



To All Councillors on the Finance & General Purposes Committee,

You are hereby summoned to attend a Meeting of the Finance and General Purposes Committee to be held in the Billingshurst Centre, Roman Way, Billingshurst, on Wednesday 27 July 2022, at 7.30pm.

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.

G.C. Burt  
Clerk to the Council

20 July 2022

## 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 29 June 2022, 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 June 2022 - Appendix A.
8. To note Current and Reserve bank reconciliation to 30 June 2022 - Appendix B.
9. To note Bonus Saver Reserve bank reconciliation to 30 June 2022 - Appendix C.
10. To receive I&E and Budget reports for Quarter 1 - Appendix D.
11. To review and ratify current Direct Debits and Standing Orders - Appendix E.
12. To consider any expenditure recommendations from other Committees over and above current budgetary provision.

13. Any other matters for information only.

14. Date of Next Meeting – **Wednesday 28 September 2022**

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

**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.**

List of Payments made between 01/06/2022 and 30/06/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2022	Netcom IT Solutions	DD	210.38		Phone calls etc
06/06/2022	Parkfield Retail Ltd	CARD	7.19		Ironmongery
07/06/2022	Horsham District Council	013113	452.80		Bin emptying
07/06/2022	Keen Consultants	013114	300.00		Tree surveys
07/06/2022	Surrey Hills Solicitors LLP	013115	135.00		Legal advice
07/06/2022	Rural Services Partnership Ltd	013116	135.60		Membership 22-23
07/06/2022	West Sussex County Council	013117	24,318.01		May salaries
07/06/2022	Billingshurst Osteopaths Ltd	013118	20.00		Xmas lights - elec cont.
07/06/2022	Billingshurst Comm. & Conf. Ce	013119	35,284.23		Final CIL for new garage
07/06/2022	A272 Design	013120	138.60		Xtra Jubilee spread in TWEET
07/06/2022	Doug Waller	013121	54.48		Printer cartridge reimb.
07/06/2022	Ellis Whittam	013122	909.00		HR support
07/06/2022	West Sussex Mediation Service	013123	200.00		Grant
07/06/2022	Billingshurst W.I.	013124	350.00		Grant
07/06/2022	Greg Burt	013125	86.30		Sweeper diesel
08/06/2022	Christian Faversham	CARD	42.98		Fuel 4 generator/Jubilee fete
13/06/2022	Colin Ellis	013126	10.02		Petrol for strimmer
13/06/2022	Farsight Consulting Ltd	013127	298.92		Final Int Audit 21-22
13/06/2022	Blaker (Specialist Welding Rep	013128	3,562.80		Adversane Beacon
13/06/2022	Mulberry & Co	013129	42.00		Cllr training x1
13/06/2022	Sussex Land Services Ltd	013130	910.08		Install bollards Adv Gn Phase1
13/06/2022	Billingshurst Comm. & Conf. Ce	013131	593.02		Room hire
13/06/2022	Farsight Consulting Ltd	013127	-298.92		Cancel cheque / to be replaced
13/06/2022	Netcom IT Solutions	DD	337.18		IT support
14/06/2022	Restream Inc.	CARD	15.85		Resteaming sub
15/06/2022	A272 Design	SO	490.20		TWEET advert
21/06/2022	The Woodhorn Group	CARD	359.18		Green waste removal
23/06/2022	EE & T Mobile	DD	27.34		Mobile phone etc
24/06/2022	Everflow Ltd	DD	41.52		Water etc 83a High St
28/06/2022	SSE	DD	112.00		Electricity 83a High St
30/06/2022	BSRA	n/a	3,600.00		CIL grant new clubhouse floor
30/06/2022	Wightman & Parrish Ltd	013133	130.97		Litter sacks etc
30/06/2022	ICA Electrical Contractors Ltd	013134	64.80		Various electrical works
30/06/2022	Baskets in Bloom Ltd	013135	1,110.00		Summer High St bedding
30/06/2022	Farsight Consulting Ltd	013136	298.92		Fin Int Audit 21-22 new cheque
30/06/2022	Mulberry & Co	013137	18.00		Training
30/06/2022	Colin Ellis	013138	34.11		Litter Warden mileage
30/06/2022	Vision ICT Ltd	013139	309.60		Website hosting / support
30/06/2022	K.T. Fabrications Ltd	013140	384.00		New tops for SRCG benches
30/06/2022	Greg Burt	013141	20.00		Supply shelving unit
30/06/2022	West Sussex County Council	013142	21,038.83		Salaries - June
30/06/2022	Surrey Hills Solicitors LLP	013143	861.00		Legal advice
30/06/2022	Horsham District Council	013144	485.80		Bin emptying
30/06/2022	NatWest	BACS	26.25		Bank charges
30/06/2022	Sussex Land Services	SO	2,328.11		GM Contract - June
<b>Total Payments</b>			<b>99,856.15</b>		

