



**Minutes of the Meeting of the Finance and General Purposes Committee  
Wednesday 26 April 2023  
7.30pm**

**Present:** Cllrs Ken Peters (Chairman), Paul Berry, Edna Benger, Craig Gale, Dave Homer and Roy Margetts.

**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.**

None

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

Cllr Paul Berry declared a disclosable pecuniary interest in Minute 35/23.

**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 29 March 2023, previously circulated, were taken as read. On the proposal of Cllr Roy Margetts, seconded by Cllr Barry Barnes, **RESOLVED** that the minutes be approved and signed as a correct record.

**34/23 Matters Arising.**

None

*Cllr Paul Berry left the Chamber*

**35/23 To Approve Payments and Note Receipts.**

Details of payments totalling £153,942.58 for March 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.

*Cllr Paul Berry returned to the Chamber.*

**36/23 To note Bank Reconciliations.**

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

Current Account / Bank Statement 504 – Appendix B  
Reserve Account / Bank Statement 341 - Appendix B  
Treasury Deposit Account / Bank Statement 1 - Appendix B

Bonus Saver Account / Bank Statement 116 - Appendix C

**37/23 Grants**

On the proposal of Cllr Craig Gale, seconded by Cllr Edna Bengier **RESOLVED** that a grant of £600 be awarded to Billingshurst WI (Afternoon) accordingly, under s137 LGA 1972.

**38/23 To consider suggestion of Grit Bin**

Itchingfield Parish Council (IPC) had referred a suggestion for a new grit bin near the junction of New Road West Chiltington Lane to Billingshurst parish as it fell in the latter. DEFERRED pending Clerk to liaise with IPC on whether they would fund it in full or part.

**39/23 Any other matters for information only.**

The Chairman and Councillors thanked Cllrs Barry Barnes and Dave Homer, who were standing down on 9 May, for their contribution to the Committee (and Council) over many years.

**40/23 Date of Next Meeting – Wednesday 31 May 2023.**

*The meeting closed at 7.43pm.*

Chairman

Date

Date: 13/04/2023

## Billingshurst Parish Council Current Year

Page 1

Time: 11:13

Current Bank A/c

### List of Payments made between 01/03/2023 and 31/03/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2023	Tennant UK Cleaning Sol.	DD	167.05		Sweeper service
01/03/2023	Screwfix Direct Ltd	DD	50.86		Ironmongery
01/03/2023	Horsham DC	DD	124.00		Bin emptying
01/03/2023	Horsham DC	DD	90.00		x2 Green waste bins SRGG
03/03/2023	Netcom IT Solutions	DD	336.60		IT support
06/03/2023	Netcom IT Solutions	DD	18.00		Destroy old computer
07/03/2023	Billingshurst Comm. & Conf. Ce	013264	896.44		Garage rent
07/03/2023	West Sussex County Council	013266	21,608.22		Payroll Feb 2023
07/03/2023	Surrey Hills Solicitors LLP	013267	1,320.00		Legal advice
07/03/2023	Sussex Land Services Ltd	013268	298.54		LSRRG play area fence repairs
07/03/2023	Ballpoint Office Supplies Ltd	013269	293.56		Stationery
07/03/2023	Signquick	013270	24.00		Showcase banner changes
07/03/2023	Glasdon UK Ltd	013271	4,823.61		Adversane bollards
07/03/2023	Sussex Water Mains Services Lt	013272	1,496.47		New water pipe in drive @LSRRG
07/03/2023	A272 Design	013273	310.80		Coronation TWEET advert
07/03/2023	Philip Day	013274	11.30		Car parking / meeting
07/03/2023	Rentokil Initial	013275	527.71		Sanitary/nappy bins pub loos.
13/03/2023	Parkfield Retail Ltd	DD	141.32		Ironmongery
14/03/2023	Restream Inc.	CARD	16.40		Streaming
15/03/2023	Uni Silk Scrn Pters & Signmake	CARD	4.98		Signs for parks
15/03/2023	KPCM Display Ltd	CARD	13.76		Park signs
15/03/2023	A272 Design	SO	568.86		TWEET advert
15/03/2023	Southern Water	DD	32.58		Water etc 83a High St
16/03/2023	SW Time Recorder (S&S) Ltd	CARD	19.99		SW Time Recorder (S&S) Ltd
20/03/2023	Horsham DC	DD	49.50		Bin emptying
20/03/2023	Horsham DC	DD	132.00		Bin emptying
20/03/2023	Horsham DC	DD	98.10		Bin emptying
21/03/2023	Engie Gas Ltd	DD	177.50		Gas 83a High St
22/03/2023	WorkNest Ltd	013276	450.00		HR support
22/03/2023	Ballpoint Office Supplies Ltd	013277	281.51		Stationery
22/03/2023	Leith Hill Plant Ltd	013278	4,776.00		Drainage works at Jub. Fields
22/03/2023	SSE Energy Solutions	013279	74.21		Street lighting energy
22/03/2023	Surrey Hills Solicitors LLP	013280	2,046.00		Legal advice
22/03/2023	Colin Ellis	013281	20.43		LW mileage
22/03/2023	Rialtas Business Solutions Ltd	013282	300.00		Training on Sales Ledger
23/03/2023	ALE Bus Machines	DD	56.09		Copier charges
23/03/2023	EE & T Mobile	DD	27.34		Mobile phones
24/03/2023	Everflow Ltd	DD	24.69		Water etc 83a High St
28/03/2023	OVO Energy	DD	112.00		Electric 83a High St
29/03/2023	Ricky Short Drainage	013283	200.00		Loo unblock + play area jettin
29/03/2023	Horsham District Council	013284	85,079.00		N/Wardens 2022-23
29/03/2023	Tennant UK Cleaning Sol.	DD	339.85		Sweeper servicing
31/03/2023	West Sussex County Council	013285	20,648.71		March salaries
31/03/2023	Littlewood Hire Ltd	013286	2,079.52		New speed gun
31/03/2023	West Sussex County Council	013287	408.00		Payroll bureau Oct 22-Mar 23
31/03/2023	SSE Energy Solutions	013288	100.52		Street furniture energy
31/03/2023	Billingshurst Comm. & Conf. Ce	013289	355.62		Room hire

