



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 29 April 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

20 April 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 March 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) March 2026 - Appendix A.
8. To note
 - a) Cashbook 1 bank reconciliation to 31 March 2026 - Appendix B.
 - b) Cashbook 3 bank reconciliation to 28 March 2026 - Appendix C.
9. To note debtors – Appendix D.
10. To consider grant applications.

Some of these were deferred in February until the new financial year, some had failed to submit accounts and some are new applicants.

Appendix	Applicant	£ Requested	Notes
E	CAGNE	2,000	Can't provide certified accounts
F	WAKOOS Centre4Children LTD	3,113.92	Accounts provided / on website.
G	Billingshurst Community Minibus	360	Accounts provided / on website.
H	Women's Hall	1,650	Accounts provided / attached.
I	BSRA	3,180	Accounts provided / attached.
J	Billingshurst Primary Academy Bees	349	Accounts provided /attached
K	St. Catherine's Hospice	400	Accounts provided / on website.
L	4Sight Vision	850	Accounts provided / on website.

Grants previously awarded – Appendix M. Total grant budget available = £5,000

11. Consideration of funding restoration of wooden finger post - Appendix N.
12. Ratification of additional expenditure to protect newly refurbished Centre chairs - Appendix O.
13. Date of Next Meeting – **Wednesday 27 May 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 01/03/2026 and 31/03/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2026	Light Angels Ltd	013764A	-27,072.02		Cancel payment
02/03/2026	Advanced Moulds Ltd	013774	10,044.00		BCCC chairs refurb
02/03/2026	Sussex Land Services	SO	2,697.80		GM - Feb
02/03/2026	Horsham DC	DD	168.96		Bin emptying
02/03/2026	Horsham DC	DD	128.00		Bin emptying
02/03/2026	SSE	DD	87.00		83a High St electricity
05/03/2026	Sussex Land Services Ltd	13775	1,338.00		Trees etc + events help
05/03/2026	Greg Burt	13776	120.00		Public toilets cleaning
05/03/2026	Billingshurst Comm. & Conf. Ce	13777	655.36		Training buffet
05/03/2026	Trevor Cox	13778	450.00		Error correction
05/03/2026	Business Stream	13779	231.24		Water etc 26-27
05/03/2026	Tyco Fire & Integrated Solutio	13780	19,857.90		CCTV installation
05/03/2026	WSALC Ltd	13781	48.00		Cllr planning training
05/03/2026	Signquick	13783	59.40		New play area sign Cranham Av.
05/03/2026	Ballpoint Office Supplies Ltd	13784	232.66		Stationery
05/03/2026	Arthur J Gallagher Insurance B	13785	336.44		Extra insurance for CCTV kit
05/03/2026	Lift Safe Ltd	13786	318.00		EV servicing
05/03/2026	Healthmatic Ltd	13788	94.68		New locks for public loos
05/03/2026	BSRA	13789	2,256.00		CIL grant / drainage
05/03/2026	Tyler's Trust	13790	200.00		Grant
05/03/2026	Billingshurst Romans RFC	13791	350.00		Grant
05/03/2026	Billingshurst Street Pastors	13792	700.00		Grant
05/03/2026	Windmill Place Mgt Co Ltd	13793	500.00		Grant
05/03/2026	BEAT	13794	917.00		Grant
05/03/2026	GN Tree Surgery Specialists Lt	13787	6,540.00		Balancing item
05/03/2026	WBC Cares UK	13782	4,054.60		Boxing 25-26
09/03/2026	BT	DD	61.76		The Depot broadband
10/03/2026	Parkfield Retail Ltd	DD	29.98		Misc ironmongery
13/03/2026	EE & T Mobile	DD	47.08		Mobile phones etc
13/03/2026	Land Registry	CARD	14.00		Property search
16/03/2026	Village TWEET	SO	618.00		Village TWEET advert
16/03/2026	Restream Inc.	CARD	14.64		Restream
16/03/2026	British Gas	DD	10.90		Electric Adversane Hall
16/03/2026	Southern Water	DD	60.00		Water etc 83a High St
17/03/2026	Horsham DC	DD	71.00		Bin emptying
17/03/2026	Horsham DC	DD	142.00		Bin emptying
17/03/2026	Horsham DC	DD	148.40		Bin emptying
19/03/2026	South Wales Time Recorder Ltd	CARD	40.90		Clocking-in cards + headphones
19/03/2026	Banner World Ltd	CARD	152.47		New Showcase banners
23/03/2026	Mailchimp	CARD	11.79		Mailchimp
23/03/2026	Engie Gas Ltd	DD	197.83		Gas 83a High St
23/03/2026	SSE	DD	218.80		Electricity street furniture
24/03/2026	NatWorld publishing	BACS	-1.20		Credit on CT subscription
24/03/2026	Scottish Water	DD	201.41		Water etc public toilets
25/03/2026	ALE Bus Machines	BACS	71.43		Photocopier charges
26/03/2026	Netcom IT Solutions	DD	714.40		IT support
30/03/2026	Sussex Land Services	SO	2,697.80		GM - March

Time: 15:24

Current Bank A/c

List of Payments made between 01/03/2026 and 31/03/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/03/2026	SSE	DD	87.00		Electricity 83a High St
31/03/2026	WBC Cares UK	013782A	-4,054.00		Replacement cheque
31/03/2026	Adrian Mobile Locksmith Ltd	013802	91.15		Padlocks
31/03/2026	Signquick	013803	50.40		New BPC sign for BCCC
31/03/2026	Carter Davey Architects Ltd	013804	285.00		Depot planning application
31/03/2026	Horsham District Council	013805	51,179.00		25-26 NW costs part 2
31/03/2026	West Sussex County Council	013806	26,746.15		March salaries
31/03/2026	Healthmatic Ltd	013807	248.62		Loo roll holders public loos
31/03/2026	Capital Cleaning (Kent) Ltd	013808	265.55		Public loos cleaning sundries
31/03/2026	GCS Services Ltd	013809	1,760.00		Jet washing of var. facilities
31/03/2026	WBC Cares UK	013810	4,054.60		Replacement cheque/boxing
31/03/2026	Trevor Cox	013811	600.00		Playground inspections March
31/03/2026	Greg Burt	013795	150.00		83a blocked drain etc
31/03/2026	Sussex Land Services Ltd	013796	2,585.20		Various
31/03/2026	Leith Hill Plant Ltd	013797	1,500.60		LSRRG guard rail @ culvert
31/03/2026	Billingshurst Comm. & Conf. Ce	013798	1,243.33		Office utilites
31/03/2026	WSALC Ltd	013799	48.00		Training
31/03/2026	Dan Fox	013800	30.00		Reimb eye test
31/03/2026	Surrey Hills Solicitors LLP	013801	360.00		Legal advice
31/03/2026	NatWest	BACS	17.20		Bank charges
31/03/2026	SSE	DD	149.86		Electricity public toilets
31/03/2026	WBC	013782AB	-0.60		Correction
31/03/2026	Unity Bank	BACS	18.00		Bank charges
Total Payments			118,251.47		