12:33

## Current Bank A/c

## Cash Received between 01/06/2022 and 30/06/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
24/06/2022	Billingshurst CCC	102549	March salary reimb	3,650.57
01/06/2022	Dauxwood Pre School	BACS	Qly Gd rent	96.25
09/06/2022	Fowlers Letting Ltd	BACS	83a flat rent	752.00
13/06/2022	HDC	BACS	Cleansing grant Part 1	12,250.36
24/06/2022	Nat World Publishing	BACS	Reimb. for C Times overpayment	0.20
30/06/2022	NatWest	BACS	Bank interest	18.78
			<b>Total Receipts</b>	<b>16,768.16</b>

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	30/06/2022	465	100.00
Business Reserve Account	30/06/2022	332	171,192.99
			<u>171,292.99</u>

<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>
07/06/2022 013118 Billingshurst Osteopaths Ltd	20.00
07/06/2022 013122 Ellis Whittam	909.00
07/06/2022 013124 Billingshurst W.I.	350.00
07/06/2022 013125 Greg Burt	86.30
30/06/2022 n/a BSRA	3,600.00
30/06/2022 013133 Wightman & Parrish Ltd	130.97
30/06/2022 013134 ICA Electrical Contractors Ltd	64.80
30/06/2022 013135 Baskets in Bloom Ltd	1,110.00
30/06/2022 013136 Farsight Consulting Ltd	298.92
30/06/2022 013137 Mulberry & Co	18.00
30/06/2022 013138 Colin Ellis	34.11
30/06/2022 013139 Vision ICT Ltd	309.60
30/06/2022 013140 K.T. Fabrications Ltd	384.00
30/06/2022 013141 Greg Burt	20.00
30/06/2022 013142 West Sussex County Council	21,038.83
30/06/2022 013143 Surrey Hills Solicitors LLP	861.00
30/06/2022 013144 Horsham District Council	485.80
	<u>29,721.33</u>
	141,571.66

Receipts not Banked/Cleared (Plus)

11/05/2022 102550	4,110.84
	<u>4,110.84</u>
	145,682.50

Balance per Cash Book is :- 145,682.50

Difference is :- 0.00

Bank Reconciliation Statement as at 14/07/2022  
for Cashbook 3 - Bonus Saver Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	30/06/2022	107	186,414.25
			<u>186,414.25</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			186,414.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			186,414.25
		Balance per Cash Book is :-	186,414.25
		Difference is :-	0.00

