

# Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth  
Hertfordshire CM21 9AN  
Tel: 01279 724537



MAYOR  
Cllr Greg Rattey

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TOWN CLERK  
Christopher Hunt

Cllrs Alder; E Buckmaster; R Buckmaster; Burmicz; Chester;  
Coysten; Furnace; Gray; Patel; Parsad; Rattey; and Royle

## MEETING OF THE TOWN COUNCIL

You are summoned to attend the meeting of the town council to be held at Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 25<sup>th</sup> October 2021** commencing at 19:30 to transact the business set out in the agenda below.

A handwritten signature in black ink, appearing to read 'Christopher Hunt'.

Town Clerk  
19<sup>th</sup> October 2021

## AGENDA

Welcome by the Town Mayor followed by Thought for the Day.

**21/91 APOLOGIES FOR ABSENCE**

[👏] To receive and approve any apologies for absence

**21/92 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Pecuniary Interest by Members

**21/93 PUBLIC FORUM**

To receive and respond to questions from members of the public on matters within the remit of the Town Council.

**21/94 MINUTES**

[📄] [👏] To approve as a correct record the minutes of the Meeting of the town council held on 27<sup>th</sup> September 2021 (M04) [Attached]

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

**21/95 PLANNING COMMITTEE**

[📄] To receive and note the minutes of the Planning Committee held on 27<sup>th</sup> September 2021 (P06) [Attached]

To receive and note the draft minutes of the Planning Committee held on 11<sup>th</sup> October 2021 (P07) [Attached]

- 21/96 AMENITIES COMMITTEE**  
To receive and note the draft minutes of the Amenities Committee held on 11<sup>th</sup> October 2021 (A02) *[Attached]*
- 21/97 COUNCILLOR SAFETY REPORT**  
To debate Councillor safety attached Clerks report refers
- 21/98 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
To receive mayor's appointments and communications
- 21/99 REPRESENTATIVES REPORTS**  
To receive representatives reports from:
- County Councillor
  - District Councillors
  - Hertfordshire Police
  - Other Representatives
- Cllr Royle
  - Cllr R Buckmaster
  - Cllr A Furnace
- 21/100 TOWN CLERK REPORT**  
To receive and note clerk's report for the month of October 2021.
- 21/101 TOWN PROJECT MANAGERS REPORT**  
To receive and note Town Project Managers report for the month of October 2021.
- 21/102 DEPOSIT & CONSULTATION DOCUMENTS**  
To note receipt of any Documents for Noting and Consultation
- 21/103 FINANCIAL REPORT**  
To note the current Financial Report
- 21/104 ACCOUNTS FOR PAYMENT**  
To note and approve accounts for payment.
- 21/105 ITEMS FOR FUTURE AGENDAS**  
To note any items for future agendas.

**Members of the Public and the Press are cordially invited to attend all meetings of the Council and its Committees.**

# SAWBRIDGEWORTH TOWN COUNCIL

## MEETING OF THE TOWN COUNCIL

### Minutes

of the Annual Meeting of Sawbridgeworth Town Council held at 19.30 in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 27th September 2021**.

#### Those present

Cllr Angela Alder  
Cllr Eric Buckmaster  
Cllr Ruth Buckmaster  
Cllr John Burmicz  
Cllr Craig Chester

Cllr Annelise Furnace  
Cllr Greg Rattey  
Cllr David Royle  
Cllr Nathan Parsad  
Cllr D Patel

#### In attendance:

Christopher Hunt – Town Clerk

Chris Carter Bishop's Stortford Independent  
2 members of the public

Welcome by the Town Mayor followed by a Prayer written and read by Cllr Alder

#### 21/75 APOLOGIES FOR ABSENCE

Cllr P Gray – Absent  
Cllr P Coysten – Illness

#### 21/76 DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of Pecuniary Interests.

#### 21/77 PUBLIC FORUM

There was a question raised in relation to the four-way traffic lights set up on London Road junction with West Road and Station Road and the impact on congestion. It was asked for the Town Council to make representations as to the previous Highways suggestion to place four way traffic lights at this junction.

Cllr E Buckmaster responded, the suggestion had been off the plans for the past three years and all discussions with the developer and Highways are that traffic light signals will not be an option. A consideration is to widen the footpath and reduce the carriageway to keep traffic flowing. If it was suggested signals were to be considered representations would be made.

#### 21/78 MINUTES

**Resolved:** To approve as a correct record the minutes of the Council Meeting held on 26<sup>th</sup> July 2021 (M03) [*prop Cllr A Alder; secd Cllr R Buckmaster*]

**Matters arising from these Minutes and not dealt with elsewhere on this Agenda.**

None raised

#### 21/79 PLANNING COMMITTEE

**Received and noted:** the minutes of the planning committee held on 26<sup>th</sup> July 2021 (P04)

**Received and noted:** the draft minutes of the planning committee held on 13<sup>th</sup> September 2021 (P05)

- 21/80 FINANCE AND POLICY COMMITTEE**  
**Received and noted:** the minutes of the Finance and Policy committee held on 13<sup>th</sup> September 2021 (F02)
- 21/81 ED & STAP COMMITTEE**  
**Received and noted:** the minutes of the ED and STAP committee held on 13th September 2021 (E02)
- 21/82 ECO AUDIT WORKING PARTY**  
**Received and noted:** the minutes of the Eco Audit working Party committee held on 7th September 2021
- 21/83 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
 To receive new Mayor's appointments and communications:
- Cllr G Rattey read from a letter received from Balmoral Castle thanking Joanne Sargent for arranging the book of condolence on the death of The Duke of Edinburgh.
- Cllr G Rattey updated on his recent work this consisted of racism and the BAME community, landlord meetings which has led to meeting almost all of them, traders with fantastic feedback and further meetings planned on the 1<sup>st</sup> November. He has opened a shop and a further two to follow and has an article published in the Flyer. Attendance was made at Bishops Stortford first Pride event with the Bishops Stortford Town Mayor. Presentations have been made to Fawbert and Barnard and Reedings School which he really enjoyed due to the questions from the children, and highlighted the Mayors Civic Service, thanking Father Simon which had an equality and Human Rights theme running throughout.
- 21/84 REPRESENTATIVES REPORTS**  
**Received and noted:** Representatives reports from:
- o County Councillor E Buckmaster added:  
 Having attended the Borough of Broxbourne whereby two new bridges were named after two people in the community who had completed lots of work during the Covid Pandemic. Salt had been ordered for the winter which the Clerk confirmed he had placed an order. Sheering Mill no entry public engagement has shown a majority are in favour of the restriction. Fairway double yellow lines have received objections which are moving towards a resolution. Work continues with WSP for the 20mph signage and the School Lane public engagement has returned allowing this to be progressed.  
 Cllr Buckmaster will be putting into his budget speed and volume surveys in the North and West side of the town to assess if speed reduction can be applied for.

