BILLINGSHURST

PARISH COUNCIL

Registered Charity No. 227480

To All Councillors on the Centre Committee,

You are duly summoned to a Meeting of the Centre Committee to take place on Wednesday 30 September 2026 at Billingshurst Centre at 7pm.

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. They must give their name.

Greg Burt

G.C. Burt
Clerk to the Council

24 September 2026

AGENDA

1. Chairman's Announcements.

2. Apologies for Absence.

3. To Receive Declarations of Interest and Notification of Changes to Members' Interests.

4. Approval of the Minutes of the meeting on 29 July 2026 previously circulated; to confirm and sign the minutes as a correct record.

5. Clerk's Report.

6. Public Session (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, at the discretion of the Chairman. They must give their name.

7. To approve payments and note receipts for
   July 2026 – Appendix **A.**
   August 2026 – Appendix **B**

8. To note Bank Reconciliations for COOP Current Account:
   31 July 2026 – Appendix **C.**
   31 August 2026 – Appendix **D.**

9. To note debtors - Appendix **E.**

10. To consider the draft Centre Accounts for 2025-26 and recommend to Trustees accordingly - Appendix **F.**

11. To receive the Manager's Report - Appendix **G.**

12. Date of Next Meeting – **Wednesday 28 October 2026**

Council Office: Billingshurst Centre
Roman Way, Billingshurst, West Sussex RH14 9QW
Tel: 01403 782555 Email: council@billingshurst.gov.uk

MEMBERS: **CJ**, **PD**, AB, EB, PB, SD, JH, TL, MM

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.

Council Office: Billingshurst Centre
Roman Way, Billingshurst, West Sussex RH14 9QW
Tel: 01403 782555 Email: council@billingshurst.gov.uk

APPENDIX A

Billingshurst Community Centre Current Year

Co-Operative Bank

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/07/2026	Grenke Leasing Limited	DD	175.61		Equipment Hire_Photocopier
06/07/2026	Digital Managed Print Services	BACS	12.58		Photocopying
06/07/2026	Snack at Jacks	BACS	99.50		Catering
06/07/2026	Lewis Caddy	BACS	765.00		Cleaning_June
06/07/2026	Furniture @ Work	BACS	3,336.00		x20 New Tables
06/07/2026	Billingshurst Parish Council	BACS	5,516.48		Insurance Oct25-Oct26
06/07/2026	Billingshurst Parish Council	BACS	6,652.46		SalaryRecharge_Apr26
06/07/2026	Sussex Land Services	BACS	271.20		Village Centre_May
06/07/2026	Kreston Reeves	BACS	324.00		ProcessingPayroll (Apr-Jun 26)
06/07/2026	Zip Water UK	BACS	418.18		Hot Water Boiler Service
06/07/2026	ADT Fire and Security	BACS	1,745.89		Replace11 Heat 4 BaseDetectors
15/07/2026	Horsham District Council	79.80	79.80		Financial DIR Fees
16/07/2026	E.ON NEXT LTD	58.45	58.45		Gas Bill
16/07/2026	Horsham District Council	BACS	99.80		Refuse
20/07/2026	Age UK Billingshurst	CARD	56.20		Xmas Decorations
22/07/2026	Everflow Utilities	DD	662.06		Water Bill_inc backpayment
23/07/2026	Mr R J Plant	BACS	1.75		Milk Refund
23/07/2026	Dan Fox	BACS	25.50		Milk_Post_Biscuits
23/07/2026	Snack at Jacks	BACS	95.25		Business Lunch x 15
23/07/2026	Casual Staff	BACS	1,681.10		Wages_July26
23/07/2026	Billingshurst Parish Council	BACS	6,652.46		Salary Rchge Apr26
23/07/2026	Snack at Jacks	BACS	400.05		Business Lunch x 63
23/07/2026	Snack at Jacks	BACS	0.20		Catering - payment correction
28/07/2026	ENGIE	DD	1,201.36		Electricity Bill_June26
31/07/2026	Booker	CARD	136.27		Cntr Dshwshr Ctr_Stock
		Total Payments	30,467.15		

Co-Operative Bank

Cash Received between 01/07/2026 and 31/07/2026

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
20/07/2026	Counter Sales		Counter Sales_POffice Deposit	200.00
23/07/2026	Counter Sales		HMRC Rebate	2,824.51
01/07/2026	Sales Recpts Page 4163		Sales Recpts Page 4163	189.88
02/07/2026	Sales Recpts Page 4164		Sales Recpts Page 4164	83.55
02/07/2026	Sales Recpts Page 4165		Sales Recpts Page 4165	111.40
02/07/2026	Sales Recpts Page 4166		Sales Recpts Page 4166	149.58
02/07/2026	Sales Recpts Page 4167		Sales Recpts Page 4167	432.00
03/07/2026	Sales Recpts Page 4168		Sales Recpts Page 4168	178.28
06/07/2026	Sales Recpts Page 4169		Sales Recpts Page 4169	22.28
06/07/2026	Sales Recpts Page 4170		Sales Recpts Page 4170	130.40
07/07/2026	Sales Recpts Page 4171		Sales Recpts Page 4171	174.50
08/07/2026	Sales Recpts Page 4172		Sales Recpts Page 4172	59.82
08/07/2026	Sales Recpts Page 4173		Sales Recpts Page 4173	889.86
09/07/2026	Sales Recpts Page 4174		Sales Recpts Page 4174	346.66
09/07/2026	Sales Recpts Page 4175		Sales Recpts Page 4175	450.80
10/07/2026	Sales Recpts Page 4176		Sales Recpts Page 4176	37.32
10/07/2026	Sales Recpts Page 4177		Sales Recpts Page 4177	231.42
10/07/2026	Sales Recpts Page 4178		Sales Recpts Page 4178	1,750.31
15/07/2026	Sales Recpts Page 4179		Sales Recpts Page 4179	88.72
16/07/2026	Sales Recpts Page 4180		Sales Recpts Page 4180	89.12
16/07/2026	Sales Recpts Page 4181		Sales Recpts Page 4181	235.24
17/07/2026	Sales Recpts Page 4182		Sales Recpts Page 4182	633.20
08/07/2026	Sales Recpts Page 4183		Sales Recpts Page 4183	52.30
22/07/2026	Sales Recpts Page 4184		Sales Recpts Page 4184	46.66
23/07/2026	Sales Recpts Page 4185		Sales Recpts Page 4185	37.32
23/07/2026	Sales Recpts Page 4186		Sales Recpts Page 4186	53.44
24/07/2026	Sales Recpts Page 4187		Sales Recpts Page 4187	99.70
24/07/2026	Sales Recpts Page 4188		Sales Recpts Page 4188	138.06
27/07/2026	Sales Recpts Page 4189		Sales Recpts Page 4189	103.98
27/07/2026	Sales Recpts Page 4190		Sales Recpts Page 4190	619.07
27/07/2026	Sales Recpts Page 4191		Sales Recpts Page 4191	159.92
27/07/2026	Sales Recpts Page 4192		Sales Recpts Page 4192	144.63
27/07/2026	Sales Recpts Page 4193		Sales Recpts Page 4193	2,596.83
28/07/2026	Sales Recpts Page 4194		Sales Recpts Page 4194	40.30

