



Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 31 May 2023
7.45pm

Present: Cllrs Phillip Day (Chairman), Paul Berry and Craig Gale.

In Attendance

G Burt, Clerk to the Council

4 Members of the Public

41/23 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.
3. That the late start was due to a formal presentation to former Cllr, Barry Barnes.

42/23 Apologies for Absence.

Apologies for absence had been received from Cllrs Edna Benger and Ken Peters - prior engagements. On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale, **RESOLVED** that the apologies and reasons given be accepted.

Apologies from Cllr Roy Margetts were seen subsequently.

43/23 Declaration of Interests and notification of change to members' interests.

None

44/23 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

Residents from The Alders spoke in support of reducing the speed limit in the north of the High Street, plus any other measures to slow traffic. Road safety apart, the noise of speeding traffic was unbearable whilst in their homes.

With the agreement of the meeting, the following item was brought forward.

45/23 Highways: To apply for funds from, and then submit an application to WSCC for a TRO to extend the 20MPH speed limit in Billingshurst High Street north to Hillands roundabout (Proposed by Cllr Paul Berry)

Cllr Paul Berry spoke to his proposal; whilst the Parish Council were still working towards a more comprehensive package of traffic calming measures for the centre of the village, he didn't think that this would compromise that and could easily be incorporated in due course. This location generated the most requests for traffic calming. On the proposal of Cllr Paul Berry seconded by Cllr Craig Gale, **RESOLVED** that an application for a TRO to effect a reduced speed in the High Street be submitted accordingly.

46/23 Minutes.

The minutes of the meeting held on 26 April 2023, previously circulated, were taken as read. On the proposal of Cllr Phillip Day seconded by Cllr Craig Gale, **RESOLVED** that the minutes be approved and signed as a correct record.

47/23 Matters Arising.

None

48/23 To Approve Payments and Note Receipts.

Details of payments totalling £31,604.65 for April 2023 had been previously circulated – Appendix A. On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale **RESOLVED** that the payments be approved and published on the Council's website accordingly and any receipts noted.

49/23 To note Bank Reconciliations.

On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale, **RESOLVED** that the following Bank Reconciliations be approved. (The corresponding statements were then initialled by Cllr Phillip Day).

Current Account / Bank Statement – 30/04/2023 - Appendix B

Reserve Account / Bank Statement – 30/04/2023 - Appendix B

Treasury Deposit Account / Bank Statement 1 - Appendix B

Bonus Saver Account / Bank Statement – 30/04/2023 - Appendix C

50/23 Grants

- a. On the proposal of Cllr Phillip Day, seconded by Cllr Paul Berry **RESOLVED** that a grant of £80 be awarded to Victim Support accordingly, under s137 LGA 1972.
- b. On the proposal of Cllr Craig Gale, seconded by Cllr Paul Berry **RESOLVED** that a grant of £500 be awarded to Tylers Trust accordingly, under s137 LGA 1972.

51/23 Applications for CIL Funding

- a) On the proposal of Cllr Paul Berry, seconded by Cllr Craig Gale **RESOLVED** that a grant of £4,895 to BSRA for ground works at Jubilee Fields to improve pitch drainage under s260 PHA 1936.
- b) On the proposal of Cllr Phillip Day seconded by Cllr Craig Gale **RESOLVED** that a grant of £6,035 to Dauxwood Pre-School for new play area surfacing under s19 LG (Misc. Prov.) Act 1976.

52/23 Any other matters for information only.

None.

53/23 Date of Next Meeting – Wednesday 28 June 2023.

The meeting closed at 8.14pm.