- Questions to the County Councillor:
  - Cllr Alder – with regards to double yellow lines at Bullfields junction with Walnut Tree Crescent
  - Cllr E Buckmaster responded that this was being looked into but may have a detrimental effect for the wider community living nearby.
  - Cllr Royle asked if as a Council have considerations been made for the planting of trees for the Queens Jubilee
  - Cllr R Buckmaster responded that this was being planned as part of the Town Green Project
  - Cllr R Buckmaster added that County funds were available for the tree planting for the Queens Green Canopy
  
- County Councillor E Buckmaster additionally added
  - West Road traffic management was highlighted with poor signage, several visits including with the Police and incidents were clearly occurring regularly. This was reported County Network Management who did not renew the licence and a future meeting with agency's and the developer with safety in the forefront of all actions. Taylor Wimpy confirmed that a meeting with Cadence Traffic Management will happen this week.
  
- Questions to the County Councillor:
  - Cllr Royle asked if issues were continuing at School time
  - Cllr E Buckmaster responded that he wasn't aware of any but felt marshals were key to the situation.
  - Cllr Patel raised concerns at the number of extra vehicles the development would bring and the traffic flow.
  - Cllr E Buckmaster responded that exploring a 20 mph scheme and parked cars to reduce speed will help and encouraging walking to school are all areas that will need to be looked in to.
  
- County Councillor E Buckmaster additionally added
  - Gilston development river crossings applications will be in November and the villages in the new year due to Section 106 money discussions and the housing infrastructure grant for the river crossings. District members were in attendance at the meetings for the river crossings, Cllr E Buckmaster has also attended planning meetings for villages 1 to 6 and landscaping master planning for the whole site.
  
- Questions to the County Councillor:
  - Cllr Burmicz highlighted the need for infrastructure on new developments to be put into place first as he was concerned over the developments in the town.
  - Cllr Chester raised the need for being part of the consultation for the river crossing.
  - Cllr E Buckmaster stated he will be sitting on these meetings and can update members.
  - Cllr Furnace asked about 106 monies for the Sawb4
  - Cllr E Buckmaster stated that this had been signed but not sealed and is nearly there.
  - Cllr Furnace asked re fly tipping money from the PCC
  - Cllr E Buckmaster stated this was ideally for farmers with

- larger types of fly tipping.
  - Cllr Furnace raised the point of the Bridges in Broxbourne being named after living people and the process for street naming being different.
- District Councillor Cllr A Alder – no further information to report.
- District Councillor Cllr R Buckmaster – no further information to report.
  - Cllr R Buckmaster updated on the designs of the Gilston River Crossings.
  - May have disruption to the rubbish collections due to fuel shortages
  - Cllr E Buckmaster reassured members that there was a large supply of fuel available at an alternative location.
- District Councillor Cllr J Burmicz – no further information to report.
- Hertfordshire Police Report
  - The local policing priority had changed to reducing drug use and ASB at Vantorts Park. Partnership work with EHDC for residents about effective ways to report matters to the police at the right time allowing the promptest response. There are plans to relocate a couple of benches and to increase the number of bins around the table tennis facility to reduce littering.
  - Mini Police is due to start again after October half term, being run by PCSO's Amanda and Paul, at Spellbrook School initially.
  - Two PC's and four PCSOs will be attending the Christmas event on 27th November.
  - The AIM team (Support for Younger community) are doing some proactive work with Leventhorpe School and a few individuals in the town which we are hopeful will reduce some of the low level ASB we are seeing.
  - There is no increase in volume crime, in comparison to previous years no spike in ASB over the summer months.
  - Re the incident at Budgens, a full investigation is underway by Hertford LCU, the local team have had a busy day covering possible entrance and exit routes to the town, doing leaflet drops and extensive CCTV enquiries.
  - Several partnership meetings are planned, including ASB at Pishiobury Park and how to make the area less attractive for groups to congregate.
  - E-Scooter education signage which will be displayed at hotspots around the town in the coming weeks.
- Other Representatives –
  - Cllr D Royle:
    - Updates on footpaths work has begun footpath 26 from Springhall Lane to Pishiobury but delayed due to discussion with Natural England over proposed surfacing. Path 17 is completed, and work has started on paths 21, 22, 23.
  - Cllr R Buckmaster:
    - Remind members its apple day at the orchard this Saturday.

- Cllr Furnace:
  - Thank you for those attending
  - Canals and River trust have been met with and local tow paths that need repair highlighted

#### **21/85 TOWN CLERKS REPORT**

- Annual Governance and Accounting Review (AGAR), Year-end accounts return has been received and signed off and displayed on the website
- Electric Vehicle Points / ECO Issues, Cabling has been put in place and contractors ready to fit and waiting for instruction to complete by EHDC
- Town Green Working Party, work continues with Cllr R Buckmaster and the Towns Project Manager, a site meeting has been held and the project is gaining momentum.
- Training, FOI training and the CiLCA course started. All councillors reminded on the use of Council emails as personal emails and WhatsApp groups etc form part of any FOI request.
- Media, the first report for the Sawbridgeworth Flyer has been completed, 'Clerks Corner', to be published in the November issue and a regular spot has been agreed for project promotion that Councillors are working on. Local reporter Chris Carter has run an article on the appointment as Clerk.

