



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 28 September 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

22 September 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 27 July 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 July-August 2022 - Appendix A.
8. To note Current and Reserve bank reconciliation to
 - a. 31 July 2022 - Appendix B.
 - b. 31 August 2022 - Appendix C.
9. To note Bonus Saver Reserve bank reconciliation to
 - a. 31 July 2022 - Appendix D.
 - b. 31 August 2022 – Appendix E - **to follow**
10. To consider any expenditure recommendations from other Committees over and above current budgetary provision.

11. To consider Grant applications from.
 - a. Head2Head Sensory Theatre* - Appendix F.
 - b. 4Sight Vision Support* - Appendix G.
(*Accounts on BPC website with agenda.)

(Grant summary Appendix H.)
12. To confirm budgeted grant to Billingshurst Centre of £22,000.
13. To note the quarterly report from SCYP – previously circulated on 14 September 2022.
14. Any other matters for information only.
15. Date of Next Meeting – **Wednesday 26 October 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.

APPENDIX A

Date: 04/08/2022

Billingshurst Parish Council Current Year

Page 1

Time: 15:41

Current Bank A/c

List of Payments made between 01/07/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2022	Netcom IT Solutions	DD	336.60		IT support
01/07/2022	Netcom IT Solutions	DD	210.48		Phone calls etc
04/07/2022	Tennant UK Cleaning Sol.	DD	167.05		Sweeper service
06/07/2022	BSRA	013145	3,600.00		Replace cheque for no 013132
06/07/2022	BSRA	013132	-3,600.00		BRSRA
06/07/2022	Ellis Whittam	013146	909.00		Replacement for cheque 013122
14/07/2022	Restream Inc.	CARD	16.53		Restreaming
15/07/2022	A272 Design	SO	490.20		TWEET advert
18/07/2022	Siemens Fin Serv	DD	194.54		Copier hire
21/07/2022	Ellis Whittam	013122	-909.00		Cancel 'lost' cheque
21/07/2022	Friends of Station Road Garden	013148	400.00		Day release gardener lunches
21/07/2022	Greg Burt	013149	31.65		Lunch for B in Bloom judges
21/07/2022	Billingshurst Comm. & Conf. Ce	013150	481.09		Room hire
21/07/2022	Keoghs LLP	013147	357.62		VAT only ref Ins claim
22/07/2022	D W Nye Ltd	CARD	66.62		Ply to repair planters
22/07/2022	Post Office Ltd	BACS	190.00		x200 2nd class stamps
22/07/2022	Aammus Collection Ltd	CARD	13.40		Coffee-Mate
25/07/2022	JDS DIY Ltd	CARD	17.22		Paint for planters
25/07/2022	EE & T Mobile	DD	27.34		Mobile phones etc.
25/07/2022	Everflow Ltd	DD	44.82		Water 83a High St
25/07/2022	Netcom IT Solutions	DD	1,639.20		Remove old IT server etc
25/07/2022	Netcom IT Solutions	DD	36.00		Disposal of old server
28/07/2022	SSE	DD	112.00		Electric 83a
29/07/2022	Tennant UK Cleaning Sol.	DD	167.05		Sweeper service
29/07/2022	NatWest	BACS	23.45		Bank charges
30/07/2022	Holywell Tools Ltd	CARD	64.00		New power drill
Total Payments			5,086.86		

04/08/2022

Billingshurst Parish Council Current Year

Page 1

15:43

Current Bank A/c

Cash Received between 01/07/2022 and 31/07/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
08/07/2022	Billingshurst CCC	102550	Payroll reimb. June	4,287.19
08/07/2022	Billingshurst CCC		Payroll reimb. May	4,878.10
20/07/2022	Deacon Crickmay	BACS	JM cleansing / May+June	1,920.02
11/07/2022	Fowlers Letting Ltd	BACS	83a flat rent	858.80
29/07/2022	NatWest	BACS	Bank interest	13.18
Total Receipts				<u>11,957.29</u>

