BILLINGSHURST PARISH COUNCIL

Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 27 July 2022
7.40pm

Present: Cllrs Ken Peters (Chairman), Barry Barnes, Phillip Day, Craig Gale, Dave Homer and Roy Margetts.

In Attendance
G Burt, Clerk to the Council

81/22 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 loudly and clearly.

82/22 Apologies for Absence.
Apologies for absence were received from Cllrs Edna Benger and Paul Berry due to prior engagements. On the proposal of Cllr Ken Peters, seconded by Cllr Craig Gale, **RESOLVED** that the apologies and reasons given be accepted.

83/22 Declaration of Interests and notification of change to members' interests.
None.

84/22 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
None.

85/22 Minutes.
The minutes of the meeting held on 29 June 2022, previously circulated, were taken as read. On the proposal of Cllr Roy Margetts, seconded by Cllr Craig Gale, **RESOLVED** that the minutes be approved and signed as a correct record.

86/22 Matters Arising.
None.

87/22 To Approve Payments and Note Receipts.
Details of payments totalling £99,856.15 for June 2022 had been previously circulated – Appendix **A.** On the proposal of Cllr Ken Peters, seconded by Cllr Dave Homer, **RESOLVED** that the payments be approved and published on the Council's website accordingly and any receipts noted.

88/22 To note Bank Reconciliations.
On the proposal of Cllr Ken Peters, seconded by Cllr Barry Barnes, **RESOLVED** the following Bank Reconciliations be approved. (The corresponding statements were then initialled by Cllr Craig Gale.)

Current Account / Bank Statement 465 – Appendix **B**
Reserve Account / Bank Statement 332 - Appendix **B**
Bonus Saver Account November / Bank Statement 107 - Appendix **C**

89/22 To receive I&E and Budget reports for Quarter 1.
NOTED.

90/22 To review and ratify current Direct Debits and Standing Orders
On the proposal of Cllr Barry Barnes, seconded by Cllr Roy Margetts, **RESOLVED** that the Direct Debits, Standing Orders and other automated payments as tabled be approved.

91/22 To consider any expenditure recommendations from other Committees over and above current budgetary provision.
None.

92/22 Any other matters for information only.
Members asked that the word *Appendix* in future be inserted in the centre of pages, so it doesn't get lost under staples!

93/22 Date of Next Meeting – Wednesday 28 September 2022.

The meeting closed at 7.55pm.

Chairman Date

APPENDIX A

Time: 12:32

Billingshurst Parish Council Current Year

Current Bank A/c

List of Payments made between 01/06/2022 and 30/06/2022

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2022	Netcom IT Solutions	DD	210.38		Phone calls etc
06/06/2022	Parkfield Retail Ltd	CARD	7.19		Ironmongery
07/06/2022	Horsham District Council	013113	452.80		Bin emptying
07/06/2022	Keen Consultants	013114	300.00		Tree surveys
07/06/2022	Surrey Hills Solicitors LLP	013115	135.00		Legal advice
07/06/2022	Rural Services Partnership Ltd	013116	135.60		Membership 22-23
07/06/2022	West Sussex County Council	013117	24,318.01		May salaries
07/06/2022	Billingshurst Osteopaths Ltd	013118	20.00		Xmas lights - elec cont.
07/06/2022	Billingshurst Comm. & Conf. Ce	013119	35,284.23		Final CIL for new garage
07/06/2022	A272 Design	013120	138.60		Xtra Jubilee spread in TWEET
07/06/2022	Doug Waller	013121	54.48		Printer cartridge reimb.
07/06/2022	Ellis Whittam	013122	909.00		HR support
07/06/2022	West Sussex Mediation Service	013123	200.00		Grant
07/06/2022	Billingshurst W.I.	013124	350.00		Grant
07/06/2022	Greg Burt	013125	86.30		Sweeper diesel
08/06/2022	Christian Faversham	CARD	42.98		Fuel 4 generator/Jubilee fete
13/06/2022	Colin Ellis	013126	10.02		Petrol for strimmer
13/06/2022	Farsight Consulting Ltd	013127	298.92		Final Int Audit 21-22
13/06/2022	Blaker (Specialist Welding Rep	013128	3,562.80		Adversane Beacon
13/06/2022	Mulberry & Co	013129	42.00		Cllr training x1
13/06/2022	Sussex Land Services Ltd	013130	910.08		Install bollards Adv Gn Phase1
13/06/2022	Billingshurst Comm. & Conf. Ce	013131	593.02		Room hire
13/06/2022	Farsight Consulting Ltd	013127	-298.92		Cancel cheque / to be replaced
13/06/2022	Netcom IT Solutions	DD	337.18		IT support
14/06/2022	Restream Inc.	CARD	15.85		Resteaming sub
15/06/2022	A272 Design	SO	490.20		TWEET advert
21/06/2022	The Woodhorn Group	CARD	359.18		Green waste removal
23/06/2022	EE & T Mobile	DD	27.34		Mobile phone etc
24/06/2022	Everflow Ltd	DD	41.52		Water etc 83a High St
28/06/2022	SSE	DD	112.00		Electricity 83a High St
30/06/2022	BSRA	n/a	3,600.00		CIL grant new clubhouse floor
30/06/2022	Wightman & Parrish Ltd	013133	130.97		Litter sacks etc
30/06/2022	ICA Electrical Contractors Ltd	013134	64.80		Various electrical works
30/06/2022	Baskets in Bloom Ltd	013135	1,110.00		Summer High St bedding
30/06/2022	Farsight Consulting Ltd	013136	298.92		Fin Int Audit 21-22 new cheque
30/06/2022	Mulberry & Co	013137	18.00		Training
30/06/2022	Colin Ellis	013138	34.11		Litter Warden mileage
30/06/2022	Vision ICT Ltd	013139	309.60		Website hosting / support
30/06/2022	K.T. Fabrications Ltd	013140	384.00		New tops for SRCG benches
30/06/2022	Greg Burt	013141	20.00		Supply shelving unit
30/06/2022	West Sussex County Council	013142	21,038.83		Salaries - June
30/06/2022	Surrey Hills Solicitors LLP	013143	861.00		Legal advice
30/06/2022	Horsham District Council	013144	485.80		Bin emptying
30/06/2022	NatWest	BACS	26.25		Bank charges
30/06/2022	Sussex Land Services	SO	2,328.11		GM Contract - June
		Total Payments	99,856.15		

