



To All Councillors on the Finance & General Purposes Committee,

You are summoned to a meeting of the **Finance & General Purposes Committee** on **Wednesday 23 June 2021 at 7.30pm.**

All COVID guidelines must be adhered to:

Masks must be worn on entry and at all times unless seated or speaking; masks must be worn if not seated.

Please use the hand sanitiser on arrival.

Scan or sign in for Track and Trace.

Room to be used: **Council Chambers**

Maximum number of people (Cllrs + Officers + public) permitted in room: **16**

Please read the Council's Covid Risk Assessment which can be found here.

www.billingshurst.gov.uk under Council Documents.

Although the meeting is open to the public, we are limited on capacity, so residents are able to view the meeting livestreamed on the Council's Facebook page and YouTube, technology permitting.

If any member of the public plans to attend, it would be helpful (for the purpose of attendee management) to let the parish office know in advance. council@billingshurst.gov.uk / 01403 782555.


G.C. Burt
Clerk to the Council

16 June 2021

AGENDA

1. Chairman's Announcements
2. Apologies for absence.
3. To Receive Declarations of Interest and notification of Changes to Members' Interests.
4. Public Session.
5. Minutes of the meeting held on 26 May 2021, previously circulated; to confirm and sign as a correct record.
6. Matters Arising – not separate agenda items.
7. To approve payments and note any receipts for May 2021, Appendix A.

8. To note Current and Reserve bank reconciliations to 31 May 2021, Appendix B.
9. To note Bonus Saver Reserve bank reconciliations to 31 May 2021, Appendix C.
10. To consider any expenditure recommendations from other Committees over and above current budgetary provision:
 - a. Request from Property Committee of 16 June 2021 to meet additional £1,075 works as part of Trim Trail drainage works at Jubilee Fields.
 - b. Request from Property Committee of 16 June 2021 to engage concrete specialist (as requested by insurer) to investigate issues at Natts Lane skate park, £5,000.
11. To consider request for continuation of highway tree planting scheme, Appendix D.
12. To note the latest termly report on youth sessions from SCYP – previously circulated.
13. Any other matters for information only.
14. Date of Next Meeting – **Wednesday 28 July 2021**

Committee Members: BB, GA, PB, RM, **KP**, EB, DH, CG

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.

Date: 14/06/2021

Billingshurst Parish Council Current Year

APPENDIX A

Time: 13:49

Current Bank A/c

List of Payments made between 01/05/2021 and 31/05/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/05/2021	Gary Steer Builders Ltd	012883	370.00		T/T removal + loo lock change
04/05/2021	Netcom IT Solutions	DD	876.00	IT support etc	it SUPPORT ETC
05/05/2021	Saxon Wield Homes Ltd	DD	70.29		Garage rental
05/05/2021	NALC	CARD	77.86		Training x 2
06/05/2021	Netcom IT Solutions	DD	563.20		IT support etc
11/05/2021	R G Prior	012864	4,618.63		Prof fees: LSRRG/SRG/Jub sewer
11/05/2021	Victim Support	012865	75.00		Grant
11/05/2021	Air Amb. Kent Surrey Sussex	012866	300.00		Grant
11/05/2021	Mulberry & Co	012867	762.00		Training various
11/05/2021	Billingshurst CCC	012869	796.48		Utilities + room hire
11/05/2021	Newshield	012870	270.00		Long grass signs
11/05/2021	Loo of the Year Awards Ltd	012871	171.60		Entry fee
11/05/2021	Horsham DC	012873	469.90		Bin emptying various
11/05/2021	Signquick	012874	54.00		NP banner stickers
11/05/2021	Sussex Clubs for Young People	012875	3,595.68		Youth pvn 21-22 Q1
11/05/2021	Roland Clark	012876	15.48		Litter warden mileage
11/05/2021	WSCC	012877	16,010.03		April salaries
11/05/2021	CNG Energy Ltd	012878	10.28		Gas s/c 83a High St
11/05/2021	Farsight Consulting Ltd	012879	553.92		20-21 Final Int audit
11/05/2021	The Helping Hand Company Ltd	012881	79.98		x5 Litter pickers
11/05/2021	Billingshurst CCC	012880	1,996.29		Furlough reimb. March
11/05/2021	R G Prior	012864	-4,681.63		Cancel cheque / wrong analysis
11/05/2021	R G Prior	012864	4,681.63		Prof fees LSRRG/Jub Sewer/SRG
11/05/2021	A272 Design	012868B	490.20		TWEET - June
11/05/2021	JPIMedia Publishing Ltd	CARD	411.60		LSRRG disposal advert
11/05/2021	R G Prior	012864	-4,618.63		Cancel entry
11/05/2021	R G Prior	012864	4,681.63		Prof fee LSRRG/SRG/Jub. sewer
14/05/2021	Restream Inc.	CARD	13.94		Restream service
17/05/2021	Network One	DD	254.39		Phone charges
17/05/2021	Automated Systems Ltd	DD	170.76		Copier useage
19/05/2021	ZOOM	CARD	143.88		Zoom subscription
24/05/2021	BNP Paribus Leasing	DD	508.54		Phone system rental
24/05/2021	EE & T Mobile	DD	11.53		Mobile phone
27/05/2021	SSE	DD	40.08		Public toilets electric
27/05/2021	Tennant UK Cleaning Sol.	DD	156.72		Sweeper service
27/05/2021	Tennant UK Cleaning Sol.	DD	934.37		Sweeper repair
27/05/2021	Southern Electric Power Distri	DD	40.08		Public toilets electric
28/05/2021	NatWest	BACS	26.25		Bank charges
31/05/2021	A272 Design	012868	-1,131.60		Cancel entry
Total Payments			33,870.36		