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Co-Operative Bank

Cash Received between 01/07/2026 and 31/07/2026

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
28/07/2026	Sales Recpts Page 4195		Sales Recpts Page 4195	83.55
29/07/2026	Sales Recpts Page 4196		Sales Recpts Page 4196	194.44
30/07/2026	Sales Recpts Page 4197		Sales Recpts Page 4197	303.77
31/07/2026	Sales Recpts Page 4198		Sales Recpts Page 4198	24.18
31/07/2026	Sales Recpts Page 4199		Sales Recpts Page 4199	41.16
31/07/2026	Sales Recpts Page 4200		Sales Recpts Page 4200	99.70
31/07/2026	Sales Recpts Page 4201		Sales Recpts Page 4201	149.28
31/07/2026	Sales Recpts Page 4202		Sales Recpts Page 4202	167.98
31/07/2026	Sales Recpts Page 4203		Sales Recpts Page 4203	247.99
31/07/2026	Sales Recpts Page 4204		Sales Recpts Page 4204	568.23
23/07/2026	Sales Recpts Page 4205		Sales Recpts Page 4205	444.02
02/07/2026	SumUp		Counter Sales	5.34
06/07/2026	SumUp		Counter Sales	6.21
07/07/2026	SumUp		Counter Sales	8.86
09/07/2026	SumUp		Counter Sales	25.12
10/07/2026	SumUp		Counter Sales	2.79
13/07/2026	SumUp		Counter Sales	5.71
14/07/2026	SumUp		Counter Sales	2.16
20/07/2026	SumUp		Counter Sales	5.37
22/07/2026	SumUp		Counter Sales	2.99
24/07/2026	SumUp		Counter Sales	2.65
24/07/2026	SumUp		INV 2231 - month correction	98.02
24/07/2026	SumUp		2231	-99.70
28/07/2026	SumUp		Counter Sales	3.13
31/07/2026	SumUp		Counter Sales	0.28
			Total Receipts	**15,794.29**

Billingshurst Community Centre Current Year

SALES LEDGER INVOICE LISTING

Sales Ledger for Month No 4 **Order by Invoice Number**

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
22/07/2026	2223	WSALC1	WSALC1	115.05	23.01	138.06	1000	100	115.05	Invoice No:-2223
22/07/2026	2224	ROCKCHOIR	ROCKCHOIR	83.10	16.62	99.72	1010	100	83.10	Invoice No:-2224
22/07/2026	2225	WI BECKS	WI 2	38.88	7.78	46.66	1010	100	38.88	Invoice No:-2225
22/07/2026	2226	WSCC ACCOUNTS	WSCC ACC	246.03	49.21	295.24	1000	100	196.03	Invoice No:-2226
							1025	100	50.00	Invoice No:-2226
22/07/2026	2227	STITCHED	STITCHED	33.58	6.72	40.30	1010	100	33.58	Invoice No:-2227
22/07/2026	2228	PROBUS	PROBUS	44.53	8.91	53.44	1010	100	44.53	Invoice No:-2228
22/07/2026	2229	MESSY CHURCH	MESSYCHURC	86.65	17.33	103.98	1011	100	36.80	Invoice No:-2229
							1010	100	49.85	Invoice No:-2229
22/07/2026	2230	WI	WI	38.88	7.78	46.66	1010	100	38.88	Invoice No:-2230
23/07/2026	2232	ROMANS	ROM	31.10	6.22	37.32	1010	100	31.10	Invoice No:-2232
23/07/2026	2233	BADMINTON	BADMINTON	66.48	13.28	79.76	1010	100	66.48	Invoice No:-2233
23/07/2026	2234	SINGING	SINGING	33.24	6.65	39.89	1010	100	33.24	Invoice No:-2234
23/07/2026	2235	STEYNING	STEYNING	253.14	50.63	303.77	1015	100	253.14	Invoice No:-2235
23/07/2026	2236	WILSON	WILSON	113.67	22.73	136.40	1017	100	20.83	Invoice No:-2236
							1005	100	92.84	Invoice No:-2236
23/07/2026	2237	WHIZZ	WHIZZ	124.40	24.88	149.28	1010	100	124.40	Invoice No:-2237
24/07/2026	2238	TAICHI	TAICHI	55.71	11.13	66.84	1005	100	55.71	Invoice No:-2238
24/07/2026	2239	BPC	BPC	233.92	46.78	280.70	1048	100	233.92	Invoice No:-2239
24/07/2026	2240	BPC	BPC	716.39	143.28	859.67	1027	100	716.39	Invoice No:-2240
24/07/2026	2241	GALLAGHER	GALLAGHER	37.14	7.43	44.57	1005	100	37.14	Invoice No:-2241
24/07/2026	2242	CREATIVE	CRE	20.15	4.03	24.18	1010	100	20.15	Invoice No:-2242
24/07/2026	2243	BCT	BCT	158.23	31.65	189.88	1015	100	158.23	Invoice No:-2243
29/07/2026	2244	WSCC ACCOUNTS	WSCC ACC	326.85	65.37	392.22	1000	100	176.85	Invoice No:-2244
							1025	100	150.00	Invoice No:-2244
30/07/2026	2245	MOVE IT	MOVE IT	116.05	23.20	139.25	1005	100	116.05	Invoice No:-2245
30/07/2026	2246	WWATCHERS	WWATCHERS	184.80	36.95	221.75	1005	100	184.80	Invoice No:-2246
30/07/2026	2247	KIMBER	KIMBER	83.10	16.60	99.70	1010	100	83.10	Invoice No:-2247

Sales Ledger for Month No 4 **Order by Invoice Number**

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
30/07/2026	2248	HA CONSULT	AXI	34.30	6.86	41.16	1005	100	34.30	Invoice No:-2248
30/07/2026	2249	VORSTER	VORSTER	55.71	11.13	66.84	1005	100	55.71	Invoice No:-2249
30/07/2026	2250	TABLE TENNIS	TENNIS	116.32	23.28	139.60	1010	100	116.32	Invoice No:-2250
30/07/2026	2251	PILATES	PILATES	86.92	17.40	104.32	1005	100	86.92	Invoice No:-2251
30/07/2026	2252	SMB	SMB	149.60	29.92	179.52	1010	100	149.60	Invoice No:-2252
30/07/2026	2253	HILDRETH	HILDRETH	55.44	11.10	66.54	1005	100	55.44	Invoice No:-2253
31/07/2026	2254	HEINRICH	HEINRICH	529.24	105.83	635.07	1005	100	529.24	Invoice No:-2254
31/07/2026	2255	TRIS WOOLVEN	WOOLVEN	185.70	37.15	222.85	1005	100	185.70	Invoice No:-2255
31/07/2026	2256	WOW	WOW	194.40	38.90	233.30	1010	100	194.40	Invoice No:-2256
31/07/2026	2257	TAICHI	TAICHI	18.57	3.71	22.28	1005	100	18.57	Invoice No:-2257
31/07/2026	2258	BELLWAY	BEL2	320.67	64.13	384.80	1000	100	320.67	Invoice No:-2258
31/07/2026	2259	MICHAEL	MIC	139.98	28.00	167.98	1010	100	139.98	Invoice No:-2259
31/07/2026	2260	WHITFORD	WHITFORD	25.72	5.15	30.87	1005	100	25.72	Invoice No:-2260
31/07/2026	2261	BCP	BCP	26.87	5.37	32.24	1010	100	26.87	Invoice No:-2261
31/07/2026	2262	LIFESTYLE	LIFESTYLE	74.28	14.84	89.12	1005	100	74.28	Invoice No:-2262
31/07/2026	2263	WSCC ACCOUNTS	WSCC ACC	320.67	64.13	384.80	1000	100	320.67	Invoice No:-2263
31/07/2026	2264	WSCC ACCOUNTS	WSCC ACC	612.00	122.40	734.40	1025	100	612.00	Invoice No:-2264
31/07/2026	2265	BCT	BCT	26.87	5.37	32.24	1010	100	26.87	Invoice No:-2265
31/07/2026	2266	BFC	BFC	116.34	23.26	139.60	1010	100	116.34	Invoice No:-2266
31/07/2026	2267	BFC	BFC	83.30	0.00	83.30	1010	100	83.30	Invoice No:-2267
31/07/2026	2268	BFC	BFC	27.20	0.00	27.20	1010	100	27.20	Invoice No:-2268
31/07/2026	2269	BFC	BFC	62.46	0.00	62.46	1010	100	62.46	Invoice No:-2269
31/07/2026	2270	BFC	BFC	62.08	0.00	62.08	1010	100	62.08	Invoice No:-2270
31/07/2026	2271	BFC	BFC	77.60	0.00	77.60	1010	100	77.60	Invoice No:-2271
31/07/2026	2272	BFC	BFC	1,026.92	10.00	1,036.92	1010	100	976.92	Invoice No:-2272
							1017	100	50.00	Invoice No:-2272
31/07/2026	2273	BFC	BFC	1,901.22	380.24	2,281.46	1015	100	1,901.22	Invoice No:-2273
31/07/2026	2274	BPC	BPC	131.50	26.30	157.80	1010	100	131.50	Invoice No:-2274