15:25

Current Bank A/c

Cash Received between 01/03/2026 and 31/03/2026

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
02/03/2026	Dauxwood Pre-School		Gd rent Q4	96.25
10/03/2026	Fowlers Letting Ltd		83a Flat rent	949.20
30/03/2026	Sales Recpts Page 86		Sales Recpts Page 86	29,430.94
26/03/2026	Sales Recpts Page 87		Sales Recpts Page 87	2,610.58
24/03/2026	Sales Recpts Page 88		Sales Recpts Page 88	429.00
16/03/2026	Sales Recpts Page 89		Sales Recpts Page 89	1,800.00
16/03/2026	Sales Recpts Page 90		Sales Recpts Page 90	1,534.28
12/03/2026	Sales Recpts Page 91		Sales Recpts Page 91	7,437.04
16/03/2026	Sales Recpts Page 92		Sales Recpts Page 92	196.09
31/03/2026	Sales Recpts Page 93		Sales Recpts Page 93	1,364.28
			Total Receipts	45,847.66

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	31/03/2026		314,480.35
Treasury Reserve Deposit	31/03/2026		140,062.33
Unity Bank	31/03/2026		422.81
			454,965.49
 <u>Unpresented Payments (Minus)</u>			<u>Amount</u>
16/02/2026 013766	Richard Plant		30.00
16/02/2026 013770	WSALC Ltd		48.00
05/03/2026 13780	Tyco Fire & Integrated Solutio	19,857.90	
05/03/2026 13791	Billingshusrt Romans RFC	350.00	
05/03/2026 13792	Billingshurst Street Pastors	700.00	
05/03/2026 13793	Windmill Place Mgt Co Ltd	500.00	
31/03/2026 013802	Adrian Mobile Locksmith Ltd	91.15	
31/03/2026 013803	Signquick	50.40	
31/03/2026 013804	Carter Davey Architects Ltd	285.00	
31/03/2026 013805	Horsham District Council	51,179.00	
31/03/2026 013806	West Sussex County Council	26,746.15	
31/03/2026 013807	Healthmatic Ltd	248.62	
31/03/2026 013808	Capital Cleaning (Kent) Ltd	265.55	
31/03/2026 013809	GCS Services Ltd	1,760.00	
31/03/2026 013810	WBC Cares UK	4,054.60	
31/03/2026 013811	Trevor Cox	600.00	
31/03/2026 013795	Greg Burt	150.00	
31/03/2026 013796	Sussex Land Services Ltd	2,585.20	
31/03/2026 013797	Leith Hill Plant Ltd	1,500.60	
31/03/2026 013798	Billingshurst Comm. & Conf. Ce	1,243.33	
31/03/2026 013799	WSALC Ltd	48.00	
31/03/2026 013800	Dan Fox	30.00	
31/03/2026 013801	Surrey Hills Solicitors LLP	360.00	
			112,683.50
			342,281.99
 <u>Unpresented Receipts (Plus)</u>			 0.00
			0.00
			342,281.99
		Balance per Cash Book is :-	342,281.99
		Difference is :-	0.00

Signatory 1:

Name Signed Date

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	31/03/2026		194,368.66
			<u>194,368.66</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			194,368.66
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			194,368.66
		Balance per Cash Book is :-	194,368.66
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Invoice Date</u>	<u>Invoice No</u>	<u>A/c Code</u>	<u>A/c Name</u>	<u>Net Value</u>	<u>VAT</u>	<u>Invoice Total</u>	<u>Balance</u>
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
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
03/03/2026	BPC128	BSRA	BSRA	1,687.64	0.00	1,687.64	1,687.64
03/03/2026	BPC129	BCCC	BCCC	5,516.48	0.00	5,516.48	5,516.48
31/03/2026	BPC132	BCCC	BCCC	5,543.72	1,108.74	6,652.46	6,652.46
31/03/2026	BPC134	MILES	MILES	554.39	0.00	554.39	554.39
TOTAL INVOICES				30,734.29	4,441.85	35,176.14	35,176.14

APPENDIX E

APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	CAGNE
2.	Name, Address and Position of Contact in Organisation	Sally Pavey
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes, Charity Number	/No
5.	Amount of grant requested	£2,000
6.	For what purpose or project is the grant requested?	To contribute towards the costs of a judicial review to oppose a new runway at Gatwick Airport with no funding for infrastructure, noise impact, emissions and impact on global warming
7.	What will be the total cost? (See 4i & ii of T&Cs)	£120,000
8.	When will the money be spent?	Early 2026
9.	Who will benefit from the project?	Everyone in Billingshurst and beyond
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	All

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 ...Sally Pavey..... Date9th December 2025.....

Name (In capitals) ...Sally Pavey.....

Billingshurst Parish Clerk

Subject: FW: FAO Sarah Pavey

From: Cagne <cagnematwick@gmail.com>
Sent: 03 March 2026 08:31
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Subject: Re: FAO Sarah Pavey

Thank you Greg

With my other hat on I am chair of Warnham Parish Council as understand how councils work, but CAGNE is a not for profit as such we are only required to have a constitution and AGM.

The CAGNE accounts are seen by full committee and agreed before being presented at the AGM. All members can ask to access the accounts. At the AGM the treasurer gives a report and takes questions. Members are then asked to vote to accept them. CAGNE has a constitution that is held with NatWest and we are a recognised body that is linked to the charity organisation Movements Trust. CAGNE has also received a National Lottery Award this year for our environmental campaign that seeks to educate to the impact aviation is having on the planet. With this in mind CAGNE has a stall that goes to as many fetes as possible so do please let me know if you would like us to attend Billingshurst event.

I hope this helps but if you have any additional questions I would be happy to pass them on to accounts.

Regards

Sally
Chair of CAGNE

On 2 Mar 2026, at 11:42, Billingshurst Parish Clerk <clerk@billingshurst.gov.uk> wrote:

Hi Sally,

Thanks for that.

Does no one look at the accounts prepared and sign them to say they are a *true and accurate record* etc?

Kind regards,

Greg

G C Burt
Clerk to the Council
Billingshurst Parish Council
01403 782555
clerk@billingshurst.gov.uk

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From: Cagne <cagnetatwick@gmail.com>
Sent: 28 February 2026 12:47
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Subject: Re: FAO Sarah Pavey

Hello Greg

CAGNE is a not for profit organisation as such we are not audited but the accounts are approved at each AGM.

