



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 24 June 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

17 June 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 27 May 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) May 2026 - Appendix A.
8. To note
 - a) Cashbook 1 bank reconciliation to 31 May 2026 - Appendix B.
 - b) Cashbook 3 bank reconciliation to 31 May 2026 - Appendix C.
9. To note debtors – Appendix D.
10. To consider 2025-26 accounts in detail - Appendix E.
11. To consider and approve Earmarked Reserves - Appendix F.

12. To consider request for support for reduction of speed limit on A29 north of Billingshurst from local resident (Mr Phillip Day) - Appendix **G**.
13. To consider request for the Council to lead on showing of film: *People's Emergency Briefing* in the parish – e-mail thread attached Appendix **H** – read from bottom.
14. Date of Next Meeting – **Wednesday 29 July 2026**

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

APPENDIX A

Date: 12/06/2026

Billingshurst Parish Council Current Year

Page 1

Time: 12:45

Current Bank A/c

List of Payments made between 01/05/2026 and 31/05/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/05/2026	Horsham DC	DD	168.96		Bin emptying
01/05/2026	SSE	DD	54.89		Public loos electric
05/05/2026	Vision ICT Ltd	013819	78.00		.gov.uk domain renewal
08/05/2026	St Catherine's Hospice	013823	400.00		Grant
08/05/2026	Community Minibus Association	013824	360.00		Grant
08/05/2026	B Primary Academy Bees (School	013825	349.00		Grant
08/05/2026	Trevor Cox	013826	600.00		Playground inspections
08/05/2026	Rialtas Business Solutions Ltd	013827	1,226.40		YE closedowns
08/05/2026	South & South East in Bloom	013828	235.00		In Bloom entry fees
08/05/2026	Ballpoint Office Supplies Ltd	013829	138.56		Stationery
08/05/2026	Leith Hill Plant Ltd	013830	3,639.60		Footway imp. Manor Fields
08/05/2026	Matta Products	013831	5,608.98		New p/safety surface M/Fields
08/05/2026	Mrs S J Heynes	013832	450.00		Assistant Clerk CILCA training
08/05/2026	Carter Davey Architects Ltd	013833	300.00		Depot change of use prof fees.
08/05/2026	Sussex Land Services Ltd	013834	10,364.40		Various repairs etc.
08/05/2026	Billingshurst Comm. & Conf. Ce	013835	327.90		Room hire
08/05/2026	Greg Burt	013836	743.60		April Skies / final audit
08/05/2026	West Sussex County Council	013837	74,736.98		Power to column at HWRC 4 CCTV
08/05/2026	BT	DD	66.89		The Depot broadband
11/05/2026	BGL	DD	12.78		Electric Adversane Hall
11/05/2026	Parkfield Retail Ltd	DD	9.07		Misc ironmongery
12/05/2026	Tyco Fire & Integrated Solutio	0	-51,057.90		CANCEL CHEQUE
14/05/2026	Restream Inc.	CARD	14.47		Restream Inc.
15/05/2026	Bloom & Wild	CARD	46.00		Thank you flowers-Amanda Jupp
15/05/2026	A272 Design	SO	618.00		Village TWEET advert
15/05/2026	Southern Water	DD	156.78		Water etc 83a High St
18/05/2026	Tyco Fire & Integrated Solutio	013838	51,057.90		CCTV
19/05/2026	Horsham DC	DD	288.00		Bin emptying
19/05/2026	Horsham DC	DD	126.00		Bin emptying
19/05/2026	Horsham DC	DD	154.40		Bin emptying
21/05/2026	Mailchimp	CARD	11.72		Mailchimp
21/05/2026	Engie Gas Ltd	DD	117.40		Gas 83a High St
22/05/2026	ALE Bus Machines	DD	54.40		Copier usage
26/05/2026	Tyco Fire & Integrated Solutio	013839	31,200.00		CCTV
26/05/2026	Playsafe Playgrounds Ltd	013840	15,480.00		Replace last 6 pontoons
26/05/2026	Wilbar Associates Ltd	013841	474.00		Street furniture cleaning
26/05/2026	Greg Burt	013842	1,212.00		Reimb Climb Wall Activity Day
26/05/2026	Local Authority Technology CIC	013843	180.00		Subscription
26/05/2026	West Sussex County Council	013844	26,641.38		April 2026
26/05/2026	Sussex Land Services Ltd	013845	144.00		Woodchip @ JF
26/05/2026	Enerveo	013846	792.84		SRCG lighting design fee
26/05/2026	EE & T Mobile	DD	44.04		Mobile phones etc
27/05/2026	Greg Burt	013848	1,212.00		Cancel payment
27/05/2026	Horsham DC	CARD	52.50		NDR 26-27 Adversane Hall
27/05/2026	Business Stream	DD	24.01		Water etc The Depot
28/05/2026	Netcom IT Solutions	DD	392.46		IT support
28/05/2026	Netcom IT Solutions	DD	282.88		Phones etc

Continued on Page 2

Time: 12:45

Current Bank A/c

List of Payments made between 01/05/2026 and 31/05/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/05/2026	SSE	DD	174.79		Electric street furniture
28/05/2026	OVO	DD	87.00		Electric 83a High St
29/05/2026	NatWest	BACS	34.70		Bank charges
Total Payments			<u>179,886.78</u>		