#### **21/86 TOWN PROJECT MANAGERS REPORT**

- Application fees for trees at the cemetery are increasing
- The remembrance Sunday event will return to its normal structure as pre Covid restrictions
- Preparation for the Christmas Lights/Fayre 27<sup>th</sup> November date are now progressing, no exact light switch on, stage or grotto to avoid queues.
- Other projects; Eco audit, EV charging points and Town Green Working Party
- Questions, Cllr Royle asked if the market was taking place this year. The Town Clerk responded with the fact that planning for the markets return was underway.

#### **21/87 DEPOSIT & CONSULTATION DOCUMENTS**

There were no Documents for Noting and Consultation

#### **21/88 FINANCIAL REPORT**

*Noted:* The current Financial Report

#### **21/89 ACCOUNTS FOR PAYMENT**

*Noted and Approved:* Accounts for payment

#### **21/90 ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas

Meeting ended at 20.16 hrs

Prayer by Cllr Alder

## **PRAYER FOR COUNCIL MEETING**

Heavenly Father, we give thanks for this opportunity to serve our residents to the best of our ability and thank you for the many talents and skills each one of us has and which we bring to this Council meeting tonight.

Help us to be thoughtful and considered in any decisions we may make this evening and keep us ever mindful of the impact such decisions may have on the lives of residents in this our community of Sawbridgeworth.

May we be respectful of the views of all participating members in any issue under discussion either as listener or contributor and act accordingly.

We thank you Father for this time we will share together may it be productive of ideas and forward looking in our thinking. Amen.



# SAWBRIDGEWORTH TOWN COUNCIL

## PLANNING COMMITTEE

### Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 27 September 2021** at 8.25pm.

#### **Those present**

Cllr Angela Alder  
Cllr Dinesh Patel  
Cllr David Royle

Cllr Craig Chester  
Cllr Nathan Parsad

*(Ex-officio Cllr Rattey)*

In attendance:  
C Hunt – Town Clerk

#### **P 21/47 APOLOGIES FOR ABSENCE**

To receive any apologies for absence. None received. Cllr Gray was absent.

#### **P 21/48 PUBLIC FORUM**

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

#### **P 21/49 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Interest by Members. There were none.

#### **P 21/50 MINUTES**

**Resolved:** To approve as a correct record the minutes of the Meeting held on:

- 13 September 2021 (P05) *[prop Cllr Royle; secd Cllr Parsad]*

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda.

#### **P 21/51 NEIGHBOURING DEVELOPMENTS**

To report & receive updates on proposed neighbouring developments. Clerk read notification received from EHDC regarding the Land At Bishop's Stortford South (Whittington Way – St James' Park (Wrenbridge)) as follows:- "I write in response to your representations made in connection with the application for the above development. The application was withdrawn on the 16 September 2021. I would like to take this opportunity to thank you for taking the time and effort to make your views known to me". Clerk to write to Comm Comm UK to request that Sawbridgeworth Town Council be included in any further consultations. Clerk to contact Hatfield Heath and Hatfield Broad Oak to ask to be updated on any future developments.

**P 21/52 PLANNING APPLICATIONS RECEIVED FROM EHDC**

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

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**3/21/2244/FUL 17 Bell Street, CM21 9AR**

Change of use of existing detached garage with first floor bedsit room above to A1 use class to use as a shop with first floor staff amenity and storage space. Alterations to South elevation to remove the 2 garages doors and replace with a window and door.

**STC Comment:** No objection [prop Cllr Patel; secd Cllr Rattey]

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**3/21/2287/HH 26 East Park, CM21 9EX**

Two storey side and two storey rear extension. Single storey front and single storey side extension

**STC Comment:** No objection [prop Cllr Chester; secd Cllr Parsad]

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**3/12/2303/HH 13 Elmwood, CM21 9NL**

First floor rear extension and insertion of window to first floor flank elevation

**STC Comment:** No objection [prop Cllr Royle; secd Cllr Chester]

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**P 21/53 LATE PLANNING APPLICATIONS**

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 24 September 2021.

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**3/21/2324/HH &**

**3/21/2325/LBC The Old School House, 129 Sheering Mill Lane, CM21 9ND**

Demolition of garage and wall. Erection of a single storey rear extension and garden annexe with room over. Internal works to include partial removal of wall and blocking up of window

**STC Comment:** No objection [prop Cllr Patel; secd Cllr Parsad]

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**P 21/54 PLANNING DECISIONS MADE BY EHDC**

To receive Planning Decisions from EHDC.

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**3/21/1546/HH Orion, Spellbrook, CM23 4AX**

Erection of single storey rear extension, insertion of door to side and rear, insertion of windows to flank elevation and widening of window to rear, loft conversion, incorporating front and rear rooflight windows and replacement of entrance gates

**STC Comment:** No objection

**EHDC Decision:** Granted

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**P 21/55 PLANNING APPEALS**

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 8.40pm

# SAWBRIDGEWORTH TOWN COUNCIL

## PLANNING COMMITTEE

### Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 11 October 2021** at 7.30pm.

#### **Those present**

Cllr Angela Alder

Cllr Craig Chester

Cllr David Royle

*(Ex-officio Cllr Rattey)*

#### **In attendance:**

C Hunt – Town Clerk

J Sargent – Town Projects Manager

L Dale – Planning Officer

#### **P 21/56 APOLOGIES FOR ABSENCE**

To receive any apologies for absence. Apologies received from Cllrs Parsad & Patel. Cllr Gray was absent.

#### **P 21/57 PUBLIC FORUM**

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

#### **P 21/58 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Interest by Members. There were none.

#### **P 21/59 MINUTES**

**Resolved:** To approve as a correct record the minutes of the Meeting held on:

- 27 September 2021 (P06) [*prop Cllr Rattey; secd Cllr Royle*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda.

#### **P 21/60 NEIGHBOURING DEVELOPMENTS**

To report & receive updates on proposed neighbouring developments. Clerk contacted Comm Comm UK to request that Sawbridgeworth Town Council be included in any further consultations regarding Wrenbridge but has not yet received a response. Clerk to follow up.

