

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on **Thursday 29 September 2022** at the Council Office, Cock Lane, Tylers Green,
High Wycombe Bucks HP10 8DS

The meeting was open to members of the public and press

Present:	Cllr I Forbes – Chairman	Cllr K Wood
	Cllr A Barron – Vice-chairman	Cllr R Wilks
	Cllr L Willis	Cllr L Webb
	Cllr C Jordan (temp)	Cllr D Johncock (ex-officio)

FGP/22/001 **Apologies for absence**

Apologies for absence were received and approved from Cllr Dodds (holiday), Cllr Darch (holiday) and Cllr Herschel (holiday)

FGP/22/002 **Declarations of members' interests in agenda items**

Declarations of interest were received from Cllr Forbes and Cllr Wood in relation to item 6 Grants, being members of the Penn & Tylers Green Residents Society – their interest was noted but would be of no personal advantage so they could take part in the discussion.

FGP/22/003 **Staff Matters**

1 Staff Absence Report

Members were asked to receive a verbal report from the clerk on the sickness absence of staff since the last committee meeting in April. The clerk advised that members of the grounds team had been absent as follows, one for a period of 3 day, another for one day. There was still a member of the team on long term sick leave who recently had an Occupational Health assessment prior to his return to work. This item to be referred to the Staff Panel.

2 Ex-employee request

Members were asked to receive a verbal report from the Chairman of the committee on a request by a former employee. This item to be referred to the Staff Panel.

Staff Panel to be convened by Cllr Wood.

FGP/22/004 **Health & Safety Report of any incidents**

Members were asked to note that there had been no incidents since the last committee meeting in April. The last notified incident was on 1 February 2022, therefore being incident free for 164 working days as at the date of the agenda being sent out. Members complimented the staff of their safe working practices.

FGP/22/005 **Policies and Procedures**

1 Risk Register

Members were asked to consider for adoption at the next full council meeting the revised Risk Register. The Chairman, Vice-Chairman and clerk had substantially reworked it based upon experience.

It was RESOLVED that;

The Risk Register be recommended to full Council for adoption at the next meeting in October.

2 Training

Members were asked to note that a date for a New Councillor Training session was awaited, it is hoped that this will be held at the Council Offices. It was recommended that all councillors attend if they haven't been on the training session within the last 4 years. Members were still encouraged to look at the BMKALC website [Training and Events - Bucks ALC](#), before booking any course please check with the clerk. The clerk is compiling a register of all training undertaken by members and staff and asked for all recent attendances to be reported to her.

3 Resilience Talk

Members were asked to note the slides from the talk on the Resilience Framework with the Resilience Officer from Buckinghamshire Council. Members were asked to consider a way forward.

It was RESOLVED that;

A task and finish group be recommended to full Council, to work on a plan to cover the three wards, some areas being generic with other specific items to each ward.

FGP/22/006

Grants

Members were asked to consider the following applications. Members were reminded that the remaining budget line stands at £1,000 following the three grants already paid this financial year.

The Village Pre-school (owned by P&TG Residents' Society) – were requesting a grant of £1,500 to enhance the provision of care and education offered at the pre-school through staff training.

It was RESOLVED that;

It was unanimously agreed that a grant for training could not be supported.

Chiltern Rangers CIC (partner of Revive the Wye) – were asking for £3,050 contribution towards an information board about special chalk streams, possible site in Boundary Road Recreation Ground. The board would be part of a series of 9 boards.

It was RESOLVED that;

A grant of £500.00 would be recommended to full Council for approval.

It was noted that a grant request would be coming in from St Peter's Church. Cllr Willis was asked to contact a representative from the church and invite them to come to the full Council meeting.

FGP/22/007

Publicity

Members were asked to note that a date for the next publicity meeting was to be arranged with a view to circulating the newsletter by the beginning of December

FGP/22/008

Community Board

Members were asked to receive a report from Cllr Barron on the progress with the current projects. Report to be attached.