16:07

Current Bank A/c

Cash Received between 01/05/2026 and 31/05/2026

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
11/05/2026	Fowlers Letting Ltd		Flat rent 83a High St	949.20
05/05/2026	HMRC		VAT rebate Q4	6,194.29
06/05/2026	Sales Recpts Page 100		Sales Recpts Page 100	1,251.00
06/05/2026	Sales Recpts Page 101		Sales Recpts Page 101	138.00
19/05/2026	Sales Recpts Page 96		Sales Recpts Page 96	169.93
19/05/2026	Sales Recpts Page 97		Sales Recpts Page 97	6,842.69
19/05/2026	Sales Recpts Page 98		Sales Recpts Page 98	6,652.46
06/05/2026	Sales Recpts Page 99		Sales Recpts Page 99	6,503.52
			Total Receipts	<u>28,701.09</u>

see attached

List of Receipts Entered for Month 2

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
BCCC	Billingshurst Centre	26/03/2026	BPC136	169.93	0.00	169.93	0.00	19/05/2026	1
				Receipt Total	0.00	169.93			
BCCC	Billingshurst Centre	28/01/2026	BPC123	6,842.69	0.00	6,842.69	0.00	19/05/2026	1
				Receipt Total	0.00	6,842.69			
BCCC	Billingshurst Centre	27/02/2026	BPC124	6,652.46	0.00	6,652.46	0.00	19/05/2026	1
				Receipt Total	0.00	6,652.46			
BCCC	Billingshurst Centre	30/06/2025	BPC100	6,503.52	0.00	6,503.52	0.00	06/05/2026	1
				Receipt Total	0.00	6,503.52			
BCCC	Billingshurst Centre	08/04/2026	BPC133	1,251.00	0.00	1,251.00	0.00	06/05/2026	1
				Receipt Total	0.00	1,251.00			
BCCC	Billingshurst Centre	05/05/2026	BPC137	138.00	0.00	138.00	0.00	06/05/2026	1
				Receipt Total	0.00	138.00			
				Total Receipts Entered for Month 2	0.00	21,557.60			

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	29/05/2026		369,033.65
Treasury Reserve Deposit	26/05/2026		140,062.33
Unity Bank	26/05/2026		422.81
			<u>509,518.79</u>

<u>Unpresented Payments (Minus)</u>	<u>Amount</u>
05/03/2026 13791 Billingshurst Romans RFC	350.00
31/03/2026 013802 Adrian Mobile Locksmith Ltd	91.15
31/03/2026 013815 Meadows Wellbeing	20.00
08/05/2026 013824 Community Minibus Association	360.00
08/05/2026 013825 B Primary Academy Bees (School	349.00
08/05/2026 013827 Rialtas Business Solutions Ltd	1,226.40
08/05/2026 013828 South & South East in Bloom	235.00
26/05/2026 013839 Tyco Fire & Integrated Solutio	31,200.00
26/05/2026 013840 Playsafe Playgrounds Ltd	15,480.00
26/05/2026 013841 Wilbar Associates Ltd	474.00
26/05/2026 013842 Greg Burt	1,212.00
26/05/2026 013843 Local Authority Technology CIC	180.00
26/05/2026 013844 West Sussex County Council	26,641.38
26/05/2026 013845 Sussex Land Services Ltd	144.00
26/05/2026 013846 Enerveo	792.84
27/05/2026 013848 Greg Burt	1,212.00
27/05/2026 CARD Horsham DC	52.50
	<u>80,020.27</u>
	429,498.52

<u>Unpresented Receipts (Plus)</u>	<u>Amount</u>
	0.00
	<u>0.00</u>
	429,498.52
Balance per Cash Book is :-	429,498.52
Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	31/05/2026		194,635.81
			<u>194,635.81</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			194,635.81
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			194,635.81
		Balance per Cash Book is :-	194,635.81
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

APPENDIX D

15/06/2026

Billingshurst Parish Council Current Year

Page 1

13:52

SALES LEDGER 1 UNPAID INVOICES BY DATE

User: GREG

<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>
13/08/2025	BPC109	WSCC	WSCC	766.50	0.00	766.50	766.50
03/03/2026	BPC128	BSRA	BSRA	1,687.64	0.00	1,687.64	843.82
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
17/04/2026	BPC135	HORSHAM	HORSHAM	1,516.50	303.30	1,819.80	1,819.80
27/05/2026	BPC138	ALLOTMENT	ALLOT	545.00	109.00	654.00	654.00
			TOTAL INVOICES	15,575.84	1,521.04	17,096.88	16,253.06

APPENDIX E
BILLINGSHURST PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE
WEDNESDAY 25 JUNE 2026

2025-26 ACCOUNTS

REPORT BY CLERK

FOR INFORMATION

On 2 June Council:

- a. Approved the accounts for 2025-26
- b. Received the final internal audit report plus recommendations and agreed resulting actions.

(These MUST be undertaken by the whole Council.)

However, this Committee is tasked with looking at the detailed budget headings for the year just ended, and details of income and expenditure plus budget by Centre are attached accordingly.

Points of note:

1. Significant bank interest continues to come in due to significant reserves, although this may not continue long term.
2. *Miscellaneous repairs* continues to be the budget heading in the cash book for which large capital/repair items continues to be channelled, but as you can see, the overspend is largely met from Earmarked Reserves (EMR) into which a significant amount has been put to help cover *big ticket* items.
3. *Trees* is also overspent but we cannot forecast what a tree survey will identify that must be acted upon.
4. There is a significant overspend on CCTV maintenance, but this is because I have channelled the CCTV project through this code, using the specific EMR.
5. A budget of £1,500 for the future replacement of the Electric Vehicle (EV), has been moved to Earmarked Reserves at year end.
6. There was an underspend on Neighbourhood Wardens due to staff shortages.
7. Energy on street furniture again has risen for obvious reasons.
8. IT overspend due to rolling replacement of PCs etc.
9. Christmas Lights overspend was due in part to installation of new infrastructure, using CIL funds.
10. Training budget overspend due to Sexual Harassment Awareness training for all Cllrs + staff.
11. Solicitors fees overspend due to several ongoing cases, e.g. oak trees.
12. I need to examine in more detail the boxing overspend.

Overall the Council ended the year with:

Income £744,812

Expenditure £845,557

Difference of £100,745

There was a net reduction in EMR of £82,338

There was a net reduction in General Reserves of £18,407.

The Committee is invited to note the 2025-26 I&E report accordingly.