The recording of the recent AGM is here <https://youtu.be/pAJZqv5FXJQ>

and attach accounts that were presented and voted upon to be accepted.

Do let me know if you require anything further.

Regards

Sally Pavey
Chair of CAGNE



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	Wakoos Centre4Chidren Ltd.
2.	Name, Address and Position of Contact in Organisation	Kellie Ralph Nursery Manager Wakoos Centre4Children, Station Road, Billingshurst, West Sussex, RH149RY
3.	Telephone Number of Contact	01403 563813
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No
5.	Amount of grant requested	£3113.91
6.	For what purpose or project is the grant requested?	To enhance the Wakoos garden space for the children attending. To be able to support all children's independence and physical development. To promote curiosity and exploration.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£4,000 + different resources to access
8.	When will the money be spent?	ASAP
9.	Who will benefit from the project?	Children in Billingshurst and surrounding areas attending Wakoos Centre4Children aged between 2-5 years
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	unknown



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 *Kellie Ralph* Date 09/01/2026

Name (In capitals) ..KELLIE RALPH.....

Billingshurst Parish Clerk

Subject: FW: Grant Application
Attachments: Grant Policy and Application Form - JAN 2025 - garden.pdf

From: Kellie Ralph <kellie.ralph@wakoos.co.uk>
Sent: 09 January 2026 14:27
To: Council <council@billingshurst.gov.uk>
Cc: chair@wakoos.co.uk
Subject: Grant Application

Dear Parish Council Members,

I hope this email finds you well.

I am writing on behalf of Wakoos Centre4Children to formally apply for a grant to support the purchase of new garden equipment and outdoor storage for our setting.

Our outdoor area is a vital part of daily nursery life and is used by children of all ages to support physical development, wellbeing, and learning through play. The funding would allow us to enhance this space by purchasing appropriate garden equipment and storage, ensuring resources are accessible, well-maintained, and safely stored.

Improving our outdoor provision will directly benefit local children by encouraging active play, supporting early physical development, and providing more opportunities for exploration and learning in a safe environment.

Please find our completed application form attached, along with **six** different quotes for your reference. If you require any further information or would like to discuss our application, I would be very happy to provide this.

Thank you for taking the time to consider our application and for the continued support the Parish Council provides to the local community.

I will need to send the quotes separately as the file will be too big to send.

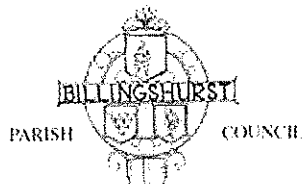
Kind regards,

Kellie Ralph

Nursery Manager - Billingshurst

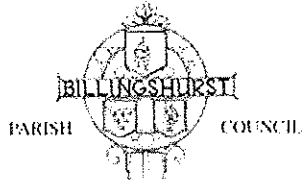
Wakoos Centre4Children Ltd

APPENDIX G



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	Community Minibus Association West Sussex
2.	Name, Address and Position of Contact in Organisation	Alan Jenkins Trustee Local Coordinator Billingshurst c/o
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes/ No 1173818
5.	Amount of grant requested	£ 360.00
6.	For what purpose or project is the grant requested?	Annual Parking Bay charge at Billingshurst Community Centre car park
7.	What will be the total cost? (See 4i & ii of T&Cs)	£ £360.00
8.	When will the money be spent?	May 2026 to May 2027
9.	Who will benefit from the project?	Our Billingshurst members
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	100% of our 127 Billingshurst members



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 Date 12th January 2026
Name (In capitals) Alan Jenkins

Billingshurst Parish Clerk

Subject: FW: Grant Funding Available
Attachments: Grant Funding Billingshurst Minibus.pdf

From: Billingshurst Minibus <billiminibus@gmail.com>
Sent: 12 January 2026 16:35
To: Council <council@billingshurst.gov.uk>
Subject: Re: Grant Funding Available

Dear Sir/ Madam

I have attached our application for grant funding for our minibus service that we provide to our Billingshurst members. To date, we have 127 members in Billingshurst.

We provide regular weekly shopping trips and other days out to Garden Centres, Lunches, Theatres and Museums etc.

Although most of our members and volunteers are in the 60plus bracket, there is no age limit as to who can use our service, however many are unable to drive for whatever reason.

We are waiting for our new minibus to arrive which will give us two buses serving Billingshurst. This will enable us to offer our service to a larger Billingshurst audience. This should be with us by mid May and we would like to be able to park it in the Community Centre car park as discussed with the Centre Manager. The funding amount would cover the annual cost of parking, whilst giving us a more secure parking area.

Should you require any further information in support of our application please do not hesitate to contact us.

Kind Regards

Alan Jenkins

Trustee Community Minibus Association West Sussex (Registered Charity)

Local Coordinator - Billingshurst

APPENDIX H



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	Women's Hall Billingshurst
2.	Name, Address and Position of Contact in Organisation	Lucy Cooper Chair of Trustees Billingshurst West Sussex RH14 9QX
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No Yes - 208927
5.	Amount of grant requested	£ 1650
6.	For what purpose or project is the grant requested?	Replacement of oak back door
7.	What will be the total cost? (See 4i & ii of T&Cs)	£ 1650
8.	When will the money be spent?	ASAP
9.	Who will benefit from the project?	Users of the hall - the current door is broken and is also leaking heat.
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	200+ possibly more!



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 JENNIFER SPICE Date 10th February 2026

Name (In capitals) JENNIFER SPICE

The Trustees
Billingshurst Women's Hall
81 High Street
Billingshurst
West Sussex
Tuesday 10th February 2026

Billingshurst Parish Council

Dear Members of the Billingshurst Parish Council,

Re: Application for Replacement of Back Door for the Women's Hall

I am writing on behalf of the Women's Hall Trustees to request the replacement of the back door to the Women's Hall, located at 81 High Street, Billingshurst. While the door still closes, it is badly damaged with several panels missing, which is causing significant heat leakage and reducing the building's energy efficiency. Additionally, this damage compromises the hall's security and accessibility. Given the building's historical importance, being over 100 years old, it is essential that we preserve the integrity of the structure while addressing these practical concerns.

As the Women's Hall holds such a rich heritage in the Billingshurst community, we are committed to maintaining the building in a way that honours its past while ensuring it remains functional and accessible for future generations. We are requesting the Parish Council's support to replace the back door, which is necessary for both preserving the hall's heritage and improving its usability.

This request aligns with several of the Parish Council's priorities:

1. Providing a Service:

The Women's Hall continues to provide an essential service to the local community, hosting a wide variety of activities and events. By replacing the back door, we ensure the hall remains a safe, secure and accessible space for everyone who uses it.