#### **P 21/61 PLANNING APPLICATIONS RECEIVED FROM EHDC**

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

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**3/21/2342/FUL**

**Land at Colvins, Parsonage Lane, CM21 0ND**

Demolition of outbuildings and erection of 1,3 bedroomed dwelling, landscaping and associated works

**STC Comment:** No objection [*prop Cllr Chester; secd Cllr Rattey*]

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**3/21/2382/HH**                      **Margray, London Road, Spellbrook**  
Two storey side extension, part two, part single storey rear extension. Loft conversion including rear dormer window

**STC Comment:** Objection. Overdevelopment of site [*prop Cllr Chester; secd Cllr Royle*]

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**3/21/2417/HH**                      **76 White Post Field, CM21 0BY**  
Replacement of conservatory roof

**STC Comment:** No objection [*prop Cllr Royle; secd Cllr Rattey*]

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**P 21/62                      LATE PLANNING APPLICATIONS**

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 8 October 2021.

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**3/21/2469/HH**                      **26 Brook Lane, CM21 0EL**  
Entrance canopy to front elevation. Erection of garage to side elevation  
**STC Comment:** No objection [*prop Cllr Rattey; secd Cllr Chester*]

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**P 21/63                      PLANNING DECISIONS MADE BY EHDC**

To receive Planning Decisions from EHDC.

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**3/21/0872/FUL**                      **1 Rowney Wood, CM21 0HR**  
Demolition of garage/side extension. Construction of new 4 bedroom dwelling. Extensions to the existing dwelling to include a loft conversion with gable end and rear dormer, 2 skylights, single storey rear extension with 2 skylights, front porch and alterations to the fenestrations  
**STC Comment:** No comment  
**EHDC Decision:** Refused. "The proposed dwelling house would fail to promote local distinctiveness and would be out of keeping with the established pattern, character, density and grain of existing development. It would appear cramped on the site and unduly prominent in the street scene, it would also reduce the spacious character within this part of the locality and be harmful to the character and appearance of the surrounding area. The proposal would thereby be contrary to the aims and objectives of policy DES4 of the East Herts District Plan 2018" & "Insufficient information has been provided to demonstrate that the proposed development would minimise overheating in summer and reduce the need for heating in winter and demonstrate how carbon dioxide emissions will be minimised across the development site. The proposed development therefore fails to accord with Policies CC1 and CC2 of the East Herts District Plan 2018"

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**3/21/1642/HH**                      **28 Reedings Way, CM21 9DX**  
Single storey front/side and rear extension  
**STC Comment:** No objection  
**EHDC Decision:** Granted

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**3/21/1887/HH                      47 Cambridge Road, CM21 9JP**

Construction of 4 loft dormer windows, with a Juliet balcony on the front elevation, insertion of rooflight at the first floor level

**STC Comment:** No objection

**EHDC Decision:** Refused. "The proposed development, by reason of the dormer windows inappropriate size, scale and design, would add considerable bulk and mass to the site that would fail to appear subservient in scale and would fail to achieve a high standard of design to respond to the context of the site, or to reflect local distinctiveness. The development would therefore be harmful to the character and appearance of the site and the surrounding area contrary to Policies DES4 and HOU11 of the East Herts District Plan 2018 and the National Planning Policy Framework" and "The proposed development, by reason of its size, scale, siting and design, would have a detrimental effect upon the residential amenity of the occupants at Nos.45, 49 and 51 Cambridge Road. The development would result in the loss of privacy and direct overlooking into the rear garden areas of which those occupiers ought reasonably to enjoy. The proposal would thereby be contrary to Policy DES4 of the East Herts District Plan 2018 and the National Planning Policy Framework."

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**3/21/1908/HH                      High Trees, 8 Beech Drive, CM21 0AA**

Part two storey and part first floor rear extension with 3 rooflights with pitched roofs

**STC Comment:** No objection

**EHDC Decision:** Granted

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**P 21/64                      PLANNING APPEALS**

To receive notification from EHDC of Planning Appeals. Noted

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**Craycombe Parsonage Lane, Sawbridgeworth, Herts**  
**LPA Appeal Reference: 21/00041/REFUSE**

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Meeting Closed at 7.41pm



# SAWBRIDGEWORTH TOWN COUNCIL

## AMENITIES COMMITTEE

### Minutes

of the meeting of the Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:00 hrs on **Monday 11<sup>th</sup> October 2021**.

#### Those present

Cllr John Burmicz

Cllr Angela Alder

Cllr Craig Chester

Cllr Annelise Furnace

Cllr Greg Rattey

#### In attendance:

Christopher Hunt Town Clerk

J Sargent – Town Projects Manager

#### A21/25 APOLOGIES FOR ABSENCE

Cllr Coysten absent

Cllr Nathan Parsad apologies sent

#### A21/26 PUBLIC FORUM

There were no members of the public present and no questions were made on matters within the remit of the Amenities Committee.

#### A21/27 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

#### A21/28 MINUTES

**Resolved:** To approve as a correct record the minutes of the Committee Meeting held on **Monday 28 June 2021 (A01)**  
[prop Cllr Alder; secd Cllr Furnace]

**Action** - Appoint to vacancy, replace Cyril Lumley to reinstate service to 5.5 days per week.

Clerk updated that new drivers appointed and bus running on full schedule

There were no further matters arising from these Minutes and not dealt with elsewhere on this Agenda.

#### A21/29 ALLOTMENTS

**Received and noted** Allotments Officer Report

- Cllr Alder thanked allotments officer for the detailed report

#### A21/30 CEMETERY

Cemetery Officer Report was given verbally

- Memorial trees and plaques are increasing in price and the trees do incur a maintenance cost. Due to this, prices will be increased to £425 for a tree and small plaque and £450 for a tree with a larger plaque.
- Cllr Alder raised a question to the Spinney maintenance, £10,000 has been budgeted and contractor will commence work in the near future.

**A21/31 FOOTPATHS & OPEN SPACES**

- West Road play area slide and mound has been removed due to safety issues and vandalism. A new slide has been ordered and waiting on delivery, old slide in storage and can be sold or given to local group with suitable ground to place it on.

