



**Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 27 October 2021
7.30pm**

Present: Cllrs Ken Peters (Chairman), Graeme Acraman, Barry Barnes, Edna Bengler, Paul Berry, Phillip Day and Dave Homer.

In Attendance.

G Burt, Clerk to the Council.

156/21 Chairman's Announcements.

The Chairman advised

1. That the meeting was being streamed to the internet.
2. That Cllrs wishing to speak should raise their hand and speak loud and clearly.

157/21 Apologies for Absence.

Apologies for absence were received from Cllrs Craig Gale and Roy Margetts due to prior engagements. On the proposal of Cllr Ken Peters, seconded by Cllr Graeme Acraman, **RESOLVED** that the apologies and reasons given be accepted.

158/21 Declaration of Interests and notification of change to members' interests.

Cllr Paul Berry declared a disclosable pecuniary interest in Minute 162/21.

Cllr Graeme Acraman declared a prejudicial interest in Minute 166/21b, being the applicant.

159/21 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

160/21 Minutes.

The minutes of 29 September 2021, previously circulated, were taken as read. On the proposal of Cllr Barry Barnes, seconded by Cllr Graeme Acraman, **RESOLVED** that the minutes be approved and signed as a correct record.

161/21 Matters Arising.

None.

Cllr Paul Berry left the meeting.

162/21 To Approve Payments and Note Receipts.

Details of payments totalling £10,875.72 for September 2021 were previously circulated – Appendix A. On the proposal of Cllr Ken Peters, seconded by Cllr Graeme Acraman, **RESOLVED** that the payments be approved, and any receipts noted and published on the Council's website accordingly.

Cllr Paul Berry re-joined the meeting.

163/21 To note Bank Reconciliations.

On the proposal of Cllr Ken Peters, seconded by Cllr Barnes, **RESOLVED** the following Bank Reconciliations be approved. (The corresponding statements were then initialled by Cllr Ken Peters).

Current Account to 30 September 2021

Statement 428 – Appendix B

Business Reserve Account to 30 September 2021

Statement 323 – Appendix B

Bonus Saver Account to 30 September 2021

Statement 98 – Appendix C

164/21 To note the 2nd quarter budget report.

NOTED.

In response to a question from Cllr Day, the Clerk advised that CIL totalling £28,765.22 for April to Sept had been confirmed by HDC, but not yet received.

Members were reminded to let the office know if they were attending the Budget Workshop.

165/21 To consider any expenditure recommendations from other Committees over and above current budgetary provision.

None.

Cllr Graeme Acraman left the meeting.

166/21 To consider Grant applications:

a. Billingshurst Centre

On the proposal of Cllr Ken Peters, seconded by Cllr Paul Berry, **RESOLVED** that

- i. In future, the Council budget a grant for the Centre for £22,000, but only pay the amount that the Centre lost in the previous year; with the residue put into an Earmarked Reserve specifically for future Centre revenue support. (This year = £9,034).
- ii. £11,966 be awarded to Billingshurst Community & Conference Centre (BCCC) under s.19 of the LG (Misc. Prov.) Act 1976.
- iii. The overall grants budget be increased by £1,000 accordingly.

b. Billingshurst Community Transport (BCT)

On the proposal of Cllr Paul Berry, seconded by Cllr Ken Peters, **RESOLVED** that £566 be awarded to Billingshurst Community Transport (BCT) under S26 of the Local Government & Rating Act 1997 from the Parish's CIL fund. (Payable when 20-21 accounts have been filed with the Charity Commission.).

c. Wakoos Centre4Children Ltd

On the proposal of Cllr Ken Peters, seconded by Cllr Paul Berry, **RESOLVED** that £1,000 be awarded to Wakoos Centre4Children Ltd under S137 LGA 1972. from the Parish's CIL fund. (Payable upon receipt of copy paid invoice.).

d. 4Sight Vision Support.

On the proposal of Cllr Ken Peters, seconded by Cllr Phillip Day, **RESOLVED** £300 be awarded to 4Sight Vision Support under S137 LGA 1972.

Cllr Graeme Acraman re-joined the meeting.

167/21 Insurance Renewal.

DEFER pending further information.

168/21 Any other matters for Information only.

None.

169/21 Date of Next Meeting – Wednesday 24 November 2021.

The meeting closed at 8.10pm.

