



*Great Braxted  
Parish Council*

Clerk to the Council:  
Lynda Townend

GBPC  
Rosewood The Furze  
Main Road  
Mundon CM9 6PU  
Tel: 07307 891 134

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7<sup>th</sup> July 2023

**To: Members of Great Braxted Parish Council**

**You are hereby summoned to attend**

**THE PARISH COUNCIL MEETING TO BE HELD AT THE PAVILION  
ON THURSDAY 13<sup>th</sup> JULY 2023 AT 8.00 PM**

**for the purpose of transacting the following business:**

*LTownend*  
**Clerk to the Council**

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**A G E N D A**

1. Apologies for absence
2. Minutes of the Parish Council Meeting  
Minutes of the Meeting held on 18<sup>th</sup> May 2023 to be taken as read and signed as a correct record by the Chairman ([attached](#)).
3. Declarations of Interest (existence and nature)  
Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct which took effect in July 2022.  
Unforeseen interests must be declared similarly at the appropriate time.
4. Maldon District Councillor Update  
To receive a written update from Cllr Siddall.
5. Public Participation Session  
With respect to items on the Agenda and other matters that are of mutual interest.
6. Sole Trustee Status for the Pavilion  
Cllr Hornett to give an update on investigations to obtaining Sole Trustee Status for the Pavilion.

7. Parish Council Meet & Greet

To discuss holding a 'meet and greet' session with residents and the new Parish Council to brainstorm future events and the needs of the village.

8. Planning

To note the Parish Council's response to planning applications considered outside of a meeting and circulated via email (in accordance with Council Resolution 20/15.2):-

- 8.1 FUL/MAL/23/00527 PP-12176694** - Addition of cladding and the infill of four windows to the south elevation and two windows to the east elevation, village Hall, Tiptree Road Great Braxted. **No objection.** The Parish Council supports the application. The addition of cladding will enhance the look of the Pavilion and improve its insulation properties.

To consider any planning application submitted and published on the MDC Planning website between the circulation of this agenda and the meeting.

9. Environment

- 9.1 Pavilion and Playground Parking** – to discuss methods of communication with pavilion users about authorised parking.
- 9.2 Side Gate** – to approve a quote to replace the side gate leading from Tiptree Road to the pavilion. Quote to follow.
- 9.3 Parish Council Land** – to discuss Parish owned land/wooded area.
- 9.4 Low Overhanging Branches on the Pavilion field** - Cllr Knapman to update the Council following a meeting with the grass cutting firm, DW Maintenance and to approve a quote to remove low, overhanging branches. [Quote attached.](#)
- 9.5 Waste Facilities for the Pavilion** – to consider providing waste facilities at the Pavilion. [Report attached.](#)

10. Finance

**10.1 Accounts for Payment**

To agree the accounts for payment, made between meetings, for the period between the 12<sup>th</sup> May and the 6<sup>th</sup> July 2023. [\(attached\).](#)

**10.2 Enover Community Trust Funding Agreement 1718.**

To agree the terms of the Enover Community Trust Funding Agreement towards the cost of environmental improvements to the Pavilion including internal and external insulation. Circulated with Agenda.

11. General Announcements

12. Chairman to Close the Meeting.

# Minutes of the Annual Parish Council Meeting held at the Pavilion on 18th May 2023 at 8pm

## Present:

Councillor R Collins (Chairman), Councillor C Knapman (Vice Chairman), Councillor M Davis, Councillor E Miles, Councillor I Wardrop the Clerk and three members of the public.

## 23/1 Election of a Chairman

It was proposed and agreed that Councillor Collins be appointed as Chairman.

**RESOLVED:** that Councillor Collins be appointed Chairman of Great Braxted Parish Council.

## 23/2 Chairman's Declaration of Acceptance of Office

Resolved: that the Chairman's Declaration of Acceptance of Office be signed by Councillor Collins and the clerk.

## 23/3 Appointment of Vice Chairman

It was proposed and agreed that Councillor Knapman be appointed as Vice-Chairman.

**RESOLVED:** that Councillor Knapman be appointed as Vice-Chairman of Great Braxted Parish Council.

## 23/4 Apologies for Absence

Apologies were received from Councillor Holt who is currently away on vacation.

