



Registered Charity No. 227480
Minutes of the Meeting of Billingshurst Centre Committee
Wednesday 25 May 2022 7.00pm

Present

Cllrs Ken Peters (Chairman), Paul Berry, Sandy Duck, Craig Gale and Sarah Wilson.

In Attendance

G Burt, Clerk to the Council
2 Members of the Public.

38/22 Chairman's Announcements.

The Chairman reminded Members

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

39/22 Apologies for Absence

None

40/22 To Receive Declarations of Interest and Notification of Changes to Members' Interests.

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

41/22 Minutes

The minutes of 30 March 2022, previously circulated, were taken as read. On the proposal of Cllr Ken Peters, seconded by Cllr Sarah Wilson, **RESOLVED** that the minutes be approved and signed as a correct record accordingly.

42/22 Matters Arising.

None.

43/22 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

44/22 To approve payments March 2022.

Details of payments totalling £14,039.84 for March 2022 had been previously circulated – Appendix A. 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.

A Cllr asked if we usually paid bank charges. [Post meeting note: Manager confirms that at the end of 2021, NatWest changed their T&Cs so we now pay bank charges.]

45/22 To approve Bank Reconciliations Current & Main Reserve Accounts and Second Reserve Account.

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

Current Account / Bank Statement 151 – Appendix **B**

Reserve Account / Bank Statement 295 - Appendix **B**

New Reserve No 2 Account / Bank Statement 44 - Appendix **C**

46/22 To consider request for generator to be installed at the Centre to improve community resilience.

A resident had suggested that a generator be acquired in order to make the Centre more resilient, so it could be used to provide warmth and refreshments etc to residents in case of power cuts etc. During the recent *Storm Eunice* many vulnerable residents had been left without heating or ability to warm/cook food etc. Councillors agreed that it was a good idea, but it raised many other logistical issues, for example, how would we let residents know about such provision if the phones and internet were all down, as had been the case on the day cited. The Clerk advised that regrettably, the previous gas cooker had been replaced with an electric cooker some years ago. It was agreed to DEFER consideration, in order for more information to be acquired, including the views of HDC and WSCC who had the responsibility for Emergency Planning. The Neighbourhood Wardens would be asked to assist in this.

47/22 Centre Manager's Report for April & May

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

48/22 Any other matters for information only.

None.

49/22 Date of the Next Meeting. Wednesday 29 June 2022 at 7.00pm.

The meeting closed at 7.15pm.

Chairman

Date

Date: 20/05/2022

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Natwest Bank Accounts

List of Payments made between 01/03/2022 and 31/03/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2022	Billingshurst Parish Council	003871	2,818.11		Cleaning Recharge 21/2022
01/03/2022	Billingshurst Parish Council	003872	1,534.28		Telephone & IT Jan-Mar 22
01/03/2022	The Dishwasher Man	003873	70.00		Dishwasher Service
01/03/2022	Amazon	AMAZON	7.49		Carpet Glue
01/03/2022	Amazon	AMAZON	3.49		Picture frame for WIFI details
01/03/2022	BPC	CHEQUE	490.00		Reimburse Robin Nugent Fees
03/03/2022	Horsham District Council	DD	23.15		Refuse Collection
08/03/2022	CMR Ltd	003875	162.00		DEC Renewal 2021/2022
08/03/2022	Billingshurst Parish Council	003876	2,348.83		Payroll Recharge February 2022
11/03/2022	Beeches Buffet	CARD	378.68		Catering
15/03/2022	Sussex Land Services	003877	462.00		Centre Contract January 2022
15/03/2022	Beeches Buffet	CARD1	141.75		Catering
15/03/2022	Wightman & Parrish	DD	85.84		Cleaning
16/03/2022	Horsham District Council	CARD	191.00		Non-Domestic rates 21/22
17/03/2022	drax	DD	567.01		Electricity Bill
21/03/2022	Amazon	CARD	10.19		Audio Cable
23/03/2022	Beeches Buffet	CARD	111.88		Catering
25/03/2022	Casual Staff	DD	1,246.99		Wages March 2022
28/03/2022	Granwax Products Ltd	CARD	56.64		Sportsclean
29/03/2022	BSW Building Services Ltd	003874	354.00		Gas Leak Call Out
31/03/2022	Petty Cash	001757	25.10		Petty Cash to Bank
31/03/2022	Natwest	DD	35.20		Bank Charges
31/03/2022	Gazprom Energy	DD	2,916.21		Gas Bill
Total Payments			<u>14,039.84</u>		

Date: 06/05/2022

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**Bank Reconciliation Statement as at 31/03/2022
for Cashbook 1 - Natwest Bank Accounts**

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest Current Account	31/03/2022	151	2,232.00
Business Reserve Account	31/03/2022	295	53,338.98
			0.00
			<u>55,570.98</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
08/03/2022 003875 CMR Ltd		162.00	
08/03/2022 003876 Billingshurst Parish Council		2,348.83	
			<u>2,510.83</u>
			53,060.15
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			53,060.15
		Balance per Cash Book is :-	53,060.15
		Difference is :-	0.00

Date: 20/05/2022

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Bank Reconciliation Statement as at 31/03/2022
for Cashbook 3 - Natwest 1042

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest 1042	31/03/2022	44	60,211.64
			<u>60,211.64</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,211.64
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,211.64
		Balance per Cash Book is :-	60,211.64
		Difference is :-	0.00