Numbers

ES produced a draft paper and calculations on methodologies for calculating housing numbers, which the group discussed. ES to revise and reissue for discussion at next meeting. **Action ES**

#### 5. Design Statement – carried forward to next meeting

#### 6. Policy 7 Update and new Policy for Lower Broadbridge Heath Farm

Paula Smith has retired from the SNPWG so her drafting of Policy 7 is to be retrieved. **Action ES**

Wording for Lower Broadbridge Heath Farm required to reinforce Aim 1 preventing coalescence between Slinfold and BBH through design approach to make future extension more difficult. KF volunteered to attempt draft policy for next meeting **Action KF**

7. **Funding** – Action to seek funding from Locate website carried forward **NS**
  
8. **HDC meeting** – No response from Norman Kwan at HDC to have a discussion about the emerging NP thoughts. EG to try and encourage a response. **Action EG**
  
9. **WSCC** – KF has issued a list of subjects to be discussed with WSCC. **Action VP and KF** to bring to next meeting as part of wider Infrastructure discussion.

#### 10. Infrastructure

The group discussed critical infrastructure for the Parish needs to be reviewed and subject to public consultation eg Scout Hut, Broad band, church(?). SPC has a list of key infrastructure for CIL. ES to ask parish clerk for update to bring back to meeting. **Action ES**

#### 11. Actions carried forward

Scout Hut – NS to consider arranging a meeting with the scout group to establish their readiness to engage and implement anything that may come out of the SNPWG. Preparing a briefing note scoping the workstreams on this was discussed as being helpful. **Action NS**

Project Plan - A timeline for items to be brought forward for discussion/deep dive at subsequent meetings and consultations and communications to be set out. **Action ES.**

TH to bring approach to review of Design Statement to next meeting for detailed discussion. **Action TH**

ES circulated NP Administrator Job Description. Funding to be requested from Parish Council Finance Committee. **Action NS**

Website – the SPC website section on NP is out of date and needs reviewing. **Action ES**

**Next meeting: 7.00pm 3<sup>rd</sup> December 2024 Parish Room**