Chairman

Date

Date: 13/10/2021

Billingshurst Parish Council Current Year

APPENDIX A

Time: 09:32

Current Bank A/c

List of Payments made between 01/09/2021 and 30/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/09/2021	Netcom IT Solutions	DD	562.98		IT support etc
05/09/2021	Robin Nugent Architects	012955	1,146.00		83a High St work
05/09/2021	Playsafe Playgrounds Ltd	012958	4,401.60		LSRRG play kit repairs
05/09/2021	Ballpoint Office Supplies Ltd	012959	55.42		Stationery
05/09/2021	CNG Energy Ltd	012962	6.53		Gas S/C 83a High St
05/09/2021	Plumridge & Peters Ltd	012973	384.06		Playground signage
06/09/2021	Saxon Wield Homes Ltd	DD	70.29		Garage rental
09/09/2021	Parkfield Retail Ltd	CARD	30.26		Ironmongery & hardware
14/09/2021	Restream Inc.	14.15	14.15		Restream service
14/09/2021	Network One	DD	249.27		Phone charges etc
15/09/2021	A272 Design	SO	490.20		Village TWEET advert - Oct
16/09/2021	AMAZON	CARD	102.55		New office chair
18/09/2021	AMAZON	CARD	49.95		Office chair mat
23/09/2021	EE & T Mobile	DD	16.00		Mobile phone charges
28/09/2021	Royal Britsiah Legion	CARD	150.00		Donation for lamppost poppies
29/09/2021	Tennant UK Cleaning Sol.	DD	382.46		Sweeper service
29/09/2021	Business Stream	DD	212.80		Water/sewerage Public Toilets
29/09/2021	Mole Valley Count Stores	CARD	39.99		Litter Warden work boots
30/09/2021	NatWest	BACS	21.70		Bank charges
30/09/2021	Sussex Land Services	SO	2,328.11		GM contract - Sept
30/09/2021	Tennant UK Cleaning Sol.	DD	161.40		Sweeper service/repair
Total Payments			10,875.72		

13/10/2021

Billingshurst Parish Council Current Year

09:40

Current Bank A/c

Cash Received between 01/09/2021 and 30/09/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
06/09/2021	BCCC	102541	Aug salary reimb.	4,335.90
09/09/2021	D Fuller	BACS	Donation for seat	1,036.09
01/09/2021	Dauxwood Pre-school	BACS	1/4ly gd rent	96.25
01/09/2021	Deacon Crickmay	BACS	JM cleaning - August	1,035.60
30/09/2021	Horsham DC	BACS	21-22 Precept Part 2	204,389.50
08/09/2021	J Gooderham	BACS	Jubilee Tree donation	100.00
15/09/2021	J Gooderham	BACS	Jubilee Tree donation	100.00
08/09/2021	Misc	102542	Sale of surplus Radios & PAT	113.60
30/09/2021	NatWest	BACS	Bank interest	1.74
20/09/2021	Openreach	102543	Wayleave / rent	10.00
24/09/2021	SSE	BACS	Natts Lane S/S ground rent	100.00
Total Receipts				<u>211,318.68</u>

Date: 13/10/2021

Billingshurst Parish Council Current Year

Time: 09:30

**Bank Reconciliation Statement as at 30/09/2021
for Cashbook 1 - Current Bank A/c**

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	30/09/2021	428	100.00
Business Reserve Account	30/09/2021	323	402,302.33
			<u>402,402.33</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
23/03/2021 012836	Aurac Sound & Vision Ltd		20.00
11/05/2021 012865	Victim Support		75.00
27/08/2021 012946	Surrey Hills Solicitors LLP		1,506.00
			<u>1,601.00</u>
			400,801.33
<u>Receipts not Banked/Cleared (Plus)</u>			
20/09/2021 102543			10.00
			<u>10.00</u>
			400,811.33
		Balance per Cash Book is :-	400,811.33
		Difference is :-	0.00

Date: 07/10/2021

Billingshurst Parish Council Current Year

APPENDIX C

Time: 11:26

Bank Reconciliation Statement as at 30/09/2021
for Cashbook 3 - Bonus Saver Account

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Bonus Saver Account	30/09/2021	98	✓ 186,360.34
			<hr/> 186,360.34
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			186,360.34
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			186,360.34
			<hr/>
		Balance per Cash Book is :-	186,360.34
		Difference is :-	0.00