



Registered Charity No. 227480
Minutes of the Meeting of Billingshurst Centre Committee
Wednesday 31 January 2024 7.00pm.

Present

Cllrs Edna Benger (Vice Chairman in the Chair), Paul Berry, Phillip Day, Sandy Duck and Craig Gale.

In Attendance

G Burt, Clerk to the Council

01/24 Chairman's Announcements.

The Chairman reminded Members

1. That the meeting was being streamed to the internet.
2. That Cllrs wishing to speak should raise their hand and speak clearly and loudly.

02/24 Apologies for Absence.

Apologies for absence were received from Cllrs Ken Peters and Sarah Wilson due to prior engagements. On the proposal of Cllr Sandy Duck, seconded by Cllr Phillip Day, **RESOLVED** that the apologies and reasons given be accepted.

03/24 To Receive Declarations of Interest and Notification of Changes to Members' Interests.

Cllr Craig Gale declared a pecuniary interest as he is employed by a tenant of the Centre.

04/24 Minutes.

The minutes of 12 December 2023, previously circulated, were taken as read. On the proposal of Cllr Craig Gale, seconded by Cllr Paul Berry, **RESOLVED** that the minutes be approved and signed as a correct record accordingly.

05/23 Clerk's Report.

None.

06/24 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

07/24 To approve payments for December 2023.

Details of payments for December 2023 had been previously circulated along with receipts. On the proposal of Cllr Craig Gale, seconded by Cllr Phillip Day, **RESOLVED** that the payments be approved and published on the Council's website accordingly and any receipts **NOTED**

08/24 To approve Bank Reconciliations.

On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale, **RESOLVED** to approve bank reconciliations as follows, which were then initialed by Cllr Edna Benger.

Co-op Current Account / Bank Statement 29/12/2023 - Appendix A.

NatWest Reserve Account / Bank Statement 30/11/2023 - Appendix B.

09/24 Centre Manager's Report.

The Committee **NOTED** the report from the Centre Manager, previously circulated. Members' usual thanks to the Centre Manager would be conveyed accordingly. Members were keen that other alternatives to gas were explored before the central heating boiler was replaced.

10/24 Date of the Next Meeting. Wednesday 28 February 2024 at 7.00pm.

The meeting closed at 7.10pm.

Chairman

Date

APPENDIX A

Date: 19/01/2024

Billingshurst Community Centre Current Year

Page 1

Time: 12:30

Bank Reconciliation Statement as at 29/12/2023
for Cashbook 4 - Co-Operative Bank

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Co-Operative Bank	29/12/2023		92,130.45
			<u>92,130.45</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			92,130.45
<u>Unpresented Receipts (Plus)</u>			
30/11/2023 1.42		1.42	
			<u>1.42</u>
			92,131.87
		Balance per Cash Book is :-	92,131.87
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

APPENDIX B

Date: 19/01/2024

Billingshurst Community Centre Current Year

Page 1

Time: 12:33

Bank Reconciliation Statement as at 22/12/2023
for Cashbook 3 - Natwest 1042

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest 1042	22/12/2023		61,000.19 <i>[Signature]</i>
	<i>30-11-23</i>		<u>61,000.19</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			61,000.19
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			61,000.19
		Balance per Cash Book is :-	61,000.19
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date