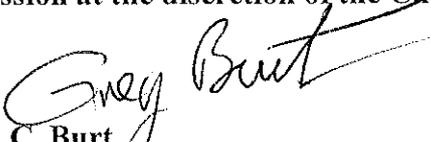




To All Councillors on the Finance & General Purposes Committee,

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 25 March 2026, 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. They must give their name.


G. C. Burt
Clerk to the Council

18 March 2026

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. 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 the meeting, at the discretion of the Chairman. They must give their name.
5. Minutes of the meeting held on 25 February 2026, previously circulated; to confirm and sign as a correct record.
6. Clerk's Report.
7. To approve payments and note any receipts for
 - a) February 2026 - Appendix A.
8. To note
 - a) Cashbook 1 bank reconciliation to 28 February 2026 - Appendix B.
 - b) Cashbook 3 bank reconciliation to 28 February 2026 - Appendix C.
9. To note debtors – Appendix D.
10. To receive an update on the refurbishment of the Billingshurst Centre stacking chairs and to confirm funding source - Appendix E.

11. To receive a further update and decide a way forward ref. the sale of Adversane Hall - Appendix F.

12. Date of Next Meeting – **Wednesday 29 April 2026**

Committee Members: PB, EB, CG, PD, CJ, 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.

List of Payments made between 01/02/2026 and 28/02/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/02/2026	Horsham DC	DD	168.96		Bin emptying
03/02/2026	Screwfix Direct Ltd	CARD	104.97		Misc ironmongery
04/02/2026	AMAZON	CARD	22.69		Cleaning materials
11/02/2026	British Gas	DD	16.27		Adversane Hall electricity
12/02/2026	Land Registry	CARD	28.00		LR searches
13/02/2026	AMAZON	CARD	32.98		Gardening Tools
13/02/2026	Netcom IT Solutions	DD	81.27		IT support
16/02/2026	Surrey Hills Solicitors LLP	013757	1,226.00		Legal advice
16/02/2026	Sussex Land Services Ltd	013760	462.00		Misc repairs + tree trimming
16/02/2026	Wightman & Parrish Ltd	013761	75.40		Cleaning materials
16/02/2026	Billingshurst Comm. & Conf. Ce	013762	1,825.57		Room hire
16/02/2026	Matta Products	013763	2,361.60		New s/surfacing Manor Fields
16/02/2026	Light Angels Ltd	013764	27,072.02		Xmas lights
16/02/2026	Greg Burt	013765	275.00		Misc toilet cleaning
16/02/2026	Richard Plant	013766	30.00		Reimb. eye test
16/02/2026	Ballpoint Office Supplies Ltd	013767	144.32		Stationery
16/02/2026	WorkNest Ltd	013768	2,658.00		SHA training
16/02/2026	Trevor Cox	013769	600.00		Play area inspections Jan
16/02/2026	WSALC Ltd	013770	48.00		Training
16/02/2026	Sutcliffe Play Ltd	013791	3,737.16		Play equipment spares
16/02/2026	Rentokil Initial	013772	636.13		Hygiene service public loos
16/02/2026	A272 Design	SO	618.00		Village TWEET advert
16/02/2026	Restream Inc.	CARD	14.35		Restream
16/02/2026	Southern Water	DD	60.00		83a High St water etc.
17/02/2026	Light Angels Ltd	013773	27,072.02		Xmas lights
18/02/2026	Horsham DC	DD	71.00		Bin emptying
18/02/2026	Horsham DC	DD	142.00		Bin emptying
18/02/2026	Horsham DC	DD	163.30		Bin emptying
19/02/2026	BT Group	DD	61.76		The Depot broadband
19/02/2026	Engie Gas Ltd	DD	262.47		83a High St gas
23/02/2026	EE & T Mobile	DD	37.93		Mobile phones etc
23/02/2026	Mailchimp	CARD	11.67		Mailchimp
23/02/2026	SSE	DD	268.15		Street furniture electricity
23/02/2026	RAC	CARD	311.24		EV breakdown cover
27/02/2026	NatWest	BACS	21.40		Bank charges

Total Payments	70,721.63
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Current Bank A/c

Cash Received between 01/02/2026 and 28/02/2026

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
10/02/2026	Fowlers Letting Ltd		83a High St flat rental	949.20
			Total Receipts	949.20