**ACTION** – email to be sent to local schools and groups to explore selling or donating old mound slide. **JS**

- West Road Park has flooded for the first time in over ten years and ground staff could not complete grass cutting. This has been raised with Cllr E Buckmaster and will be monitored as the Sawb 2 and Sawb 3 development build continues.

**A21/32 OPERATIONS**

To receive, note and discuss matters relating to Operations

- Sawbobus is waiting repairs to the larger bus as the step is currently not working and a motor has been ordered and waiting on delivery and fitting. The spare bus is in use and service has not been interrupted from this repair or the shortage of fuel from the recent shortages.

**A21/33 ECO-AUDIT WORKING PARTY**

***Received and noted*** – Eco Audit Report

- Cllr Furnace reports that Bob Reed has had six people contact him since the Eco webinar presentation and Councillors will support any further work going forward.
- Cllr Alder mentioned how good the West Road telephone box looks and this good work should be promoted and shared with other councils. The local paper has completed an article on the project and further photos will be circulated on social media.

Meeting ended at 20:40 hrs



# Sawbridgeworth Town Council



TOWN CLERK : Christopher Hunt Dip. CSMP®

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## TOWN CLERK'S REPORT FOR DEBATE: TOWN MEETING 25<sup>th</sup> October 2021

Following the brutal attack on Southend West MP David Amess, who was stabbed to death at a constituency meeting in Leigh-on-Sea, I felt it necessary to raise this as a point for debate.

It is unthinkable that in this democratic society that elected representatives serving their community should face threats or harm.

It is fundamental elected representatives and their staff feel as supported as possible in conducting their work without fear. Engaging and working safely is essential and we must work out what that looks like urgently.

I am liaising with the Police to ensure any local threats are flagged to us immediately, but we must also play a part in this. Any tensions you experience or are reported to you are reported back to the Police which can be completed through me, so a local and National picture can be created.

I am keen for Councillors to raise any concerns and discuss how any future engagement events can be arranged with personal safety in mind.

*Christopher Hunt* Dip. CSMP®  
Sawbridgeworth Town Clerk



## **County report for Oct 2021**

**New on-demand bus service launched in Hertfordshire** A new on-demand bus service, HertsLynx, is launching in Hertfordshire from 19 September, as part of Hertfordshire County Council's plans to improve transport in the county.

Residents in the east and north of Hertfordshire will be able to use a new app to order a bus pick up and drop off from virtual bus stops along routes where normal bus services are infrequent.

The HertsLynx service is designed to improve connections between rural villages and larger town centres, making it easier for people to get to work or school, go shopping, or travel to appointments, without needing to use a car or taxi.

HertsLynx can be used for travel anywhere in its operating zone, which is centred around Buntingford. There are no fixed routes on the service, instead passengers can be picked up and dropped off at a vast number of stops within this zone. Passengers can also travel to designated locations in the key hub town of Stevenage, Bishop's Stortford, Royston, Baldock, Hitchin and Letchworth.

### **New SaverCard Plus scheme offers 20-25 year olds half price bus travel**

New SaverCard Plus scheme offers 20-25 year olds half price bus travel:

Hertfordshire County Council is encouraging young people between the ages of 20-25 to apply for their brand new SaverCard Plus scheme, which will allow them easier access to employment, education, retail and leisure facilities across the county.

The new scheme launched on Monday 20 September and offers half-price bus travel on all Hertfordshire bus services for as little as £20 a year. This cost would be covered by purchasing just 14 single bus tickets\*. For a number of years, Hertfordshire County Council has been operating and funding a scheme that offers half-price bus travel to 11-19 year olds across Hertfordshire, any day of the week, anytime of the day, on single and return journeys. Whilst this scheme will continue, to build on its success the new SaverCard Plus scheme will run for the next 2-3 years, with a plan in place to secure further funding from the DfT's Bus Service Improvement Fund.

### **Hertfordshire unveils Blueprint to 'Build Back Better' after COVID-19**

**Cleaner, greener and healthier priorities** will be at the heart of a roadmap to lead the county out of the pandemic and make it fit for the future.

From helping pupils catch-up to enabling residents to be fit and healthy to supporting workers and businesses to get back on their feet, the Covid-19 recovery Strategy has something for everyone in Hertfordshire to 'build back better'.

**It is in-part under-pinned by a £9.7 million dedicated Covid-19 Recovery Fund** to help drive local recovery and an ambition to be innovative in making services the best they can be for residents.

**The Covid-19 Recovery Strategy brings together a series of projects designed to support health and wellbeing and economic recovery over the next two years** with the new funds being split across three key priority areas: Health and wellbeing, the environment and

sustainable growth. Some of these projects are already up and running, and have been embedded into team practice while others are new initiatives that use the Recovery Fund.

### **Highlights under each of the priorities include:**

**Health and wellbeing.** Adult Care Services projects receiving £3m, including money dedicated to fighting homelessness, alcohol, mental health and domestic abuse. £285,000 will support over 700 adults with disabilities in finding education, work and volunteering opportunities that has been more challenging through the pandemic.

**Carer projects,** as part of Adult Care Services, will be receiving £258,000 to counter the loneliness, digital exclusion and mental health effects heightened through the pandemic. Funding will enable the council to continue the carers' support package including the Carers' Hub meetings, telephone support offered by Carers in Herts, mentoring, wellbeing and training sessions.

**Expanding community protection** with £60,000, enabling an increase in Safe and Well visits, targeted at the most vulnerable and disadvantaged Hertfordshire residents. There has been an increase in vulnerability, social isolation and domestic abuse during the covid pandemic. The money allocated will enable more of these 'one stop shop' visits to people's homes, keeping them safer and signposting them to further support such as advice on fuel poverty, stopping smoking, weight loss and mental health.

**Supporting families in or at risk of falling into poverty** with joint programmes between Children Services, Public Health and Adult Care Services. One is the 'Good start in Life' project, receiving £228k over the next two years to develop services for vulnerable families who have become pregnant or have young children during the Covid-19 pandemic. This includes the New Parent Drop in project which will reduce isolation, develop local peer support and support early intervention of physical and mental health needs in families and support parents returning to work with monthly sessions being held in 38 venues across Hertfordshire.

