

Dear Councillor

Your attendance is required at the forthcoming meeting of St. Lawrence Parish Council to be held at the Village Hall on **Wednesday 23rd. October 2024 at 7pm** in the village hall for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money CiLCA - Clerk/RFO to the Council – 17th. October 2024

Tel: 07810781509; email clerk@st.lawrence-pc.gov.uk

FULL COUNCIL MEETING AGENDA

- 150/2024 Apologies for Absence**
- 151/2024 Declaration of Interest**
To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
- 152/2024 Minutes**
To confirm and sign the Minutes of the Parish Council meeting held on 25th. September 2024
- 153/2024 Chair's report and any update since last meeting**
- 154/2024 Essex County Councillor Report – ECC Cllr Wendy Stamp**
- 155/2024 District Councillor/s Report – Cllr Linda Haywood**
- 156/2024 Public Participation Session with Respect to items on the agenda**
A total maximum time of **15 minutes** is allowed for all public participation sessions
- 157/2024 Representative Reports**
- Dengie Hundred Group of Parish Councils – Any update since last meeting
 - Greening of the village – Cllr R. Millett any update since last meeting
 - Asset Management report – Cllr M. Gibson any update since last meeting
- 158/2024 Planning Application/s**
- 159/2024 Planning decision/s made affecting St. Lawrence**
- 160/2024 Appeals made affecting St. Lawrence**
- 161/2024 Finance**
- To receive the Bank reconciliations as at 30th. September 2024
 - To receive the comparison of Actual to Budgeted for 2024/25
 - To approve the payment of Accounts for October 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- 162/2024 Budget 2025-2026.** Councillors to discuss draft budget for 2025-2026
- 163/2024 Councillors to list any defective streetlights with location/s in the village**
- 164/2024 Items for Next Agenda**
- 165/2024 Next meeting will be held on 27th. November 2024**
- 166/2024 Councillors to note meeting dates in 2024: 18.12.24**

NEW EMAIL ADDRESS: clerk@stlawrence-pc.gov.uk

PARISH COUNCIL WEBSITE ADDRESS IS <https://e-voice.org.uk/stlawrenceparishcouncil/>

167/2024 Councillors to agree on 2025 meeting dates:

**22.01.25: 26.02.25: 26.03.25: 23.04.25: 28.05.25: 18.06.25: 23.07.25: 24.09.25: 22.10.25:
26.11.25: 17.12.25**

168/2024 Closure of the Meeting

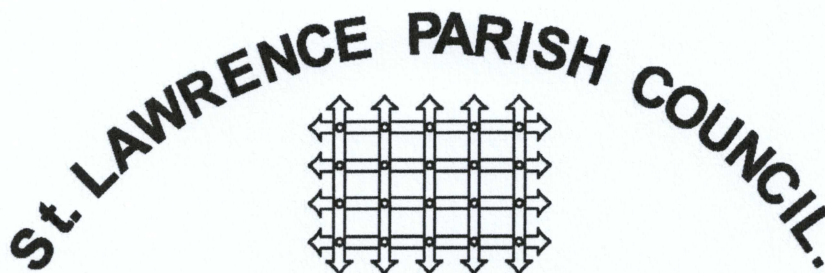
To close the Meeting having considered and determined all items of business.

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St Lawrence Parish Council



Minutes of the Parish Council meeting held on Wednesday 25th. September 2024 at 7pm in the Village Hall.

Present: Cllrs M. Gibson (Chair), J. Cobb, A. Gardner, G. Minish, R. Millett, J. Pollock and Kevin B. Money (Clerk to Parish Council). There were 9 members of the public present

128/2024 Apologies for Absence were received from MDC Cllr L. Haywood

- To accept the resignation of Christopher Thorne with immediate effect. Councillors expressed great sadness as Christopher Thorne did a lot for the village

129/2024 To elect a vice-chair for the remainder of the year

Cllr M. Gibson proposed Cllr G. Minish to act as vice-chair for the remainder of the year. Cllr R. Millett seconded. **All Agreed**

130/2024 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda Cllr R. Millett declared an interest in item 142/2024 c