List of Payments made between 01/08/2022 and 31/08/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2022	Sussex Land Services	SO	2,328.11		GM - July
01/08/2022	Netcom IT Solutions	DD	210.38		Phone calls etc
01/08/2022	Netcom IT Solutions	DD	336.60		IT support
02/08/2022	G C Burt	013151	164.40		Reimb/temp allotment fencing
02/08/2022	Horsham DC	CARD	1,110.00		Horsham DC
04/08/2022	Cooper & Witheycombe Ltd	CARD	1,020.00		BCCC extn struc engineers
04/08/2022	SCH (Supplies) Ltd	CARD	63.63		Water bowser new charger
04/08/2022	SCH (Supplies) Ltd	CARD	-63.63		CANCEL payment
05/08/2022	Surrey Hills Solicitors LLP	013153	792.00		Legal advice
05/08/2022	Billingshurst Comm. & Conf. Ce	013154	1,197.19		Office Q2 utilities
05/08/2022	Colin Ellis	013155	28.27		Ironmongery + training lunch
05/08/2022	Petworth & Pulborough Dis Scou	013156	290.00		Marquee hire / Jubilee Party /
05/08/2022	Wightman & Parrish Ltd	013157	26.80		Hand soap
05/08/2022	Southwater Parish Council	013158	198.00		Play area insp. training
05/08/2022	GN Tree Surgery Specialists Lt	013159	2,184.00		Tree works
05/08/2022	West Sussex County Council	013160	19,684.83		July salaries
05/08/2022	Southern Electric	013161	225.90		Street lighting energy
05/08/2022	Glasdon UK Ltd	013162	2,669.11		x3 new seats for SRCG
05/08/2022	Sussex Land Services Ltd	013163	150.00		Fill Beacon + move R/C kit.
05/08/2022	Horsham District Council	013152	502.00		Bin emptying
10/08/2022	Portal Plan Quest Ltd	CARD	263.20		Plan fee / N Wardens new base
15/08/2022	A272 Design	SO	490.20		TWEET advert
15/08/2022	Restream Inc.	CARD	16.13		Restreaming
15/08/2022	Southern Water	DD	32.63		Water etc 83a High St
16/08/2022	Easy PC	CARD	174.00		The Depot, EPC
16/08/2022	Business Stream	DD	143.04		Water etc public toilets
18/08/2022	KPCM Display Ltd	CARD	9.77		Defib signs
19/08/2022	Pozitive Energy	CARD	45.18		Gas 83a High St
22/08/2022	Southern Electric	DD	262.01		Electricity - public loos
23/08/2022	EE & T Mobile	DD	27.34		Mobile phones
24/08/2022	Everflow Ltd	DD	37.93		Water 83a High St
25/08/2022	Glasdon UK Ltd	013164	5,637.60		New bollards for Adversane Gn
25/08/2022	Rialtas Business Solutions Ltd	013165	720.00		EOY a/cs closedown
25/08/2022	South & South East in Bloom	013166	60.00		In Bloom awards attendance
25/08/2022	Ballpoint Office Supplies Ltd	013167	151.34		Var stationery
25/08/2022	Greg Burt	013168	40.00		Replacement summer bedding
25/08/2022	SCH (Supplies) Ltd	013169	63.63		Water bowser battery charger
25/08/2022	John Bicknell	013170	5.10		Lunch / offsite training
26/08/2022	ICO	DD	35.00		ICO annual sub
26/08/2022	JPIMedia Publishing Ltd	DD	49.92		County Times 6 months sub
30/08/2022	SSE/OVO	DD	112.00		Electricity 83a High St
31/08/2022	Sussex Land Services	SO	2,328.11		GM- Aug
31/08/2022	ALE Bus Machines	DD	354.56		Copier charges
31/08/2022	NatWest	BACS	16.45		Bank charges

Total Payments	44,192.73
-----------------------	------------------

06/09/2022

Billingshurst Parish Council Current Year

Page 1

13:24

Current Bank A/c

Cash Received between 01/08/2022 and 31/08/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
05/08/2022	B/Allotment Society	BACS	Cont. towards temp fencing	137.00
17/08/2022	Deacon Crickmay		JM cleansing - July	853.34
09/08/2022	Fowlers Letting Ltd	BACS	Flat rent 83a	858.80
02/08/2022	HMRC	BACS	VAT reclaim Q1	4,994.36
31/08/2022	NatWest	BACS	Bank interest	13.67
Total Receipts				<u>6,857.17</u>

APPENDIX B

Date: 06/09/2022

Billingshurst Parish Council Current Year

Page 1

Time: 13:19

Bank Reconciliation Statement as at 06/09/2022
for Cashbook 1 - Current Bank A/c

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	31/08/2022	474	100.00
Business Reserve Account	31/08/2022	334	126,609.86
			126,709.86
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
30/06/2022	n/a BSRA	3,600.00	
30/06/2022	013136 Farsight Consulting Ltd	298.92	
21/07/2022	013148 Friends of Station Road Garden	400.00	
05/08/2022	013156 Petworth & Pulborough Dis Scou	290.00	
05/08/2022	013161 Southern Electric	225.90	
25/08/2022	013164 Glasdon UK Ltd	5,637.60	
25/08/2022	013165 Rialtas Business Solutions Ltd	720.00	
25/08/2022	013166 South & South East in Bloom	60.00	
25/08/2022	013167 Ballpoint Office Supplies Ltd	151.34	
25/08/2022	013168 Greg Burt	40.00	
25/08/2022	013169 SCH (Supplies) Ltd	63.63	
25/08/2022	013170 John Bicknell	5.10	
			11,492.49
			115,217.37
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			115,217.37
		Balance per Cash Book is :-	115,217.37
		Difference is :-	0.00