Chairman

Date

Date: 17/05/2023

Billingshurst Parish Council Current Year

Page 1

Time: 14:02

Current Bank A/c

List of Payments made between 01/04/2023 and 30/04/2023

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| 03/04/2023 | Horsham DC | DD | 136.58 | | Bin emptying |
| 11/04/2023 | Netcom IT Solutions | DD | 90.00 | | IT support |
| 11/04/2023 | Parkfield Retail Ltd | DD | 5.99 | | Ironmongery |
| 12/04/2023 | LIDL | CARD | 70.27 | | APM nibbles etc |
| 12/04/2023 | Plantscape | CARD | 1,576.80 | | Coronation tower planters |
| 14/04/2023 | Restream Inc. | CARD | 15.75 | | Streaming service |
| 16/04/2023 | Brunel Engraving Company | CARD | 154.02 | | Beacon plaque |
| 17/04/2023 | AMAZON | CARD | 189.15 | | Coronation Tea Party stuff |
| 17/04/2023 | A272 Design | SO | 568.86 | | TWEET magazine advert |
| 17/04/2023 | Siemens Fin Serv | DD | 194.54 | | Copier rental |
| 17/04/2023 | Business Stream | DD | 447.84 | | Public toilets water etc |
| 17/04/2023 | Horsham DC | DD | 150.70 | | Bin emptying |
| 17/04/2023 | Horsham DC | DD | 148.50 | | Bin emptying |
| 17/04/2023 | Horsham DC | DD | 66.00 | | Bin emptying |
| 17/04/2023 | Southern Water | DD | 42.99 | | Water etc 83a High St |
| 18/04/2023 | AMAZON | CARD | 74.80 | | Coronation Tea Party Stuff |
| 18/04/2023 | PWLB | DD | 10,831.25 | | Loan repayment / 83a High St |
| 19/04/2023 | RB Legion Industries | CARD | 350.00 | | x2 Silent Soldiers Adversane G |
| 24/04/2023 | Billingshurst Comm. & Conf. Ce | 013290 | 2,334.53 | | LW garage rent April |
| 24/04/2023 | Mulberry & Co | 013291 | 192.00 | | x2 new Cllr training |
| 24/04/2023 | Greg Burt | 013292 | 14.90 | | Raffle tickets books |
| 24/04/2023 | Carol Terry | 013293 | 26.49 | | Truffles pot plants reimb. |
| 24/04/2023 | WSALC Ltd | 013294 | 2,356.08 | | WSALC+NALC subs 23-24 |
| 24/04/2023 | Rural Services Partnership Ltd | 013295 | 138.00 | | Membership |
| 24/04/2023 | K.T. Fabrications Ltd | 013296 | 30.00 | | Sign repair |
| 24/04/2023 | Sussex Clubs for Young People | 013297 | 3,385.80 | | Youth support April-June 2023 |
| 24/04/2023 | Colin Ellis | 013298 | 15.48 | | LW mileage |
| 24/04/2023 | Rialtas Business Solutions Ltd | 013299 | 545.71 | | A/C software licence+support |
| 24/04/2023 | ABMH Structures Ltd | 013300 | 180.00 | | N/W office conv lintel calcs. |
| 24/04/2023 | A272 Design | 013301 | 277.20 | | Coronation advert |
| 24/04/2023 | WorkNest Ltd | 013302 | 6,122.82 | | H&S + HR support insurance |
| 24/04/2023 | Amazon | CARD | 28.47 | | Bunting |
| 24/04/2023 | EE & T Mobile | DD | 31.26 | | Mobile phones |
| 24/04/2023 | Mailchimp | CARD | 12.64 | | Mailchimp subscription |
| 24/04/2023 | Netcom IT Solutions | DD | 312.00 | | IT works |
| 25/04/2023 | ALE Bus Machines | DD | 34.74 | | Copier charges |
| 25/04/2023 | Engie Gas Ltd | DD | 178.13 | | Gas 83a High St |
| 26/04/2023 | AMAZON | CARD | -24.99 | | Refund 4 Coro' Party stuff |
| 28/04/2023 | NatWest | BACS | 20.30 | | Bank charges |
| 28/04/2023 | Tennant UK Cleaning Sol. | DD | 167.05 | | Sweeper service |
| 28/04/2023 | OVO Energy / SSE | DD | 112.00 | | Electric 83a High St |
| Total Payments | | | 31,604.65 | | |

Date: 17/05/2023

Billingshurst Parish Council Current Year

Page 1

Time: 13:52

Bank Reconciliation Statement as at 30/04/2023
for Cashbook 1 - Current Bank A/c

User: GREG

| Bank Statement Account Name (s) | Statement Date | Page | Balances |
|------------------------------------|--------------------------------|----------|-------------------|
| Current Account | 30/04/2023 | 0 | 100.00 |
| Business Reserve Account | 30/04/2023 | 0 | 258,486.74 |
| Treasury Reserve Deposit | 31/03/2023 | 1 | 420,187.00 |
| | | | <u>678,773.74</u> |
| Unpresented Cheques (Minus) | | Amount | |
| 31/03/2023 013289 | Billingshurst Comm. & Conf. Ce | 355.62 | |
| 16/04/2023 CARD | Brunel Engraving Company | 154.02 | |
| 24/04/2023 013290 | Billingshurst Comm. & Conf. Ce | 2,334.53 | |
| 24/04/2023 013291 | Mulberry & Co | 192.00 | |
| 24/04/2023 013292 | Greg Burt | 14.90 | |
| 24/04/2023 013293 | Carol Terry | 26.49 | |
| 24/04/2023 013294 | WSALC Ltd | 2,356.08 | |
| 24/04/2023 013295 | Rural Services Partnership Ltd | 138.00 | |
| 24/04/2023 013296 | K.T. Fabrications Ltd | 30.00 | |
| 24/04/2023 013297 | Sussex Clubs for Young People | 3,385.80 | |
| 24/04/2023 013298 | Colin Ellis | 15.48 | |
| 24/04/2023 013299 | Rialtas Business Solutions Ltd | 545.71 | |
| 24/04/2023 013300 | ABMH Structures Ltd | 180.00 | |
| 24/04/2023 013301 | A272 Design | 277.20 | |
| 24/04/2023 013302 | WorkNest Ltd | 6,122.82 | |
| | | | <u>16,128.65</u> |
| | | | 662,645.09 |
| Receipts not Banked/Cleared (Plus) | | | |
| 24/02/2023 102556 | | 95.00 | |
| 10/03/2023 | | 1,534.28 | |
| 10/03/2023 102556 | | 4,485.33 | |
| 21/04/2023 102556 | | 4,485.33 | |
| | | | <u>10,599.94</u> |
| | | | 673,245.03 |
| Balance per Cash Book is :- | | | 673,245.03 |
| Difference is :- | | | 0.00 |

Date: 16/05/2023

Billingshurst Parish Council Current Year

Page 1

Time: 16:24

Bank Reconciliation Statement as at 30/04/2023
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 | 30/04/2023 | | 187,335.52 |
| | | | 187,335.52 |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 187,335.52 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | 0.00 |
| | | | 187,335.52 |
| | | Balance per Cash Book is :- | 187,335.52 |
| | | Difference is :- | 0.00 |