Billingshurst Community Centre Current Year

SALES LEDGER INVOICE LISTING

Sales Ledger for Month No 4 **Order by Invoice Number**

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
			TOTAL INVOICES	9,702.95	1,682.64	11,385.59			9,702.95	

APPENDIX B

Billingshurst Community Centre Current Year

Co-Operative Bank

List of Payments made between 01/08/2026 and 31/08/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
07/08/2026	Sum Up Charges	BACS	2.39		Sum Up changes
10/08/2026	Amazon	CARD	9.99		20 White Magic Eraser Sponges
13/08/2026	Sainsbury's	CARD	2.40		Milk
17/08/2026	Wightman & Parrish	DD	189.69		Bathroom Cleaning Products
17/08/2026	Horsham District Council	DD	79.40		FINANCIAL DIR FEES
17/08/2026	The Divine Water Company Ltd	BACS	61.75		Payment in Error (Stationary)
17/08/2026	Nick Chapman	BACS	560.00		Main Hall Threshold
17/08/2026	The Divine Water Company Ltd	DD	1,251.60		Water Dispenser
18/08/2026	E.ON NEXT LTD	DD	10.40		Gas Bill
18/08/2026	Horsham District Council	DD	86.00		Refuse Collection
18/08/2026	Snack at Jacks	BACS	52.20		Sandwich Lunch x12
20/08/2026	Snack at Jacks	BACS	99.50		Sandwiches Fruit Cake x 10
20/08/2026	Casual Staff	BACS	1,416.11		Wages_August 26
20/08/2026	Squeegee Clean	BACS	816.00		Cleaning_July 26
20/08/2026	Mulberry & Co	BACS	1,620.00		Charity Annual Accounts_Mar26
20/08/2026	Billingshurst Parish Council	BACS	6,652.46		BPC144_SalaryRchgeMay26
20/08/2026	Sussex Land Services	BACS	271.20		INV 0000135435_CentreJun26
20/08/2026	Sussex Land Services	BACS	271.20		INV 0000135453 CentreJul26
20/08/2026	Kestrel Alarms	BACS	102.00		INV 169378 AnnCCTVMaintSep26on
20/08/2026	ADT Fire and Security	BACS	1,444.81		INV60259893
24/08/2026	Everflow Utilities	DD	141.18		INV 5847967 Water Sep-Oct26
27/08/2026	ENGIE	DD	1,465.50		2-06259890
27/08/2026	Guitar Guitar	CARD	159.00		Bose s1 Pro+ XLR Mic/Line Trn
27/08/2026	Andertons	CARD	619.00		Bose S1Pro+ Wireless PA System
		Total Payments	17,383.78		

Co-Operative Bank

Cash Received between 01/08/2026 and 31/08/2026

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
12/08/2026	Counter Sales		WW	-0.01
21/08/2026	Counter Sales		S4P_TEAS	14.00
27/08/2026	Counter Sales		S4P Teas	20.00
03/08/2026	Sales Recpts Page 4206		Sales Recpts Page 4206	139.60
04/08/2026	Sales Recpts Page 4207		Sales Recpts Page 4207	46.66
04/08/2026	Sales Recpts Page 4208		Sales Recpts Page 4208	66.54
05/08/2026	Sales Recpts Page 4209		Sales Recpts Page 4209	30.87
05/08/2026	Sales Recpts Page 4210		Sales Recpts Page 4210	89.12
05/08/2026	Sales Recpts Page 4211		Sales Recpts Page 4211	635.07
06/08/2026	Sales Recpts Page 4212		Sales Recpts Page 4212	32.24
06/08/2026	Sales Recpts Page 4213		Sales Recpts Page 4213	3,770.62
10/08/2026	Sales Recpts Page 4214		Sales Recpts Page 4214	104.32
10/08/2026	Sales Recpts Page 4215		Sales Recpts Page 4215	577.69
10/08/2026	Sales Recpts Page 4216		Sales Recpts Page 4216	233.30
12/08/2026	Sales Recpts Page 4217		Sales Recpts Page 4217	177.41
13/08/2026	Sales Recpts Page 4218		Sales Recpts Page 4218	89.12
13/08/2026	Sales Recpts Page 4219		Sales Recpts Page 4219	161.40
13/08/2026	Sales Recpts Page 4220		Sales Recpts Page 4220	399.00
14/08/2026	Sales Recpts Page 4221		Sales Recpts Page 4221	149.28
17/08/2026	Sales Recpts Page 4222		Sales Recpts Page 4222	44.57
17/08/2026	Sales Recpts Page 4223		Sales Recpts Page 4223	2,780.00
19/08/2026	Sales Recpts Page 4224		Sales Recpts Page 4224	46.65
19/08/2026	Sales Recpts Page 4225		Sales Recpts Page 4225	295.24
20/08/2026	Sales Recpts Page 4226		Sales Recpts Page 4226	99.72
21/08/2026	Sales Recpts Page 4227		Sales Recpts Page 4227	39.88
21/08/2026	Sales Recpts Page 4228		Sales Recpts Page 4228	39.89
21/08/2026	Sales Recpts Page 4229		Sales Recpts Page 4229	0.20
21/08/2026	Sales Recpts Page 4230		Sales Recpts Page 4230	224.40
21/08/2026	Sales Recpts Page 4231		Sales Recpts Page 4231	327.40
21/08/2026	Sales Recpts Page 4232		Sales Recpts Page 4232	392.22
24/08/2026	Sales Recpts Page 4233		Sales Recpts Page 4233	37.32
12/08/2026	Sales Recpts Page 4234		Sales Recpts Page 4234	0.01
24/08/2026	Sales Recpts Page 4235		Sales Recpts Page 4235	0.01
24/08/2026	Sales Recpts Page 4236		Sales Recpts Page 4236	221.74

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Co-Operative Bank

Cash Received between 01/08/2026 and 31/08/2026

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
24/08/2026	Sales Recpts Page 4237		Sales Recpts Page 4237	0.01
24/08/2026	Sales Recpts Page 4238		Sales Recpts Page 4238	1,119.20
25/08/2026	Sales Recpts Page 4239		Sales Recpts Page 4239	40.30
25/08/2026	Sales Recpts Page 4240		Sales Recpts Page 4240	212.22
26/08/2026	Sales Recpts Page 4241		Sales Recpts Page 4241	133.08
27/08/2026	Sales Recpts Page 4242		Sales Recpts Page 4242	39.89
06/08/2026	Sales Recpts Page 4243		Sales Recpts Page 4243	119.16
07/08/2026	Sales Recpts Page 4244		Sales Recpts Page 4244	22.28
03/08/2026	Sales Recpts Page 4245		Sales Recpts Page 4245	189.88
28/08/2026	Sales Recpts Page 4246		Sales Recpts Page 4246	139.25
28/08/2026	Sales Recpts Page 4247		Sales Recpts Page 4247	269.64
28/08/2026	Sales Recpts Page 4248		Sales Recpts Page 4248	168.95
28/08/2026	Sales Recpts Page 4249		Sales Recpts Page 4249	572.60
10/08/2026	SumUp		Counter Sales	2.46
13/08/2026	SumUp		Counter Sales	2.46
18/08/2026	SumUp		Counter Sales	2.46
19/08/2026	SumUp		Counter Sales	2.63
20/08/2026	SumUp		Counter Sales	2.79
21/08/2026	SumUp		Counter Sales	5.74
25/08/2026	SumUp		Counter Sales	5.29
26/08/2026	SumUp		Counter Sales	3.58
27/08/2026	SumUp		Counter Sales	3.20
			Total Receipts	**14,342.55**