2. Enhancing the Quality of Life:

A well-maintained building contributes to the overall quality of life for all users. Ensuring the hall remains comfortable and secure for activities will enhance the experience of those who gather there, whether for social, cultural, or recreational events.

3. Improving the Environment:

The current door's poor condition and heat leakage are leading to unnecessary energy waste. A new, energy-efficient door would reduce heating costs and contribute to a more sustainable and environmentally friendly use of the building.

4. Promoting the Parish of Billingshurst in a Positive Way:

The Women's Hall is a valued part of Billingshurst's heritage. By investing in its maintenance, we show a commitment to preserving our local history while improving the

facilities for future generations. This effort will also enhance the overall appeal of the hall, reflecting positively on the Parish.

Additionally, we are proud to support local businesses by engaging local tradesmen to carry out this work. Hiring tradespeople from within the Billingshurst community not only helps stimulate the local economy but also ensures that the work is carried out with care and a personal investment in the parish's wellbeing. By using trusted local professionals, we can also ensure that the door replacement is completed to the highest standard, with an understanding of the unique needs of this historic building.

We respectfully request the Parish Council's assistance in funding the replacement of the back door. This investment will address practical issues of safety, energy efficiency, and security, while also preserving the heritage of the Women's Hall and supporting local businesses.

Thank you for your time and consideration. We are happy to provide further details or discuss the proposal in more depth if necessary.

Kind regards,

Jennifer Spice

On Behalf of all the Trustees at the Women's Hall

QUOTE No.	DATE
01	23/03/25

A B CONSTRUCTION & MANAGEMENT LTD
 2 Coombe Hill
 Billingshurst
 West Sussex
 RH14 9LA
 Tel 07917 420456
adamburr8@gmail.com

INVOICE TO:
 Billingshurst Womens Hall,

DESCRIPTION OF WORKS	AMOUNT
<ul style="list-style-type: none"> • Remove existing door, remove existing hinges, refurb and paint black. • Cut out lower section of rotten jamb, (LH from outside.) • Supply and fit new solid oak ledged and braced door. Oak braces and lock housing to be included. • Fit existing lock into new door and frame. • Fit existing bolts to new door. • Give oak door two coats of clear sealer. (please advise if other colour is preferable and I'll adjust quote) • Fill and paint new softwood door jamb repair. 	
	TOTAL £1650

WOMENS HALL YEAR END STATEMENT OF ACCOUNTS JAN-DECEMBER 2024

INCOME

WAKOOS	£11,835.00	
HALL HIRE/INCOME	£2,071.06	
BDS	£1,850.00	
MUSIC BUS	£740.00	
NHS	£630.00	
LOTTERY		£109.50
	£17,126.06	

EXPENDITURE

REPAIRS/RENEWALS	£3,979.99
GARDEN EXPENSES	£1,200.00
MISC EXES	£1,683.37
HEATING/ELECTRICTY	£4,016.15
CLEANING	£2,320.00
INSURANCE	£3,230.01
TELEPHONE	£499.20
SUBSCRIPTIONS	£144.00
WATER RATES	£333.00
HUDC	£246.12
WEB PAGE	£344.00
ADVERTISING	£67.00

£18,062.84

EX OVER INCOME

£827.28

CURRENT ACCOUNT	£5,797.44
DEPOSIT ACCOUNT	£9,274.89
COOP ACCOUNT	£1,011.52
PETTY CASH	£1.38

APPENDIX I



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	BILLINGSHURST SPORTS & RECREATION ASSOCIATION
2.	Name, Address and Position of Contact in Organisation	MARK BETTS - CHAIRMAN BILLINGSHURST,
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No
5.	Amount of grant requested	£ 3180.00
6.	For what purpose or project is the grant requested?	Secure storage near to the garage as we're bursting at the seams with equipment and it's become dangerous for volunteers.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£ 3180.00.
8.	When will the money be spent?	IMMEDIATELY
9.	Who will benefit from the project?	BILLINGSHURST F.C. BILLINGSHURST C.C. BILLINGSHURST YOUTH F.C. B.S.R.A.
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	310 ACROSS THE CWBS



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 Date 17/2/2026
Name (In capitals) ... MARK BENS .

Profit and Loss

Billingshurst Sports and Recreation Association For the 9 months ended 5 January 2026

6 APR 2025-5 JAN
2026

Turnover

Bar Sales	68,787.51
BSRA Fees	4,120.00
Cafe Sales	4,966.05
Club Hire	7,824.50
Fireworks Event	14,223.38
Recycling	708.00
Total Turnover	100,629.44

Cost of Sales

Cost of Goods Sold	36,913.37
Firework Event Costs	7,704.70
Total Cost of Sales	44,618.07

Gross Profit

56,011.37

Administrative Costs

Advertising & Marketing	110.00
Audit & Accountancy fees	690.00
Bank Fees	51.54
Card Processing Fees	920.19
Cash wages	6,731.76
Cleaning	2,533.92
Employers National Insurance	374.60
Fines and penalties	200.00
General Expenses	567.00
Insurance	2,788.69
IT Software and Consumables	89.10
Licences	180.00
Light, Power, Heating	12,674.42
Pensions Costs	133.85
Postage, Freight & Courier	15.06
Rates	1,160.15
Repairs & Maintenance	9,897.66
Salaries	5,583.60
Telephone, Internet & TV	5,980.70
Uniforms	167.99
Total Administrative Costs	50,850.23

Operating Profit

5,161.14

Profit on Ordinary Activities Before Taxation

5,161.14

Profit after Taxation

5,161.14

To: Billingshurst Parish Council

From: Billingshurst Sports & Recreation Association. (BSRA)

Date: 18th Feb 2026.

Dear Liz.

Please find attached, the application form for funding to enable us to purchase a new storage container at Jubilee Fields.

As you know, the BSRA is run by volunteers, and we try to be as self-sufficient as possible by having and maintaining our own equipment. Because of the different requirements for the surfaces between cricket and football, we had to buy another mower specifically for the cricket outfield and that has left us with a garage full of mowers and rollers and no room for the general storage of other equipment required. That has made the garage a dangerous area as we have to clamber over things to get what is required at the time and it's a wonder nobody has got hurt. This is not only time consuming, but it also makes an easy task difficult and asks a lot for people who volunteer. Just because we are a Sports Assoc, the Health & Safety of everyone involved shouldn't be brushed aside, especially when it's dangerous and when solutions can be found.

The container will help us put the large cricket wicket roller inside as this is the least used bit of equipment and takes up most of the space. We can then install racking for smaller items, and we might well be able to get the cricket mower in front of the roller as well and with the position of the container, it gives direct access onto the cricket pitch.

As you will have seen, the container is already in position as one of our kind sponsors has let us have one of the recent batch they purchased, pending us getting funding from somewhere, and with BSRA funds dwindling by the month as nothing is happening, funding would be great as we're coming into the spring and the busy season when the equipment is used the most.

