



**Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 28 February 2024
7.30pm**

Present: Cllrs Phillip Day (Chairman), Edna Benger, Ken Peters and Steve Thomas.

In Attendance

G Burt, Clerk to the Council

17/24 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.

18/24 Apologies for Absence.

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

19/24 Declaration of Interests and notification of change to members' interests.

None.

20/24 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

21/24 Minutes.

The minutes of the meeting held on 31 January 2024, previously circulated, were taken as read. On the proposal of Cllr Phillip Day, seconded by Cllr Steve Thomas, **RESOLVED** that the minutes be approved and signed as a correct record accordingly.

22/24 Clerk's Report.

The Clerk advised that, following a eureka moment, he had added the new skatepark at Jubilee Fields as a possible site for a CCTV camera. **NOTED**

23/24 To Approve Payments and Note Receipts.

Details of payments for January 2024 totalling £49,000.42 had been previously circulated – Appendix A, and receipts noted. On the proposal of Cllr Phillip Day, seconded by Cllr Edna Benger, **RESOLVED** that the payments be approved and published on the Council's website accordingly and any receipts noted.

24/24 To Approve Bank Reconciliations.

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

Current Account / Bank Statement – 31/01/2024 - Appendix B

Business Reserve Account / Bank Statement – 31/01/2024 - Appendix B
Bonus Saver Account / Bank Statement – 31/01/2024 - Appendix C

25/24 To consider grant application from St Catherine's Hospice.

On the proposal of Cllr Ken Peters, seconded by Cllr Steve Thomas, **RESOLVED** that £400 be awarded to St Catherine's Hospice under s137 LGA 1972.

26/24 To consider grant application from Mary How Trust.

On the proposal of Cllr Phillip Day, seconded by Cllr Edna Bengler, **RESOLVED** that £645 (from the 2024-25 Grants budget) be awarded to Mary How Trust under s137 LGA 1972.

27/24 To consider request to support continuation of Boxing Initiative in Billingshurst.

DEFER pending further information.

28/24 Highway matters.

The Clerk reported that:

- a. The Council's application for a speed limit reduction in upper High Street via a TRO had been unsuccessful. County Cllr Mrs A Jupp had kindly agreed to take up the matter via a different route. [Post meeting note: She too had been unsuccessful.] NOTED
- b. West Sussex County Council (WSCC) had finally approved the Council's bid to use s106 funds to re-employ Wilbar to review the Parish Council's original combo scheme for traffic calming etc in High Street and East Street. Cllrs hope the revised study would pick up some of the post spine-road opening legacy signing issues. NOTED

29/24 Date of Next Meeting – Wednesday 27 March 2024.

The meeting closed at 7.56pm.

Chairman

Date

APPENDIX A

Date: 20/02/2024

Billingshurst Parish Council Current Year

Page 1

Time: 16:47

Current Bank A/c

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/01/2024	Sussex Land Services	SO	2,697.80		GM - Dec
02/01/2024	Netcom IT Solutions	DD	224.32		Phones etc
02/01/2024	Netcom IT Solutions	DD	357.84		IT support
02/01/2024	Screwfix Direct Ltd	DD	51.98		Ironmongery
02/01/2024	Netcom IT Solutions	DD	2,903.04		IT support
02/01/2024	Horsham DC	DD	126.50		Bin emptying
15/01/2024	Colin Ellis	013410	37.17		LW mileage
15/01/2024	Playsafe Playgrounds Ltd	013411	4,790.40		Trim trail repairs
15/01/2024	Sussex Land Services Ltd	013412	516.00		Various works
15/01/2024	Surrey Hills Solicitors LLP	013414	726.00		Legal advice
15/01/2024	SSE Energy Solutions	013415	186.23		Street furniture energy
15/01/2024	Greg Burt	013426	29.95		Noticeboard keys
15/01/2024	West Sussex County Council	013417	28,637.62		Dec salaries
15/01/2024	Glasdon UK Ltd	013418	1,100.34		New sponsored bench
15/01/2024	Ballpoint Office Supplies Ltd	013419	281.11		Stationery
15/01/2024	Deacon Asset Management	013420	20.00		Xmas lights energy cont.
15/01/2024	Aurac Sound & Vision Ltd	013421	20.00		Xmas lights energy cont
15/01/2024	Parkfield Retail Limited	0134222	20.00		Xmas lights energy cont.
15/01/2024	Fowlers Estate Agents	013423	20.00		Xmas lights energy cont.
15/01/2024	Meadows Wellbeing	013424	20.00		Xmas lights cont.
15/01/2024	Hayman Hospitality Ltd	013425	20.00		Xmas lights energy cont.
15/01/2024	Billingshurst Comm. & Conf. Ce	013413	1,167.70		Room hire
15/01/2024	A272 Design	SO	568.86		TWEET advert
15/01/2024	Restream Inc.	CARD	15.37		Restream
15/01/2024	Southern Water	DD	42.89		Water etc 83a High St
17/01/2024	Siemens Fin Serv	DD	266.54		Copier lease
17/01/2024	Horsham DC	DD	135.20		Bin emptying
17/01/2024	Horsham DC	DD	84.50		Bin emptying
17/01/2024	Horsham DC	DD	171.75		Bin emptying
23/01/2024	EE & T Mobile	DD	31.26		Mobile phones
24/01/2024	Universal Silk Screen Printers	CARD	16.98		No Pkg Signs 4 Garage
24/01/2024	ALE Bus Machines	DD	102.48		Copier useage
25/01/2024	Engie Gas Ltd	DD	200.41		Gas 83a High St
29/01/2024	SSE	DD	78.00		Electric 83a High St
30/01/2024	Sussex Land Services	SO	2,697.80		GM - Jan
31/01/2024	NatWest	BACS	16.45		Bank charges
31/01/2024	Netcom IT Solutions	DD	224.32		Phones etc
31/01/2024	Netcom IT Solutions	DD	357.84		IT support
31/01/2024	Parkfield Retail Ltd	DD	23.38		Ironmongery
31/01/2024	Mailchimp	CARD	12.39		Mailchimp
Total Payments			49,000.42		

Bank Statement Account Name (s)	Statement Date	Page	Balances
Current Account	31/01/2024		100.00
Business Reserve Account	31/01/2024		185,836.04
Treasury Reserve Deposit	31/01/2024		420,186.99
			606,123.03
Unpresented Payments (Minus)			Amount
11/10/2023 013372	3rd Dimension CAD Ltd		80.00
15/01/2024 013424	Meadows Wellbeing		20.00
15/01/2024 013425	Hayman Hospitality Ltd		20.00
15/01/2024 013413	Billingshurst Comm. & Conf. Ce		1,167.70
			1,287.70
			604,835.33
Unpresented Receipts (Plus)			
		0.00	
			0.00
			604,835.33
		Balance per Cash Book is :-	604,835.33
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	31/01/2024		189,275.74
			<u>189,275.74</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			189,275.74
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			189,275.74
		Balance per Cash Book is :-	189,275.74
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date