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>								
1076 Precept	0	222,368	444,735	222,368			50.0%	
1078 CIL Receipts	0	17,572	0	(17,572)			0.0%	17,572
1080 Bank Interest Received	0	94	200	106			46.8%	
1250 BCCC Management Fee Rcvd	0	0	2,000	2,000			0.0%	
1399 Miscellaneous Income	0	140	0	(140)			0.0%	
<b>Income :- Income</b>	<b>0</b>	<b>240,173</b>	<b>446,935</b>	<b>206,762</b>			<b>53.7%</b>	<b>17,572</b>
<b>Net Income</b>	<b>0</b>	<b>240,173</b>	<b>446,935</b>	<b>206,762</b>				
6001 less Transfer to EMR	0	17,572						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>222,601</b>						
<b>210 Parks and Open Spaces</b>								
1100 Sponsorships	0	1,217	1,935	718			62.9%	
1225 Parks income	0	3,096	2,000	(1,096)			154.8%	
<b>Parks and Open Spaces :- Income</b>	<b>0</b>	<b>4,314</b>	<b>3,935</b>	<b>(379)</b>			<b>109.6%</b>	<b>0</b>
4110 Grass Cutting & Floral Display	0	7,460	27,500	20,040	20,040	20,040	27.1%	
4115 Kingslea Farm Gds Maint.	0	0	6,150	6,150	6,150	6,150	0.0%	
4120 Trees	0	1,510	7,000	5,490	5,490	5,490	21.6%	
4130 Miscellaneous Repairs	0	11,140	5,000	(6,140)	(6,140)	(6,140)	222.8%	42,677
4140 Churchyard Maintenance	0	0	500	500	500	500	0.0%	
4150 Skateboard Park/Ball Court	0	0	552	552	552	552	0.0%	
4160 Toilets	0	598	5,000	4,402	4,402	4,402	12.0%	
4170 Dog & Litter Bin Emptying	0	1,528	6,500	4,972	4,972	4,972	23.5%	
4180 Jubilee Fields-Grounds Maint.	0	0	2,142	2,142	2,142	2,142	0.0%	
4190 Jubilee Fields Pavilion	0	0	1,000	1,000	1,000	1,000	0.0%	
4210 Play Equip-Inspect/Repl/Repair	0	0	8,000	8,000	8,000	8,000	0.0%	
4220 SRG Ongoing Maintenance	0	299	2,000	1,701	1,701	1,701	15.0%	
<b>Parks and Open Spaces :- Indirect Expenditure</b>	<b>0</b>	<b>22,535</b>	<b>71,344</b>	<b>48,809</b>	<b>0</b>	<b>48,809</b>	<b>31.6%</b>	<b>42,677</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(18,221)</b>	<b>(67,409)</b>	<b>(49,188)</b>				
6000 plus Transfer from EMR	0	42,677						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>24,456</b>						
<b>220 General Admin</b>								
1077 Grants	0	200	0	(200)			0.0%	40,000
1200 General Admin Income	0	(119)	8,677	8,796			(1.4%)	
<b>General Admin :- Income</b>	<b>0</b>	<b>81</b>	<b>8,677</b>	<b>8,596</b>			<b>0.9%</b>	<b>40,000</b>

## Detailed Income &amp; Expenditure by Budget Heading 20/07/2022

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4310 Chairman's Allowance	0	0	200	200		200	0.0%	
4320 Solicitors	0	830	3,786	2,956		2,956	21.9%	
4330 Audit Fees	0	(351)	2,142	2,493		2,493	(16.4%)	
4340 Accountants Fees	0	0	510	510		510	0.0%	
4350 Bank Charges	0	69	277	208		208	25.0%	
4360 Insurance	0	0	17,000	17,000		17,000	0.0%	
4370 Subscriptions	0	1,764	2,500	736		736	70.6%	
4380 Office Expenses	0	4,928	4,200	(728)		(728)	117.3%	
4381 Postage	0	0	400	400		400	0.0%	
4390 Telecomms	0	3,381	5,050	1,669		1,669	67.0%	
4400 Photocopying	0	162	1,575	1,413		1,413	10.3%	
4410 Youth Service-Staffing	0	0	14,668	14,668		14,668	0.0%	
4430 Training	0	50	1,300	1,250		1,250	3.8%	
4440 Council Comms	0	1,341	5,250	3,909		3,909	25.5%	
4450 Christmas Lights	0	0	15,334	15,334		15,334	0.0%	
4460 IT	0	2,160	6,500	4,340		4,340	33.2%	
4470 Room Hire	0	533	2,000	1,467		1,467	26.6%	
4500 BVH Utility Bills	0	0	3,213	3,213		3,213	0.0%	
4510 H&S and HR Support	0	758	4,027	3,270		3,270	18.8%	
General Admin :- Indirect Expenditure	0	15,625	89,932	74,307	0	74,307	17.4%	0
Net Income over Expenditure	0	(15,545)	(81,255)	(65,710)				
6001 less Transfer to EMR	0	40,000						
Movement to/(from) Gen Reserve	0	(55,545)						
<u>230 Salaries</u>								
1251 BCC Salary recharge	9,165	13,419	54,885	41,466			24.4%	
Salaries :- Income	9,165	13,419	54,885	41,466			24.4%	0
4000 Salaries	0	63,890	238,777	174,887		174,887	26.8%	
Salaries :- Indirect Expenditure	0	63,890	238,777	174,887	0	174,887	26.8%	0
Net Income over Expenditure	9,165	(50,471)	(183,892)	(133,421)				
<u>240 Village Hall</u>								
4550 PWLB BCCC Improvement Loan	0	10,129	20,311	10,182		10,182	49.9%	
Village Hall :- Indirect Expenditure	0	10,129	20,311	10,182	0	10,182	49.9%	0
Net Expenditure	0	(10,129)	(20,311)	(10,182)				