APPENDIX C

Date: 04/08/2022

Billingshurst Parish Council Current Year

Page 1

Time: 15:38

Bank Reconciliation Statement as at 04/08/2022
for Cashbook 1 - Current Bank A/c

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	31/07/2022	469	100.00
Business Reserve Account	31/07/2022	333	158,746.31
			158,846.31
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
07/06/2022	013125 Greg Burt	86.30	
30/06/2022	n/a BSRA	3,600.00	
30/06/2022	013134 ICA Electrical Contractors Ltd	64.80	
30/06/2022	013136 Farsight Consulting Ltd	298.92	
21/07/2022	013148 Friends of Station Road Garden	400.00	
21/07/2022	013149 Greg Burt	31.65	
21/07/2022	013150 Billingshurst Comm. & Conf. Ce	481.09	
21/07/2022	013147 Keoghs LLP	357.62	
30/07/2022	CARD Holywell Tools Ltd	64.00	
			5,384.38
			153,461.93
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			153,461.93
Balance per Cash Book is :-			153,461.93
Difference is :-			0.00

APPENDIX D

Date: 05/08/2022

Billingshurst Parish Council Current Year

Page 1

Time: 11:11

Bank Reconciliation Statement as at 05/08/2022
for Cashbook 3 - Bonus Saver Account

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	31/07/2022	108	186,429.06
			<u>186,429.06</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			186,429.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			186,429.06
		Balance per Cash Book is :-	186,429.06
		Difference is :-	0.00

APPENDIX F



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	HEAD2HEAD THEATRE
2.	Name, Address and Position of Contact in Organisation	ANN RHODES-STEERE INTERIM CEO (VOLUNTEER) SURREY.
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity?	Yes
	If yes, Charity Number	1161873
5.	Amount of grant requested	£1,973
6.	For what purpose or project is the grant requested?	A multi-sensory pantomime for students at Ingfield Manor School, Billingshurst.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£2,818
8.	When will the money be spent?	December 2022
9.	Who will benefit from the project?	Approx. 90 Students of Ingfield Manor School, Billingshurst presenting with a wide range of learning difficulties and physical disabilities including visual, hearing and sensory impairments. Plus teaching staff.
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	All, to the best of our knowledge. The school has residential and respite care accommodation.

Please submit this form together with a covering letter giving any other information which you feel will support the application, together with recent certified accounts. In signing this form you agree to abide by any Terms & Conditions included within the policy.



Signed *Ann Rhodes-Steere* Date 8 September 2022.....

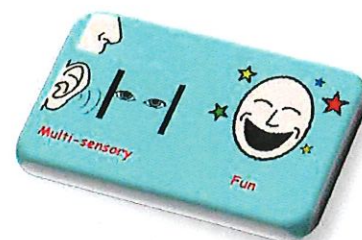
Name (In capitals) Ann Rhodes-Steere.....



Mr. Greg C. Burt
Clerk to the Council
Billingshurst Parish Council
Roman Way
Billingshurst
West Sussex RH14 9QW
clerk@billingshurst.gov.uk / 01403 782555

Patrons:

Sally Phillips (Actress & writer)
Samantha Renke (Actress & Disability Campaigner)
Jules Robertson (Actor with Autism - Holby City)
Alex Manners (Broadcaster with Asperger's)



8 September 2022

Dear Greg,

Thank you for your email response to our request for assistance. Last year our performance of 'Dick Whittington' was very well received at Ingfield Manor School and, after the restrictions of lockdown, the young people loved interacting with our actors.

This year our new production will be 'Beauty and the Beast' and there will be lots of opportunities for audience participation combining multi-sensory fun. Our volunteer-led charity has a professional team of actors trained in Makaton signing. They use pre-recorded Voice Output Communication Aids and perform in and around the audience sharing 1:1 sensory moments with the children to ensure that everyone has the best possible experience. A resource pack will be sent to the school so that teaching staff may use the Widgit symbol storyline and photographs of cast and sets to prepare and familiarize the children.