Current Bank A/c

Cash Received between 01/05/2021 and 31/05/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
18/05/2021	Billingshurst CCC	102539	Salary reimb April	4,335.90
06/05/2021	Billingshurst Family Church		Planter sponsorship	78.00
28/05/2021	NatWest	BACS	Bank interest	2.93
17/05/2021	WSCC	BACS	Traffic study High+East Sts	12,325.00
			Total Receipts	16,741.83

Date: 14/06/2021

Billingshurst Parish Council Current Year

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Time: 13:48

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 1 - Current Bank A/c**

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/05/2021	411	100.00
Business Reserve Account	31/05/2021	319	371,710.84
			<u>371,810.84</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
23/03/2021 012836	Aurac Sound & Vision Ltd		20.00
23/03/2021 012837	Parkfield Retail Ltd		20.00
11/05/2021 012865	Victim Support		75.00
11/05/2021 012866	Air Amb. Kent Surrey Sussex		300.00
11/05/2021 012869	Billingshurst CCC		796.48
11/05/2021 012871	Loo of the Year Awards Ltd		171.60
11/05/2021 012874	Signquick		54.00
11/05/2021 012876	Roland Clark		15.48
11/05/2021 012877	WSCC		16,010.03
11/05/2021 012880	Billingshurst CCC		1,996.29
			<u>19,458.88</u>
			352,351.96
<u>Receipts not Banked/Cleared (Plus)</u>			
18/05/2021 102539			4,335.90
			<u>4,335.90</u>
			356,687.86
		Balance per Cash Book is :-	356,687.86
		Difference is :-	0.00

Bank Reconciliation Statement as at 31/05/2021
for Cashbook 3 - Bonus Saver Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Bonus Saver Account	31/05/2021	94	186,353.96
			<u>186,353.96</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			186,353.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			186,353.96
		Balance per Cash Book is :-	186,353.96
		Difference is :-	0.00

BILLINGSHURST PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 23 JUNE 2021

CONTINUATION OF HIGHWAY TREE PLANTING SCHEME.

REPORT BY CLERK

FOR DECISION

At the last meeting, Members considered a request from a resident for a repeat of the tree planting scheme undertaken last autumn.

This consisted of the Council paying WSCC to plant 27 trees on highway land across the parish, met from CIL held by the Council. Costing £4,040 in total, these trees are maintained and are the responsibility of WSCC. Locations were suggested by residents.

Councillors deferred a decision, pending further information on likely costs, so they could consider *et al* launching a public appeal and possibly tying it in with commemorations of HM Platinum Jubilee in 2022.

WSCC have confirmed that the cost to supply a tree on the highway is £200.

The Queen's Green Canopy (QGC) is a tree planting initiative created to mark Her Majesty's Platinum Jubilee in 2022. Everyone across the UK is being invited to plant trees from October 2021, when the tree planting season begins, through to the end of the Jubilee year in 2022.

The Queen's Green Canopy will create a network of individual trees, avenues, copses and whole woodlands in honour of The Queen's service and the legacy she has built.

This will create a green legacy of its own, with every tree planted bringing benefits for people, wildlife and climate, now and for the future.

The Committee is reminded that how the parish should celebrate the Platinum Jubilee is on the agenda for Council on 7 July.

The Committee is invited to consider the suggestion.