[A draft policy to guide reserve levels is currently being drafted.]

Detailed Income & Expenditure by Budget Heading 30/04/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	533,816	533,816	0			100.0%	
1080 Bank Interest Received	13,981	8,000	(5,981)			174.8%	
1250 BCCC Management Fee Rcvd	2,000	2,000	0			100.0%	
1399 Miscellaneous Income	2,444	500	(1,944)			488.8%	
Income :- Income	552,241	544,316	(7,925)			101.5%	0
Net Income	552,241	544,316	(7,925)				
210 Parks and Open Spaces							
1100 Sponsorships	287	2,000	1,713			14.3%	
1225 Parks income	2,561	2,205	(356)			116.1%	
Parks and Open Spaces :- Income	2,848	4,205	1,357			67.7%	0
4135 CIL Expenditure	2,256	0	(2,256)		(2,256)	0.0%	2,256
Parks and Open Spaces :- Direct Expenditure	2,256	0	(2,256)	0	(2,256)		2,256
4110 Grass Cutting & Floral Display	31,522	33,296	1,774		1,774	94.7%	
4115 Kingslea Farm Gds Maint.	6,825	6,150	(675)		(675)	111.0%	
4120 Trees	11,471	8,000	(3,471)		(3,471)	143.4%	
4130 Miscellaneous Repairs	55,181	23,000	(32,181)		(32,181)	239.9%	17,039
4160 Toilets	4,896	4,000	(896)		(896)	122.4%	
4170 Dog & Litter Bin Emptying	7,766	6,000	(1,766)		(1,766)	129.4%	
4180 Jubilee Fields-Grounds Maint.	70	0	(70)		(70)	0.0%	
4200 Jubilee Fields Skate Park	0	500	500		500	0.0%	
4210 Play Equip-Inspect/Repl/Repair	36,896	5,000	(31,896)		(31,896)	737.9%	
4220 SRG Ongoing Maintenance	1,386	2,000	614		614	69.3%	
Parks and Open Spaces :- Indirect Expenditure	156,013	87,946	(68,067)	0	(68,067)	177.4%	17,039
Net Income over Expenditure	(155,422)	(83,741)	71,681				
6000 plus Transfer from EMR	19,295	0	(19,295)				
Movement to/(from) Gen Reserve	(136,127)	(83,741)	52,386				
220 General Admin							
1077 Grants	44,148	0	(44,148)			0.0%	
1200 General Admin Income	8,354	5,000	(3,354)			167.1%	
1205 Xmas lights income	1,500	1,500	0			100.0%	
1210 Telecoms income	1,161	2,000	839			58.1%	
1215 IT income	1,254	2,000	746			62.7%	
General Admin :- Income	56,417	10,500	(45,917)			537.3%	0

10:42

Detailed Income & Expenditure by Budget Heading 30/04/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4423 Youth - Boxing	12,164	3,201	(8,963)		(8,963)	380.0%	4,055
4458 Family Activity Day	3,852	2,000	(1,852)		(1,852)	192.6%	
4459 Firework Sponsorship	2,500	2,500	0		0	100.0%	
General Admin :- Direct Expenditure	18,516	7,701	(10,815)	0	(10,815)	240.4%	4,055
4310 Chairman's Allowance	50	200	150		150	25.0%	
4320 Solicitors	8,399	5,000	(3,399)		(3,399)	168.0%	
4330 Audit Fees	2,306	2,756	450		450	83.7%	
4340 Accountants Fees	964	0	(964)		(964)	0.0%	
4350 Bank Charges	494	321	(173)		(173)	153.9%	
4360 Insurance	21,170	19,950	(1,220)		(1,220)	106.1%	
4370 Subscriptions	3,075	3,150	75		75	97.6%	
4380 Office Expenses	5,664	13,000	7,336		7,336	43.6%	
4381 Postage	673	500	(173)		(173)	134.6%	
4390 Telecomms	1,457	3,000	1,543		1,543	48.6%	
4400 Photocopying	1,081	1,500	419		419	72.1%	
4430 Training	4,359	1,000	(3,359)		(3,359)	435.9%	
4440 Council Comms	6,550	6,000	(550)		(550)	109.2%	
4450 Christmas Lights	32,013	21,863	(10,150)		(10,150)	146.4%	4,241
4456 D-Day events	479	525	46		46	91.2%	
4457 Remembrance events	325	525	200		200	61.9%	
4460 IT	15,406	5,000	(10,406)		(10,406)	308.1%	
4470 Room Hire	1,673	2,100	427		427	79.7%	
4500 Parish Office Utility Bills	3,446	3,000	(446)		(446)	114.9%	
4510 H&S and HR Support	5,510	6,000	490		490	91.8%	
General Admin :- Indirect Expenditure	115,094	95,390	(19,704)	0	(19,704)	120.7%	4,241
Net Income over Expenditure	(77,192)	(92,591)	(15,399)				
6000 plus Transfer from EMR	8,296	0	(8,296)				
Movement to/(from) Gen Reserve	(68,897)	(92,591)	(23,694)				
<u>230 Salaries</u>							
1251 BCC Salary recharge	69,304	67,828	(1,476)			102.2%	
Salaries :- Income	69,304	67,828	(1,476)			102.2%	0
4000 Salaries	311,780	295,156	(16,624)		(16,624)	105.6%	
Salaries :- Indirect Expenditure	311,780	295,156	(16,624)	0	(16,624)	105.6%	0
Net Income over Expenditure	(242,476)	(227,328)	15,148				