FGP/22/009

Neighbourhood Action Group (NAG)

Members were asked to note the minutes from the last NAG meeting held on Tuesday 24 May 2022. Members were asked to note that the meeting scheduled for 14 September had been postponed and a new date had been set for 17 October, the meeting would be at the Village Hall in Tylers Green.

FGP/22/010

Audit

1 Annual Return and Governance Statement

Members were asked to note that the annual return had been returned with no exceptions. Both Cllr Wood and Cllr Forbes congratulated the clerk on the excellent result and there was unanimous support from the other members.

2 In-house Auditors

Members were asked to consider the use of the Risk Register in relation to the in-house audit.

It was RESOLVED that;

The Risk Register would be the subject of the audit.

FGP/22/011

Budget

1 Precept Timetable

Members were asked to note that the next cycle of committee meetings would be the start of the new financial year budget setting process. The committee budgets would be taken to the next Finance & General Purposes committee meeting in November before final approval by full Council on 15 December. Proposals for this committee need to be with the Clerk by 11 November. This allows

time for any minor changes prior to 30 January when the precept request needs to be with Buckinghamshire Council. However, with a government decision and recommendations on Precept capping expected in mid-December additional meetings may be required.

2 Council Finances (Period 5) August

Members were asked to note the summary of income and expenditure by committee.

3 Committee (Period 5) August

Members were asked to note the committee yearend figures.

4 Community Infrastructure Levy (CIL)

Members were asked that the budget line for CIL currently stands at £88,170.56. These funds are to be used for community benefit and need to be spent within a timeframe as below:

£1,279.18	2022/23
£19,416.08	2023/24
£67,475.30	2025/26

Members were asked to consider the use of this budget line to cover any extra security requirements at Straight Bit Recreation Ground if necessary.

It was RESOLVED that;

The use of the CIL funds for extra security would only be used as a last resort.

It was noted that the time scale for spending the CIL had been extended to 5 years as per the Buckinghamshire Council website.

5 Contingency

Members were asked to consider the use of the Finance & General Purposes Contingency budget line to cover any overages on the gas and electricity budget lines.

It was RESOLVED that;

The use of the Contingency budget line be approved for any gas or electricity overages.

6 Five Year Plan

Members were asked to receive an overview of the likely major funding issues by the Chairman of committee. The plan was noted be all present with minor updates to the wording suggested.

FGP/22/012 Questions from council members and the public

There were no questions from members of the council. There were no members of the public present.

FGP/22/013 Accounts for Payment

Accounts for payment were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10906 to 10917 and a BACS payment to Barclays Payflow along with direct debit payments to, EE, Grenke, NEST Pension and Unicom be approved and signed.

The chairman of committee thanked members for their attendance and closed the meeting at 9.04pm

Date and time of next meeting: Thursday 30 November 2022 @ 7.30pm

Signed: 

Dated: 18 October 2022

Report for Chepping Wycombe Parish Council by Cllr Alec Barron

Date: 20/September/2022

Subject: Beaconsfield Chepping Wye Community Board (BCWCB).

Highways and Traffic, (HAT):

There have been no meetings of the BCWCB HAT subgroup since the last report on 20/06/22.

Environment:

There have been no meetings of the BCWCB Environment subgroup since the last report on 20/06/22.

Health & Well-Being:

There have been no meetings of the BCWCB Health & Wellbeing subgroup since the last report on 20/06/22.

Alec Barron

Verbal report:

HAT meeting planned for 05/10/22 @19.30

Fassetts Road – meeting with Highways resulted in rejection of alternative options.

Only two options left: Closure or leave as is. AB to contact original complainant to discuss residual options.
DJ – any other info?

Environment meeting planned for tonight – apologies sent!

Health & Wellbeing meeting last night. 10 attendees, three requests for support (get my vote!)