## Detailed Income &amp; Expenditure by Budget Heading 20/07/2022

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>250 Highways</b>								
1300 Highways Income	0	10,920	29,669	18,749			36.8%	
Highways :- Income	<u>0</u>	<u>10,920</u>	<u>29,669</u>	<u>18,749</u>			<u>36.8%</u>	<u>0</u>
4610 Suction Sweeper Maintenance	0	513	3,150	2,637		2,637	16.3%	
4620 Other Highway Costs	0	1,334	4,700	3,366		3,366	28.4%	
Highways :- Indirect Expenditure	<u>0</u>	<u>1,847</u>	<u>7,850</u>	<u>6,003</u>	<u>0</u>	<u>6,003</u>	<u>23.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>9,072</u>	<u>21,819</u>	<u>12,747</u>				
<b>260 Lighting</b>								
4650 Electricity	0	0	500	500		500	0.0%	
4660 Maintenance	0	1,128	1,155	27		27	97.7%	
Lighting :- Indirect Expenditure	<u>0</u>	<u>1,128</u>	<u>1,655</u>	<u>527</u>	<u>0</u>	<u>527</u>	<u>68.2%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(1,128)</u>	<u>(1,655)</u>	<u>(527)</u>				
<b>270 Neighbourhood Wardens Support</b>								
4700 Neighbourhood Wardens Support	0	0	72,471	72,471		72,471	0.0%	
4701 N/Wardens' accommodation	0	1,040	1,071	31		31	97.1%	
Neighbourhood Wardens Support :- Indirect Expenditure	<u>0</u>	<u>1,040</u>	<u>73,542</u>	<u>72,502</u>	<u>0</u>	<u>72,502</u>	<u>1.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(1,040)</u>	<u>(73,542)</u>	<u>(72,502)</u>				
<b>280 Section 137</b>								
4750 Section 137 Donations	(3,600)	9,225	4,500	(4,725)		(4,725)	205.0%	8,600
4760 Community Transport	0	0	2,000	2,000		2,000	0.0%	
4790 Billingshurst Centre	0	0	22,000	22,000		22,000	0.0%	
Section 137 :- Indirect Expenditure	<u>(3,600)</u>	<u>9,225</u>	<u>28,500</u>	<u>19,275</u>	<u>0</u>	<u>19,275</u>	<u>32.4%</u>	<u>8,600</u>
<b>Net Expenditure</b>	<u>3,600</u>	<u>(9,225)</u>	<u>(28,500)</u>	<u>(19,275)</u>				
6000 plus Transfer from EMR	(3,600)	8,600						
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>(625)</u>						
<b>300 83a High Street</b>								
1255 83a High St flat net income	0	1,768	10,014	8,246			17.7%	
83a High Street :- Income	<u>0</u>	<u>1,768</u>	<u>10,014</u>	<u>8,246</u>			<u>17.7%</u>	<u>0</u>
4560 83a utilities	0	955	0	(955)		(955)	0.0%	
83a High Street :- Direct Expenditure	<u>0</u>	<u>955</u>	<u>0</u>	<u>(955)</u>	<u>0</u>	<u>(955)</u>		<u>0</u>

## Detailed Income &amp; Expenditure by Budget Heading 20/07/2022

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4660 Maintenance	0	0	541	541		541	0.0%	
5000 PWLB 83a High Street	0	10,831	21,663	10,832		10,832	50.0%	
83a High Street :- Indirect Expenditure	<u>0</u>	<u>10,831</u>	<u>22,204</u>	<u>11,373</u>	<u>0</u>	<u>11,373</u>	<u>48.8%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(10,019)</u>	<u>(12,190)</u>	<u>(2,171)</u>				
Grand Totals:- Income	9,165	270,674	554,115	283,441			48.8%	
Expenditure	(3,600)	137,206	554,115	416,909	0	416,909	24.8%	
Net Income over Expenditure	<u>12,765</u>	<u>133,468</u>	<u>0</u>	<u>(133,468)</u>				
plus Transfer from EMR	(3,600)	51,277						
less Transfer to EMR	0	57,572						
Movement to/(from) Gen Reserve	<u>9,165</u>	<u>127,173</u>						