**RESOLVED:** that the apology for absence be accepted.

## 23/5 Minutes of the Parish Council Meeting

**RESOLVED:** that the Minutes of the meeting held on the 9<sup>th</sup> March 2023 were agreed as a correct record and signed by the Chairman.

## 23/6 Declarations of Interest

**RESOLVED:** that no Members declared any interests in items on the agenda.

**Members agreed to move the following item of business up the agenda to allow Cllr Wardrop to discuss the speed watch scheme.**

## 23/18 Community Speed Watch Scheme

Cllr Ian Wardrop, from Wickham Bishops Parish Council, explained to the Parish Council how a community speed watch scheme works, having run the scheme in Wickham Bishops since 2013.

Essex Fire and Rescue (EFR), at Kelvedon Park, administer the scheme, approves the monitoring sites and provides the equipment which includes a speed gun and hi-vis vests.

Volunteers are key for the scheme to work and it is recommended for each shift to use at least two volunteers. One to hold the speed gun and the other to record the details of the vehicle.

A co-ordinator is required to organise the speed watch schedule, complete the returns to be sent back to EFR and act as the conduit between the Parish and the organisation. However, persistent offenders may be targeted by Essex Police. The aim of the scheme is to deter and educate.

Prosecutions cannot result from a driver being caught by the community speed watch team

If the Council were to proceed in setting up the scheme EFR would provide training for the volunteers and co-ordinator and Cllr Wardrop and Cllr Morgan have offered to support this.

Councillors discussed the benefits of running a community speed watch scheme and questioned if there would be enough volunteers.

**RESOLVED:** that Cllr Davis will include an article in the next Braxted Bulletin seeking volunteers and to gauge the community's response.

**RESOLVED:** the clerk will contact Essex Highways to ask if speed camera signs can be installed in the village and contact Insworth PC to ascertain how their speed camera signs were installed.

Cllr Wardrop left the meeting at 20.42pm

## 23/7 Maldon District Councillor Update

District Councillor R Siddall provided a written update which was read out by the clerk.

**RESOLVED:** Cllr Siddall's update was noted.

## 23/8 Public Participation Session

A member advised there was no facilities for waste at the pavilion which often resulted in rubbish bags being left outside the building. He asked if an industrial waste bin could be provided by the Council to mitigate this.

**RESOLVED:** the Clerk will investigate the costs and sizes of waste bins available and if a community bottle bank could be reinstalled on the verge outside the pavilion.

**RESOLVED:** that this item will be included as an agenda item at the next meeting.

A suggestion was made to provide signage in the pavilion advising hirers they are required to take their rubbish away when they leave to prevent a build-up of rubbish.

**RESOLVED:** Mr Hornett will take the matter to the Pavilion Committee for consideration.

A member of the public expressed concern that the field could provide an attractive site for travellers and asked if a height barrier could be installed above the vehicle gate.

As the pavilion is due to be refurbished in the near future, which will require several large deliveries of materials, a barrier may hinder this. Once the refurbishment is completed Councillors will consider if a barrier is necessary. A temporary solution may be to lock the pavilion gate in the morning and evening. A member of the public advised they would be willing to lock the gate each evening if another would unlock in the morning.

## 23/9 Appointment of Signatories on the Bank Account

Councillors discussed the benefits of having several signatories on the account to authorise payments.

**RESOLVED:** that Councillors Collins and Knapman remain as signatories and Councillors Davis and Miles be added to the mandate on the Unity Trust Account.

**RESOLVED:** that Councillor Holt, who is not a signatory on the account, check the bank reconciliation, accounts for payments and source documents on a quarterly basis.

## 23/10 To Appoint an Internal Auditor

**RESOLVED:** that the Parish Council will continue to use the services of Jan Stobbart as the Internal Auditor for the financial year 2023/24 at a cost of £150.00.

## 23/11 To re-adopt Policies and Procedures Pavilion Gate

Members reviewed and agreed to re-adopt the following policies without any amendments: -

- A) Standing Orders
- B) Financial Regulations
- C) Equal Opportunities Statement
- D) Grievance
- E) Data Protection
- F) Data Retention
- G) Social Media and Electronic Communication
- H) Publication Scheme
- I) Training
- J) Complaints

**RESOLVED:** that the Parish Council re-adopt the above policies and procedures for the coming year.

Two members of the public left the meeting at 21.10

## 23/12 To Adopt the Financial Risk Assessment for 2023/24

Members reviewed the Financial Risk Assessment for 2023/24.

