



**Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 29 March 2023
7.30pm**

Present: Cllrs Ken Peters (Chairman), Edna Bengier, Phillip Day and Dave Homer.

In Attendance

G Burt, Clerk to the Council

29/23 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.

30/23 Apologies for Absence.

Apologies for absence were received from Cllrs Paul Berry, Craig Gale and Roy Margetts (received after the meeting) due to prior engagements. On the proposal of Cllr Phillip Day seconded by Cllr Edna Bengier, **RESOLVED** that the apologies and reasons given be accepted.

31/23 Declaration of Interests and notification of change to members' interests.

None.

32/23 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

33/23 Minutes.

The minutes of the meeting held on 21 February 2023, previously circulated, were taken as read. On the proposal of Cllr Dave Homer, seconded by Cllr Ken Peters, **RESOLVED** that the minutes be approved and signed as a correct record.

34/23 Matters Arising.

None

35/23 To Approve Payments and Note Receipts.

Details of payments totalling £40,267.18 for February 2023 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.

36/23 To note Bank Reconciliations.

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

Current Account / Bank Statement 499 – Appendix B

Reserve Account / Bank Statement 340 - Appendix B

Bonus Saver Account / Bank Statement 115 - Appendix C

37/23 Grants.

- a. To consider request from BSRA for funding for drainage works at Jubilee Fields to improve pitch drainage – deferred from previous meeting – (Cllrs Barnes and Gale to report accordingly.)
DEFER pending results of site meeting with the applicant.

- a. To consider request from Speedwatch for grant of £190.77 to make up difference between what is held by the Council on their behalf (£1,494.18)) and what they require for a new speed gun £1,684.95
On the proposal of Cllr Ken Peters, seconded by Cllr Phillip Day **RESOLVED** that a grant of £238.85 be awarded to Billingshurst Community Speedwatch accordingly, under the Housing Act 1980 s274a, to include a carrycase.

38/23 To consider level of insurance cover for properties following recent revaluation.

Following asset revaluations (for rebuilding purposes) the Council had asked the insurer what savings could be made on premiums if the properties were insured for reduced rebuild costs, whilst still being insured for sums higher than the valuation sums. The insurer had advised that a saving of £706.03 could be achieved on the remainder of the current year, equating to £987.40 on the whole year. On the proposal of Cllr Ken Peters, seconded by Cllr Phillip Day **RESOLVED** that the level of insurance cover on rebuild costs be reduced accordingly.

39/23 To consider budgetary provision for Coronation events.

A bid to the National Lottery for a grant to fund the parish's coronation events had regrettably been unsuccessful and no budgetary provision had been made in 2022-23. However, the Council was due to receive a windfall of £7,066.05, being the interest due on a POS commuted sum recently received and placed on a Treasury Deposit for six months. On the proposal of Cllr Phillip Day, seconded by Cllr Dave Homer **RESOLVED** that a budget utilising the sum of £7,066.05 be created for the coronation (in 2022-23) accordingly.

40/23 Any other matters for information only.

None.

41/23 Date of Next Meeting – Wednesday 26 April 2023.

The meeting closed at 7.45pm.