I've attached 2 quotes for the container and the latest accounts as required.

We hope our application is successful and please get back to me if you have any further questions.

Kind regards.



Mark Betts – BSRA Chairman.

August 1st 2025.

To: BSRA, Jubilee Fields, Billingshurst.

Further to our recent telephone conversation, I am pleased to confirm that we will shortly be having some new 'One Trip' 20ft containers in dark green being delivered to us and I have a spare one available.

The price will be the same as we're paying for it, which is £2650 + Vat (£3180) and would include delivery to Jubilee Fields, RH14 9HZ, a secure lock box and heavy duty padlock.

We could site the container within the next few weeks and understand you are waiting for outside funding, so we would be prepared to offer you a 60-day credit term or charge you a nominal £10/week rental fee until your funding is received.

Please get back to me asap regarding the above because as I've said, we only have one spare.

Kind regards.

Sophie Branch

info@okehurstdesign.co.uk
Menzies Wood Farm, Okehurst Lane, Billingshurst, RH14 9HR.



QUOTE

Billingshurst Sport & recreation Association

Date
16 Feb 2026

Expiry
23 Feb 2026

Quote Number
QU-0013

VAT Number
943 5827 96

Freight Container Services
(Newark) Ltd
Euro Self Drive Yard
Holmbush Potteries Ind
Est
Crawley Road
Faygate
Horsham
RH12 4SE

Item	Description	Quantity	Unit Price	VAT	Amount GBP
Container Sales	1 x 20ft new green o trip ex factory container 14 vents 3 bar locking and lock protector customer t	1.00	2,350.00	20%	2,350.00
Transport	delivery to Billingshurst by crane vehicle	1.00	280.00	20%	280.00
				Subtotal	2,630.00
				TOTAL VAT 20%	526.00
				TOTAL GBP	3,156.00

* NO LOCK INCLUDED *

Terms

Quotes are valid for 7 days due to the weekly price fluctuations.

APPENDIX J



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	Billingshurst Primary Academy Bees (school PTA)
2.	Name, Address and Position of Contact in Organisation	Lucy Robinson Billingshurst. BPA Bees Committee member
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes , Charity Number	Yes/ No 1140984
5.	Amount of grant requested	£ 349.00
6.	For what purpose or project is the grant requested?	2026 is the National Year of Reading - a celebration of the joy and importance of reading. We are marking this special year by promoting and celebrating reading across all year groups. We request £349 to replenish and update our 'sound blending' books that support our youngest children to develop their literacy skills and start to build this vital life-long skill.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£349 is the total cost for this book set. We have also secured £3000 from HDC community grants towards age-appropriate books for children with SEND.
8.	When will the money be spent?	This academic year (by end July 2026)
9.	Who will benefit from the project?	Reading for pleasure is one of the most powerful tools for equity and opportunity. Sound blending books are used most in our Early Years provision but also support children across all year groups that need extra support with this foundational skill. All children (612 children) will participate in, and benefit from, our National Year of Reading celebrations and activities.
10.	Approximately how many of those who will benefit are <u>are</u> Billingshurst parishioners?	All those who will benefit live within Billingshurst Parish. (612 children)



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 *Lucy Robinson* Date 17/02/2026.....

Name (In capitals) LUCY ROBINSON.....

Billingshurst,
West Sussex.

17 February 2026

RE: Billingshurst Parish grants

Dear members of the Parish Council,

I am writing to apply for a grant of £349 on behalf of the Billingshurst Primary Academy Bees.

BPA Bees is the PTA / fundraising group for Billingshurst Primary Academy, a large school of over 600 pupils serving Billingshurst and surrounding villages. The BPA Bees carry out fundraising activities throughout the year to provide activities and resources that enrich learning, enhance play and fun at school, and give children opportunities that would otherwise be unavailable to them. Our events bring the school, families and local people together, building a strong sense of community and support for our children.

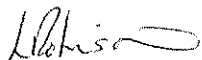
2026 is the National Year of Reading - a celebration of the joy and importance of reading. At Billingshurst Primary Academy, we will be marking this special year by promoting and celebrating reading across all year groups. Throughout the year we will be delivering a range of exciting events, shared reading experiences, and engaging classroom activities involving all year groups. We will be encouraging reading for pleasure both at home and at school, helping children to see reading as something that is not only important but also meaningful, enjoyable and a route to endless adventures! We aim for reading to become a part of every child's daily lives.

Reading for pleasure is one of the most powerful tools for equity and opportunity. A broad range of research highlights the benefits of reading for pleasure – it is a critical, often underestimated driver of future success, acting as a stronger indicator of a child's educational attainment and life outcomes than their parents' socio-economic status. Reading benefits young people's wellbeing, providing escapism, stress relief and contributing to better mental health. Our participation in this national campaign will work towards securing these benefits for the children of Billingshurst.

We are requesting a grant of £349 to enable us to replenish the set of sound blending books that are used primarily with Early Years children to develop their understanding of the sounds that make up words – a vital gateway into reading that sets a strong foundation for their future literacy. These books may also be used with older children who need additional support with their literacy skills. We have already secured a grant of £3000 through Horsham District Council's Community Fund for age-appropriate books for children with SEND, and throughout the year we will continue fundraising to update and supplement the school's books.

Many thanks for your kind consideration of our proposal, and we will be happy to provide any further information if you should need it.

Yours faithfully,



Lucy Robinson, BPA Bees committee member

BPSCA				
Income & Expenditure For the Year Ended 31 Aug 2025				
		Income	Expenditure	Net
Fund Raising				
	Quiz Night	478.00		478.00
	Ice Cream Sales	1040.05	482.96	557.09
	Summer Fun Day	7581.82	894.92	6686.90
	Refreshments	531.42	299.73	231.69
	Book Sale	223.26		223.26
	Xmas Cards for Schools	881.40		881.40
	Christmas Hampers	2698.65	299.91	2398.74
	Welly Walk	3658.06	1851.53	1806.53
	Party Pack Hire	30.00		30.00
	Easyfundraising	44.42		44.42
	Table Top Sale	205.94		205.94
	2nd Hand Uniform	917.00		917.00
	HDC Lottery	646.33		646.33
	Wreath Making	606.60	164.79	441.81
	Stikins	91.93		91.93
	Banner Sales	90.00		90.00
Sub Total		19724.88	3993.84	15731.04
Other Income				
	Donations	516.70		516.70
	Just Giving	16.95		16.95
	Tesco Groundworks	1000.00		1000.00
	Asda Cashpot	158.18		158.18
	Interest on Savings	304.40		304.40
	Bank Apology	350.00		350.00
	Summer Fair 2024 Late Pa	220.00		220.00
	School Monies from School	1090.94		1090.94
Sub Total		3657.17	0.00	3657.17
Total Income		23382.05	3993.84	19388.21
Expenditure				
	Lottery Licence		40.00	-40.00
	Parentkind Subscription and Insurance		162.00	-162.00
	Stationery and Postage		150.94	-150.94
	JR Print-Leavers Mugs from 2024		501.60	-501.60
Sub Total			854.54	-854.54
To School				
	SATS Breakfasts		-181.30	-181.30
	Playground Equipment		-200.20	-200.20
	Ukelele Lessons WSM		-4,050.00	-4,050.00
	Panto Contribution		-2,500.00	-2,500.00
	Yr 4 Kew Gardens Trip		-1,000.00	-1,000.00
	Yr3 Wakehurst Trip		-1,000.00	-1,000.00
	Playground Markings		-1,440.00	-1,440.00