**Helping residents stay active and maintain a healthy weight,** including a new pilot linking physical activity with good mental health. The Never Too Late campaign aims to increase physical activity for those aged 55 and over, and four-hour activity sessions for young people who receive free school meals. There will also be a pilot with the NHS to explore the role hot food takeaways play in obesity.

**Schools 'coming back stronger' and mental health support enabling** additional educational psychologists' and Speech and Language capacity to support children and young people and additional investment in counselling schemes to help address the mental health impact of Covid-19 on children and families. £1.2m will be dedicated to these projects.

**Addressing inequalities across the county** by offering advice on home adaptation, fuel tariffs and managing utilities. There will also be new food welfare initiatives, and work with partner organisations to increase finance/benefits advice to those leaving care of families with disabled children.

**The Environment** Cutting food waste disposal by raising awareness of the financial and environmental costs. Food waste disposal costs Hertfordshire's taxpayers around £7.1 million each year. The Hertfordshire Food Waste Initiative has been allocated £65,000 as part of a campaign to promote food waste prevention measures to residents.

**Restarting Environmental volunteering programmes** encouraging residents to get involved to make their county a better place to live and expanding the Hertfordshire Health Walks across

the county. It is anticipated this will include wood wardens, health walks and conservation volunteers.

**Sustainable Growth.** Supporting pupils and schools catch up after the pandemic are a number of initiatives, including £120,000 into a schools mentoring pilot and targeted work with children most at risk of exclusion.

**Focussing on residents' wellbeing when considering planning and delivery of growth projects.** The initiative involves working closely with the health sector to ensure new developments are places that enhance residents' lives.

**Most projects currently fall under the Health and Wellbeing priority,** reflecting both how the pandemic has disproportionately impacted needs in this area and the council's aims to address this first. **A recovery roadmap has been developed to structure this work,** setting out the priorities for recovery and rationale for areas of focus. It looks to respond to COVID-19, restore to our pre-pandemic environment and rethink how the council works to deliver services.

**The strategy also seeks to modernise operations within the council,** to enable staff to deliver a forward-thinking programme of recovery which best addresses residents' needs, and retains and nurtures talent. Proposals are due to be presented at Cabinet Panel on October 1. The final strategy is due to be presented to full council on October 19.

**Gritters on standby as winter approaches** From 1 October Hertfordshire County Council's fleet of 58 gritters are on standby, ready to spring into action and salt the county's roads when freezing weather approaches. Gritter crews and decision makers from our highways team will be ready around the clock to cover nearly half of Hertfordshire's entire road network – that's more than 1,500 miles (2,500km) – to keep roads open and communities connected.

**Hertfordshire County Council Archives** uses online technology to enable over 600,000 visitors to discover over 1,000 years of Hertfordshire history. Hertfordshire County Council Archives uses online technology to enable over 600,000 visitors to discover over 1,000 years of Hertfordshire history: Archivists and Repton Red Book

The County Archive contains a collection of historic documents and is a centre for learning and discovery for all generations. It has welcomed over 600,000 online and in person visitors in the past 12 months providing personal, community, social, wellbeing and economic benefits through learning, volunteering, creative projects, and partnerships. The physical and virtual doors are open, and everyone is invited.

Hertfordshire Archives & Local Studies (HALS) acts as the 'corporate memory' for Hertfordshire County Council and offers the opportunity to explore over 3 million records on over 7 miles of shelving with material dating from 1060 to the present day and a vast collection of preserved archives, historical documents and printed material. Visitors can see treasured artifacts including the earliest printed book dating from 1602, the smallest book measuring only 14 x 9 centimetres and the largest map covering 12 tables that could seat up to 24 people. There is a full events programme and services details of which can be found at Events at Hertfordshire Archives and Local Studies | Hertfordshire County Council

### **Fully funded Defibrillators in the Community**

A community group in each Division will be able to claim up to £1200 to purchase one defibrillator with support from their Councillor. The County Council has agreed with London Hearts, a charity that support communities with the provision of this form of equipment, that agencies in

Hertfordshire can access their reduced rate defibrillators. The types offered by London Hearts are easy and safe to use by anyone with little or no training.

Details regarding how community groups can complete their order and be reimbursed for the funding can be found in the updated guidance from their Councillor.

Invoice for payment must be submitted by Friday 25<sup>th</sup> February 2022 to guarantee reimbursement. Invoices submitted after Friday 25<sup>th</sup> February 2022 may be refused reimbursement.

### **The Government Household Support Fund (HSF)**

Hertfordshire County Council will use part of The Government Household Support Fund (HSF) grant to offer families who qualify for free school meal vouchers through the holidays in Hertfordshire this winter

Announced last week, this new grant will run from 06 October 2021 to 31 March 2022 and totals £6,172,064.84 for Hertfordshire. At least 50% of the total funding must be spent on families with children. In terms of type of support, the expectation is that the Household Support Fund should primarily be used to support households in the most need with food, energy and water bills. It can also be used to support households with essential costs related to those items and with wider essential costs.

Just as with the Covid-19 recovery funding, the county council is keen to get the money to support families, which appears in the budgets as a temporary fund, flowing to reach the people of Hertfordshire with the most acute need, right now. Previous schemes funding vouchers to ensure the free school meal provision is not lost during the holidays have been successful.

We can commit to Autumn and Christmas and will review for February based on the success and feedback from families.

Schools will send eligible families the voucher code directly by email, parents do not need to sign up. The email contains instructions on how to claim the voucher, parents are used to this system as it is the same as used over the most recent holiday periods.

the Government support grant is specifically allocated which allows us to work with a range of local partners to make sure Hertfordshire residents get support with things such as household essentials and utility bills, as well as the cost of food.

Supporting early years education, family centres, provision for SEND, school transport, social workers supporting families, domestic abuse support, child protection, adoption, fostering, young people in care, support for families living with disabilities, care for families experiencing emotional and mental health problems.