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>100</b>									
<b><u>Income</u></b>									
1076 Precept	408,779	408,779	444,735	222,368	0	0	0	0	0
1078 CIL Receipts	0	66,817	0	17,572	0	0	0	0	0
1080 Bank Interest Received	450	120	200	94	0	0	0	0	0
1250 BCCC Management Fee Rcvd	2,000	2,000	2,000	0	0	0	0	0	0
1399 Miscellaneous Income	0	167	0	140	0	0	0	0	0
<b>Total Income</b>	<b>411,229</b>	<b>477,883</b>	<b>446,935</b>	<b>240,173</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6001 less Transfer to EMR	0	66,817	0	17,572	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>411,229</b>	<b>411,066</b>	<b>446,935</b>	<b>222,601</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>210</b>									
<b><u>Parks and Open Spaces</u></b>									
1100 Sponsorships	1,843	515	1,935	1,217	0	0	0	0	0
1225 Parks income	685	4,200	2,000	3,096	0	0	0	0	0
<b>Total Income</b>	<b>2,528</b>	<b>4,715</b>	<b>3,935</b>	<b>4,314</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4110 Grass Cutting & Floral Display	30,000	27,081	27,500	7,460	0	0	0	0	0
4115 Kingslea Farm Gds Maint.	0	0	6,150	0	0	0	0	0	0
4120 Trees	4,212	11,922	7,000	1,510	0	0	0	0	0
4130 Miscellaneous Repairs	4,212	181,155	5,000	11,140	0	0	0	0	0
4140 Churchyard Maintenance	800	0	500	0	0	0	0	0	0
4150 Skateboard Park/Ball Court	526	3,049	552	0	0	0	0	0	0
4160 Toilets	3,480	5,712	5,000	598	0	0	0	0	0
4170 Dog & Litter Bin Emptying	6,500	5,971	6,500	1,528	0	0	0	0	0
4180 Jubilee Fields-Grounds Maint.	2,040	405	2,142	0	0	0	0	0	0
4190 Jubilee Fields Pavilion	1,020	0	1,000	0	0	0	0	0	0

**Billingshurst Parish Council Current Year  
Annual Budget - By Centre (Actual YTD Month 4)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4200 Jubilee Fields Skate Park	2,040	4,600	0	0	0	0	0	0	0
4210 Play Equip-Inspect/Repl/Repair	1,579	17,535	8,000	0	0	0	0	0	0
4220 SRG Ongoing Maintenance	2,000	892	2,000	299	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>58,409</b>	<b>258,322</b>	<b>71,344</b>	<b>22,535</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>210 Net income over Expenditure</b>	<b>-55,881</b>	<b>-253,606</b>	<b>-67,409</b>	<b>-18,221</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
plus Transfer from EMR	0	138,213	0	42,677	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(55,881)</b>	<b>(115,394)</b>	<b>(67,409)</b>	<b>24,456</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>220 General Admin</b>									
1077 Grants	0	54,989	0	200	0	0	0	0	0
1200 General Admin Income	8,264	6,003	8,677	-119	0	0	0	0	0
1205 Xmas lights income	0	1,630	0	0	0	0	0	0	0
1210 Telecoms income	0	1,997	0	0	0	0	0	0	0
1215 IT income	0	404	0	0	0	0	0	0	0
<b>Total Income</b>	<b>8,264</b>	<b>65,023</b>	<b>8,677</b>	<b>81</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
456 83a Utilities	0	100	0	0	0	0	0	0	0
4781 Postage	0	577	0	0	0	0	0	0	0
<b>Direct Expenditure</b>	<b>0</b>	<b>677</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4310 Chairman's Allowance	200	52	200	0	0	0	0	0	0
4320 Solicitors	3,606	3,318	3,786	830	0	0	0	0	0
4330 Audit Fees	2,040	2,051	2,142	-351	0	0	0	0	0
4340 Accountants Fees	510	0	510	0	0	0	0	0	0
4350 Bank Charges	264	261	277	69	0	0	0	0	0

