



**Minutes of the Meeting of the Finance and General Purposes Committee
Wednesday 25 March 2026
Billingshurst Centre
7.30pm**

Present: Cllrs Phillip Day (Chairman), Edna Benger, Jeremy Harris, Craig Jones, Trevor Leonard and Marie Montoya.

In Attendance

G Burt, Clerk to the Council

27/26 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. Mobile phones should either be switched off or silenced.

28/26 Apologies for Absence

Apologies for absence had been received from Cllrs Paul Berry and Craig Gale for approved reasons. On the proposal of Cllr Phillip Day, seconded by Cllr Craig Jones, **RESOLVED** that the apologies and reasons given be accepted.

29/26 Declaration of Interests and notification of change to members' interests

None

30/26 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman)

None

31/26 Minutes

The minutes of the meeting held on 25 February 2026, previously circulated, were taken as read. On the proposal of Cllr Craig Jones seconded by Cllr Marie Montoya **RESOLVED** that the minutes be approved and signed as a correct record accordingly.

32/26 Clerk's Report

None

33/26 To Approve Payments and Note Receipts for February 2026

Details of payments for February 2026 totalling £70,721.63 had been previously circulated – Appendix A, along with any receipts. On the proposal Cllr Phillip Day seconded by Cllr Trevor Leonard **RESOLVED** that the payments be approved and published on the Council's website accordingly and any receipts noted. Cllr Phillip Day then initialled the list of payments.

The Clerk advised that only one payment had been made to Light Angels and the second payment had been contra'd and would appear on the March payment list.

34/26 To Note Bank Reconciliations

The following Bank Reconciliations were **NOTED**. (The corresponding statements were then initialled by Cllr Phillip Day).

Cashbook 1 to 28/02/2026 - Appendix B

Cashbook 3 to 28/02/2026 - Appendix C

35/26 To receive an update on the refurbishment of the Billingshurst Centre stacking chairs and to confirm funding source.

Council had previously agreed to fund 200 new chairs for the Billingshurst Centre, subject to 3 quotes. These were reported to members along with an update on how it would be cheaper to recover existing, now the logistics and methodology had been worked out so as to not repeat previous mistakes when this had been tried. On the proposal Cllr Craig Jones seconded by Cllr Trevor Leonard **RESOLVED** to

- a. proceed with the refurbishment as detailed in the sum of £8,370
- b. fund the work from Earmarked Reserves for Miscellaneous Repairs.

36/26 To receive a further update and decide a way forward ref. the sale of Adversane Hall.

Council, which had agreed the previous autumn to dispose of the property, had asked for further information, most notably the cost of regularising the ownership of the rear garden, which if included within the demise, could make the site more attractive to purchasers and also, the T&Cs of putting it into auction. The Clerk advised that the cost of the former would be approximately £2,000 and in respect of the latter, we had to agree to the auctioneer's fee of £7,250 in advance of them advising of the reserve price!

On the proposal Cllr Craig Jones seconded by Cllr Marie Montoya **RESOLVED** that the ownership of the garden be regularised accordingly, in anticipation that the offer would be more attractive. The auction option could still be followed at a later date if needed, when the reserve price should be higher anyway with a larger plot

37/26 Date of Next Meeting – Wednesday 29 April 2026

The meeting closed at 7.55pm.

Chairman

Date

List of Payments made between 01/02/2026 and 28/02/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/02/2026	Horsham DC	DD	168.96		Bin emptying
03/02/2026	Screwfix Direct Ltd	CARD	104.97		Misc ironmongery
04/02/2026	AMAZON	CARD	22.69		Cleaning materials
11/02/2026	British Gas	DD	16.27		Adversane Hall electricity
12/02/2026	Land Registry	CARD	28.00		LR searches
13/02/2026	AMAZON	CARD	32.98		Gardening Tools
13/02/2026	Netcom IT Solutions	DD	81.27		IT support
16/02/2026	Surrey Hills Solicitors LLP	013757	1,226.00		Legal advice
16/02/2026	Sussex Land Services Ltd	013760	462.00		Misc repairs + tree trimming
16/02/2026	Wightman & Parrish Ltd	013761	75.40		Cleaning materials
16/02/2026	Billingshurst Comm. & Conf. Ce	013762	1,825.57		Room hire
16/02/2026	Matta Products	013763	2,361.60		New s/surfacing Manor Fields
16/02/2026	Light Angels Ltd	013764	27,072.02		Xmas lights
16/02/2026	Greg Burt	013765	275.00		Misc toilet cleaning
16/02/2026	Richard Plant	013766	30.00		Reimb. eye test
16/02/2026	Ballpoint Office Supplies Ltd	013767	144.32		Stationery
16/02/2026	WorkNest Ltd	013768	2,658.00		SHA training
16/02/2026	Trevor Cox	013769	600.00		Play area inspections Jan
16/02/2026	WSALC Ltd	013770	48.00		Training
16/02/2026	Sutcliffe Play Ltd	013791	3,737.16		Play equipment spares
16/02/2026	Rentokil Initial	013772	636.13		Hygiene service public loos
16/02/2026	A272 Design	SO	618.00		Village TWEET advert
16/02/2026	Restream Inc.	CARD	14.35		Restream
16/02/2026	Southern Water	DD	60.00		83a High St water etc.
17/02/2026	Light Angels Ltd	013773	27,072.02		Xmas lights
18/02/2026	Horsham DC	DD	71.00		Bin emptying
18/02/2026	Horsham DC	DD	142.00		Bin emptying
18/02/2026	Horsham DC	DD	163.30		Bin emptying
19/02/2026	BT Group	DD	61.76		The Depot broadband
19/02/2026	Engie Gas Ltd	DD	262.47		83a High St gas
23/02/2026	EE & T Mobile	DD	37.93		Mobile phones etc
23/02/2026	Mailchimp	CARD	11.67		Mailchimp
23/02/2026	SSE	DD	268.15		Street furniture electricity
23/02/2026	RAC	CARD	311.24		EV breakdown cover
27/02/2026	NatWest	BACS	21.40		Bank charges

Total Payments 70,721.63

**Bank Reconciliation Statement as at 27/02/2026
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	28/02/2026		330,866.40 <i>AS</i>
Treasury Reserve Deposit	28/02/2026		140,062.33
Unity Bank	28/02/2026		440.81
			471,369.54
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
16/02/2026 013762	Billingshurst Comm. & Conf. Ce	1,825.57	
16/02/2026 013764	Light Angels Ltd	27,072.02	
16/02/2026 013766	Richard Plant	30.00	
16/02/2026 013770	WSALC Ltd	48.00	
16/02/2026 013772	Rentokil Initial	636.13	
17/02/2026 013773	Light Angels Ltd	27,072.02	
			56,683.74
			414,685.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			414,685.80
		Balance per Cash Book is :-	414,685.80
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Bank Reconciliation Statement as at 27/02/2026
for Cashbook 3 - Bonus Saver Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Bonus Saver Account	27/02/2026		194,218.61
			<u>194,218.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			194,218.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			194,218.61
		Balance per Cash Book is :-	194,218.61
		Difference is :-	0.00

Handwritten initials

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date