131/2024 Minutes

To confirm and sign the Minutes of the Parish Council meeting held on 24th. July 2024. **All Agreed**

132/2024 Co-Option

Councillors are requested to receive written application for the office of Parish Councillor and co-opt candidate to fill the vacancy. The Candidates having completed a short application form and confirmed his eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79). Forms have been returned to the Parish Clerk by the prescribed deadline

The eligible candidates have been invited to attend a meeting with Councillors and speak for a maximum of five minutes. The candidates were asked to introduce themselves, give a resume of their background and experience and explain why they wish to become a member of the Council.

Cllr M. Gibson proposed to co-opt Matthew Lear onto the Parish Council. Cllr A. Gardner seconded.

All Agreed. Cllr M. Lear then signed his Declaration of Acceptance of Office, E Consent form and was given the Register of Interest form to be returned to the clerk within 28 days.

Cllr M. Lear then took their seat as a Parish Councillor

133/2024 Chair's report and any update since last meeting

Since the last meeting we have started on the process to hopefully reduce our electricity bill for street lighting. UK Power Networks had no records for our installations – whether the system changed after the lights were installed, I do not know. There is a complicated form to complete – and we have dealt with those parts of it that we can. However, we now await A & J Lighting to provide the rest of the data – the actual type of light fitting, the switching system etc. We will report back when more information is available.

We had a useful informal meeting of Councillors to deal with outstanding asset issues. I am not doing a separate report on Asset Management as it can all be dealt with here.

One of the broken picnic tables has been disposed of and the other two are being used as a temporary measure to block a hole in the perimeter fence. A permanent solution is being explored.

Cllr Millett has taken over the Greening project and will report on her activities later

The gates will be revisited next year.

The play equipment is in a good condition now but it is worth noting that the play bark is going to need topping up next year. Initially it could do with raking and we will ask Garwood's to deal with that.

The hedges have had their annual cut and tidy up and Garwood's will also be applying weedkiller in the car park etc.

We have a small project to put forward for Locality Funding- a picnic table which would go near the boat in the car park - which might even encourage people to use that rather than the bench in the play area to eat their fish and chips - and there is a bin there for the rubbish. The clerk is completing the paperwork

Signed

25th. September 2024

M. Gibson – Chair of SLPC

for this.

134/2024 Essex County Councillor Report – ECC Cllr Wendy Stamp. No report was given

135/2024 District Councillor/s Report – Cllr Linda Haywood. No report was given

136/2024 Public Participation Session with Respect to items on the agenda

A total maximum time of 15 minutes is allowed for all public participation sessions

To increase the recreation ground with skate parks and more activities for children.

Cllrs J. Cobb and M. Lear to look into and to cost the project. To ask local Councils for any information.

Football goals to be erected for the younger children

137/2024 Representative Reports

a) Dengie Hundred Group of Parish Councils – Any update since last meeting

Nothing to report. Next meeting 9th. October 2024

b) Greening of the village – Cllr R. Millett any update since last meeting

The boat flowering has been added to.

Hedges around the perimeter of the recreation ground. St. Lawrence is very short of trees in the village.

The Forestry commission is prepared to inform the Councillors and residents about having extra trees

planted in the village and on the recreation ground. The diagram circulated informed the meeting that

about 2300 trees could be planted. The planting time is in February and/or Spring.

The Food Forest is a better idea to start the project. The saplings will be a year old and will adapt easier.

c) Asset Management report – Cllr M. Gibson any update since last meeting See item 133/2024

138/2024 Defibrillator update – Cllr R. Millett. All 3 defibrillators are working well

139/2024 Planning Application/s

24/00522/FUL - Plot 9 To 10 Sunny Way St Lawrence Essex

Removal of existing caravan on site and installation of 1no. park home, utilising existing parking and access arrangements.

RESOLVED: SLPC recommends refusal to this application. It is an inappropriate and temporary development which contravenes policies D1, D2, and H4 of the local plan

24/00700/HOUSE - Sunrise High View St Lawrence Southminster

First floor side extension.