	Teaspoons		-14.00	-14.00
	Office Sign		-252.00	-252.00
	Nurture Room Wishlist		-215.54	-215.54
	Sports Day Lollies		-58.09	-58.09
	Yr 6 Leavers Festival		-868.52	-868.52
	Tile Barn Trip		-2,475.00	-2,475.00
	Cash- Year 6 Loan		-100.00	-100.00
<i>Sub Total</i>		<i>0.00</i>	-14,354.65	-14354.65
Total Expenditure				-£15,209.19
Excess of Income Over Expenditure				£4,179.02
Cash Book Balances				
	At Start of Year	Bank	28,093.24	
		Cash	211.64	
			£28,304.88	
	At End of Year	Bank	£32,443.90	
		Cash	40.00	
			£32,483.90	
Movement During Period				£4,179.02

APPENDIX K



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	St Catherine's Hospice
2.	Name, Address and Position of Contact in Organisation	Jemma Byrne Partnerships Officer for Trusts St Catherine's Hospice Grace Holland Avenue Pease Pottage West Sussex RH11 9SL
3.	Telephone Number of Contact	01293 583074
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes 281362
5.	Amount of grant requested	£400
6.	For what purpose or project is the grant requested?	<p>We are seeking a contribution from Billingshurst Parish Council towards our core services, as we continue to reach local people who deserve to approach the end of life with the specialist support, compassion, and dignity that only St Catherine's can provide.</p> <p>St Catherine's has been providing compassionate, personalised care to adults facing a terminal illness diagnosis, as well as supporting those closest to them, across West Sussex and East Surrey for more than forty years. Our care is rated 'Outstanding' by the CQC. Our aim is to support people to live fully, with dignity and comfort, and to maintain independence for as long as possible.</p> <p>Your grant will help ensure:</p> <ul style="list-style-type: none"> • Local people facing death and dying on our wards and in community (c. 80% of patients) get the specialist medical and emotional care they need. • Carers feel supported, reassured and better able to cope with the demands of caring for their loved ones.

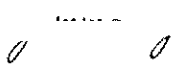


		<ul style="list-style-type: none"> • Visits are made to patients at home and in care homes to monitor and review their medication, care for wounds and provide advice on managing pain and other symptoms • Therapies and Wellbeing services, such as counselling, spiritual care and welfare advice are provided to support people to live well and remain independent. • Bereavement care including group support and 1:1 counselling is available to those grieving the death of their loved one. <p>“I know I keep on saying how lovely this place is, but it is like heaven. It’s relaxing, beautiful and the people are so nice. I feel completely at peace, happy and content. The care is so good. Being able to breathe properly again makes all the difference. And no nebuliser – I mean, I’ve got throat cancer, but I can breathe in. I’m content, and I’m not worried about when the time comes because I know people will be there looking after me, holding my hand.”</p> <p>Our services are free at the point of access once a patient has been referred by their GP or other healthcare provider.</p>
7.	What will be the total cost? (See 4i & ii of T&Cs)	We receive less than a third of our income from the NHS and rely enormously on the continuing generosity of our supporters and the local community to raise around £7.5 million each year to fund our vital services for local people.
8.	When will the money be spent?	Within 6 months, if successful.
9.	Who will benefit from the project?	Adults affected by a broad range of conditions such as cancer (61% of patients), MND, heart disease, chronic pulmonary conditions and dementia will benefit from our specialist care and their loved ones will receive emotional care and practical support.
10.	Approximately how many of those who will benefit are Billingshurst parishioners?	Last financial year to 31 March 25, 3 patients from postcode area RH14 received 24/7 care on our hospice wards; 10 patients were cared for in



		the community; 5 carers received wellbeing support such as bereavement counselling.
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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 

Date 18/03/2026

Name (In capitals) JEMMA BYRNE

Supporting Information: Help Us Be There When It Matters the Most

Tel: 01293 447333
www.stch.org.uk

The need

Unmet palliative care need is expected to rise by 23% over the next 25 years, meaning that by 2050, over 212,000 people each year in England could die without the care they need¹. Our community is home to c.635,000 people, and with approximately 1% of those dying each year², we know that around 6000 could benefit from our care.

Caring for our community

Alongside clinical care, we offer therapies, counselling, spiritual guidance, welfare advice, social work and bereavement support. We also provide expert medical guidance and emotional support for patients, carers and local health and social care colleagues through our dedicated telephone advice line.

Our teams help people manage symptoms such as pain, nausea, and breathlessness. They offer emotional support that might include counselling or time with our spiritual care team who are there for people of all faiths and none. Patients being cared for in the community who are well enough to travel, can visit the hospice for outpatient appointments with our clinicians, one-to-one gym-based exercise sessions and group classes, which support them to live well and remain independent.

For those staying on our hospice wards, alongside 24 hour specialist medical and clinical care, St Catherine's strives to create precious moments - whether that's sipping a favourite drink with a loved one, enjoying a freshly cooked meal prepared by our chef, receiving a visit from a pet, relaxing in a soothing spa bath, or listening to gentle melodies played live by one of our volunteer musicians.

St Catherine's is proud to have the support of over 1,000 dedicated volunteers.

Opening more beds

When we moved to our new Pease Pottage hospice in 2023, we opened with only 12 of our 24 beds due to ongoing funding constraints. In November 2025, we launched a pilot with Surrey NHS partners, adding three beds to ease pressure on East Surrey Hospital and support faster discharge for patients needing palliative and end of life care. Following its success, a further three beds opened in February, continuing the pilot. We also have one additional Sussex pilot bed, funded by the NHS All Age Continuing Care team through Fast Track CHC for patients who are rapidly declining. Our current total of available beds is 19.