St Peters Church have two requests: School starter kit (Uniform / PE / school work kit)

Request for £3k (have also asked HW Community Board for similar amount.

Baby Bank – everything for a new-born (at risk / vulnerable mothers qualify) £3k request

Clare foundation are seeking £300 to fund a “cancer” workshop in conjunction with Cancer UK. Training to be “champions” of cancer awareness for all those that are in contact with a variety of groups.

**Project Proposals Chepping Wycombe Parish Council 5 year plan
2022 - 2027**

Version 2.0 post Strategy 5 Year Plan Meeting 25/03/22

All values £k

	Status	Total Cost	App Cost	2022/23	2023/24	2024/25	2025/26	2026/27	GR/CIL Call	CIL	Comments
Green Dragon Playground	Approved	25	25	35					15	Y	Inclusion of fencing to be resolved.
Office Remodelling	Approved	50	50	50					30		Aims to be complete by end of 22/23 financial year £20k in EMR
Car Park Green Dragon	Approved	5	5	5						Y	Project by football club but may need help with funding or grants Small Projects
Derehams Rejuvenation Tracks	Approved	100	10	10		50	40		0	Y	No costings ready yet Sufficient to cover likely planning costs.
Derehams Rejuvenation Buildings	Approved	192.4	10	10	182.4				0	Y	Uses £148k from FAR (Oct 18) plus inflation plus 15% size increase Need to borrow
Community Board Projects		45		5	10	10	10	10		Y	Ongoing projects need to be brought forward, contributory funding only required at present Use small projects funding
Skate Park		40		2	38					Y	Likely to proceed now as a joint funded idea.
Footpaths		40			10	10	10	10		Y	May be able to include application to Community Board to part fund
Bus shelter provision / replacement		40			20	20					Dependant on passenger number recovery
Straight Bit pe improvements		12		12							Funded from part of reserves in EMR zip wire
Lean to (adjacent to depot)											Needs detail
Totals		549.4	100	129	240.4	90	80	20	45		

Revised F&GP Sept 2022

Community Board - plan to have a regular £5k in budget and to use this line for significant expenditure over this line only

Deminimis of £5k

WW2 Memorial Tylers Green
LW Bollards Station / Queensmead Rd
Refurbishing Broxap bins @ £250 each

To be funded from normal projects line (with support from Residents)
Below deminimis and Highway Responsibility (Community Board ?)
Below deminimis and Highway Responsibility

VALUES EXCEED OUR FINANCIAL RESOURCES SO ABOVE SUBJECT TO CHANGE

29-Sep-22

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	10906	134757	Adams & Page Ltd	Puncture repair - Kubota mower	18.75	3.75	22.50
x	10907	2729	Bucks Security Ltd	CCTV installation - Straight Bit, FH	2,661.00	532.20	3,193.20
	10908		HMRC	Tax & NI September	2,915.88	0.00	2,915.88
	10909	SB20222194	PKF Littlejohn LLP	External Audit - AGAR 2022/23	1,000.00	200.00	1,200.00
x	10910	1912	Playground Facilities Ltd	Surface repairs - Straight Bit	1,499.25	299.85	1,799.10
	10911		Post Office	12 mths Road Tax - Isuzu OU63 MUA	290.00	0.00	290.00
x	10912	1298913764	Trade UK (Screwfix)	2 no Fluorescent light bulbs (Derehams Pavilion)	5.65	1.13	6.78
x	10913	2808029	Spaldings Ltd	PPE - Gloves/Safety Spectacles/Ear defenders	103.30	20.66	123.96
x	10914	9189630	Viking	Stationery	240.74	6.85	
x	10914	9212360	Viking	Stationery	8.99	1.80	
x	10914	9203788	Viking	Stationery	8.99	1.80	269.17
	10915	36096240922	Wren Davis Ltd	Office Milk	14.25	0.00	14.25
	10916		Penn Trust	M Green Litter 19/20	150.00	0.00	150.00
	10917		Penn Trust	Lady Heath Litter 19/20	50.00	0.00	50.00
	BACS		Barclays Paylow	Salaries September	9,583.02	0.00	
				LGPS September	1,927.57	0.00	11,510.59
	DD	393797	Grenke Leasing Ltd	Quarterly rental - photocopier	149.28	29.86	179.14
	DD		NEST Pension	Pension September	665.50	0.00	665.50
	DD	13099488	Unicom	Landline & Broadband	112.17	22.43	134.60
	DD	2032818950	EE	Wardens Mobile September	13.67	2.73	16.40
					21,418.01	1,123.06	22,541.07