Billingshurst Community Centre Current Year

SALES LEDGER INVOICE LISTING

Sales Ledger for Month No 5 **Order by Invoice Number**

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
23/07/2026	2231	THILINI	THILINI	83.08	16.62	99.70	1010	100	83.08	Invoice No:-2231
04/08/2026	2275	THILINI	THILINI	18.57	3.71	22.28	1005	100	18.57	Invoice No:-2275
06/08/2026	2276	NACRO	NACRO	99.30	19.86	119.16	1010	100	93.30	Invoice No:-2276
							1025	100	6.00	Invoice No:-2276
18/08/2026	2277	FEAVER	FEAVER	38.88	7.77	46.65	1010	100	38.88	Invoice No:-2277
20/08/2026	2278	VIN CN	VINCN	110.90	22.18	133.08	1005	100	110.90	Invoice No:-2278
20/08/2026	2279	STITCHED	STITCHED	33.58	6.72	40.30	1010	100	33.58	Invoice No:-2279
20/08/2026	2280	WHIZZ	WHIZZ	124.40	24.88	149.28	1010	100	124.40	Invoice No:-2280
20/08/2026	2281	WBV	WBV	176.85	35.37	212.22	1000	100	176.85	Invoice No:-2281
20/08/2026	2282	WHITFORD	WHITFORD	25.72	5.15	30.87	1005	100	25.72	Invoice No:-2282
20/08/2026	2283	SSLMC	SSLMC	272.83	54.57	327.40	1000	100	196.03	Invoice No:-2283
							1025	100	76.80	Invoice No:-2283
20/08/2026	2284	CARERS SUPPORT	CARERS	38.88	7.78	46.66	1012	100	38.88	Invoice No:-2284
20/08/2026	2285	LIFE	LIFE	280.21	56.04	336.25	1025	100	114.00	Invoice No:-2285
							1000	100	166.21	Invoice No:-2285
21/08/2026	2286	PROBUS	PROBUS	31.10	6.22	37.32	1010	100	31.10	Invoice No:-2286
21/08/2026	2287	WI	WI	54.42	10.89	65.31	1010	100	54.42	Invoice No:-2287
27/08/2026	2288	BADMINTON	BADMINTON	66.48	13.28	79.76	1010	100	66.48	Invoice No:-2288
27/08/2026	2289	SINGING	SINGING	33.24	6.65	39.89	1010	100	33.24	Invoice No:-2289
28/08/2026	2290	BHS	BHS	140.79	28.16	168.95	1010	100	140.79	Invoice No:-2290
28/08/2026	2292	BLHS	BLHS	477.17	95.43	572.60	1010	100	477.17	Invoice No:-2292
31/08/2026	2294	PILATES	PILATES	86.92	17.40	104.32	1005	100	86.92	Invoice No:-2294
31/08/2026	2295	KIMBER	KIMBER	66.48	13.28	79.76	1010	100	66.48	Invoice No:-2295
31/08/2026	2296	HEINRICH	HEINRICH	445.68	89.12	534.80	1005	100	445.68	Invoice No:-2296
31/08/2026	2297	MOVE IT	MOVE IT	46.42	9.28	55.70	1005	100	46.42	Invoice No:-2297
31/08/2026	2298	WWATCHERS	WWATCHERS	147.84	29.56	177.40	1005	100	147.84	Invoice No:-2298
31/08/2026	2299	TRIS WOOLVEN	WOOLVEN	148.56	29.72	178.28	1005	100	148.56	Invoice No:-2299
31/08/2026	2300	LIFESTYLE	LIFESTYLE	55.71	11.13	66.84	1005	100	55.71	Invoice No:-2300

Sales Ledger for Month No 5 **Order by Invoice Number**

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis A/C	Centre	Amount	Analysis Description
31/08/2026	2301	VORSTER	VORSTER	37.14	7.42	44.56	1005	100	37.14	Invoice No:-2301
31/08/2026	2302	CARERS SUPPORT	CARERS	86.58	17.32	103.90	1025	100	6.00	Invoice No:-2302
							1010	100	80.58	Invoice No:-2302
31/08/2026	2303	HEALTHWATCH	HEALTH	49.00	9.80	58.80	1025	100	2.00	Invoice No:-2303
							1010	100	47.00	Invoice No:-2303
31/08/2026	2304	CARERS SUPPORT	CARERS	28.87	5.77	34.64	1025	100	2.00	Invoice No:-2304
							1010	100	26.87	Invoice No:-2304
31/08/2026	2305	WSCC ACCOUNTS	WSCC ACC	17.15	3.43	20.58	1005	100	17.15	Invoice No:-2305
31/08/2026	2306	BFC	BFC	1,233.21	10.00	1,243.21	1010	100	1,183.21	Invoice No:-2306
							1017	100	50.00	Invoice No:-2306
31/08/2026	2307	BPC	BPC	78.31	15.66	93.97	1010	100	78.31	Invoice No:-2307
31/08/2026	2308	BPC	BPC	233.92	46.78	280.70	1048	100	233.92	Invoice No:-2308
31/08/2026	2309	BCT	BCT	158.23	31.65	189.88	1015	100	158.23	Invoice No:-2309
31/08/2026	2310	WILSON	WILSON	20.83	4.17	25.00	1017	100	20.83	Invoice No:-2310
			TOTAL INVOICES	5,047.25	772.77	5,820.02			5,047.25	

APPENDIX C

Billingshurst Community Centre Current Year

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 4 - Co-Operative Bank

Bank Statement Account Name (s)	Statement Date	Page No	Balances
The Co-Operative Bank	31/07/2026		16,953.17
			16,953.17

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		16,953.17

Unpresented Receipts (Plus)		
	0.00	
		0.00
		16,953.17

Balance per Cash Book is :-	**16,953.17**
Difference is :-	**0.00**

Signatory 1:

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

Signatory 2:

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

APPENDIX D

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 4 - Co-Operative Bank

Bank Statement Account Name (s)	Statement Date	Page No	Balances
The Co-Operative Bank	31/08/2026		13,911.94
			13,911.94
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			13,911.94
Unpresented Receipts (Plus)			
		0.00	
			0.00
			13,911.94
		Balance per Cash Book is :-	**13,911.94**
		Difference is :-	**0.00**

Signatory 1:

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

Signatory 2:

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

APPENDIX E

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
	Payment 131-1	HILDRETH	HILDRETH	0.00	0.00	0.00	-0.40
10/05/2022	Payment 51-1	HEINRICH	HEINRICH	0.00	0.00	0.00	-4.25
13/12/2022	12875/1	NHSCCG	NHSCCG	297.50	59.50	357.00	357.00
04/04/2023	13137	PURELY	PURELY	15.80	3.16	18.96	18.96
18/07/2023	209	PURELY	PURELY	33.34	6.66	40.00	40.00
09/10/2023	340	PURELY	PURELY	50.01	9.99	60.00	40.00
25/10/2023	370	NHSSC	NHSSC	546.25	109.25	655.50	-0.01
03/01/2024	513	PURELY	PURELY	33.34	6.66	40.00	40.00
22/01/2024	548	MACMILLAN	MACMILLAN	74.58	14.92	89.50	89.50
31/01/2024	564	PURELY	PURELY	66.68	13.32	80.00	20.00
14/02/2024	596	CRATUS	CRATUS	32.88	6.57	39.45	39.45
05/03/2024	627	PURELY	PURELY	50.01	9.99	60.00	60.00
13/03/2024	652	MACMILLAN	MACMILLAN	92.91	18.59	111.50	111.50
26/03/2024	660	SALUTEM	SALUTEM	89.52	17.88	107.40	-0.02
23/04/2024	721	OSG	OSG	59.78	11.96	71.74	71.74
23/04/2024	722	WSCCAD	WSCCAD	181.08	36.22	217.30	217.30
30/07/2024	904	SINGING	SINGING	30.73	6.15	36.88	36.88
09/09/2024	963	TADAMS	TRACEY ADAMS	25.41	5.08	30.49	-0.01
12/11/2024	1064	WILSON	WILSON	188.20	37.65	225.85	225.85
16/12/2024	1127	HDC	HDC	79.11	15.82	94.93	94.93
16/12/2024	1128	GIBSON	GIBSON	120.17	24.03	144.20	144.20
16/12/2024	1129	CARTER	CARTER	51.25	10.25	61.50	1.04
04/02/2025	1208	HDC	HDC	178.52	35.70	214.22	214.22
04/02/2025	1221	WOW	WOW	64.68	12.94	77.62	77.62
10/02/2025	Payment 116-1	HDC	HDC	0.00	0.00	0.00	-291.84
15/04/2025	1365	BCT	BCT	150.69	30.14	180.83	5.26
29/04/2025	1376	HILDRETH	HILDRETH	69.88	13.98	83.86	83.86
22/05/2025	1427	SINGING	SINGING	31.66	6.33	37.99	37.99
31/05/2025	1465	CARERS	CARERS SUPPORT	29.62	5.92	35.54	35.54
30/06/2025	1468	CHORAL	CHORAL	73.76	14.76	88.52	88.52
30/06/2025	1484	HILDRETH	HILDRETH	88.00	17.60	105.60	105.60
30/06/2025	1523	MESSYCHURC	MESSY CHURCH	84.99	17.00	101.99	0.30
18/08/2025	Payment 121-1	NHSRDR	NHS RDR PAYABLES	0.00	0.00	0.00	-641.12
26/08/2025	Payment 120-1	HAP	HAPPY	0.00	0.00	0.00	-50.71
15/09/2025	Payment 122-1	WI	WI	0.00	0.00	0.00	-44.00
01/10/2025	1613	TAICHI	TAICHI	70.72	14.16	84.88	0.88
02/10/2025	Payment 125-2	ROBINSON	ROBINSON	0.00	0.00	0.00	-0.03
06/10/2025	1620	BFC	BFC	1,056.03	16.68	1,072.71	79.34
11/11/2025	1711	NACRO	NACRO	53.17	10.63	63.80	63.80
12/11/2025	1715	BPC	BPC	66.43	13.29	79.72	0.91
12/11/2025	1720	STG	ST GABRIELS	28.48	5.70	34.18	34.18
24/11/2025	1736	ELL	ELLEE	47.48	9.49	56.97	56.97
10/12/2025	1778	LOR	LORAINE	44.42	8.89	53.31	53.31
17/12/2025	1805	WEA	WEA	111.06	22.20	133.26	133.26
19/12/2025	Payment 126-1	NHSGR	NHS GR	0.00	0.00	0.00	-0.01
22/12/2025	Payment 127-1	PEGASUS	PEGASUS	0.00	0.00	0.00	-0.22
14/01/2026	Payment 129-1	WI 2	WI BECKS	0.00	0.00	0.00	-44.42
			Subtotal C/Fwd	**4,368.14**	**679.06**	**5,047.20**	**1,602.87**

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
			Subtotal B/Fwd	**4,368.14**	**679.06**	**5,047.20**	**1,602.87**
24/02/2026	1926	WI	WI	44.42	8.89	53.31	53.31
10/03/2026	1970	BFC	BFC	980.40	10.00	990.40	10.00
12/03/2026	Payment 136-1	WI	WI	0.00	0.00	0.00	-8.89
18/03/2026	1995	WSCC ACC	WSCC ACCOUNTS	93.35	18.67	112.02	112.02
30/03/2026	2001	WSCC ACC	WSCC ACCOUNTS	453.84	90.77	544.61	544.61
01/04/2026	2030	BCT	BCT	158.23	31.65	189.88	0.01
12/04/2026	Payment 133-1	WSALC1	WSALC1	0.00	0.00	0.00	-0.01
06/05/2026	2084	WILSON	WILSON	332.51	66.50	399.01	0.01
06/05/2026	2100	STITCHED	STITCHED	33.58	6.72	40.30	40.30
11/05/2026	Payment 137-1	WWATCHERS	WWATCHERS	0.00	0.00	0.00	-0.01
22/05/2026	2122	PYNE	PYNE	66.08	13.22	79.30	79.30
22/05/2026	2124	ISS MED	ISSMED	25.72	5.15	30.87	30.87
12/06/2026	Payment 141-1	WWATCHERS	WWATCHERS	0.00	0.00	0.00	-0.01
15/06/2026	Payment 142-1	BUR	BURT	0.00	0.00	0.00	-3.99
25/06/2026	2222	BPC	BPC	197.06	39.41	236.47	236.47
30/06/2026	2204	WOW	WOW	155.52	31.12	186.64	186.64
30/06/2026	2208	GALLAGHER	GALLAGHER	222.84	44.56	267.40	267.40
30/06/2026	2209	LIFE	LIFE	276.21	55.24	331.45	331.45
30/06/2026	2215	WILSON	WILSON	628.37	125.67	754.04	754.04
23/07/2026	2233	BADMINTON	BADMINTON	66.48	13.28	79.76	79.76
23/07/2026	2236	WILSON	WILSON	113.67	22.73	136.40	136.40
24/07/2026	2239	BPC	BPC	233.92	46.78	280.70	280.70
24/07/2026	2240	BPC	BPC	716.39	143.28	859.67	859.67
30/07/2026	2249	VORSTER	VORSTER	55.71	11.13	66.84	66.84
30/07/2026	2252	SMB	SMB	149.60	29.92	179.52	179.52
31/07/2026	2255	WOOLVEN	TRIS WOOLVEN	185.70	37.15	222.85	222.85
31/07/2026	2258	BEL2	BELLWAY	320.67	64.13	384.80	384.80
31/07/2026	2265	BCT	BCT	26.87	5.37	32.24	32.24
31/07/2026	2274	BPC	BPC	131.50	26.30	157.80	157.80
12/08/2026	Payment 144-1	WWATCHERS	WWATCHERS	0.00	0.00	0.00	-0.01
20/08/2026	2280	WHIZZ	WHIZZ	124.40	24.88	149.28	149.28
20/08/2026	2282	WHITFORD	WHITFORD	25.72	5.15	30.87	30.87
20/08/2026	2284	CARERS	CARERS SUPPORT	38.88	7.78	46.66	46.66
20/08/2026	2285	LIFE	LIFE	280.21	56.04	336.25	336.25
21/08/2026	2287	WI	WI	54.42	10.89	65.31	65.31
21/08/2026	Payment 143-1	SMB	SMB	0.00	0.00	0.00	-0.20
24/08/2026	Payment 145-1	WWATCHERS	WWATCHERS	0.00	0.00	0.00	-0.01
24/08/2026	Payment 146-1	WWATCHERS	WWATCHERS	0.00	0.00	0.00	-0.01
27/08/2026	2288	BADMINTON	BADMINTON	66.48	13.28	79.76	79.76
27/08/2026	2289	SINGING	SINGING	33.24	6.65	39.89	39.89
31/08/2026	2294	PILATES	PILATES	86.92	17.40	104.32	104.32
31/08/2026	2295	KIMBER	KIMBER	66.48	13.28	79.76	79.76
31/08/2026	2296	HEINRICH	HEINRICH	445.68	89.12	534.80	534.80
31/08/2026	2297	MOVE IT	MOVE IT	46.42	9.28	55.70	55.70
31/08/2026	2298	WWATCHERS	WWATCHERS	147.84	29.56	177.40	177.40
31/08/2026	2299	WOOLVEN	TRIS WOOLVEN	148.56	29.72	178.28	178.28
			Subtotal C/Fwd	**11,602.03**	**1,939.73**	**13,541.76**	**8,515.02**