10:42

Detailed Income & Expenditure by Budget Heading 30/04/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>240 Village Hall</u>							
4559 Climate Change	0	5,000	5,000		5,000	0.0%	
4562 Adversane Hall utilities	343	0	(343)		(343)	0.0%	
Village Hall :- Direct Expenditure	<u>343</u>	<u>5,000</u>	<u>4,657</u>	<u>0</u>	<u>4,657</u>	<u>6.9%</u>	<u>0</u>
4550 PWLB BCCC Improvement Loan	20,257	20,257	(0)		(0)	100.0%	
Village Hall :- Indirect Expenditure	<u>20,257</u>	<u>20,257</u>	<u>(0)</u>	<u>0</u>	<u>(0)</u>	<u>100.0%</u>	<u>0</u>
Net Expenditure	<u>(20,600)</u>	<u>(25,257)</u>	<u>(4,657)</u>				
<u>250 Highways</u>							
1300 Highways Income	50,638	34,650	(15,988)			146.1%	15,000
Highways :- Income	<u>50,638</u>	<u>34,650</u>	<u>(15,988)</u>			<u>146.1%</u>	<u>15,000</u>
4610 Suction Sweeper Maintenance	0	2,000	2,000		2,000	0.0%	
4620 Other Highway Costs	4,092	5,441	1,349		1,349	75.2%	380
4624 EV Replacement	0	1,500	1,500		1,500	0.0%	(1,500)
4625 EV Maint.	1,482	500	(982)		(982)	296.5%	
4626 CCTV Maintenance	70,723	525	(70,198)		(70,198)	13471.0	70,716
4630 Traffic Calming	445	0	(445)		(445)	0.0%	
Highways :- Indirect Expenditure	<u>76,742</u>	<u>9,966</u>	<u>(66,776)</u>	<u>0</u>	<u>(66,776)</u>	<u>770.0%</u>	<u>69,596</u>
Net Income over Expenditure	<u>(26,103)</u>	<u>24,684</u>	<u>50,787</u>				
6000 plus Transfer from EMR	69,596	0	(69,596)				
6001 less Transfer to EMR	15,000	0	(15,000)				
Movement to/(from) Gen Reserve	<u>28,492</u>	<u>24,684</u>	<u>(3,808)</u>				
<u>260 Lighting</u>							
4650 Electricity / street furniture	3,826	2,500	(1,326)		(1,326)	153.0%	
4660 Maintenance	0	1,500	1,500		1,500	0.0%	
Lighting :- Indirect Expenditure	<u>3,826</u>	<u>4,000</u>	<u>174</u>	<u>0</u>	<u>174</u>	<u>95.6%</u>	<u>0</u>
Net Expenditure	<u>(3,826)</u>	<u>(4,000)</u>	<u>(174)</u>				
<u>270 Neighbourhood Wardens Support</u>							
4700 Neighbourhood Wardens Support	94,625	101,434	6,809		6,809	93.3%	
Neighbourhood Wardens Support :- Indirect Expenditure	<u>94,625</u>	<u>101,434</u>	<u>6,809</u>	<u>0</u>	<u>6,809</u>	<u>93.3%</u>	<u>0</u>
Net Expenditure	<u>(94,625)</u>	<u>(101,434)</u>	<u>(6,809)</u>				

Detailed Income & Expenditure by Budget Heading 30/04/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>280 Section 137</u>							
4750 Section 137 Donations	5,000	5,000	0		0	100.0%	
4790 Billingshurst Centre	15,000	15,000	0		0	100.0%	
Section 137 :- Indirect Expenditure	<u>20,000</u>	<u>20,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>	<u>0</u>
Net Expenditure	<u>(20,000)</u>	<u>(20,000)</u>	<u>0</u>				
<u>300 83a High Street</u>							
1255 83a High St flat net income	10,199	10,474	275			97.4%	
1256 83a Utilities INC	3,165	3,675	510			86.1%	
83a High Street :- Income	<u>13,364</u>	<u>14,149</u>	<u>785</u>			<u>94.5%</u>	<u>0</u>
4425 The Depot support	243	0	(243)		(243)	0.0%	152
4560 83a utilities EXP	3,923	7,560	3,637		3,637	51.9%	
83a High Street :- Direct Expenditure	<u>4,166</u>	<u>7,560</u>	<u>3,394</u>	<u>0</u>	<u>3,394</u>	<u>55.1%</u>	<u>152</u>
4660 Maintenance	276	1,575	1,299		1,299	17.5%	
5000 PWLB 83a High Street	21,663	21,663	1		1	100.0%	
83a High Street :- Indirect Expenditure	<u>21,939</u>	<u>23,238</u>	<u>1,300</u>	<u>0</u>	<u>1,300</u>	<u>94.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(12,741)</u>	<u>(16,649)</u>	<u>(3,908)</u>				
6000 plus Transfer from EMR	152	0	(152)				
Movement to/(from) Gen Reserve	<u>(12,589)</u>	<u>(16,649)</u>	<u>(4,060)</u>				
Grand Totals:- Income	<u>744,812</u>	<u>675,648</u>	<u>(69,164)</u>			<u>110.2%</u>	
Expenditure	<u>845,557</u>	<u>677,648</u>	<u>(167,909)</u>	<u>0</u>	<u>(167,909)</u>	<u>124.8%</u>	
Net Income over Expenditure	<u>(100,745)</u>	<u>(2,000)</u>	<u>98,745</u>				
plus Transfer from EMR	97,338	0	(97,338)				
less Transfer to EMR	15,000	0	(15,000)				
Movement to/(from) Gen Reserve	<u>(18,407)</u>	<u>(2,000)</u>	<u>16,407</u>				

Annual Budget - By Centre (Actual YTD Month 12)