Income received since last committee meeting over £500.00

			Buckinghamshire Council	Precept final payment	181,262.33	0.00	181,262.33
				Allotments	832.00	0.00	832.00
			Ayres Fayres	Fun Fair	1,002.50	200.50	1,203.00
					183,096.83	200.50	183,297.33

Signed: *Katrina SALWOOD*Signed: *Sam Roberts*Date: *29/9/22*Date: *29/9/22*

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payroll payments as above, along with the relevant purchase order details against the cheques

Pending expenditure transactions

13-Sep-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	10892	591	External Plumbing Services Ltd	New tap and repacking of existing stop valve - TG pond	80.00	16.00	96.00
	10893	212	Pureflow Exterior Cleaning	Cleaning of external office windows	35.00	0.00	35.00
	10894		Katrina Wood	Nibbles for TG allotments picnic	9.50	0.00	9.50
	10895		Les Willis	Engraving - allotment winners cup; items for FH allotments BBQ	76.40	3.40	79.80
	10896		H H Darch	Phone & broadband Apr - Sep	90.00	0.00	90.00
	10897	DH0011	4 Front Security Services Ltd	Security Mobile Patrol - Straight Bit - Aug	930.00	186.00	1,116.00
	10898	AE1800/2022	Active Enviropest	Routine Rodent Inspection - 5 Sep	40.00	0.00	40.00
x	10899	2873	D Stocks	Supply and install palisade gate - Green Dragon Rec Ground	980.00	196.00	1,176.00
x	10900	828982R	LexisNexis	"Local Council Administration" book	131.99	0.00	131.99
x	10901	1280323345	Trade UK (B&Q)	Hozelock free-standing hose pipe set; sanding sheets	81.82	16.36	98.18
	10902	13003/2	Gough Contractors Ltd	Repair to faulty boiler - warden's house	150.00	30.00	180.00
	10903	77535114	Perrys	Supply and fit mirror	386.28	77.26	463.54
	10904	2209021	Triumph Technologies Ltd	Audio conferencing, Enterprise, SharePoint - Sep 2022	58.20	11.64	69.84
	10905	440624	Clarity Copiers Ltd	Photocopy charges - Aug	26.78	5.35	32.13
x	10906	9189630	Viking	Stationery	240.74	6.85	
x	10906	9212360	Viking	Stationery	8.99	1.80	
x	10906	9203788	Viking	Stationery	8.99	1.80	269.17
	DD		Barclays	Bank charges Jul - Aug	39.62	0.00	
	DD		Barclays	Loyalty reward Jul - Aug	-6.33	0.00	33.29
	DD	7556726	Certas Energy UK Limited	600l red diesel	679.20	33.96	713.16
	DD	9003813318	Shell (Fuel Card Services)	Vehicle fuel - Aug	307.14	61.43	368.57
	DD	189754	Shorts Group Limited	Dog waste collection - Aug - FH	180.00	36.00	
	DD	189755	Shorts Group Limited	Dog waste collection - Aug - LW	300.00	60.00	
	DD	189756	Shorts Group Limited	Dog waste collection - Aug - TG	390.00	78.00	1,044.00
	DD		SSE	Footway lighting - Aug	71.94	8.05	79.99
					5,296.26	829.90	6,126.16