Since June 2021 the county council has provided:

- £240,000 to local food banks and food poverty organisation
- £550,000 to families using our early years and family intervention services
- allocated £464,850 into crisis support and targeted and specialist support for vulnerable families
- £1.3m spent on vouchers over the summer for eligible families.

**East Herts Council Grants.** The Council is looking for projects that strengthen the community involvement and lead to improved health and wellbeing of residents and recovery after Covid-19.

Earlier this year the council funded 17 organisations and wants to expand and diversify its portfolio of projects. Applications are welcomed from people of all backgrounds and particularly from organisations that support vulnerable people, people from black and ethnic minority communities and LGBTQ+ and these groups tend to be under-represented.

## Priorities this year are:

- Health for all
- Community issues, including engaging and consulting
- Arts and cultural activities that increase residents' wellbeing
- Environmentally sustainable and accessible community buildings and green spaces.

## New Winter Wellbeing Manifesto to stay healthy and safe this season launches

Hertfordshire County Council, the local NHS and district council partners, are sharing with residents how they can stay well and keep loved ones safe this winter.

Actions include ways to beat winter viruses, how to stop the spread of them and being prepared if you do get ill. The manifesto comes after vaccination update hits a new high of 84% of Hertfordshire residents aged 35 and over having had their second vaccine.

It is hoped, by following the simple steps and not letting their guard down in the winter months, Hertfordshire residents can do their bit to help prevent a rise in Covid-19 cases which leads to additional pressure on the NHS.

Top things you can do to protect your health and NHS services this winter, which work for colds and flu not just Covid, are:

1. Keep a well-stocked medicine cabinet at home and check the medicines are in date
2. Visit your pharmacist (chemist) for advice on medicines or when you are suffering from common ailments that don't need to be seen by a nurse or doctor, such as coughs and colds
3. Wash your hands thoroughly and regularly with soap and water, especially if you are ill.
4. Get your Covid-19 jab or booster jab when you are called
5. Get your flu jab if you're invited to have it. You might be offered both your Covid and flu jab together, that's fine
6. Get tested - take a rapid 'lateral flow' test twice a week – even if you don't have Covid-19 symptoms. Follow up with a PCR test if your result is positive. If you test positive you must self-isolate at home for 10 days.
7. Wear a face covering in crowded places still, where possible. This works for flu and colds not just covid
8. For colds and flu, rest, keep warm, drink plenty of fluids and take painkillers such as paracetamol and ibuprofen
9. For sickness and diarrhoea, rest and drink plenty of fluids
10. Stay away from others for 48 hours after you've had sickness and diarrhoea, particularly care homes and health settings.

Infection control over the coming months is critical to prevent tougher restrictions outlined in the Government's plan B for tackling Covid-19 which would only be enacted if the data suggests further measures are necessary to protect the NHS.

So far, **over 803,300 people in Hertfordshire** have had both their Covid-19 vaccines. HCC and partners are encouraging anyone who is eligible to take up the offer of a Covid-19 vaccination, as this is the best protection against serious illness. This includes getting a booster vaccination or taking up the offer of a third dose, where you have been invited to receive it.





## **East Herts District Councillor report for Town Council 25.10.21**

### **29.9.21 Member Champion relaunch meeting.**

This was an interesting meeting with the past Champions telling us what they had done in the district. We then looked at what we could do in the future for all the different groups and communities in the district. And asked o think about what we could offer to the residents and possibly volunteering to be a champion.

### **30.9.21 Parish Council Conference**

### **5.10.21 Harlow and Gilston briefing**

Update on the River Crossing application

### **6.10.21 DMC**

30/20/0502/OUT Outline planning application with all matters reserved except for access for demolition of existing buildings and redevelopment of vacant employment site with a mixed use development comprised of B1 (business) floor space and 20 dwellings, together with associated access, parking and landscaping.

This was a brown field site on a private road. There was a lot of discussion and approval around the use of a brown field site for development. The main concerns were about local wildlife and maintenance of the private road. We asked for extra conditions to be added to cover these concerns.

### **DMC Training on planning conditions**

Immediately after the DMC meeting a training session was held. This was run by Paul Courtine the Planning Legal Officer. It was a very informative session with a lot of member participation. We all learnt a lot and agreed it was one of the best training sessions we had attended.

20.10.21 Full Council to be held at County Hall Before the meeting a quiz has been arranged on Black History Month

21.10.21 Cultural Strategy Launch at Southern Maltings, Ware

27.10.21 O and S Pre meeting.

DMC Members briefing on Gilston Transport

I'm happy to take questions on the evening

Councillor Ruth Buckmaster  
East Herts Council



## **YOUNG PEOPLE AND SCHOOLS/FOOTPATHS AND OPEN SPACES CHAMPION'S REPORT FOR TOWN COUNCIL 25 OCTOBER 2021**

**1 YOUNG PEOPLE AND SCHOOLS:** I have been in touch with schools about School Council briefing and Town School Council meetings over the next two terms, which I hope the Mayor will be able to attend and have proposed tentative town school council dates. I also hope to attend eco council meetings. I have arranged a Zoom meeting in November to discuss a possible Sawbridgeworth edition of Claire Evans' *School Yellow Book* on wellbeing, originally developed in part with Leventhorpe. We hope schools will also support planned (Sustainable Sawbridgeworth/EHDC) COP26 events and Citizen Science projects arising from our biodiversity audit launched on 14 September.

### **2 FOOTPATHS, OPEN SPACES AND DOG FOULING**

**Tow path:** Cllr Furnace has reported on our site meeting on 24 September. We will monitor progress on the areas identified for remedial work.

**Pishiobury Park:** The grass has been cut and baled; sadly, I understand the bales cannot be reused as feed as they contain poisonous items like ragwort.

**Footpath repairs/recovery:** I'm told by the HCC Project Officer for Capital Works/Countryside and Rights of Way that a site visit is due to take place with Historic England to complete a 'heritage impact assessment' re Footpath 26 (Springhall Lane to Pishiobury), but we then have to wait for Historic England to give us the go ahead before any works can take place. Regarding Footpaths 21 (Pishiobury to Fair Green), 22 and 23, surfacing has been highlighted as the main issue across all these routes, however HCC says the 'bridges' (I think there is only one) will also need to be addressed on 21 and a kickboard running along a ditch also apparently needs replacing along 22. I will follow up.