**RESOLVED:** that the Parish Council adopt the Financial Risk Assessment for 2023/24.

## 23/13 Annual Return

### 23/13/1 Internal Audit Report

Members discussed the recommendations highlighted in the internal audit report which was completed on the 3<sup>rd</sup> May 2023 and noted and agreed the clerk's recommended actions.

**RESOLVED:** that the Parish Council receive the Internal Audit report for 2022/23 and the recommended actions be put in place.

### 23/13/2 To Declare the Parish Council Exempt from a Limited Assurance Review Audit.

The Council confirmed that neither its income nor expenditure for 2022/2023 had exceeded £25,000 and approved the Chairman to sign the Certificate of Exemption from External Audit.

**RESOLVED:** that the Chairman sign the Certificate of Exemption – AGAR 2022/23 Form 2

## 23/13/3 Section 1 – Annual Governance Statement for the Year Ended 31<sup>st</sup> March 2023

The Chairman read to the Council the statements contained in Section 1 of the Annual Return and the Council agreed that each had been complied with. The Council approved the signing of the Governance Statement for the year ended 31<sup>st</sup> March 2023.

**RESOLVED:** that the Parish Council approve Section 1 of the Annual Governance Statement of the Annual Governance and Accountability Return (AGAR) for 2022/23 and the Chairman duly signed.

## 23/13/4 Section 2 – Accounting Statements for the Year Ended 31<sup>st</sup> March 2023

The Council noted and agreed the financial data in Section 2 of the Annual Return and approved the signing of the Accounting Statement for the year ended 31<sup>st</sup> March 2023.

**RESOLVED:** that the Parish Council approve Section 2, the Accounting Statements, of the Annual Governance and Accountability Return (AGAR) for 2022/23 and the Chairman duly signed.

## 23/13/5 Period of Public Rights

The Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) was provided to the Council.

**RESOLVED:** that the Period of Public Rights was noted as being from the 5<sup>th</sup> June 2023 to the 14<sup>th</sup> July 2023.

## 23/14 Community Governance Review

Members received a report on the process required to request additional seats on the Parish Council.

**RESOLVED:** that the Parish Council formally request to increase the number of seats on the Parish Council from five to seven. Cllr Collins and the clerk will write the request to Maldon District Council.

## 23/15 Planning

23/15/1 23/00193/FUL Construction of a new day room to replace outbuilding. The Orchards 2a Lea Lane Great Braxted

**RESOLVED:** that the Parish Council's 'no objection' response (made outside of a meeting) was noted.

23/15/2 23/00274/House Part single storey, part two storey rear extension to Shrub Hill Farm Maldon Road Tiptree

**RESOLVED:** that the Parish Council's 'no objection' response (made outside of a meeting) was noted.

## 23/16 Finance

### 23/16/1 Parish Council's Insurance for 2023/24

Members discussed the Council's insurance policy and noted the Internal Audits concerns. Enquiries will be made to ensure the council has adequate cover for their fitness and playground equipment as well as the village pump.

**RESOLVED:** that the clerk make enquires with the insurance provider.

**RESOLVED:** that the Parish Council agree the quote from BHIB for the Council's insurance commencing on the 1<sup>st</sup> June 2023 for £386.42.

## 23/16/2 Bank Reconciliation

The council received a bank reconciliation to the 28<sup>th</sup> April 2023 showing the current bank balance at £32,831.90.

**RESOLVED:** that the bank reconciliation to the 28<sup>th</sup> April 2023 be approved and the bank statement be signed by Cllr Knapman.