Income received since last committee meeting over £500.00

		Burials	1,740.00	0.00	1,740.00
		HMRC - VAT reclaim	1,562.10	0.00	1,562.10
		Allotments	1,521.00	0.00	1,521.00
			4,823.10	0.00	4,823.10

Signed: 15/9/2022

Date: 15/9/2022

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payoff payments as above, along with the relevant purchase order details against the cheques

Pending expenditure transactions

30-Aug-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10878	AE1748/2022	Active Enviropest	Routine Rodent Inspection - 8 August	40.00	0.00	40.00
x	10879	292373	Broxap Limited	Bench and plaque - Altona Rd Cemetery	696.00	139.20	835.20
x	10880	387807	Checkpoint Limited	Cheque books x 5	184.00	36.80	220.80
	10881		Flackwell Heath Bowls Club	Grant towards greens roller	500.00	0.00	500.00
	10882		G Christie	Re-imbursement for pair of boots	80.42	16.08	96.50
	10883		HMRC	Tax & NI - August	2,415.49	0.00	2,415.49
x	10884	6670	K & S Walker Ltd	12 yd skip for depot	345.00	69.00	414.00
	10885	6724	KBS Depot Ltd	Noticeboard	1,414.00	282.80	1,696.80
	10886		Wendy Thompson	Re-imbursement for gift cards	400.00	0.00	400.00
	10887	7700509	Castle Water Limited	Water supply - Derehams Jul-Dec 2022	358.96	36.26	395.22
	10887		Castle Water Limited	less credit	-36.66	0.00	358.56
	10888	44066	Penn Motor Company Ltd	Annual Service and Air Conditioning Service - Isuzu	566.52	113.32	679.84
x	10889	1293473693	Trade UK (Screwfix)	Permanent pothole repair	24.99	5.00	29.99
	10890	3516611050042	SSE	Electricity - Derehams Qtr 2	2,989.85	597.97	3,587.82
	10891	36096270822	Wren Davis Ltd	Milk delivery - August	15.20	0.00	15.20
	BACS		Barclays Payflow	Salaries - August	10,949.68	0.00	10,949.68
	DD		Barclays	Bank charges Jun - Jul	56.34	0.00	56.34
	DD		Barclays	Loyalty reward Jun - Jul	-9.67	0.00	46.67
	DD	V02022901474	EE	Warden's mobile - August	13.67	2.73	16.40
	DD	13068964	Unicom	Landline & broadband - August	108.10	21.62	129.72
					21,111.89	1,320.79	22,432.68

Income received since last committee meeting over £500.00

			On Tower UK - credit for Green Dragon mast	2,232.21	0.00	2,232.21
			Burials	718.00	0.00	718.00
			HMRC - VAT reclaim	1,622.63	0.00	1,622.63
			Buckinghamshire Council - reimbursement for cemetery rates	1,272.45	0.00	1,272.45
				5,845.29	0.00	5,845.29

Signed: C. D. Jordan

Signed: Katherine S. Wood

Date: 2-9-22

Date: 2/9/22

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payflow payments as above, along with the relevant purchase order details against the cheques