¹ Marie Curie. (2026, February 17) palliative care study <https://www.mariecurie.org.uk/media/press-releases/major-new-study-shows-palliative-care-in-crisis/390808>

² Stat taken from the Gold Standards Framework Centre in End-of-Life Care <https://www.goldstandardsframework.org.uk/>

Whilst these temporarily funded pilots provide much-needed and widely publicised resource for the NHS, our focus is seeking long-term, sustainable funding to allow the opening of our 24 beds to support patients with complex palliative care needs as intended.

Working in collaboration

St Catherine's provides specialist care for people with **complex** palliative care needs, as a vital part of the broader healthcare system. This might include, for example, support with symptom control for those whose condition may not have responded to standard first line treatments, advance care planning, or the transition of young people with life-limiting conditions under children's hospice care to adult services.

We work in close collaboration with local GPs, District Nurses, Social Services and Mental Health Teams to respond appropriately to each person's individual physical and emotional needs, which in turn supports patient continuity, and avoids duplication of services. This multi-disciplinary approach brings together professionals into truly patient-centred teams, not only helping to keep people out of hospital who do not need to be there, but also to concentrate our unique expertise on providing the highest standards of specialist palliative and end of life care. It also places us well to lead in the shift toward community-based care outlined in the NHS 10-year plan.

We also provide specialist training and education to local health and social care colleagues to pioneer standards in palliative care, extending our reach beyond those who are directly referred to our services.

Measuring our services

As part of our organisational governance, we seek and act on feedback from people using our services, to continually evaluate, learn and drive improvement. A hospice questionnaire is sent to next of kin eight weeks after their loved one has died to gather feedback relating to their patient's care. Between April and December 2025, 98% of respondents said that they were extremely likely or likely to recommend St Catherine's to friends and family.

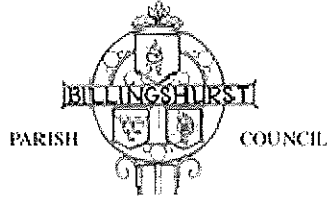
Fundraising

We are continuously working hard to maximise income opportunities through donations and gifts in wills, a calendar of both St Catherine's own and third-party fundraising events, our lottery, corporate partnerships and grants from Trusts, Foundations, and local Town and Parish Councils. We also have 12 charity retail shops across our catchment area and an online Ebay shop.

If you'd like to know more about our charitable work, or to arrange a tour of our hospice, please don't hesitate to get in touch.

Thank you for your time and consideration.

APPENDIX L



APPLICATION FOR GRANT FOR VOLUNTARY ORGANISATIONS

1.	Name of Organisation	4Sight Vision Support
2.	Name, Address and Position of Contact in Organisation	36 Victoria Drive Bognor Regis West Sussex PO21 2TE
3.	Telephone Number of Contact	01243 838001
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes 1075447
5.	Amount of grant requested	£850 to fund 10 of the clients living in the parish of Billingshurst.
6.	For what purpose or project is the grant requested?	We are requesting funding so that we can continue to support people in your Parish of Billingshurst who are blind or partially sighted. We do not charge our clients for our services, as we don't want there to be a financial barrier to anyone receiving the help that they need. Our specialist team provides individually tailored support offering everything from advice on eye health, emotional support, guidance on daily living aids, assistance with accessible technology, to help with applying for benefits and concessions. There are currently 30 clients living in your Parish of Billingshurst who would benefit directly from any funding that we receive. With your help we can provide support; enabling them to retain their independence, feel less isolated and remain active members of the community. Please see the attached letter for more details about the services that we provide.
7.	What will be the total cost? (See 4i & ii of T&Cs)	£2,550 to support the 30 clients in your Parish of Billingshurst for a year (£85 per person). We are asking for a grant of £850 to fund 10 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?	Our specialist support is available to anyone in West Sussex who is living with sight loss, as well as their family and carers. We do not charge our clients 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 30 clients living in your Parish of Billingshurst, who would benefit directly from any funding that we receive.

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 _____ Date ...8th April 2026.....

Name (In capitals)Tina Mansfield.....

8th April 2026

Dear Mr Greg Burt - Clerk to the Council

On behalf of the Board, staff, 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 2025 with a grant of £650. Your support enabled us to help 10 people in your Parish, helping them 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.

We receive no Government support and rely solely on voluntary donations to deliver our services **free of charge** to our clients. We currently support 30 residents from your parish who are blind or partially sighted, that's an increase of 2 people or 7% since we last applied to you. Your support would directly impact them. Our aim is that every person with sight loss is aware of, can access and benefit from 4Sight Vision Support's services, so that we can be there for them when it matters most.



The current challenges

Financial difficulties

People continue to battle with increased living costs. People who are blind or partially sighted continue to experience disproportionate challenges:

- They are more reliant on devices (additional lighting in their homes, Alexa to help them manage their everyday tasks, etc.) which are now costing more to run
- They are more reliant on benefits than the general population; only one in four people who are registered blind or partially sighted of working age are in employment
- The process of claiming Government benefits is complex, forms are often lengthy and paper based

With more and more of our clients being pushed into poverty, having to make impossible decisions about what to cut back on and at increasing risk of a decline in their mental health, access to the correct financial support has never been more important.



01243 828 555

enquiries@4sight.org.uk

www.4sight.org.uk



The Queen's Award
for Voluntary Service



Registered with
**FUNDRAISING
REGULATOR**

Registered Company No. 03740647
Registered Charity No. 1075447

For three years now, one of our most in demand services has been for support with accessing benefits and completing complex benefits forms/assessments. In the last year we provided 202 hours of support, just on this topic alone, and we expect this level of demand to continue.

Financial pressures also affect us as an organisation, our operating costs are going up at a much quicker rate than our income – our supporters have less to give and the competition for funding from trusts and foundations has increased.

Increasing demand

There are an estimated 36,200 people living with sight loss or low vision in West Sussex, and our county has the largest incidence of age-related sight loss in the UK, with over 6,500 people registered as blind or partially sighted (RNIB Sight loss Data). RNIB projections indicate this number will rise by 22% by 2032.

On average we receive 60 new referrals each month. We are currently supporting over 3,700 people.

We continue to be a small team. We have lengthy waiting lists for some of our services:

- Accessible Technology – for our Advisor to make initial contact with clients, the wait time is 2 weeks, if a face-to-face visit is needed to support the client further then they will have to wait again (a further 3-4 weeks).
- Benefits Support – the wait time is currently approximately 10-12 weeks. This type of support is often time sensitive, with paperwork needing to be returned within 3-4 weeks.
- Low Vision – we have 9 people waiting for initial contact about this service, this happens within a week. If a visit is required, this typically takes place within 3-4 weeks.

Our Vision Support Advisors work across our services, so if their support is required in one area then there is a knock-on effect to our other services/waiting lists.

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 just over 3,700; 30 of which live in your Parish.