The cost will be	2,818, with contributions received from:
	545 Ingfield Manor School
	<u>300</u> Billingshurst Lions Club
	1,973 Shortfall

We have applied to local Clubs in the hope that collaborative contributions might be forthcoming but, so far, have not received a response.

We enclose the completed application form with supporting documentation and should be very grateful if the Parish Council could consider supporting Head2Head and the children of Ingfield Manor School with a donation of £1,973 or whatever amount the Council feel able to offer.

Yours sincerely,

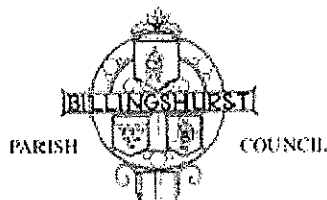
Anni

Anni Rhodes-Steere
Founder & Administrator
admin@h2hsensorytheatre.com /

Head2Head Theatre: Registered Charity No: 1161873

Drewshearne Barn ° Crowhurst Lane End ° Oxted, ° Surrey RH8 9NT ° Tel 01883 725264 / 01372 278021
reception@h2hsensorytheatre.com ° www.h2hsensorytheatre.com

APPENDIX G.



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	4Sight Vision Support
2.	Name, Address and Position of Contact in Organisation	Mrs Julie Branson Fundraising Manager 36 Victoria Drive Bognor Regis West Sussex PO21 2TE
3.	Telephone Number of Contact	01243 838 001
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes 1075447
5.	Amount of grant requested	£400
6.	For what purpose or project is the grant requested?	We are seeking funding so that we can continue supporting people in West Sussex who are living with sight loss. Our aim is to enable people to live life without limits; by providing specialist, tailored support we help people to retain their independence and not become socially isolated after a sight loss diagnosis. Please see attached letter for more details about the services that we provide.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£900 to support the 18 clients living in your Parish of Billingshurst for a year (£50 per person). We are asking for a grant of £400 to support the cost of 8 of these clients.
8.	When will the money be spent?	Over a period of 12 months from when we receive any funding.
9.	Who will benefit from the project?	We provide help and support to anyone in West Sussex who is living with sight loss, as well as their family and carers. We do not charge our clients a subscription or for our services, as we don't want there to be a financial barrier to anyone receiving our help and support.

10.	Approximately how many of those who will benefit are Billingshurst parishioners?	There are currently 18 clients in your Parish of Billingshurst, who can benefit directly from our support. Any funding that we receive will help us to support the residents in your Parish who are living with sight loss.
-----	--	---

Please submit this form together with a covering letter giving any other information which you feel will support the application, together with recent certified accounts. In signing this form you agree to abide by any Terms & Conditions included within the policy.

Signed

Date14/09/22.....

Name (In capitals) ...JULIE BRANSON.....

How last year's grant was spent

Thank you so much for supporting our work. Your grant of £300 that we received last year, enabled our Vision Support Team to provide support to 6 of the blind or sight impaired residents living in the Parish of Billingshurst.

The Team have:

- Been there for our clients with specialist Low Vision advice to help them make best use of their remaining sight, enabling them to carry out tasks more easily and safely and remain independent.
- Advised on, and coordinated, delivery of specialist pieces of equipment to support their independence.
- Been a listening ear and source of support to ensure members do not feel isolated and alone.
- Sent out our bi-monthly newsletters, available in five different, accessible formats. These are a key communication tool for our clients, to help them feel connected and stay up to date with changes to our services; as well as receiving the latest news in the sight loss sector.

Clients have been very grateful for our support, here are just a few words of thanks and appreciation:

"Thank you so much for your help, I was all on my own while my wife was in hospital and was unable to communicate with her, your help with dictation on my phone means I can call her whenever I want."

"This is going to make an enormous difference to me I have never had this kind of support before and can now read a newspaper again, I am so impressed at how much I will get out of having a magnifier and will be able to read my letters again."

14/09/2022

Dear Mr Greg Burt

On behalf of the staff, Board, volunteers and clients of 4Sight Vision Support, I would like to thank Billingshurst Parish Council for generously supporting our work over the past years, most recently in 2021 with a grant of £300. Your support enabled us to help people in your Parish to continue leading positive independent lives, whilst living with sight loss. I am writing today to ask if Billingshurst Parish Councillors would consider supporting our work again.

It is estimated that there are 35,000 people living with sight loss or low vision in West Sussex (RNIB West Sussex Data 2020), and we support 18 who are living in your Parish. Our vision is that every person with sight loss is aware of, can access and benefit from 4Sight Vision Support's services, so that everyone can experience a life without limits.