9-Aug-22

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10867	DH0010	4 Front Security Services Ltd	Straight Bit/GDL Patrol - July	930.00	186.00	1,116.00
	10868	439255	Clarity Copiers Ltd	Photocopy charges - July	36.04	7.21	43.25
x	10869	219311	Fleet (Line Markers) Ltd	Pitchmarker paint 10 litres x 4	120.04	24.01	144.05
	10870	220417	GDT (Fire Extinguishers) Ltd	Fire alarm and fire extinguisher service	211.00	42.20	253.20
x	10871	1850	Playground Facilities Ltd	Balance for repairs carried out at Straight Bit Rec Ground	3,872.60	774.52	4,647.12
	10872	2208020	Triumph Technologies Ltd	6 months email hosting, backup provision and help desk service; Microsoft	1,335.35	267.06	1,602.41
	10873	SM25990	Rialtas Business Solutions Ltd	Audio conferencing, Enterprise, Sharepoint - Aug 2022	126.00	25.20	151.20
	10874	4106	SparkX Ltd	Allotments Software Annual Licence	500.00	100.00	600.00
	10875	36096300722	Wren Davis Ltd	Emergency call out to lamp column hit by lorry	31.35	0.00	31.35
	10876	316607590050	SSE	Milk delivery - June and July	107.17	5.35	112.52
x	10877	9005493	Viking	Water supply - Front Common	52.85	10.57	63.42
				Office supplies			
	BACS						
	DD	V02013205818	EE	Warden's mobile - July	13.67	2.73	16.40
	DD	9003640563	Shell (Fuel Card Services)	Vehicle fuel - July	184.18	36.84	221.02
	DD	187445	Shorts Group Limited	Dog waste collection - July - FH	180.00	36.00	
	DD	187446	Shorts Group Limited	Dog waste collection - July - TG	390.00	78.00	
	DD	187447	Shorts Group Limited	Dog waste collection - July - LW	300.00	60.00	1,044.00
	DD		SSE	Footway lighting - July	71.94	8.05	79.99
					8,462.19	1,663.74	10,125.93

Income received since last committee meeting over £500.00

			Burials	1,024.18	0.00	1,024.18
			Burials and licence	1,722.00	0.00	1,722.00
			Little Buddies (June, July)	1,404.00	0.00	1,404.00
				4,150.18	0.00	4,150.18

Signed: *S D Jordan*Signed: *Katrina S A Wood*Date: *12-8-22*Date: *12/8/22*

The RFO confirms that all goods and services have been received and that the invoices are accurate.
We have compared the invoice against the direct debit and payflow payments as above, along with the relevant purchase order details against the cheques

Income received since last committee meeting over £500.00

Signed: San. P. J. J.

Signed: Robert M. A. Wood

Date: 18/7/2022

Date: 28/7/2022

The RFO confirms that all goods and services have been received and that the invoices are accurate. We have compared the invoice against the direct debit and payroll payments as above, along with the relevant purchase order details against the cheques

Pending expenditure transactions

26-Jul-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10853		Age Concern Flackwell Heath	New minibus for FH Day Centre	5,000.00	0.00	5,000.00
	10854		A.R.W Barron	Apr-Jun internet, items for laptop & MVAS, car parking	88.89	0.00	88.89
	10855	89869	Briants of Risborough Ltd	Jerry can and battery	194.55	38.91	233.46
	10856	2205043818	Buckinghamshire Council	Annual Play Inspections	194.00	38.80	232.80
	10857	110938	Hawes Plant Tool Hire Limited	Fence hire - Straight Bit Rec Ground - July	235.90	47.18	283.08
	10858		HMRC	Tax & NI - July	5,831.77	0.00	5,831.77
	10859		Information Commissioner	Annual Data Protection fee	40.00	0.00	40.00
	10860		Roger Wilks	Apr-Jun broadband	45.00	0.00	45.00
	10861	BK206480-1	SLCC Enterprises Ltd	Finance Summit (7 Sept) - Wendy Thompson	90.00	18.00	108.00
x	10862	1283553058	Trade UK (B&Q)	Taps x 3, padlock	35.00	7.00	
x	10862	1284156494	Trade UK (B&Q)	Wood filler for noticeboard	10.83	2.17	55.00
	10863		Lighthouse Loudwater	Grant	1,000.00	0.00	1,000.00
	10864	AE1686/2022	Active Enviropest	Routine rodent inspection - 1 July	40.00	0.00	40.00
	10865	1280049359	Trade UK (B&Q)	Orbital sander, sanding sheets, wood stain, etc	207.60	41.50	249.10
	BACS		Barclays Payflow	Salaries - July	15,752.24	0.00	15,752.24
DD	DD		Barclays	Bank charges May - Jun	42.25	0.00	
DD	DD		Barclays	Loyalty reward May - Jun	-6.85	0.00	35.40
DD	DD	KI-DDBA27F4-0007	E-ON Next	Electricity Council Offices Apr - Jun	461.66	23.08	484.74
DD	DD	9003482025	Shell (Fuel Card Services)	Vehicle fuel - June	193.81	38.76	232.57
DD	DD	185080	Shorts Group Limited	Dog waste collection - June - FH	225.00	45.00	
DD	DD	185081	Shorts Group Limited	Dog waste collection - June - LW	375.00	75.00	
DD	DD	185082	Shorts Group Limited	Dog waste collection - June - TG	487.50	97.50	1,305.00
DD	DD		SSE	Footway lighting - June	69.92	7.83	77.75
DD	DD	13038611	Unicom	Landline & broadband - July	111.35	22.27	133.62
					30,725.42	503.00	31,228.42