	Last Year		Current Year			Next Year			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100 Income									
1076 Precept	513,010	513,010	533,816	533,816	533,816	0	560,338	0	0
1078 CIL Receipts	0	6,471	0	0	0	0	0	0	0
1080 Bank Interest Received	9,030	16,136	8,000	13,981	15,000	0	8,304	0	0
1250 BCCC Management Fee Rcvd	2,000	2,000	2,000	2,000	2,000	0	2,000	0	0
1399 Miscellaneous Income	210	865	500	2,444	2,000	0	519	0	0
Total Income	524,250	538,481	544,316	552,241	552,816	0	571,161	0	0
6001 less Transfer to EMR	0	6,661	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	524,250	531,821	544,316	552,241	552,816		571,161		
210 Parks and Open Spaces									
1100 Sponsorships	2,000	1,003	2,000	287	1,000	0	1,000	0	0
1225 Parks income	2,100	-842	2,205	2,561	2,786	0	2,289	0	0
Total Income	4,100	161	4,205	2,848	3,786	0	3,289	0	0
4135 CIL Expenditure	0	0	0	2,256	0	0	0	0	0
Direct Expenditure	0	0	0	2,256	0	0	0	0	0
4110 Grass Cutting & Floral Display	31,710	36,760	33,296	31,522	33,000	0	34,561	0	0
4115 Kingslea Farm Gds Maint.	6,150	7,095	6,150	6,825	7,095	0	7,095	0	0
4120 Trees	7,350	12,117	8,000	11,471	12,400	0	8,304	0	0
4130 Miscellaneous Repairs	5,513	65,297	23,000	55,181	10,000	0	23,874	0	0
4140 Churchyard Maintenance	0	825	0	0	0	0	0	0	0
4150 Skateboard Park/Ball Court	0	140,000	0	0	0	0	0	0	0
4160 Toilets	5,250	3,664	4,000	4,896	4,118	0	4,000	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 12)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4170 Dog & Litter Bin Emptying	6,300	5,798	6,000	7,766	6,000	0	6,000	0	0
4180 Jubilee Fields-Grounds Maint.	3,000	127	0	70	0	0	0	0	0
4200 Jubilee Fields Skate Park	0	40	500	0	0	0	500	0	0
4210 Play Equip-Inspect/Repl/Repair	5,000	3,248	5,000	36,896	33,214	0	5,190	0	0
4220 SRG Ongoing Maintenance	2,100	800	2,000	1,386	2,000	0	2,000	0	0
Overhead Expenditure	72,373	275,770	87,946	156,013	107,827	0	91,524	0	0
210 Net Income over Expenditure	-68,273	-275,609	-83,741	-155,422	-104,041	0	-88,235	0	0
plus Transfer from EMR	0	25,244	0	19,295	1,940	0	0	0	0
Movement to/(from) Gen Reserve	(68,273)	(250,365)	(83,741)	(136,127)	(102,101)		(88,235)		
220 General Admin									
1077 Grants	0	158,275	0	44,148	44,148	0	0	0	0
1200 General Admin Income	6,000	13,615	5,000	8,354	5,000	0	5,190	0	0
1205 Xmas lights income	1,500	1,500	1,500	1,500	1,500	0	1,500	0	0
1210 Telecoms income	2,000	464	2,000	1,161	2,000	0	2,076	0	0
1215 IT income	1,200	1,876	2,000	1,254	2,000	0	2,076	0	0
Total Income	10,700	175,729	10,500	56,417	54,648	0	10,842	0	0
4423 Youth - Boxing	0	0	3,201	12,164	4,055	0	4,055	0	0
4454 Walking Nativity sponsorship	0	0	0	0	3,599	0	1,000	0	0
4458 Family Activity Day	0	100	2,000	3,852	0	0	2,000	0	0
4459 Firework Sponsorship	0	0	2,500	2,500	2,500	0	2,500	0	0
Direct Expenditure	0	100	7,701	18,516	10,154	0	9,555	0	0
4310 Chairman's Allowance	200	0	200	50	100	0	200	0	0

Continued on next page

**Billingshurst Parish Council 2025-26
Annual Budget - By Centre (Actual YTD Month 12)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4320 Solicitors	8,000	3,701	5,000	8,399	7,000	0	5,000	0	0
4330 Audit Fees	2,625	1,889	2,756	2,306	2,500	0	2,861	0	0
4340 Accountants Fees	1,500	0	0	964	0	0	0	0	0
4350 Bank Charges	306	320	321	494	400	0	400	0	0
4360 Insurance	19,000	19,174	19,950	21,170	19,950	0	20,000	0	0
4370 Subscriptions	3,000	2,663	3,150	3,075	3,000	0	3,000	0	0
4380 Office Expenses	13,000	12,407	13,000	5,664	5,043	0	12,500	0	0
4381 Postage	800	1,013	500	673	500	0	500	0	0
4390 Telecomms	3,250	3,003	3,000	1,457	3,000	0	3,000	0	0
4400 Photocopying	1,575	1,182	1,500	1,081	1,200	0	1,200	0	0
4430 Training	1,000	1,605	1,000	4,359	2,000	0	1,038	0	0
4440 Council Comms	5,973	7,187	6,000	6,550	6,000	0	6,228	0	0
4450 Christmas Lights	20,822	17,810	21,863	32,013	21,863	0	23,000	0	0
4456 D-Day events	500	763	525	479	479	0	0	0	0
4457 Remembrance events	500	160	525	325	130	0	150	0	0
4460 IT	5,500	10,504	5,000	15,406	10,000	0	5,000	0	0
4470 Room Hire	2,000	1,944	2,100	1,673	1,500	0	1,500	0	0
4500 Parish Office Utility Bills	2,000	2,650	3,000	3,446	2,900	0	3,000	0	0
4510 H&S and HR Support	4,725	7,528	6,000	5,510	12,000	0	6,228	0	0
Overhead Expenditure	96,276	95,503	95,390	115,094	99,565	0	94,805	0	0
220 Net Income over Expenditure	-85,576	80,126	-92,591	-77,192	-55,071	0	-93,518	0	0
6000 plus Transfer from EMR	0	2,465	0	8,296	10,749	0	0	0	0
6001 less Transfer to EMR	0	2,175	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(85,576)	80,416	(92,591)	(68,897)	(44,322)	0	(93,518)	0	0