## 23/17 Accounts for Payment

### 23/17/1 To Approve Accounts for Payment Between the 2<sup>nd</sup> March and the 11<sup>th</sup> May

The Council approved the following payments: -

<i>Date</i>	<i>Supplier</i>	<i>Item</i>	<i>Total</i>
16/03/2023	CommuniCorp	KCIII Mugs	£ 295.20
17/03/2023	CommuniCorp	KCIII Mugs	£ 295.20
20/03/2023	Maldon District Council	TRUCAM - Jan, Feb Mar 2023	£ 237.20
20/03/2023	Cllr Hornett	Expenses from annual spring clean	£ 3.65
24/03/2023	ID Mobile	Mobile Phone - March	£ 5.00
28/03/2023	HMRC	March payment	£ 58.00
28/03/2023	Mrs Lynda Townend	March salary	£ 231.60
28/03/2023	Mrs Lynda Townend	Reference Books	£ 195.30
28/03/2023	EALC	Training Course - Council Finance	£ 84.00
31/03/2023	Unity Bank	Bank charges	£ 18.00
06/04/2023	EALC	EALC and NALC 2023/24 Affiliation Fees	£ 116.85
19/04/2023	DW Maintenance	Grass cutting 23/03/23	£ 185.00
19/04/2023	Cllr C Knapman	Gate latch	£ 33.60
19/04/2023	HMRC	Q4 2022/23 payment	£ 173.15
26/04/2023	ID Mobile	Mobile phone bill April 2023	£ 6.00
28/04/2023	Mrs L Townend	April Salary	£ 231.80
28/04/2023	HMRC	April payment	£ 57.80
03/05/2023	Cllr C Knapman	Danish oil and accessories	£ 130.78
03/05/2023	Cllr C Knapman	Pavilion equipment	£ 3,374.81
03/05/2023	Monster Inflatables	Bounce and slide for Coronation event	£ 105.00

04/05/2023	Jan Stobart	Internal Audit fee	£ 150.00
05/05/2023	Cllr Knapman	Pavilion gate post caps	£ 9.12
08/05/2023	R. Clark Landscapes	Pavilion gate replacement	£ 610.00
12/05/2023	Cllr R Collins	Big Lunch expenses	£ 99.13
<b>Date</b>	<b>Supplier</b>	<b>Item</b>	<b>Total</b>
24/05/2023	ID Mobile	Mobile phone bill May 2023	£ 6.00
28/05/2023	Mrs L Townend	May Salary	£ 231.60
28/05/2023	HMRC	May payment	£ 58.00
28/05/2023	Mrs L Townend	May Expenses	£ 84.10
30/05/2023	BHIB Insurance	Insurance Premium for 23/24	£ 386.42

**RESOLVED:** The accounts for payment listed above be approved for payment:

## 23/17/2 Agreement to Pay Regular Payments

Members received a list of regular direct debits and BACS payments made by the Council.

**RESOLVED:** that the following payments will be made, outside of the meeting schedule, if required:-

Description	Frequency
Clerk's salary and expenses	Monthly
Mobile phone	Monthly
DW Maintenance – Grass Cutting	Monthly during the growing season
Maldon District Council – TRUCAM patrols	Quarterly
HMRC payments	Quarterly

## 23/19 Sole Trustee Status for Great Braxted Pavilion

Mr Hornett gave an update on plans for the Parish Council to become the Sole Trustee of the Pavilion advising that he is in contact with the Rural Community Council of Essex (RCCE) who can support the process. He confirmed the current Pavilion Management Committee would continue with the day-to-day management of the Pavilion, whilst maintaining their own bank account. Mr Hornett will advise if he requires any support from the Parish Council.

**RESOLVED:** that Mr Hornett's update be noted.

## 23/20 Remembrance Sunday Service

The Clerk updated the Council on plans to jointly organise the Remembrance Sunday Service at the war memorial in conjunction with Wickham Bishops and Little Braxted Parish Councils.

**RESOLVED:** that Councillor Miles join the Three Parishes Remembrance Day Road Safety Committee meetings and the clerk be seconded to the Committee.

**RESOLVED:** that the Council agree to pay £3.25 to Wickham Bishops PC toward the Public Liability Insurance Policy for the event.

## 23/21 Parish Meet and Greet

Councillors requested this item of business be added to the next meeting agenda.

**RESOLVED:** that this agenda item be added to the next agenda.

## 23/22 Councillor Training Requirements



Councillors were provided with the EALC training calendar which provides a number of courses for new and old councillors.

**RESOLVED:** that Members will let the clerk know of any training they require.

## 23/23 Items for Next Agenda

Councillors asked for the following items to be added to the next meeting agenda: -

- Parish Meet and Greet
- Maintenance budget for fence repairs

**RESOLVED:** that the above items be added to the next meeting agenda.

## 23/24 General Announcements

Having spoken to the developers of the Granville homes, Councillor Knapman advised many of the houses have issues with plumbing smells in their bathrooms. This is due to issues at the pumping station. Ongoing surveys are taking place to find the cause.