Income received since last committee meeting over £500.00

			HMRC	VAT Reclaim June	3,085.72	0.00	3,085.72
				Burials	2,026.00	0.00	2,026.00
					5,111.72	0.00	5,111.72

Signed: C. D. T. O. D. A. M.

Signed: S. A. R. F. A. B.

Date: 26-7-22

Date: 27/7/22

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payoff payments as above, along with the relevant purchase order details against the cheques

4-Jul-22

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	10840	1277115222	B&Q (Trade UK)	Safety Boots JK	40.00	0.00	40.00
	10841	437896	Clarity Copiers Ltd	Copy charges June	36.60	7.32	43.92
	10842	DH0009	4 Front Security Services Ltd	Staight Bit/GDL Patrol June	900.00	180.00	1,080.00
x	10843	6115635	The Security Network (Grange)	Alarm System upgrade	1,700.00	340.00	
x	10843	6115512	The Security Network (Grange)	Door entry system	650.00	130.00	
x	10843	6115513	The Security Network (Grange)	Maintenance charge	82.50	16.50	2,919.00
	10844	110378	Hawas Plant Tool Hire Ltd	Heras fencing Straight Bit	239.80	47.96	287.76
x	10845	6269	K & S Walker Ltd	12 yard skip - depot	345.00	69.00	414.00
x	10846	9529 C	NLJ Groundwork Contractors	Hammersley Lane Garden of Rest path	4,600.00	920.00	5,520.00
x	10847	17142	Penn Landscapes	Planter Altona Road	880.00	176.00	1,056.00
	10848		Petty Cash	Petty Cash	197.00	0.00	197.00
	10849	2207020	Triumph Technologies Ltd	TEAMS/365	58.20	11.64	69.84
x	10850	7147922	Viking	Photocopier paper A4 x 2 boxes/Water (grounds team)	67.77	13.55	81.32
	10851	77533431	Perrys	Transit repair - 2 x injectors	512.89	102.58	615.47
	10852		Loudwater Lighthouse	Grant <i>Katrina SA wood</i>	1,000.00	0.00	1,000.00
	DD	290011/2022	Grenke Leasing Ltd	Quarterly charge - photocopier	149.28	29.86	179.14
	DD	117912297	EE	Warden's mobile June	8.27	1.65	9.92
					11,467.31	2,046.06	13,513.37

Income received since last committee meeting over £500.00

			HMRC	VAT Reclaim May	2,285.03	0.00	2,285.03
			KY Green	Burial fees	618.00	0.00	618.00
			Hebborn Fairs	Totteridge Common Fair	1,096.67	219.33	1,316.00
			Arnold Funerals	Burial fees	618.00	0.00	618.00
					4,617.70	219.33	4,837.03

Signed: *Lesley* Signed: *Sarah*Date: *05/07/22* Date: *05/07/22*

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payoff payments as above, along with the relevant purchase order details against the cheques