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
			Subtotal B/Fwd	**11,602.03**	**1,939.73**	**13,541.76**	**8,515.02**
31/08/2026	2300	LIFESTYLE	LIFESTYLE	55.71	11.13	66.84	66.84
31/08/2026	2301	VORSTER	VORSTER	37.14	7.42	44.56	44.56
31/08/2026	2302	CARERS	CARERS SUPPORT	86.58	17.32	103.90	103.90
31/08/2026	2303	HEALTH	HEALTHWATCH	49.00	9.80	58.80	58.80
31/08/2026	2304	CARERS	CARERS SUPPORT	28.87	5.77	34.64	34.64
31/08/2026	2305	WSCC ACC	WSCC ACCOUNTS	17.15	3.43	20.58	20.58
31/08/2026	2306	BFC	BFC	1,233.21	10.00	1,243.21	1,243.21
31/08/2026	2307	BPC	BPC	78.31	15.66	93.97	93.97
31/08/2026	2308	BPC	BPC	233.92	46.78	280.70	280.70
31/08/2026	2310	WILSON	WILSON	20.83	4.17	25.00	25.00
			TOTAL INVOICES	**13,442.75**	**2,071.21**	**15,513.96**	**10,487.22**

APPENDIX F

REGISTERED CHARITY NUMBER: 227480

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31 March 2026

for

Billingshurst Centre
Trading as
Billingshurst Community & Conference
Centre

Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
C/O Mulberry & Co
Eastgate House
Dogflud Way
Farnham
Surrey
GU9 7UD

Billingshurst Centre
Trading as Billingshurst Community & Conference Centre

Contents of the Financial Statements for the Year Ended 31 March 2026

Billingshurst Centre
Trading as Billingshurst Community & Conference Centre

Report of the Trustees
for the Year Ended 31 March 2026

The trustee presents their report with the financial statements of the charity for the year ended 31 March 2026. The trustee has adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To provide a property for the purpose of a Village Hall for the use and benefit of the inhabitants of Billingshurst. The facilities within the property provide for a range of sport, social, business and other activities that benefit, directly or indirectly, local people.

Public benefit

The trustee confirms that it has referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The Trustee has made the Billingshurst Centre available for hire by inhabitants of the parish for community groups, clubs, societies and individual hire.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

The charity has continued to meets its aims and objectives by letting its facilities to the local community.

FINANCIAL REVIEW

Financial position

The nature scope and type of activities of the charity have not changed year on year and income and expenditure remains consistent with prior years and in line with expectation.

Reserves policy

The charity has a policy to hold six months worth of income as a general reserve and in the event it becomes necessary to earmark further reserves for future capital spending.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Billingshurst Community & Conference Centre was established in 1906 and is registered with the Charities Commission for England & Wales under number 227480. The centre changed, with approval from the Charities Commission, its title from Billingshurst Village Hall to the Billingshurst Centre.

The charity is governed by the conveyance dated 1959.

Decision making

The management of the centre is undertaken by Billingshurst Parish Council as sole managing trustee. The day to day management of the centre is delegated to the clerk to the council under the direction of the trustee's committee who meet monthly and report to the council as trustee.

Risk management

The trustee has a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

227480

Report of the Trustees
for the Year Ended 31 March 2026

Principal address
Billingshurst Centre
Roman Way
Billingshurst
West Sussex
RH14 9QW

Trustees
Billingshurst Parish Council is the Sole Managing Trustee and as such the Parish Council as a corporate body and Trustee is responsible for the running and management of the Billingshurst Centre, with the parish councillors acting as representatives of the Council.

Independent Examiner
Mark Mulberry
Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
C/O Mulberry & Co
Eastgate House
Dogflud Way
Farnham
Surrey
GU9 7UD

Approved by order of the board of trustees on .... and signed on its behalf by:

....
BPC - Chair - Trustee

Independent examiner's report to the trustees of Billingshurst Centre
I report to the charity trustee on my examination of the accounts of Billingshurst Centre (the Trust) for the year ended 31 March 2026.

Responsibilities and basis of report
As the charity trustee of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

M Mulberry

Mark Mulberry

Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
C/O Mulberry & Co
Eastgate House
Dogflud Way
Farnham
Surrey
GU9 7UD

Date: ....

Billingshurst Centre
Trading as Billingshurst Community & Conference Centre

Statement of Financial Activities for the Year Ended 31 March 2026

	Notes	Unrestricted fund £	Restricted fund £	31.3.26 Total funds £	31.3.25 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		15,501	-	15,501	16,000
Charitable activities					
Charitable Activities		120,052	-	120,052	113,752
Investment income	2	736	-	736	753
Total		136,289	-	136,289	130,505
EXPENDITURE ON					
Charitable activities	3				
Charitable Activities		186,935	-	186,935	207,325
NET INCOME/(EXPENDITURE)		(50,646)	-	(50,646)	(76,820)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,332,827	1,008	1,333,835	1,410,655
TOTAL FUNDS CARRIED FORWARD		1,282,181	1,008	1,283,189	1,333,835

The notes form part of these financial statements

Billingshurst Centre
Trading as Billingshurst Community & Conference Centre

Balance Sheet
31 March 2026

	Notes	Unrestricted fund £	Restricted fund £	31.3.26 Total funds £	31.3.25 Total funds £
FIXED ASSETS					
Tangible assets	7	1,271,148	-	1,271,148	1,287,239
CURRENT ASSETS					
Debtors	8	14,165	-	14,165	14,226
Cash at bank and in hand		35,812	1,008	36,820	49,054
		49,977	1,008	50,985	63,280
CREDITORS					
Amounts falling due within one year	9	(38,944)	-	(38,944)	(16,684)
NET CURRENT ASSETS		11,033	1,008	12,041	46,596
TOTAL ASSETS LESS CURRENT LIABILITIES		1,282,181	1,008	1,283,189	1,333,835
NET ASSETS		1,282,181	1,008	1,283,189	1,333,835
FUNDS	10				
Unrestricted funds				1,282,181	1,332,827
Restricted funds				1,008	1,008
TOTAL FUNDS				1,283,189	1,333,835

The financial statements were approved by the Board of Trustees and authorised for issue on .... and were signed on its behalf by:

....
BPC - Vice Chair - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include items at fair value. The financial statements are presented in sterling which is the functional currency of the charity rounded to the nearest whole pound.

Changes in accounting policies
There have been no changes to accounting policies in the year under review. Unless otherwise stated all accounting policies listed below have been applied consistently.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from hall lettings is recognised when it is receivable, where income is received in relation to future periods it is included in the accounts as deferred income.

Grants are accounted for under the performance model. Grant income is recognised as follows:

- A grant that does not impose specified future performance-related conditions on the recipient is recognised in income when the grant proceeds are received or receivable.