There being no further business the meeting closed at 21.59



11 Mashbury Road Great Waltham Chelmsford Essex CM3 1EN

Damon Wallace Mobile No. 07812475656

*E mail : wallace.aagc@gmail.com*

Lynda Townend

Clerk to Great Braxted Parish Council

Great Braxted Parish Council

Rosewood

The Furze

Main Road

Mundon

Essex CM9 6PU

26th June, 2023

Dear Lynda,

**Re : Crown Lifting at Recreation Ground**

Following a meeting with Cllr Craig Knapwood on site to discuss some tree work to aid maintenance of the ground, I therefore now provide the following quotation for consideration :

To crown lift trees on the boundary perimeter of the recreation ground where needed to aid mowing/strimming including removal of branches off one tree in the play area through the vehicular gate.

Although Craig asked for two separate quotes, as there is only one tree in the play area which needs attention and which will not take long at all, I've therefore included this in the quote below which I hope is acceptable.

For the sum of Four hundred and eighty pounds (£480.00) which includes 2 x labour, equipment and waste away plus VAT.

Please note I undertake some of my tree surgery work with Blackwater Tree Specialists who is VAT registered. If my quotation above is acceptable then BTS would invoice you direct in view of the VAT element.

The following certification is held including :

1. Lantra/City & Guilds Certificates of Training for:
  - (a) Ride On Rotary and Cylinder Mowers
  - (b) Brushcutters and Strimmers
  - (c) PA1 & PA6 Pesticide Application
  - (d) Basic Tree Survey and Inspection
  - (e) CS30.1 CS30.2 Chain Saw and CS31 Tree Felling
  - (f) 206 Access a Tree and 306 Aerial Rescue
  - (g) 308 Cutting of Trees with a Chainsaw using freefall techniques
  - (h) Woodchippers
2. Risk Assessments/ Healthy & Safety policy
3. Public Liability Insurance in the sum of £5m
4. Certificate of Registration under the Waste (England and Wales) Regulations 2011

I look forward to hearing from you.

Yours sincerely,

Damon



**Provision of Waste Facilities at the Pavilion** **AGENDA ITEM 9.5**

**Background Information**  
 There are currently no waste facilities available at the Pavilion. All waste generated or left by hirers requires removal by residents.  
  
 At the Parish Council meeting, held on the 18<sup>th</sup> May 2023 (Minute number 23/8), a member of the public asked if waste facilities could be provided at the Pavilion to stop hirers from leaving filled rubbish bags on site after their event.

**Summary**  
 Waste contractors and Maldon District Council were contacted and asked for advice and to quote to supply a 360l waste bin and collection.  
  
 Quotes were received from the following Suppliers:  
 1. Green Waste  
 2. Better Waste Solutions  
 3. Maldon District Council  
  
 A summary of the quotes is shown below, followed by the full quotations.  
  
 In addition to the cost of the regular collection a Duty of Care Certificate (Waste Note) would need to be purchased at a cost of £75/year.

<b>SCOPE OF WORKS</b>			
To supply a 360l bin and provide regular waste collections			
<b>Name of Supplier</b>	<b>Business Details and Location</b>	<b>Price Quoted</b>	<b>Comments</b>
Better Waste Solutions Located in Gateshead	To supply a 360l bin and collection Optional bin loss cover is offered at £0.50/week. Option for a smaller, 240l bin at a cost of £10.50/week	£14.00/fortnight	An additional £75/year cost must be paid for a Duty of Care Certificate.
Green Waste Located in Heybridge	To supply a 360l bin and collection	£9/collection	
Maldon District Council	Domestic style bin can be supplied for waste generated by council meetings and community events. Bin cannot be used for commercial or hirer waste.	No charge	The bin will need to be put out each fortnight using the same collection schedule as that used by residents.

**Advice**

Members are asked to consider installing a waste bin at the pavilion and, if agreed, to approve a supplier.



Better Waste Solutions Limited  
Metropolitan House, Longrigg Road, Swalwell, Gateshead, NE16 3AS  
Registered Company Number 12552024

T: 0330 390 7540  
E: [Katie.Pearson@betterwaste.co.uk](mailto:Katie.Pearson@betterwaste.co.uk)

Dear Lynda Townend,

Thank you for your time on the phone today. I am sending you this quote regarding Great Braxted Parish Council.

