



Registered Charity No. 227480
Minutes of the Meeting of Billingshurst Centre Committee
Wednesday 23 June 2021 7.00 pm

Present:

Cllrs Ken Peters (Chairman), Graeme Acraman, Sandy Duck, Craig Gale, Roy Margetts and Sarah Wilson.

In Attendance

G Burt, Clerk to the Council
Cllrs Edna Bengler and Dave Homer

57/21 Chairman's Announcements.

The Chairman reminded Members

1. Of the COVID precautions in place.
2. That the meeting was being streamed to the internet.
3. That Cllrs wishing to speak should raise their hand.

58/21 Apologies for Absence.

None.

59/21 To Receive Declarations of Interest and Notification of Changes to Members' Interests.

Cllr Graeme Acraman declared a pecuniary interest as he is related to a member of staff and was also employed by a tenant of the Centre.

Cllr Craig Gale declared a pecuniary interest as he is also employed by a tenant of the Centre.

60/21 Minutes.

The minutes of 26 May 2021, previously circulated, were taken as read. On the proposal of Cllr Roy Margetts seconded by Cllr Graeme Acraman, **RESOLVED** that the minutes be approved and signed as a correct record accordingly.

61/21 Matters Arising.

None.

62/21 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

63/21 To approve payments for April 2021

Details of payments totalling £11,313.95 for April 2021 – Appendix A. On the proposal of Cllr Ken Peters, seconded by Cllr Craig Gale, **RESOLVED** that the payments be approved and published on the Council's website accordingly.

64/21 To approve Bank Reconciliations Current & Main Reserve Accounts plus 2nd Reserve Account to 30 April 2021.

On the proposal of Cllr Ken Peters, seconded by Cllr Graeme Acraman, **RESOLVED** to approve bank reconciliations as follows, which were then initialed by Cllr Ken Peters.

Current Account (Bank Statement 60) – Appendix B

Reserve Account (Bank Statement 247) - Appendix B

New Reserve No 2 Account (Bank Statement 33) - Appendix C

65/21 To approve payments for May 2021

Details of payments totalling £2,243.99 for May 2021 – Appendix D. On the proposal of Cllr Ken Peters, seconded by Cllr Sarah Wilson, **RESOLVED** that the payments be approved and published on the Council's website accordingly.

66/21 To approve Bank Reconciliations Current & Main Reserve Accounts to 31 May 2021.

On the proposal of Cllr Ken Peters, seconded by Cllr Sarah Wilson, **RESOLVED** to approve bank reconciliations as follows, which were then initialed by Cllr Ken Peters.

Current Account (Bank Statement 64) – Appendix E

Reserve Account (Bank Statement 251) - Appendix E

67/21 To consider the draft Centre accounts for 2020-21 and RECOMMEND that they be approved by the Trustee.

Members considered the draft accounts for the previous year, noting a shortfall in income against expenditure of £11,966. On the proposal of Cllr Ken Peters, seconded by Cllr Graeme Acraman **RECOMMEND** that the accounts be approved by the Trustees.

68/21 To consider changes to accounting procedures and RECOMMEND that they be approved by the Trustee.

The Independent Examiner of the Centre's accounts had suggested that a change to the Centre's accounting procedures would be beneficial. On the proposal of Cllr Ken Peters, seconded by Cllr Graeme Acraman **RECOMMEND** to not depreciate the asset, but instead reflect the value of the asset in a formal revaluation every 5 years with interim valuations by the Trustee.

69/21 Centre Manager's Report.

The Committee **NOTED** a report from the Manager, previously circulated. Members' usual thanks to the Manager would be conveyed accordingly.

70/21 Date of the Next Meeting. Wednesday 28 July 2021 at 7.00pm.

The meeting closed at 7.15pm.

Chairman

Date