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	28/02/2026		330,866.40
Treasury Reserve Deposit	28/02/2026		140,062.33
Unity Bank	28/02/2026		440.81
			471,369.54
 <u>Unpresented Payments (Minus)</u>			 <u>Amount</u>
16/02/2026 013762	Billingshurst Comm. & Conf. Ce		1,825.57
16/02/2026 013764	Light Angels Ltd		27,072.02
16/02/2026 013766	Richard Plant		30.00
16/02/2026 013770	WSALC Ltd		48.00
16/02/2026 013772	Rentokil Initial		636.13
17/02/2026 013773	Light Angels Ltd		27,072.02
			56,683.74
			414,685.80
 <u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			414,685.80
		Balance per Cash Book is :-	414,685.80
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation Statement as at 27/02/2026
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	27/02/2026		194,218.61
			<u>194,218.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			194,218.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			194,218.61
		Balance per Cash Book is :-	194,218.61
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

APPENDIX D

16/03/2026

Billingshurst Parish Council 2025-26

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SALES LEDGER 1 UNPAID INVOICES BY DATE

User: GREG

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
30/06/2025	BPC100	BCCC	BCCC	5,419.60	1,083.92	6,503.52	6,503.52
13/08/2025	BPC109	WSCC	WSCC	766.50	0.00	766.50	766.50
01/10/2025	BPC114	HIGHWOOD	HIGHWOOD	1,500.00	300.00	1,800.00	1,800.00
26/11/2025	BPC118	HORSHAM	HORSHAM	24,525.78	4,905.16	29,430.94	29,430.94
21/01/2026	BPC122	NUDGE	NUDGE	429.00	0.00	429.00	429.00
28/01/2026	BPC123	BCCC	BCCC	5,702.24	1,140.45	6,842.69	6,842.69
27/02/2026	BPC124	BCCC	BCCC	5,543.72	1,108.74	6,652.46	6,652.46
TOTAL INVOICES				43,886.84	8,538.27	52,425.11	52,425.11

APPENDIX E

BILLINGSHURST PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 25 MARCH 2026

FUNDING OF STACKING CHAIRS AT BILLINGSHURST CENTRE

REPORT BY CLERK TO THE COUNCIL

FOR DECISION

Last year, in discussing the funding of various improvements at the Billingshurst Centre amid the Centre's own gradually reducing reserves, this Committee resolved

That the Council fund the cost of 200 new chairs to a maximum of £11,600 subject to three quotes being received. (Clerk to investigate appropriate budget and/or explore s106 availability and report back). Min 53/25 c. refers

We sought 3 quotes and these were as follows:

Supplier	Cost
Work Place Stuff	£19,800
Rosehill	£15,076
Kirkhouse	£11,600

Members may recall that the original intention to have the existing chairs reupholstered had not worked out too well as the pads had been difficult to refit to the frames upon return. However, following further discussions with Kirkhouse they have now quoted to collect, reupholster and return 180 chairs all for the sum of £8,370.

Members last year did not advise how the Council was to fund this project; there is no CIL fund available; attempts at seeking s106 have failed so the only option is to fund from general reserves or an Earmarked Reserved: Misc Repairs or the residue of the POS commuted sum from Land at Kingslea Farm.

The Committee is invited to:

- a. Support the refurbishment of chairs by Kirkhouse in the sum of £11,600.
- b. Decide how the Council funds the project.

APPENDIX F

BILLINGSHURST PARISH COUNCIL

FIANACE & GENEARL PURPOSES COMMITTEE

WEDNESDAY 25 MARCH 2026

ADVERSANE HALL

REPORT BY CLERK

FOR DECISION

Last September the Council **RESOLVED** *that the Clerk instigate the disposal of Adversane Hall in its entirety, via specialist agents. [Clerk to report further on offers, disposal of proceeds etc.]* (Min 67/25 refers)

I reported to 11 March Council that agents had reported interest but no offers to date. He advised that, as expected, the lack of on-site car park was a determining factor, plus its size which limits its potential.

He had suggested two things:

- a. To put it up for auction, if we want a speedy sale.
- b. To regularise the situation with the garden to the rear. This is a similar sized plot, to the rear of the hall, which was ‘acquired’ by the operator of the playgroup which used to hire the hall. The Council could have it for nil consideration. The agent suggests acquiring this plot would make the plot much longer and therefore increase its potential / attractiveness.

I asked Council on 11 March to accept the gift of the hall garden at nil consideration, in exercise of Local Government Act 1972 s139, should it be required.

Members however DEFFERED consideration, pending further information most notably on, the reserve price that the auctioneer recommends and the legal cost of regularising the ownership of the rear garden.

The agents have confirmed:

Allsop’s confirmed they would put the property into the next auction for a fee of £7,250 plus VAT..... They advised they will provide a more detailed valuation if it’s confirmed that you would be open to pay their associated fees for the auction.

Our solicitor advises that the legal fee to regularise the ownership of the rear garden should be no more than £2k. It should be less than this but wishes to cover unforeseen eventualities.

The Committee is invited to consider whether to either proceed to auction, or, regularise the ownership of the garden in the hope that it will improve the site’s appeal.