Continued on next page

**Billingshurst Parish Council 2025-26
Annual Budget - By Centre (Actual YTD Month 12)**

	<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>230</u> Salaries									
1251 BCC Salary recharge	59,406	55,715	67,828	69,304	66,864	0	68,000	0	0
Total Income	59,406	55,715	67,828	69,304	66,864	0	68,000	0	0
4000 Salaries	288,206	263,938	295,156	311,780	314,439	0	320,000	0	0
Overhead Expenditure	288,206	263,938	295,156	311,780	314,439	0	320,000	0	0
Movement to/(from) Gen Reserve	<u>(228,800)</u>	<u>(208,223)</u>	<u>(227,328)</u>	<u>(242,476)</u>	<u>(247,575)</u>		<u>(252,000)</u>		
<u>240</u> Village Hall									
4559 Climate Change	5,000	0	5,000	0	0	0	5,000	0	0
4562 Adversane Hall utilities	0	0	0	343	0	0	0	0	0
Direct Expenditure	5,000	0	5,000	343	0	0	5,000	0	0
4550 PWLB BCCC Improvement Loan	20,257	20,257	20,257	20,257	20,257	0	20,257	0	0
Overhead Expenditure	20,257	20,257	20,257	20,257	20,257	0	20,257	0	0
Movement to/(from) Gen Reserve	<u>(25,257)</u>	<u>(20,257)</u>	<u>(25,257)</u>	<u>(20,600)</u>	<u>(20,257)</u>		<u>(25,257)</u>		
<u>250</u> Highways									
1300 Highways Income	33,000	29,555	34,650	50,638	34,000	0	35,967	0	0
Total Income	33,000	29,555	34,650	50,638	34,000	0	35,967	0	0
4610 Suction Sweeper Maintenance	3,318	723	2,000	0	0	0	0	0	0
4620 Other Highway Costs	5,182	3,440	5,441	4,092	3,067	0	5,000	0	0
4624 EV Replacement	1,500	0	1,500	0	1,500	0	1,500	0	0
4625 EV Maint.	1,590	785	500	1,482	1,500	0	1,000	0	0
4626 CCTV Maintenance	500	9,450	525	70,723	54,174	0	545	0	0

Continued on next page

Billingshurst Parish Council 2025-26
Annual Budget - By Centre (Actual YTD Month 12)

16/06/2026
12:23

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4630	0	2,183	0	445	890	0	0	0	0
	12,090	16,581	9,966	76,742	61,131	0	8,045	0	0
	20,910	12,974	24,684	-26,103	-27,131	0	27,922	0	0
6000	0	11,851	0	69,596	108,335	0	0	0	0
6001	0	0	0	15,000	30,000	0	0	0	0
	<u>20,910</u>	<u>24,825</u>	<u>24,684</u>	<u>28,492</u>	<u>51,204</u>		<u>27,922</u>		
<u>260</u>									
	2,500	1,737	2,500	3,826	2,500	0	2,000	0	0
4650	1,274	1,372	1,500	0	1,300	0	1,300	0	0
4660	3,774	3,110	4,000	3,826	3,800	0	3,300	0	0
	<u>(3,774)</u>	<u>(3,110)</u>	<u>(4,000)</u>	<u>(3,826)</u>	<u>(3,800)</u>		<u>(3,300)</u>		
<u>270</u>									
	97,092	94,706	101,434	94,625	101,434	0	106,297	0	0
4700	97,092	94,706	101,434	94,625	101,434	0	106,297	0	0
	<u>(97,092)</u>	<u>(94,706)</u>	<u>(101,434)</u>	<u>(94,625)</u>	<u>(101,434)</u>		<u>(106,297)</u>		
<u>280</u>									
	4,500	3,375	5,000	5,000	2,500	0	4,000	0	0
4750	15,000	15,000	15,000	15,000	15,000	0	15,000	0	0
4790	19,500	18,375	20,000	20,000	17,500	0	19,000	0	0
	<u>(19,500)</u>	<u>(18,375)</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>(17,500)</u>		<u>(19,000)</u>		
<u>300</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 12)

	Last Year		Current Year				Next Year		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1255	9,975	9,285	10,474	10,199	10,000	0	10,872	0	0
1256	3,500	67	3,675	3,165	3,000	0	3,815	0	0
	13,475	9,353	14,149	13,364	13,000	0	14,687	0	0
4425	0	0	0	243	0	0	0	0	0
4560	7,200	2,991	7,560	3,923	2,876	0	3,000	0	0
	7,200	2,991	7,560	4,166	2,876	0	3,000	0	0
4660	1,500	322	1,575	276	500	0	1,500	0	0
5000	21,663	21,663	21,663	21,663	21,663	0	21,663	0	0
	23,163	21,985	23,238	21,939	22,163	0	23,163	0	0
6000	-16,888	-15,622	-16,649	-12,741	-12,039	0	-11,476	0	0
	0	0	0	152	304	0	0	0	0
	(16,888)	(15,622)	(16,649)	(12,589)	(11,735)		(11,476)		
	644,931	808,994	675,648	744,812	725,114	0	703,946	0	0
	644,931	813,315	677,648	845,557	761,146	0	703,946	0	0
	0	-4,320	-2,000	-100,745	-36,032	0	0	0	0
	0	39,560	0	97,338	121,328	0	0	0	0
	0	8,836	0	15,000	30,000	0	0	0	0
	0	26,404	(2,000)	(18,407)	55,296		0		

Movement to/(from) Gen Reserve

APPENDIX F

27/04/2026

Billingshurst Parish Council 2025-26

Page 1

12:14

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 EMR Bus Shelters	3,025.00	14,620.00	17,645.00
327 EMR EV replacement fund	1,500.00	1,500.00	3,000.00
328 EMR Five Oaks Traffic Calming	6,176.17		6,176.17
332 EMR JF Commuted Sum	1,507.00		1,507.00
336 EMR Neighbourhood Plan	1,618.95		1,618.95
345 EMR Station Road Gardens	500.00		500.00
354 EMR UKCOG / Env Imps	947.73		947.73
358 EMR CIL Levy	15,622.72	-7,619.07	8,003.65
361 EMR MF Allotment Fence s106	-13,598.20	13,598.20	0.00
364 EMR Comm'd sum/Kingslea Farm	394,744.51	-224,703.73	170,040.78
365 EMR Boxing Sessions	3,201.00	-3,201.00	0.00
368 EMR CCTV Project	0.00	48,451.75	48,451.75
369 EMR Misc Repairs	0.00	89,467.67	89,467.67
	<u>415,244.88</u>	<u>-67,886.18</u>	<u>347,358.70</u>

APPENDIX G

Statement in response to the question "Why is a TRO necessary?"