Current Bank A/c

Cash Received between 01/06/2022 and 30/06/2022

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
24/06/2022	Billingshurst CCC	102549	March salary reimb	3,650.57
01/06/2022	Dauxwood Pre School	BACS	Qly Gd rent	96.25
09/06/2022	Fowlers Letting Ltd	BACS	83a flat rent	752.00
13/06/2022	HDC	BACS	Cleansing grant Part 1	12,250.36
24/06/2022	Nat World Publishing	BACS	Reimb. for C Times overpayment	0.20
30/06/2022	NatWest	BACS	Bank interest	18.78
			Total Receipts	**16,768.16**

APPENDIX B

Billingshurst Parish Council Current Year

Bank Reconciliation Statement as at 15/07/2022 for Cashbook 1 - Current Bank A/c

Bank Statement Account Name (s)	Statement Date	Page	Balances
Current Account	30/06/2022	465	100.00
Business Reserve Account	30/06/2022	332	171,192.99
			171,292.99

Unpresented Cheques (Minus)			Amount	
07/06/2022	013118	Billingshurst Osteopaths Ltd	20.00	
07/06/2022	013122	Ellis Whittam	909.00	
07/06/2022	013124	Billingshurst W.I.	350.00	
07/06/2022	013125	Greg Burt	86.30	
30/06/2022	n/a	BSRA	3,600.00	
30/06/2022	013133	Wightman & Parrish Ltd	130.97	
30/06/2022	013134	ICA Electrical Contractors Ltd	64.80	
30/06/2022	013135	Baskets in Bloom Ltd	1,110.00	
30/06/2022	013136	Farsight Consulting Ltd	298.92	
30/06/2022	013137	Mulberry & Co	18.00	
30/06/2022	013138	Colin Ellis	34.11	
30/06/2022	013139	Vision ICT Ltd	309.60	
30/06/2022	013140	K.T. Fabrications Ltd	384.00	
30/06/2022	013141	Greg Burt	20.00	
30/06/2022	013142	West Sussex County Council	21,038.83	
30/06/2022	013143	Surrey Hills Solicitors LLP	861.00	
30/06/2022	013144	Horsham District Council	485.80	
				29,721.33
				141,571.66

Receipts not Banked/Cleared (Plus)			
11/05/2022	102550	4,110.84	
			4,110.84
			145,682.50
		Balance per Cash Book is :-	**145,682.50**
		Difference is :-	**0.00**

APPENDIX

Billingshurst Parish Council Current Year

Bank Reconciliation Statement as at 14/07/2022
for Cashbook 3 - Bonus Saver Account

Bank Statement Account Name (s)	Statement Date	Page	Balances
Bonus Saver Account	30/06/2022	107	186,414.25
			186,414.25

Unpresented Cheques (Minus)	Amount	
	0.00	
		0.00
		186,414.25

Receipts not Banked/Cleared (Plus)		
	0.00	
		0.00
		186,414.25

Balance per Cash Book is :-	**186,414.25**
Difference is :-	**0.00**