If you have any questions or would like to add or amend anything on your quote, please do not hesitate to contact me. Otherwise I look forward to speaking with you again soon to discuss moving forward with Better Waste Solutions. In the meantime, why don't you check out our Trustpilot reviews to see what our customers think: <https://uk.trustpilot.com/review/betterwaste.co.uk>

Please do come back to me as soon as possible with how you would like to move forwards – delivery is usually in 7-10 working days.

Kind Regards,

Katie Pearson

**Quote for Waste Services:**

Container and Waste Type	Quantity	Collection Frequency	Weight Limit (kg)*	Cost Per Bin Per Collection (+VAT)
240L General Waste Bin	1	Weekly	20	£10.50
360L General Waste Bin	1	Fortnightly	30	£14.00
Duty Of Care	1	N/A		£75.00
Bin Loss Cover	1	Weekly		£0.50
Delivery Charge	1	One Off		£15.00

\*any excess weight will be charged at £0.25 per kg over the weight allowance

## RE: Quote for Waste Bin



From [Jamie Smith](#)  
To [Lynda Townend](#)  
Copy [Candice Baverstock](#)  
Date 2023-06-23 08:10

 [Summary](#)  [Headers](#)

Hi Lynda,

This is no problem, the cost would be £9.00 per bin, per empty. Plus VAT

We can deliver this for you once some paperwork is complete, please let us know if you would like us to raise this

Thanks

Jamie

green recycling  
Quayside Industrial Park  
Bates Road, Maldon  
Essex, CM9 5FA

M: 07962 388 567

T: 01621 842600

E: [jamiesmith@greenrecycling.co.uk](mailto:jamiesmith@greenrecycling.co.uk)

W: [www.greenrecycling.co.uk](http://www.greenrecycling.co.uk)

Registered office as above

Company no. 4276692 (England and Wales)

VAT no. 782986366

Waste Carriers Registration no. CBDU130825

For full T&Cs Visit [www.greenrecycling.co.uk/tandc](http://www.greenrecycling.co.uk/tandc)

Take a look @ Green Recycling's latest Fully Automated Materials Recycling Facility.

Rise of the robots! Take a look at the future of Automatic Waste Recycling Green Recycling working with Tomra Autosort

Guardian Recycling Article - What happens to your rubbish?

**Accounts for Payment For authorisation on 13/07/2023**

<i>Date</i>	<i>Supplier</i>	<i>Item</i>	<i>Net</i>	<i>VAT</i>	<i>Total</i>	<i>Authorisation No.</i>	<i>Budget Heading</i>
20/05/2023	EALC	Code of Conduct Training Course	£ 75.00	£ 15.00	£ 90.00	66396537	CC
31/05/2023	Traer Clark Architect	Pavilion Expense for design drawings and planning fee	£ 903.00	£ -	£ 903.00	228656224	Pavilion
01/06/2023	DW Maintenance	Grounds maintenance April 2023	£ 555.00	£ -	£ 555.00	315842625	Pavilion
08/06/2023	D W Maintenance	Grounds maintenance on the 12th and 26th May	£ 370.00	£ -	£ 370.00	811262705	Pavilion
08/06/2023	EALC	Law and Procedures Training Course	£ 95.00	£ 19.00	£ 114.00	587492288	CC
09/06/2023	BHIB Insurance	Additional insurance premium	£ 56.14	£ -	£ 56.14	884723036	IS
15/06/2023	Cllr Knapman Expenses	Paint for playground	£ 58.25	£ 11.25	£ 69.90	501368667	Playground
24/06/2023	ID Mobile	Mobile phone bill for May	£ 5.00	£ 1.00	£ 6.00	DD	CC
28/06/2023	Lynda Townend	June Salary	£ 231.80	£ -	£ 231.80	875335724	CC
28/06/2023	HMRC	June HMRC payment	57.80	£ -	57.80	To be paid as part of Q1 payment. 943943737	CC
30/06/2024	Unity Bank	Quarterly bank charges	£ 18.00	£ -	£ 18.00	DD	
05/07/2023	DW Maintenance	Grounds maintenance June 2023	£ 370.00	£ -	£ 370.00	596862275	
14/07/2023	Cloud Next	Home hosting annual cost	£ 49.99	£ 9.99	£ 59.98		CC
14/07/2023	RCCE	Annual membership	£ 44.00	£ 8.80	£ 52.80		IS
<b>TOTAL:</b>					<b>£2,954.42</b>		