- A grant that imposes specified future performance-related conditions on the recipient is recognised in income only when the performance-related conditions are met; and

- Grants received before the revenue recognition criteria are satisfied are resognised as a liability.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on cost
Fixtures and fittings	- 5 years on cost

Taxation
The charity is exempt from tax on its charitable activities.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

continued...

1. ACCOUNTING POLICIES - continued

Fund accounting
Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	31.3.26	31.3.25
	£	£
Interest receivable - trading	736	753

3. CHARITABLE ACTIVITIES COSTS

	Direct Costs
	£
Charitable Activities	186,935

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2026 nor for the year ended 31 March 2025.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2026 nor for the year ended 31 March 2025.

5. STAFF COSTS

	31.3.26	31.3.25
	£	£
Wages and salaries	70,194	65,129
Social security costs	5,584	3,151
Other pension costs	9,604	8,877
	85,382	77,157

The average monthly number of employees during the year was as follows:

	31.3.26	31.3.25
Direct Charitable	6	5

No employees received emoluments in excess of £60,000.

continued...

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES, YEAR ENDED 31 MARCH 2025

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	16,000	-	16,000
Charitable activities			
Charitable Activities			
	113,752	-	113,752
Investment income	753	-	753
Total	130,505	-	130,505
EXPENDITURE ON			
Charitable activities			
Charitable Activities			
	207,325	-	207,325
NET INCOME/(EXPENDITURE)	(76,820)	-	(76,820)
Transfers between funds	2,260	(2,260)	-
Net movement in funds	(74,560)	(2,260)	(76,820)
RECONCILIATION OF FUNDS			
Total funds brought forward	1,407,387	3,268	1,410,655
TOTAL FUNDS CARRIED FORWARD TO 2026	1,332,827	1,008	1,333,835

7. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2025 and 31 March 2026	1,609,058	89,919	1,698,977
DEPRECIATION			
At 1 April 2025	321,819	89,919	411,738
Charge for year	16,091	-	16,091
At 31 March 2026	337,910	89,919	427,829
NET BOOK VALUE			
At 31 March 2026	1,271,148	-	1,271,148
At 31 March 2025	1,287,239	-	1,287,239

continued...

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.26	31.3.25
	£	£
Trade debtors	9,144	6,143
VAT	4,211	5,025
Prepayments	810	3,058
	14,165	14,226

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.26	31.3.25
	£	£
Trade creditors	32,337	281
Taxation and social security	4,421	6,858
Other creditors	2,186	9,545
	38,944	16,684

10. MOVEMENT IN FUNDS

	At 1.4.25	Net movement in funds	At 31.3.26
	£	£	£
Unrestricted funds			
General fund	1,332,827	(50,646)	1,282,181
Restricted funds			
Restricted Funds	1,008	-	1,008
TOTAL FUNDS	1,333,835	(50,646)	1,283,189

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	136,289	(186,935)	(50,646)
TOTAL FUNDS	136,289	(186,935)	(50,646)

continued...

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.24	Net movement in funds	Transfers between funds	At 31.3.25
	£	£	£	£
Unrestricted funds				
General fund	1,407,387	(76,820)	2,260	1,332,827
Restricted funds				
Restricted Funds	3,268	-	(2,260)	1,008
TOTAL FUNDS	1,410,655	(76,820)	-	1,333,835

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	130,505	(207,325)	(76,820)
TOTAL FUNDS	130,505	(207,325)	(76,820)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.24	Net movement in funds	Transfers between funds	At 31.3.26
	£	£	£	£
Unrestricted funds				
General fund	1,407,387	(127,466)	2,260	1,282,181
Restricted funds				
Restricted Funds	3,268	-	(2,260)	1,008
TOTAL FUNDS	1,410,655	(127,466)	-	1,283,189

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	266,794	(394,260)	(127,466)
TOTAL FUNDS	266,794	(394,260)	(127,466)

continued...

11. RELATED PARTY DISCLOSURES

The charity has provided an office to Billingshurst Parish Council (The sole managing trustee) rent free.

Billingshurst Centre
Trading as Billingshurst Community & Conference Centre

Detailed Statement of Financial Activities for the Year Ended 31 March 2026

	31.3.26 £	31.3.25 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	15,501	16,000
Investment income		
Interest receivable - trading	736	753
Charitable activities		
Hall Letting - commercial	42,193	39,735
Hall Letting - non commercial	53,989	48,247
Catering	12,817	13,185
Other letting income	11,053	12,585
	120,052	113,752
Total incoming resources	136,289	130,505
EXPENDITURE		
Charitable activities		
Wages	70,194	65,129
Social security	5,584	3,151
Pensions	9,604	8,877
Rates and water	2,735	819
Insurance	5,516	5,072
Light and heat	18,185	20,310
Postage and stationery	1,258	1,798
Advertising	116	1,255
Sundries	1,026	2,133
Catering	7,251	7,934
Refuse collection	1,142	1,052
Staff training	595	-
Computer consumables	2,595	4,228
Repairs& maintenance	26,913	47,620
Cleaning	10,963	10,154
Garden maintenance	2,956	4,585
Licenses	1,443	1,274
Other professional fees	1,368	3,837
Bad debts	-	606
Independent examination	1,400	1,400
Freehold property	16,091	16,091
	186,935	207,325
Total resources expended	186,935	207,325
Net expenditure	(50,646)	(76,820)

This page does not form part of the statutory financial statements

APPENDIX G

BILLINGSHURST COMMUNITY & CONFERENCE CENTRE

CENTRE COMMITTEE

30 SEPTEMBER 2026

MANAGER'S REPORT

This report provides an overview of activity at the Billingshurst Community & Conference Centre during September 2026. The Centre continues to support a wide range of community activities whilst also progressing a number of projects designed to strengthen our facilities, processes and longer-term resilience.

PEOPLE / COMMUNITY

Whilst the summer period at the Centre is generally quieter, some activities have continued to go from strength to strength. What started as Zumba Gold on a Monday has now expanded to include Zumba + Tone on a Friday and we recently hosted a Zumba charity event in aid of Samaritans. It is encouraging to see this activity developing, and I suspect we may see further "Zumbafication" at the Centre in the months ahead.

We also hosted a very successful tabletop sale for a customer who had been looking for a venue large enough to accommodate the popularity of their Parent and Baby-focused sale. I am pleased to say that we were able to provide the space they needed and the customer has already rebooked for February 2027. This is a good example of how the Centre can respond to the needs of new and growing community activities whilst also developing longer-term relationships with hirers.

Other new activities over the summer included an Introduction to Graphite Art session. We have also recently received an initial enquiry from a newly qualified hypnotherapist who is considering running competitively priced group sessions for the benefit of the local community. I will continue to explore opportunities such as these where they provide useful and accessible activities for local residents whilst also making effective use of the Centre.

PROJECTS / STRATEGY

A series of successful S106 funding applications has enabled us to invest in some much-needed equipment and improvements during the quieter summer months. Four new showers have now been installed in the backstage washrooms and are fully operational. These are likely to be particularly beneficial to the Centre in its capacity as a potential Rest Centre should the need arise for temporary shelter, welfare and basic support during an emergency.

The showers may also support our wider ambitions for the Centre to remain a valuable part of the district's active, wellbeing and investment strategy. For example, one of our Customer Service Assistants recently put forward a proposal outlining how we might cost-effectively increase occupancy of the Main Hall by making space available for regular badminton sessions. Improvements such as the new showers may help make opportunities of this nature more viable.

Along similar lines, the newly installed drinking water dispenser in the foyer is already receiving positive feedback from several users involved in the wellbeing activities offered at the Centre.

Another important purchase has been the Bluetooth PA system, which means the Centre is now better equipped to meet the requirements of our customers and the wider community. It arrived just in time for West Sussex Music's training day at the Centre, and I am sure it will also prove useful as we continue to explore opportunities to host open mic nights, conferences and seasonal events.