We are dedicated to delivering both emotional and practical support at some of the most critical junctures in our clients' lives. Our 1:1 support includes:

- **Emotional and Practical Support:** Navigating diagnosis, our team provides compassionate support, helping clients understand their conditions and what they mean for their futures.



- **Individual Assessments:** Tailored assessments to identify the tools and techniques necessary for independent living, such as magnification, lighting and products to help with everyday tasks like reading, taking medication, shopping or cooking.
- **Benefit Navigation:** We support clients through the process of accessing financial help – be it Personal Independence Payments, Attendance Allowance or Blue Badge – ensuring they receive the support they are entitled to.
- **Technology Support:** In a world increasingly reliant on digital communication, we equip clients with skills to communicate effectively while enhancing their levels of independence through digital inclusion.
- **Peer Support and Social Connection:** We offer opportunities for peer support, giving clients someone to talk to and helping them connect with others. By sharing experiences and supporting each other, individuals can build meaningful relationships and reduce isolation.
- **Accessible Information and Guidance:** We provide appropriate, up-to-date information, advice and guidance in formats tailored to our clients' needs – including large print, audio, email and Braille – ensuring everyone can access vital resources.
- **Bi-Monthly Accessible Newsletter:** Our newsletter, available in six accessible formats, keeps clients informed about sector developments, upcoming leisure and social activities, changes in technology, eye health advice, helpful tips and other topical news.

A donation of:

£85 would enable us to support 1 client for a year
£850 would enable us to support 10 clients for a year
£2,550 would enable us to support 30 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: tina.mansfield@4sight.org.uk or phone: 01243 838 001 to discuss this further.

We are dedicated to delivering both emotional and practical support at some of the most critical junctures in our clients' lives. Our 1:1 support includes:

Yours sincerely,



Tina Mansfield
Fundraising and
Communications Officer





How last year's grant was spent

Thank you so much for supporting our work. Your grant of £650 that we received in May last year, directly enabled our Team to continue supporting the 30 blind or partially sighted residents living in the Billingshurst area. In total our team have provided 1:1 support to 28 Billingshurst residents.

Here are some examples of the support our Team have provided:

- Supported 9 blind or partially sighted people who weren't already known to us, giving further information, advice and guidance on various topics.
- Carried out 3 Low Vision Assessments – to help identify magnification, techniques and products to help with everyday tasks such as reading, shopping, medication and preparing meals.
- Provided advice and demonstrations of specialist pieces of equipment to 1 client, to ensure they are choosing the most appropriate tools and solutions for their needs.
- Made 1 telephone welfare and advice call, to check in with our client.
- Provided support, information and knowledge to 1 client, allowing them to make informed choices and learn to adapt to technology after sight loss.
- Provided advice to access benefits and concessions, including support with appeals, tribunals and assessments, to 2 clients.
- Sent all of our clients (who wish to receive it) a newsletter every other month with information, advice and activities that they might find useful, in a choice of accessible formats: audio (CD or USB), Braille, large print, standard print or email.

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

“You have enhanced my confidence and given me hope, thank.”
Horsham District resident

“When I lost my sight, I was devastated but your services team were there for me, to pick up the pieces, you are very special. You are brilliant” 4Sight Vision Support Client

YES Project												
The Purple Bus												
Billingshurst Scouts & Guides												
Classrooms for Kenya												
Billirox and TAG												
Rotary Club Christmas Lunch												
HomeStart	50.00											
Mary How Trust			200.00	200					645			
St Mary's Church - lawnmower				750.00								
Billingshurst W.I.				120.00			350.00	600.00	800	£	533.00	
1st Billingshurst Scouts					150							
The Racehorse Sanctuary & Rehoming Centre					100							
Billigreen					228							
BEAT					500					£	917.00	
Billingshurst Dramatic Society						835.19			500			
Billingshurst Street Pastors						500.00						
Head2Head Theatre							1,973					
Tyler's Trust								500.00	200	£	200.00	
Arun Counselling Centre								150.00	150	£	150.00	
Men's Shed								750.00				
Choral Society								1,500				
Weald Sch / Car garage									1,000.00			
Loxwood & Kirdford Youth FC									100.00			
Walking Nativity										£	1,000.00	
Windmill Place Mgmt Co.										£	500.00	
Romans RFC										£	350.00	
Street Pastors										£	700.00	
Committed to date	5,007.36	5,600	7,975	6,195	6,454	14,176.19	25,236.9	4,420	19,375	£	20,000.00	15,000.00
Budget available	5,850.00	5,850	5,850	7,100	7,126	19,084.00	28,500.0	4,500	19,500	£	20,000.00	20,000.00
Additional budget for BCCC CCTV			2,260									
Budget remaining	842.64	250	135	905	672	4,907.81	3,263.15	80.00	125.00	£	-	5,000.00

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

APPENDIX N

BILLINGSHURST PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

29 APRIL 2026

FINGER POST RESTORATION

REPORT BY CLERK TO THE COUNCIL

FOR DECISION

WSCC has advised the Council that this fingerpost, in West Chilmington Lane at the junction with Valewood Drive, will be removed and replaced with modern metals signs, unless the Parish Council fund its repair.

I have suggested to WSCC that parish councils are more likely to fund such repairs if such structures were transferred to them, but they are reluctant to do this, suggesting a licence arrangement instead where they remain WSCC assets but parishes maintain them.



I am trying to ascertain a cost to restore the wooden arms but envisage between £700-£1,000.

The Council has previously been very active in the preservation of finger signs, most notably at the junction of Natts Lane and Marringdean Road, considering them to be important local landmarks helping to give the area character.

The Committee is invited to consider whether to fund the restoration accordingly.

APPENDIX O

BILLINGSHURST PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 29 APRIL 2026

STACKING CHAIRS PROTECTION

REPORT BY CLERK TO THE COUNCIL

FOR DECISION

At the last meeting, in respect of the refurbishment of the Centre's stacking chairs, the Committee RESOLVED to

- a. proceed with the refurbishment as detailed in the sum of £8,370
- b. fund the work from Earmarked Reserves for Miscellaneous Repairs.

All the chairs have now been returned to much joy.

However, when the first batch of chairs was returned (it was done in two halves) the delivery man said he had never seen chairs degrade like that before and without hesitation, identified the problem as storing them in the new extension of the main hall where they not only get hot but are in direct westerly-facing sunlight.

Following this useful advice, we immediately arranged for UV window film (RHE35 external medium silver film) to be applied externally in order to protect the chairs at a net cost of £790.

Given the cost to refurbish the chairs was £8,370 as opposed to the original budget to replace the chairs of £11,600, the Committee is invited to support this additional cost from Earmarked Reserves for Miscellaneous Repairs accordingly.