This request, for a reduction in the speed limit for a stretch of the A29 north of the village of Billingshurst is mainly to improve the safety of road users, both pedestrians and motorists.

For pedestrians, on the east side of the road, there is a narrow footpath, the surface of which is not even.

Given that there is an increasing emphasis on walking and bicycling, these are dangerous activities in this section of the A29, given the state of the pavement. There has been an improvement due to the cutting back of ground level incursion of grasses and earth, but this action has revealed the particularly poor state of the pavement surface. The road is not particularly wide and there would not be any room for a driver to take avoiding action other than driving into any oncoming traffic, should a pedestrian stumble.

For motorists, this section of road has seen several accidents and near accidents in recent times, as logged by the Police/Highways. Some of these have been quite possibly caused by motorists trying to join the carriage way in an unsafe manner. This has been especially the case at Billy's and PMW Marketing, both of which are on the west side of the road and have little in the way of visibility splays for their exits.

On the east side of the road, despite the significantly wide visibility splay at Summers Place exit, there have been at least three accidents of vehicles at this spot in recent time, with vehicles veering off the road and into the bollards, fence or splay area.

The volume of traffic on this section of road has increased significantly over the last two or three years and, although I have no statistics to support this claim, this is a perception among many of those supporting this request for a reduction in speed. This is underlined by the recent observations of cases of overtaking by traffic going north from the trade park roundabout, as there are no double white lines discouraging overtaking in the face of poor visibility of vehicles coming south at speed.

APPENDIX H

Billingshurst Parish Clerk

Subject: FW: People's Emergency Briefing film screening Billingshurst

From: Carrie Cort <cort@sussexgreenliving.org.uk>
Sent: 10 June 2026 16:06
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Cc: Joanne.Knowles <joanne.knowles@horsham.gov.uk>
Subject: Re: People's Emergency Briefing film screening Billingshurst

Dear Greg,

John Milne MP has agreed to attend the screening on the 26th June in Horsham, but would not be the right person to 'lead' the event.

Councillor Joanne Knowles has very kindly agreed to help to facilitate the event, copied in now. She is involved in a screening on 1st July in Cowfold.

There are a number of other local people, who like myself who attended the National Emergency Briefing in Westminster and subsequently have supported local screenings, subject to the date some of us will support this screening. I suggest you find a date and time which suits Councillor Day, Councillor Knowles and the venue and then please let us know and I will get the date in our diaries.

I would recommend people are encouraged to book a free ticket using Eventbrite or Ticket Tailor, then you have an idea of the likely numbers and a mailing list to follow up with. We could set this up for the event. Most of the screenings are in the evening. I have been approached by people who would prefer to attend in the day. It would be interesting if a village or town were to plan a daytime and evening screening on the same day to see which was the most popular, I think these will attract different audiences, your choice Greg. Sustainable Henfield 2030/Henfield Parish Council held their screening on a Sunday at 3pm, I thought this rather unusual, however it was very well attended.

[This page enables you to register](#) an interest in a community film screening.

[This is the guide](#) to setting up a community screening.

Karen Park who leads Horsham Eco Churches is kindly making the posters for local screenings, like this:



People's Emergency Briefing

Horsham

The new public information film
about the climate and nature crisis

Friday 26th June

7.30pm film 8.20pm discussion

Brighton Road Baptist Church

Horsham RH13 5BD



<< Free tickets, limited so please book
BYO soft drinks, invite friends, age 16+
Everyone is welcome, doors open 7pm

tickettailor.com/events/pebhorsham/2169276

People's Emergency Briefing

Pulborough

Powerful film from UK's leading experts giving
a briefing on the climate and nature crisis.

Aims to cut through misinformation,
understand the threat and the solutions.

Thursday 11th June

Doors open 7pm, film 7.15pm
Followed by discussion until 8.45pm

Pulborough Village Hall

(Arun Hall) RH20 2BF

Free entry, age 16+
All welcome, no need to book

Sussex and Surrey Coppice Group
[Clive Cobie treecircles@icloud.com](mailto:Clive.Cobie@treecircles@icloud.com)



I am sure she will make one for Billingshurst.

We are just producing a poster for Christs Hospital School who have agreed to hold a screening on 18th June for staff and 6th formers, they plan to hold an open event in their theatre in the Autumn. We are going to support this event.

Should you wish to watch the film and post film discussion there is one in Pulborough tomorrow evening.

I look forward to your thoughts.

Cheers Carrie

Carrie Cort
Founder

She/her/hers

Charity No. 1189569

www.sussexgreenliving.org.uk

Follow us on

LIBRARY OF THINGS SURV

We are exploring setting up a Library of Things. Please give your thoughts on what you think by taking this 3-minute survey and please

From: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Sent: 10 June 2026 13:38
To: Carrie Cort <cort@sussexgreenliving.org.uk>
Subject: RE: People's Emergency Briefing film screening Billingshurst

Hi Carrie,

I have spoken to Cllr Phillip Day and he suggests if we could also get John Milne or A N Other to chair the Q&A afterwards then we could look at it. Could you help with that at all?

Otherwise we would be happy to promote other local screenings.