Continued on next page

**Billingshurst Parish Council Current Year  
Annual Budget - By Centre (Actual YTD Month 4)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4360 Insurance	5,700	16,754	17,000	0	0	0	0	0	0
4370 Subscriptions	3,000	2,393	2,500	1,764	0	0	0	0	0
4380 Office Expenses	4,000	11,304	4,200	4,928	0	0	0	0	0
4381 Postage	700	430	400	0	0	0	0	0	0
4390 Telecomms	5,000	4,438	5,050	3,381	0	0	0	0	0
4400 Photocopying	1,500	1,421	1,575	162	0	0	0	0	0
4410 Youth Service-Staffing	14,525	14,383	14,668	0	0	0	0	0	0
4430 Training	1,000	1,257	1,300	50	0	0	0	0	0
4440 Council Comms	5,000	5,672	5,250	1,341	0	0	0	0	0
4450 Christmas Lights	12,000	13,978	15,334	0	0	0	0	0	0
4460 IT	6,500	9,942	6,500	2,160	0	0	0	0	0
4470 Room Hire	2,040	3,159	2,000	533	0	0	0	0	0
4500 BVH Utility Bills	3,060	0	3,213	0	0	0	0	0	0
4510 H&S and HR Support	3,900	10,009	4,027	758	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>74,545</b>	<b>100,821</b>	<b>89,932</b>	<b>15,625</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>220 Net Income over Expenditure</b>	<b>-66,281</b>	<b>-36,475</b>	<b>-81,255</b>	<b>-15,545</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
plus Transfer from EMR	0	45	0	0	0	0	0	0	0
less Transfer to EMR	0	17,117	0	40,000	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(66,281)</b>	<b>(53,547)</b>	<b>(81,255)</b>	<b>(55,545)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>230 Salaries</b>									
1251 BCC Salary recharge	52,271	52,033	54,885	13,419	0	0	0	0	0
<b>Total Income</b>	<b>52,271</b>	<b>52,033</b>	<b>54,885</b>	<b>13,419</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4000 Salaries	227,407	228,891	238,777	63,890	0	0	0	0	0

Continued on next page

**Billingshurst Parish Council Current Year  
Annual Budget - By Centre (Actual YTD Month 4)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>240</b>									
<b>Overhead Expenditure</b>	227,407	228,891	238,777	63,890	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(175,136)	(176,857)	(183,892)	(50,471)	0	0	0	0	0
<b>Village Hall</b>									
4550	20,257	20,257	20,311	10,129	0	0	0	0	0
<b>Overhead Expenditure</b>	20,257	20,257	20,311	10,129	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(20,257)	(20,257)	(20,311)	(10,129)	0	0	0	0	0
<b>250</b>									
<b>Highways</b>									
1300	28,256	29,183	29,669	10,920	0	0	0	0	0
Highways Income	28,256	29,183	29,669	10,920	0	0	0	0	0
<b>Total Income</b>									
4610	3,000	3,229	3,150	513	0	0	0	0	0
Suction Sweeper Maintenance	3,000	3,229	3,150	513	0	0	0	0	0
4620	5,151	2,339	4,700	1,334	0	0	0	0	0
Other Highway Costs	5,151	2,339	4,700	1,334	0	0	0	0	0
4630	0	12,414	0	0	0	0	0	0	0
Traffic Calming	0	12,414	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	8,151	17,981	7,850	1,847	0	0	0	0	0
<b>250 Net Income over Expenditure</b>	20,105	11,202	21,819	9,072	0	0	0	0	0
plus Transfer from EMR	0	13,010	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	20,105	24,211	21,819	9,072	0	0	0	0	0
<b>260</b>									
<b>Lighting</b>									
4650	500	646	500	0	0	0	0	0	0
Electricity	500	646	500	0	0	0	0	0	0
4660	1,100	1,111	1,155	1,128	0	0	0	0	0
Maintenance	1,100	1,111	1,155	1,128	0	0	0	0	0
<b>Overhead Expenditure</b>	1,600	1,757	1,655	1,128	0	0	0	0	0