The current challenges

Adjusting to life after the pandemic

Even though it is now over 2 years since the pandemic began, it has had a profound and lasting impact on the daily lives of people with sight loss. During Covid, many of our clients experienced a deterioration to their sight, in some cases irreversibly, while others have lost confidence, mobility and independence. This has had a detrimental impact on clients' mental health and wellbeing.

We adapted our services to provide support by phone, email and video conferencing, offering everything from advice on eye health, emotional support, guidance around daily living aids and assistance with a broad range of accessible technology – including phones, tablets, TVs and home speakers. This new way of supporting people confirmed our thoughts, along with learnings across the sector, and we reassessed our frontline services. Our revised Services Strategy provides greater levels of more specialist one-to-one support and streamlines our clients' journey.



01243 828555

enquiries@4sight.org.uk

www.4sight.org.uk



**The Queen's Award
for Voluntary Service**



Registered with
**FUNDRAISING
REGULATOR**

**Registered Company No. 3740647
Registered Charity No. 1075447**

Now contacting 4Sight Vision Support will mean speaking with a member of our Client Services Team. This team then triage the clients' needs, which are often more complex than the client initially perceives them to be, unpicking this so that we can put them in contact with the right area of our specialist support.

Our specialists will work in the following areas:

- Starting Well – supporting children, young people and their families and educators;
- Living Well – supporting those of working age (and sometime their employers) with employment, training, benefits and housing;
- Ageing Well – supporting older people with prevention and benefits information;
- Health and Wellbeing – supporting all ages to access activities, events, groups, leisure, peer support, virtual groups and transport;
- Low Vision Service – supporting all ages with Low Vision Assessments, clinics and daily living aids;
- Accessible Technology – supporting all ages with accessibility, digital inclusion, communication tools, digital technology.

“Thank you, I do appreciate everything you are doing for me. You have got everything sorted out so quickly, and have taken the time to find out what would be best for me.”

Increasing demand

Since hospital eye clinics began offering more appointments, resulting in increased levels of diagnosis, we have subsequently seen a significant rise in demand for our services. In 2021-22 we supported 525 new clients, a 55% increase on 20-21 and this year, between 1st April and 30th June we had already supported 217 new clients. There is currently a 9-month backlog of appointments at local hospital eye clinics, which, along with the RNIB's predicted 25% increase in demand by 2030, is likely to result in an unprecedented demand for our services over the next few years.

Cost of living crisis

This year has seen us move out of one crisis and into another; as Covid-19 restrictions eased, people now face surging costs in food, gas, electricity and fuel. **People with sight loss are more reliant on benefits than the general population; only one in four registered blind and partially sighted people of working age are in employment.** In April 2022, the UK Government increased benefits by just 3.1 per cent – despite bills and prices rising far faster and inflation predicted to reach 11 per cent later in the year (RNIB – July 2022). Blind and sight impaired people continue to experience disproportionate challenges and we have already seen an increase in requests for support with completing complex benefits forms.

Please help us to continue to be there for our clients:

We receive no Government support and rely solely on voluntary donations to deliver our services **free of charge** to our growing client base, which currently stands at 2,549; 18 of which live in your Parish.



A donation, however great or small, will enable us to:

- Listen, and provide emotional and practical support for our clients after diagnosis, which can be a devastating and life-changing time
- Help people to understand their condition and what it means
- Carry out dedicated assessments to identify magnification, techniques and products to help with everyday tasks such as reading, shopping, medication, preparing meals, helping our clients to make best use of their remaining sight, enabling them to carry out tasks more easily and safely and remain independent
- Support our clients with accessing benefits and concessions, helping them to complete often complex and paper-based forms, such as Personal Independence Payments, Attendance Allowance and Blue Badge
- Assist with setting up and using a broad range of tech devices, providing clients with a wealth of information through simple voice-activated commands, helping them to access online shopping, banking and feel more connected with loved ones and the wider world – reducing isolation

£350 would enable us to support 7 clients for a year

£400 would enable us to support 8 clients for a year

£450 would enable us to support 9 clients for a year

Our Chief Executive, Kirstie Thomas, would welcome the opportunity to speak at a forthcoming council meeting, to explain our work in more detail and discuss how we may support more people living with sight loss in your parish. If this would be of interest to you, please email me: julie.branson@4sight.org.uk or phone: 01243 838 001 to discuss this further.

Thank you very much for taking the time to consider our request.

Yours sincerely,

Julie Branson
Fundraising Manager



Summary

APPENDIX H

[illegible]

Italics indicates allocation in Budget.
Not final amount drawn/approved.