RESOLVED: SLPC has no comment on this application subject to any neighbours' comments

140/2024 Planning decision/s made affecting St. Lawrence

HOUSE/MAL/24/00467 - Barden High View St Lawrence Southminster

Single storey rear extension. **APPROVE** subject to conditions

WTPO/MAL/24/00486 - The Gnomes 91 Main Road St Lawrence Southminster

T1 on TPO 6/81 - Turkey Oak- Height reduction of 2m. Crown lift to 4m. Lateral reduction of 2.5m. Cut

Ivy band. **APPROVE** subject to conditions

WTPO/MAL/24/00500 - The Oaks 87 Main Road St Lawrence Southminster

(T3 on TPO 6/81) Turkey Oak – Fell. **APPROVE** subject to conditions

LDP/MAL/24/00520 - Sunrise High View St Lawrence Southminster

Claim for lawful development certificate for a proposed first floor rear extension. **REFUSE**

141/2024 Appeals made affecting St. Lawrence

23/00065/FUL - Land Adjacent to Peacehaven, Moorhen Avenue, St Lawrence, Essex

Replacement of caravan for holiday use

(Appeal Ref: APP/X1545/W/24/3339362): **APPEAL DISMISSED – 19.09.2024**

142/2024 Finance

a. To receive the Bank reconciliations as at 31st. August 2024

Councillors noted the Bank reconciliations as at 31st. August 2024

b. To receive the comparison of Actual to Budgeted for 2024/25

Councillors noted the comparison of Actual to Budgeted for 2024/25

c. To approve the payment of Accounts for August and September 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

d. Councillors to agree to increase signatories for Unity Trust Bank

Signed

M. Gibson – Chair of SLPC

25th. September 2024

e. Councillors to review and adopt the New Financial Regulations for SLPC. **All Agreed**

143/2024 Budget 2025-2026. Councillors to discuss draft budget for 2025-2026
Councillors discussed the 2025-2026 draft budget

144/2024 Councillors to list any defective streetlights with location/s in the village
None reported

145/2024 Items for Next Agenda

146/2024 Next meeting will be held on 23rd. October 2024

147/2024 Councillors to note meeting dates in 2024: 27.11.24: 18.12.24

148/2024 Councillors to agree on 2025 meeting dates:
22.01.25: 26.02.25: 26.03.25: 23.04.25: 28.05.25: 18.06.25: 23.07.25: 24.09.25: 22.10.25:
26.11.25: 17.12.25

149/2024 Closure of the Meeting

To close the Meeting having considered and determined all items of business.

The Chair then closed the meeting at 8.10pm and thanked everyone for attending.

BANK RECONCILIATION - Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank - Current a/c	£ 53,698.24	£ 74,888.69	£ 73,549.19	£ 63,826.74
Unity Trust Bank - EMR	£ 3,216.93	£ 3,216.93	£ 3,238.99	£ 3,238.99
Total:	£ 56,915.17	£ 78,105.62	£ 76,788.18	£ 67,065.73
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances	£ 56,915.17	£ 78,105.62	£ 76,788.18	£ 67,065.73
CASH BOOK				
Balance as at 01.04.24	£ 57,542.12	£ 57,542.12	£ 57,542.12	£ 57,542.12
Plus Receipts	£ 3,747.73	£ 38,028.33	£ 38,050.39	£ 38,100.39
Total	£ 61,289.85	£ 95,570.45	£ 95,592.51	£ 95,642.51
Less Payments	£ 4,374.68	£ 17,464.83	£ 18,804.33	£ 28,576.78
Grand Total	£ 56,915.17	£ 78,105.62	£ 76,788.18	£ 67,065.73
Difference	-£ 0.00	-£ 0.00	£ -	-£ 0.00
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank - Current a/c	£ 63,810.86	£ 60,072.08		
Unity Trust Bank - EMR	£ 3,238.99	£ 3,261.44		
Total:	£ 67,049.85	£ 63,333.52		
Less Unpresented cheques	£ -	£ 305.78		
Total of unpresented cheques	£ -	£ 305.78		
Net Bank Balances	£ 67,049.85	£ 63,027.74		
CASH BOOK				
Balance as at 01.04.24	£ 57,542.12	£ 57,542.12		
Plus Receipts	£ 38,120.39	£ 38,162.84		
Total	£ 95,662.51	£ 95,704.96		
Less Payments	£ 28,612.66	£ 32,677.22		
Grand Total	£ 67,049.85	£ 63,027.74		
Difference	£ -	£ -		
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank - Current a/c				
Unity Trust Bank - EMR				
Total:				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances				
CASH BOOK				
Balance as at 01.04.24				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				

Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £155.58	£0.00	£63,052.30
26/09/2024	Faster Payment Debit	B/P to: MSJ Garwood	✓ £272.65	£0.00	£62,779.65
26/09/2024	Faster Payment Debit	B/P to: Macintosh Electron	✓ £361.20	£0.00	£62,418.45
26/09/2024	Faster Payment Debit	B/P to: Kim Black	✓ £135.72	£0.00	£62,282.73
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £180.00	£0.00	£62,102.73
26/09/2024	Faster Payment Debit	B/P to: MSJ Garwood	✓ £554.65	£0.00	£61,548.08
26/09/2024	Faster Payment Debit	B/P to: PKF Littlejohn	✓ £252.00	£0.00	£61,296.08
26/09/2024	Faster Payment Debit	B/P to: HMRC	✓ £119.60	£0.00	£61,176.48
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £493.40	£0.00	£60,683.08
26/09/2024	Faster Payment Debit	B/P to: HMRC	✓ £119.60	£0.00	£60,563.48
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £493.40	£0.00	£60,070.08
30/09/2024	Credit	MICHAEL ODWYER	£0.00	✓ £20.00	£60,090.08
30/09/2024	Fee	Service Charge	✓ £18.00	£0.00	£60,072.08

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Date	Type	Details	Payments Out	Payments In	Balance
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £155.58	£0.00	£63,052.30
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26/09/2024	Faster Payment Debit	B/P to: HMRC	✓ £119.60	£0.00	£60,563.48
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £493.40	£0.00	£60,070.08
30/09/2024	Credit	MICHAEL ODWYER	£0.00	✓ £20.00	£60,090.08
30/09/2024	Fee	Service Charge	✓ £18.00	£0.00	£60,072.08

**For Businesses.
 For Communities.
 For Good.**

Your Account Statement



For Businesses. For Communities. For Good.

Mr Kevin Money
St Lawrence Parish Council
7 Roach Vale
Colchester
CO4 3YN

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Date: 30/09/2024

Account Name: St. Lawrence Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20410104

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
03/09/2024		Balance brought forward	£0.00	£0.00	£63,284.06
17/09/2024	Direct Debit	Direct Debit (A J LIGHTING)	✓ £35.88	£0.00	£63,248.18
26/09/2024	Faster Payment Debit	B/P to: Rosemary Millett	✓ £40.00	£0.00	£63,208.18
26/09/2024	Faster Payment Debit	B/P to: Kevin B. Money	✓ £0.30	£0.00	£63,207.88

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Statement number 087

**For Businesses.
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For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.



Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
St Lawrence Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 03/09/2024

Account Name: St. Lawrence Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20410104

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/08/2024		Balance brought forward	£0.00	£0.00	£63,810.86
02/09/2024	Direct Debit	Direct Debit (A J LIGHTING)	√ £526.80	£0.00	£63,284.06

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Statement number 086

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Your Account Statement



For Businesses. For Communities. For Good.

Mr Kevin Money
St Lawrence Parish Council
7 Roach Vale
Colchester
CO4 3YN

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Date: 30/09/2024

Account Name: St. Lawrence Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20410117

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.75% AER as of your statement date.



Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/08/2024		Balance brought forward	£0.00	£0.00	£3,238.99
30/09/2024	Credit Interest	Credit Interest	£0.00	✓ £22.45	↘ £3,261.44

ST. LAWRENCE PC BUDGET AGAINST ACTUALS REPORT 2024/2025

		2024/25 Budget	Total Income / Spend Oct '24	Left in Budget as at Oct '24
Inc	Precept	34233	£ 34,280.60	
	Aylett Charity Trustees	50	£ 50.00	
	Other Income / VAT Refund	0	£ 1,547.73	
	Bank Interest	10	£ 44.51	
	Mooring Fees	2580	£ 2,240.00	
	TOTAL	36873	£ 38,162.84	
Exp.				
	Salary	7016	£ 4,186.00	£ 2,830.00
	Office Allowance	180	£ 105.00	£ 75.00
	Payroll	120	£ 120.00	£ -
	Office Expenses	125	£ 60.05	£ 64.95
	Audit Fees	475	£ 358.40	£ 116.60
	Meeting Cost	110	£ -	£ 110.00
	Travel	400	£ 180.00	£ 220.00
	TOTAL	8426	£ 5,009.45	£ 3,416.55
	Chairmans Allowance	300	£ -	£ 300.00
	E.ON Street Electricity	1200	£ 1,028.40	£ 171.60
	Lighting Maintenance (A&J)	1000	£ 718.30	£ 281.70
	Insurance	893	£ 1,013.23	-£ 120.23
	EALC/NALC/RCCE/Zoom Subs	675	£ 605.89	£ 69.11
	Bank Charges	80	£ 36.00	£ 44.00
	Website & Email	150	£ 301.00	-£ 151.00
	Clr & Clerk Training	1000	£ -	£ 1,000.00
	Councillor Expenses	250	£ -	£ 250.00
	S137 Donations	1225	£ -	£ 1,225.00
	S137 Litter Picking & Equipment	900	£ 407.16	£ 492.84
	Recreation Ground / Equipment	6000	£ 12,987.37	-£ 6,987.37
	Repairs - Maintenance to equipment and site	2000	£ -	£ 2,000.00
	Repairs to Portacabin	1000	£ 9.98	£ 990.02
	Greening of the Village	500	£ 40.00	£ 460.00
	Grass Cutting	5000	£ 2,506.24	£ 2,493.76
	CCTV - Service & Repairs	1000	£ 2,869.00	-£ 1,869.00
	Defibrillator	300	£ 223.00	£ 77.00
	Play Equipment inspection	75	£ 65.10	£ 9.90
	MDC - Tru-Cam	800	£ 509.64	£ 290.36
	Coronation Event	500	£ -	£ 500.00
	Mooring Fees to Crown Estate	2580	£ 2,240.00	£ 340.00
	Election cost	0	£ -	£ -
	TOTAL	27428	£ 25,560.31	£ 1,867.69
	GRAND TOTAL	35854	£ 30,569.76	£ 5,284.24
	Plus VAT	£ 4,179.32		
	Total Expenditure	£ 34,749.08		

SLPC FINANCE OCTOBER 2024 PAYMENTS							SLPC Ref. No.
INCOME: D. O'Dwyer £20 use of car park							
<u>EXPENDITURE</u>							
Chq No.	Invoice No.	Payee	Cost	VAT	Total		
DD	38630	A&J Lighting - Monthly maintenance	£ 29.90	£ 5.98	£ 35.88	52	
BACS	Oct '24	Kevin B. Money - Clerk salary	£ 493.40	£ -	£ 493.40	53	
BACS	Oct '24	HMRC - Tax on Clerk salary	£ 119.60	£ -	£ 119.60	54	
BACS		Microsoft365 subscription	£ 49.99	£ 10.00	£ 59.99	55	
BACS	6180	MSJ Garwood - Grass cutting 17.09	£ 556.98	£ 111.40	£ 668.38	56	
BACS		Npower - Street Lighting	£ 305.69	£ 15.28	£ 320.97	57	
BACS	2391509	MDC - TruCam Services July-Sept	£ 254.82	£ 50.96	£ 305.78	58	
BACS	Oct '24	Kim Black - Litter picking October	£ 67.86	£ -	£ 67.86	59	
TOTAL:			£1,878.24	£ 193.62	£ 2,071.86		
		Denotes already paid					