Thanks and kind regards,

Greg

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

This email and any files transmitted with it are confidential and are intended solely for the use of the intended recipient(s) and any other use is prohibited. Any opinions expressed are those of the author and are not necessarily endorsed by Billingshurst Parish Council. If you are not the intended recipient, you must not copy, distribute or take any action based on this communication. It may contain confidential information. If you received this email in error, please contact the sender by return email and delete this email and any copies of it. Billingshurst Parish Council may monitor email traffic and also the email content for the purposes of security and to minimise the risk of viruses. Billingshurst Parish Council does not accept responsibility for any error or omissions that are present in this message, or any attachment, that have arisen as a result of email transmissions. Billingshurst Centre, Roman Way, Billingshurst, West Sussex RH14 9QW.

From: Carrie Cort <cort@sussexgreenliving.org.uk>
Sent: 09 June 2026 13:13
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>

Subject: Re: People's Emergency Briefing film screening Billingshurst
Importance: High

Hi Greg,

I know you had a meeting with Councillor Circus about screening the Peoples Emergency Briefing film, any news.

I know Colgate and West Grinstead parish councils are progressing, as well as a number of the local 6th form colleges.

You might like to attend this one in Pulborough

People's Emergency Briefing

Pulborough



Powerful film from UK's leading experts giving a briefing on the climate and nature crisis.

Aims to cut through misinformation, understand the threat and the solutions.

Thursday 11th June

Doors open 7pm, film 7.15pm
Followed by discussion until 8.45pm

Pulborough Village Hall
(Arun Hall) RH20 2BF

Free entry, age 16+
All welcome, no need to book



Sussex and Surrey Coppice Group
[Clive Cobie treecircles@icloud.com](mailto:Clive.Cobie@treecircles@icloud.com)

I look forward to hearing from you.
Cheers Carrie

Carrie Cort
Founder

She/her/hers

Charity No. 1189569

www.sussexgreenliving.org.uk

Follow us on

LIBRARY OF THINGS SURV

We are exploring setting up a Library of Things. Please share your thoughts with us by taking this 3-minute survey and please

From: Carrie Cort <cort@sussexgreenliving.org.uk>

Sent: 01 June 2026 16:40

To: clerk@billingshurst.gov.uk <clerk@billingshurst.gov.uk>

Cc:

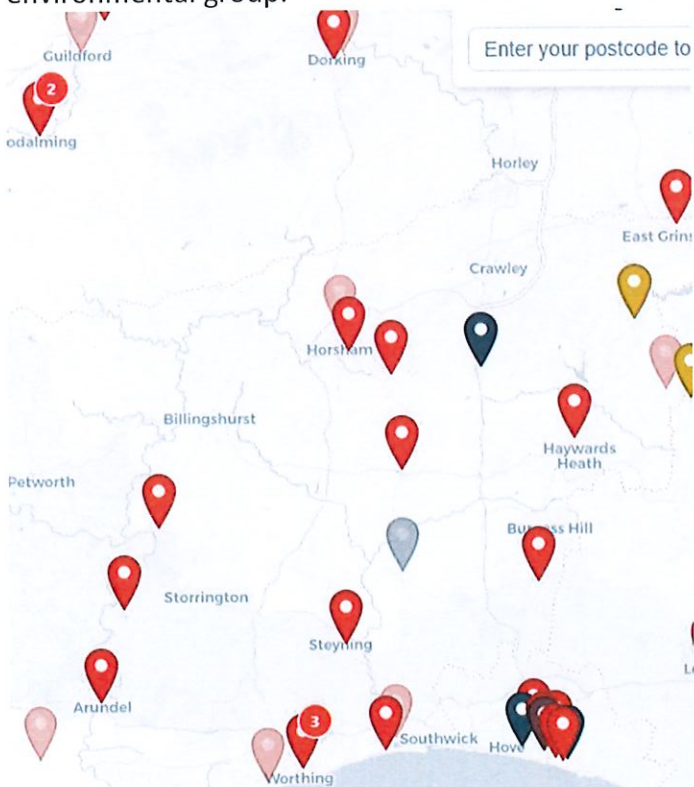
Subject: People's Emergency Briefing film screening Billingshurst

Dear Gregg,

Great to chat this afternoon, as promised please find attached a copy of our HD People's Emergency Briefing film screenings. As you can see from this map the screenings are spreading like wildfire around the UK (film only launched 7th April):



The attached flyer lists 9 film screenings planned for Horsham District so far. Henfield, Cowfold and Amberley these have been instigated by the parish council in collaboration with their villages environmental group.



I attended the National Emergency Briefing in Westminster in November and have attended the Horsham and Henfield screenings. We are happy to **help** Billingshurst to organise and promote a screening. After the screening there is a short open discussion about what it means for the community and what can be done locally. Ideally as many of the councillors should attend the event too, as happened in Henfield. You or your councillors might like to attend on 11th June the screening organised by Clive Cobie in Pulborough so you can see the film prior to showing it in your community.

Very timely after one of the driest Aprils on record, heatwaves in May which very sadly has led to so many young people dying.

Billingshurst Community Centre would be ideal. I would suggest asking people to book their free tickets on Eventbrite so you have an idea of numbers, but also allowing people to turn up on the night/day. If you were to plan for a date in early July the Parish Council and Billigreen could advertise it at Billingshurst Show 28th June, SGL might be able to bring the eco float too.

I would be grateful if you could discuss this with Councillor Philip Circus tomorrow and then if you could let myself, Mela, Melanie and Denise know your thoughts. I hope BilliGreen and Denise are able to get behind this too ;-). I am sure the Women's Hall, URC, Untarians, WI and eco leads at the schools will help spread the word.

There are several other countries who are looking produce a similar film and campaign for their own countries.

I look forward to hearing from you.

Cheers Carrie



Carrie Cort

Founder

She/her/hers

Charity No. 1189569

www.sussexgreenliving.org.uk

Follow us on