I would like to sincerely thank the S106 funders for their generosity in supporting these improvements plus fellow officers for undertaking much of the paperwork. I would also like to thank Billingshurst Family Church for helping to bridge the gap by loaning us their own Bluetooth speaker while our funding application was being considered.

PROCESSES / MAINTENANCE
Following a recent request from a customer at West Sussex County Council, I suggested to the Clerk that we should have a dedicated safeguarding policy covering the BCCC. Whilst this does not currently appear to be a legal requirement in our particular circumstances, the Charity Commission for England and Wales appears to recommend that organisations have appropriate safeguarding arrangements in place and this approach also seems to be supported by organisations responsible for Village Hall and Community Centre management. The Clerk is currently reviewing a draft Safeguarding Policy and Roadmap that I prepared for the Centre and is considering whether this could also be expanded to cover the Council as a whole.

On the advice of our energy broker, the Centre has decided to switch electricity supplier. The intention is for British Gas to supply our electricity for a minimum period of one year starting from 1 July 2027.

Customer feedback has stalled somewhat over the summer, and I intend to renew our focus on this during the remainder of the year. Maintaining a clear understanding of our customers' experiences will be particularly important as we continue to identify opportunities for improvement.

We are also currently gathering quotations for the repair of the damaged fire doors leading from the Main Hall onto the High Street. I will update the Committee once we have a clearer understanding of the likely cost and timescale for this work.

FINANCES
I recently met with Councillor Marie Montoya to discuss how information relating to the Centre could be presented to Committee in a clearer and more impactful way, whilst better aligning our reporting with the objectives of the organisation's three-year business plan.
I have implemented these changes and welcome any further feedback from Committee members as we develop the revised approach.

The revised performance dashboard provides an update on the Centre's progress in recovering unpaid invoices. This should give Committee a clearer picture of the outstanding amounts as well as the actions being taken to recoup them.

Due to concerns surrounding invoices provided by our fire and security supplier, I have requested an account review and investigation from the customer service team at their parent company. I will update Committee on the outcome of this review in due course.

FUTURE

September has already shown some encouraging, if ad hoc, signs of increased activity at the Centre. As we approach the end of the year, my focus will be on overcoming the remaining barriers to occupancy, narrowing any gaps in the bookings calendar and ensuring that available space is filled as cost-effectively as possible.

There will also be a renewed focus on customer accounts. This will include recovering outstanding debts, ensuring that agreed service levels are being met and continuing to support the promotion of both new and existing activities.

With the benefit of the investments made over the summer months, I believe the Centre is increasingly well placed to respond to new opportunities. My focus for the remainder of the year will therefore be on making the best possible use of the facilities we now have, strengthening our relationships with customers and ensuring that the Centre continues to provide good value to both its users and the wider community.

The Committee is invited to note this report.

Centre Performance Dashboard - INCOME & BOOKINGS

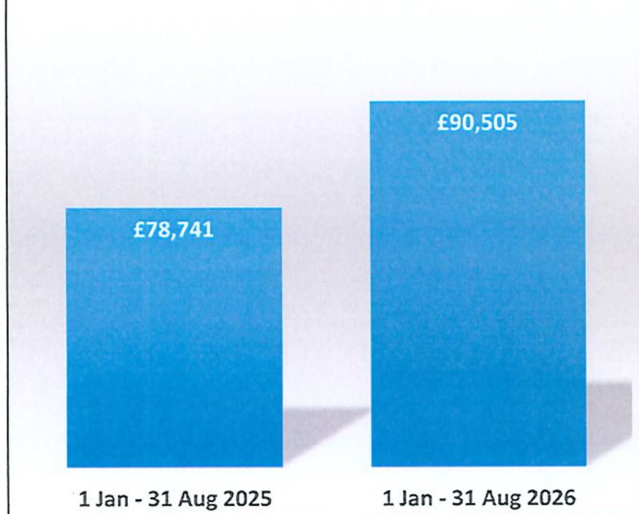
Based on confirmed bookings from Jan-Aug 2026, unless otherwise stated
**Based on UNPAID INVOICES YTD - 31th Aug 2026*

Date of production: *24th September 2026*

YTD Total Customers		YTD Total Revenue	
98		£90,505	
No. of New Customers (2026)	No. of Lapsed Customers	New Customer Revenue (YTD)	Lapsed Customer Revenue (YTD)
38	2	£5,684	£4,960

Supplementary Charts

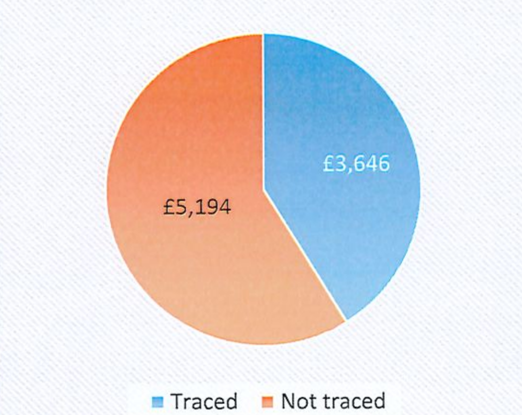
Total Revenue



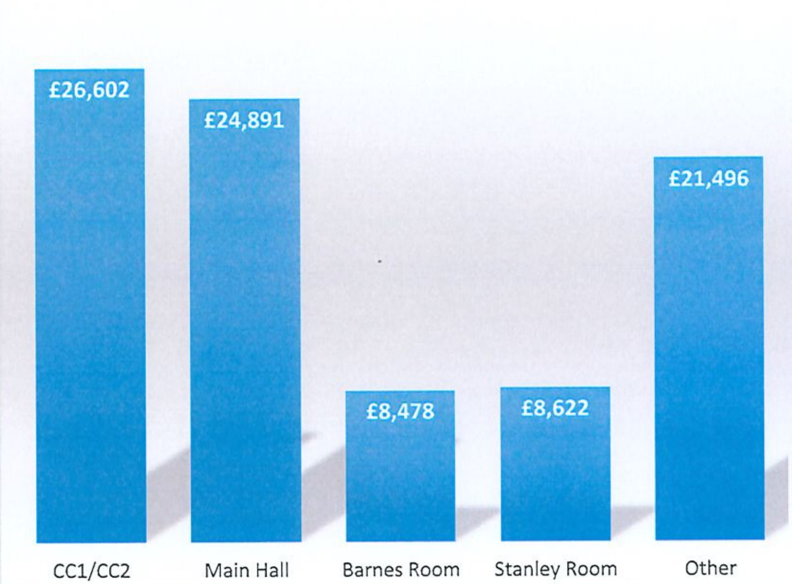
***UNPAID INVOICES YTD - 31st August 2026:-**

Prior to 2026	YTD - Aug 2026	Total Unpaid Invoices
£1,647	£8,840	£10,487

*Unpaid Invoices: YTD - Aug 2026



Revenue Type (1 Jan - 31 Aug 2026)



Top 5 Customers

Customer	Revenue 2026
Total for Billingshurst Family Church	£19,884
Total for WSCC	£10,141
Total for Billingshurst Parish Council	£6,650
Total for Hidden Hearing Limited	£4,516
Total for Helen Heinrich	£4,367

Notes:

Despite the expected low occupancy over the summer months Yr on Yr Revenue is up almost 15%.   We have also halved the value of unpaid invoices since the end of June.

Yr-on-Yr expenses (from Rialtas): We need greater visibility

New Business Development: Need to focus on Stanley Room & Barnes Room Occupancy maximising downtime in the Main Hall.

30 Day Payment Terms: Several customers missed paying an invoice over the summer, but paid immediately upon receiving a follow up email after 30 days.

New / Temporary Resource: two Casual Workers leaving for university.

Lapsed customers redefined to exclude new customers (YTD)