Chairman

Date

APPENDIX A

Date: 10/03/2023

Billingshurst Parish Council Current Year

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Time: 12:09

Current Bank A/c

List of Payments made between 01/02/2023 and 28/02/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/02/2023	Tennant UK Cleaning Sol.	DD	167.05		Sweeper service
01/02/2023	Horsham DC	DD	124.00		Bin emptying
01/02/2023	Sussex Clubs for Young People	013265	3,666.88		Youth pvn Jan-Mar 2023
01/02/2023	Horsham DC	DD	66.00		Bin emptying
10/02/2023	Blinds Direct	CARD	191.80		x2 blinds for office
14/02/2023	Southern Electric	013255	76.09		Street furniture energy
14/02/2023	JB Corrie & Co Ltd	013256	5,525.71		New barrier at Jubilee Fields
14/02/2023	West Sussex County Council	013257	19,319.07		Salaries January 2023
14/02/2023	Jigsaw M2M Ltd	013258	180.00		Flood monitor licence fee
14/02/2023	Colin Ellis	013259	15.48		L/W mileage
14/02/2023	Greg Burt	013260	42.25		Reimbs for W'shop refreshments
14/02/2023	Surrey Hills Solicitors LLP	013261	756.00		Legal advice
14/02/2023	ICA Electrical Contractors Ltd	013262	87.60		Electric worx 83a High St.
14/02/2023	Scottish & Southern Electricit	013263	6,536.04		Electricity connection LSRRG
14/02/2023	Restream Inc.	CARD	16.19		Restreaming
14/02/2023	Southern Electric	DD	305.71		Electricity - public toilets
15/02/2023	A272 Design	SO	568.86		Village TWEET advert
15/02/2023	Southern Water	DD	32.58		Water 83a High St
16/02/2023	Netcom IT Solutions	DD	224.35		Phone calls
16/02/2023	Horsham DC	DD	130.80		Bin emptying
16/02/2023	Horsham DC	DD	132.00		Bin emptying
21/02/2023	CPRE	DD	36.00		Annual membership
22/02/2023	Engie Gas Ltd	DD	218.86		Gas 83a High St
23/02/2023	EE & T Mobile	DD	27.34		Mobile phones
23/02/2023	ALE Bus Machines	DD	46.24		copier usage
24/02/2023	Business Stream	DD	308.60		Water - public toilets
24/02/2023	Everflow Ltd	DD	0.02		Incorrect DD
28/02/2023	Sussex Land Services	SO	2,328.11		GM - Feb
28/02/2023	NatWest	BACS	25.55		Bank charges
28/02/2023	OVO	DD	112.00		Electricity 83a High St
28/02/2023	B Scout-Guide Assn	013236	-1,000.00		Cancel cheque

Total Payments 40,267.18

Cash Received between 01/02/2023 and 28/02/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
24/02/2023	Adversane Hall	102556	Ground rent 22-23	95.00
16/02/2023	Billingshurst CCC	102555	Salary reimb Jan 2023	4,485.33
14/02/2023	Countryside Properties UK Ltd	CHAPS	Countryside Properties UK) Ltd	420,126.92
10/02/2023	Fowlers Letting Ltd	BACS	Flat rental 83a High St	858.80
28/02/2023	Nat West	BACS	Bank interest	272.60
07/02/2023	R Richardson	102555	Retained key deposit / LSRRG	100.00
06/02/2023	SCYP	BACS	The Depot utilities reimb	985.57
13/02/2023	Unknown	102555	Sale of redundant CB Radio kit	50.00
Total Receipts				426,974.22

APPENDIX B

Date: 10/03/2023

Billingshurst Parish Council Current Year

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Time: 11:56

Bank Reconciliation Statement as at 28/02/2023
for Cashbook 1 - Current Bank A/c

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	28/02/2023	499	100.00
Business Reserve Account	28/02/2023	340	560,265.27
			<u>560,365.27</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
24/01/2023 013248 Aurac Sound & Vision Ltd		20.00	
14/02/2023 180 Jigsaw M2M Ltd		180.00	
14/02/2023 013260 Greg Burt		42.25	
14/02/2023 013263 Scottish & Southern Electricit		6,536.04	
			<u>6,778.29</u>
			553,586.98
<u>Receipts not Banked/Cleared (Plus)</u>			
24/02/2023 102556		95.00	
			<u>95.00</u>
			553,681.98
		Balance per Cash Book is :-	553,681.98
		Difference is :-	0.00

Date: 10/03/2023

Billingshurst Parish Council Current Year

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Time: 12:05

Bank Reconciliation Statement as at 28/02/2023
for Cashbook 3 - Bonus Saver Account

User: GREG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	28/02/2023	115	187,030.51
			187,030.51
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			187,030.51
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			187,030.51
		Balance per Cash Book is :-	187,030.51
		Difference is :-	0.00