Continued on Page 2

## List of Payments made between 01/03/2023 and 31/03/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/03/2023	Sussex Land Services	SO	2,328.11		GM - March
31/03/2023	NatWest	BACS	21.35		Bank charges
31/03/2023	Netcom IT Solutions	DD	224.88		Netcom IT Solutions
31/03/2023	Netcom IT Solutions	DD	336.60		IT support
Total Payments			153,942.58		

13/04/2023

## Billingshurst Parish Council Current Year

Page 1

16:36

## Current Bank A/c

Cash Received between 01/03/2023 and 31/03/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
10/03/2023	BCCC	102556	February payroll reimb.	4,485.33
20/03/2023	BCT	BACS	IT & Phone services 22-23	1,364.28
01/03/2023	Deacon Crickmay	BACS	Ground rent	96.25
10/03/2023	Deacon Crickmay	BACS	JM cleaning - Feb 23	1,066.68
13/03/2023	Fowlers Letting Ltd	BACS	83a flat rent	858.80
01/03/2023	NatWest	BACS	Bank interest	288.50
10/03/2023	Sales Recpts Page 1		Sales Recpts Page 1	1,534.28
31/03/2023	SCYP	BACS	Final cont towards 83a conv.	15,000.00
Total Receipts				<u>24,694.12</u>

↓ JM cleaning - March

# APPENDIX B

Date: 13/04/2023

Billingshurst Parish Council Current Year

Page 1

Time: 11:02

Bank Reconciliation Statement as at 31/03/2023  
for Cashbook 1 - Current Bank A/c

User: GREG

Bank Statement Account Name (s)	Statement Date	Page	Balances
Current Account	31/03/2023	504	100.00
Business Reserve Account	31/03/2023	341	103,351.04
Treasury Reserve Deposit	31/03/2023	1	420,187.00
			523,638.04
<b>Unpresented Cheques (Minus)</b>		<b>Amount</b>	
24/01/2023 013248	Aurac Sound & Vision Ltd	20.00	
22/03/2023 013279	SSE Energy Solutions	74.21	
22/03/2023 013281	Colin Ellis	20.43	
29/03/2023 013283	Ricky Short Drainage	200.00	
29/03/2023 013284	Horsham District Council	85,079.00	
31/03/2023 013285	West Sussex County Council	20,648.71	
31/03/2023 013286	Littlewood Hire Ltd	2,079.52	
31/03/2023 013287	West Sussex County Council	408.00	
31/03/2023 013288	SSE Energy Solutions	100.52	
31/03/2023 013289	Billingshurst Comm. & Conf. Ce	355.62	
			108,986.01
			414,652.03
<b>Receipts not Banked/Cleared (Plus)</b>			
24/02/2023 102556		95.00	
10/03/2023		1,534.28	
10/03/2023 102556		4,485.33	
			6,114.61
			420,766.64
<b>Balance per Cash Book is :-</b>			<b>420,766.64</b>
<b>Difference is :-</b>			<b>0.00</b>

Date: 20/04/2023

Billingshurst Parish Council Current Year

Page 1

Time: 11:35

Bank Reconciliation Statement as at 31/03/2023  
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	31/03/2023	116	187,189.36
			187,189.36
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			187,189.36
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			187,189.36
		Balance per Cash Book is :-	187,189.36
		Difference is :-	0.00