## Annual Budget - By Centre (Actual YTD Month 4)

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>270</b>									
<b>Movement to/(from) Gen Reserve</b>	<u>(1,600)</u>	<u>(1,757)</u>	<u>(1,655)</u>	<u>(1,128)</u>	<u>0</u>		<u>0</u>		
<u>Neighbourhood Wardens Support</u>									
4700 Neighbourhood Wardens Support	71,400	77,333	72,471	0	0	0	0	0	0
4701 N/Wardens' accommodation	1,020	1,010	1,071	1,040	0	0	0	0	0
Overhead Expenditure	<u>72,420</u>	<u>78,343</u>	<u>73,542</u>	<u>1,040</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>(72,420)</u>	<u>(78,343)</u>	<u>(73,542)</u>	<u>(1,040)</u>	<u>0</u>		<u>0</u>		
<b>280</b>									
<u>Section 137</u>									
4750 Section 137 Donations	3,500	52,380	4,500	9,225	0	0	0	0	0
4760 Community Transport	2,000	0	2,000	0	0	0	0	0	0
4780 Luncheon Club Room S'Ship	618	0	0	0	0	0	0	0	0
4790 Billingshurst Centre	22,000	11,966	22,000	0	0	0	0	0	0
Overhead Expenditure	<u>28,118</u>	<u>64,346</u>	<u>28,500</u>	<u>9,225</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	48,712	0	8,600	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(28,118)</u>	<u>(15,634)</u>	<u>(28,500)</u>	<u>(625)</u>	<u>0</u>		<u>0</u>		
<b>300</b>									
<u>83a High Street</u>									
1255 83a High St flat net income	9,537	2,872	10,014	1,768	0	0	0	0	0
Total Income	<u>9,537</u>	<u>2,872</u>	<u>10,014</u>	<u>1,768</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4555 Purchase of 83a High St	0	6,493	0	0	0	0	0	0	0
4560 83a utilities	0	318	0	955	0	0	0	0	0
Direct Expenditure	<u>0</u>	<u>6,811</u>	<u>0</u>	<u>955</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4660 Maintenance	515	145	541	0	0	0	0	0	0

Continued on next page

**Billingshurst Parish Council Current Year  
Annual Budget - By Centre (Actual YTD Month 4)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5000 PWLB 83a High Street	21,663	21,663	21,663	10,831	0	0	0	0	0
Overhead Expenditure	22,178	21,808	22,204	10,831	0	0	0	0	0
6000 300 Net Income over Expenditure	-12,641	-25,746	-12,190	-10,019	0	0	0	0	0
plus Transfer from EMR	0	3,730	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(12,641)	(22,017)	(12,190)	(10,019)	0	0	0	0	0
Total Budget Income	512,085	631,710	554,115	270,674	0	0	0	0	0
Expenditure	513,085	800,013	554,115	137,206	0	0	0	0	0
Net Income over Expenditure	-1,000	-168,303	0	133,468	0	0	0	0	0
plus Transfer from EMR	0	203,708	0	51,277	0	0	0	0	0
less Transfer to EMR	0	83,934	0	57,572	0	0	0	0	0
Movement to/(from) Gen Reserve	(1,000)	(48,528)	0	127,173	0	0	0	0	0



Billingshurst Parish Council					
Regular Standing Orders & Direct Debits					
	Payee	Description	Amount	Regularity	Notes
DD	NETcom	Phone Charges	210.38	Monthly	
DD	Siemens Financial Services	Photocopier Hire	194.54	1/4ly	
DD	A.L.E.	Photocopier useage	157.00	1/4ly	
DD	PWLB	BCCC Extn. loan servicing	10,128.52	Twice per year	
DD	PWLB	83a loan servicing	10,831.25	Twice per year	
DD	Info Commissioner	Annual Registration	35.00	Yearly	
DD	JPiMedia Publishing Ltd	County Times sub.	50.00	Twice per year	
DD	HDC	Green waste bins @ SRG	79.00	Yearly	
DD	EE	Mobile phones	27.34	Monthly	
DD	HMRC	To pay any VAT owing or receive any VAT owed		1/4ly	
DD	Tenant	Applied Sweeper Monthly Service	161.40	Monthly	
DD	Business Stream	Public Toilets water etc.	200.46	1/4 ly	
DD	SSE / OVO	Public Toilets electricity	134.00	1/4ly	
CARD	Restream Inc	Streaming of meetings.	15.85	Monthly	
SO	Sussex Land Services	Grounds maint.	2,328.11	Monthly	
DD	NETcom	IT support	337.18	Monthly	
DD	Parkfield Retail	Austens purchases			
CARD	ZOOM	ZOOM	143.88	Annual	
SO	A272 Design	Village TWEET advert	490.20	Monthly	

Annual Memberships		
CHEQUE	WSALC/NALC	2,127.00
CHEQUE	HALC	15.00
CHEQUE	CPRE	36.00

83a utilities - to be reimbursed				
DD	Positive	Gas	494.85	Monthly
DD	OVO	Electricity	112.00	Monthly
DD	Everflow	Water	41.52	Monthly