Can I re-repeat my suggestion that we take over responsibility and budget for (repairs/maintenance) for the two benches at the top of Bell Street and the two benches at the exit to the Bell Street car park (one is ours anyway). This is matter of civic pride.

**Litter/dog fouling.** Issues remain. Corinne Lewis, who organises the Tidy Up Sawbridgeworth/Sustainable Sawbridgeworth litter-picks, is moving to Ware shortly and has persuaded Adam McKay to take over. That will be a good time to review our strategy and plan activities.

**David Royle 171021**



## **Syprc report for Town Council 25.10.21**

The meeting of 13.10.21 was rearranged to the 26<sup>th</sup> October due to ill health. Will report back at the next meeting.

Chair Ruth Buckmaster

### **RHSO**

We had a very successful Apple Day despite the weather! A lot of families and residents turned up to pick the fruit and we carried on till 3.00pm even though some of us were hoping to finish early.

About 70 crates of apples were picked which has given us over 700 bottles of juice.

We will now be holding juice stalls at various events plus it is on sale at Full of Beans health shop.

I would like to thank everyone who helped in any way to the success of the day.

Thank you.

Chair Ruth Buckmaster



## **Green champion report for Full Council meeting 25<sup>th</sup> September 2021 (as at 17<sup>th</sup> September 2021)**

### **Sustainable Sawbridgeworth – Bell Street stall – 16<sup>th</sup> September 2021**

- The residents' group held a successful stall on Saturday morning, helped by a few welcome umbrellas from Mackays!
- Leaflets were distributed (giving sustainability tips and details of a film showing) and several town councillors came by – thank you
- Garden Organic shared the stall to provide information on composting at home
- Sustainable Sawbridgeworth will be showing the film "Tomorrow" followed by a discussion at the Bullfields Centre on 6<sup>th</sup> November at 14.30
- A grant has been approved by East Herts District Council.

### **Citizen Science Group**

- Bob Reed is hoping to organise a first meeting of the group to look at lichens in the orchard area on Saturday 30 October
- Depending on take up and format, STC can provide a risk assessment and promote the meeting.

### **East Herts Environmental Forum – renewable energy – 22<sup>nd</sup> September 2021**

- I attended this online meeting along with other town councillors
- It included a fascinating presentation by John Ingleby, Secretary, Grand Union Community Energy, on community energy schemes.

*Cllr Annelise Furnace*





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# Sawbridgeworth Town Council

## Clerks Report

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To: All Members  
From: Christopher Hunt  
Subject: Briefing for 25<sup>th</sup> October 2021  
Date: 18 October 2021

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### **CCTV**

I have held a meeting with the contractor for the town's CCTV and looking to expand the current system as the Town grows. The placement of the camera to cover Bell Street and the Church will be fitted very soon.

### **CAB**

I have held meetings with Citizen's advice bureau who are looking to have meetings through appointments only to support people with IT to make appointments or partnership agency support. They feel the Chamber may offer the area required to complete this support work. Further discussion will follow to assess if the idea can be progressed.

### **DEVELOPMENTS**

Contact has been made with the neighbouring Essex Parish Councils re developments in their area that may impact on Sawbridgeworth. Hatfield Heath / Broad Oak and Great Hallingbury have formed a working party Unsustainable Sites Action Group (USAG) and will be a point of future contact for up-to-date news.

CommComm consultants for Wrenbridge have been emailed, 30/09/2021 and called with a message to update me 18/10/2021, awaiting a response.

### **TOWN GREEN**

11/10/2021 Email sent to EHDC regarding tree removal, awaiting a response

### **E.V. CHARGERS**

Contact has been received back from EHDC signed ready to progress.

07/11/2021 Email sent to EHDC regarding an update, awaiting a response

### **CILCA**

My training continues with meetings and briefings for the units to be completed.



To: All Members  
From: Joanne Sargent  
Subject: Town Project Manager Report  
Date: 19 October 2021

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**Town Vibrancy** – Next meeting with businesses is on 1<sup>st</sup> November with the Mayor, we have had an excellent response to this new form of communication and people feel supported and recognised.

**Cemetery** – Grass cutting has continued much later into the year because of the wet summer and warm autumn. Burials and interments are steady, memorial tree applications are increasing, cost of purchasing trees and cast iron memorial plaques have increased over the last year and therefore a price increase was discussed at Amenities Committee to cover increased overheads.

**West Road Play Area** – Old slide and mound have been removed in preparation for the new slide (no installation date has been agreed, slide is still on backorder). Rather than the embankment slide (i.e. the old slide) being sent to landfill it is in storage. We are looking to sell this on where the configuration of an embankment slide is more suited.

**Remembrance Day** – Sunday 14<sup>th</sup> November 2021 at 3pm

- Risk Assessment and road closure notification submitted.
- New relationship with RBL representative and STC officer established.
- First aid provision booked.
- Liaison with ATC Parade Marshal in progress.
- Liaison with Great St Marys (Father Simon) ongoing in preparation for service sheets and logistics.
- Police liaison in respect of public and participant safety ongoing.

**Christmas Fayre & Lights** – Saturday 27<sup>th</sup> November 2021

- Road closure notification request sent.
- First Aid provision booked.
- EHDC use of the car parks (event area) approved.
- Stallholder initial interest communication ongoing.
- Entertainment booked.
- Liaison with other groups in the town holding events in other venues – complete.
- Audio booked.
- Liaison with police and fire services ongoing.
- Christmas Lights installation – Main contractor will comment installation from mid-October onwards.

**Christmas Competition** out to schools – w/c 1<sup>st</sup> November 2021

Christmas Competition **Closes** – Friday 3<sup>rd</sup> December 2021

Christmas Competition **Awards Evening** with shops and businesses. Wednesday 15<sup>th</sup> December 2021- 5pm for 5.15pm

**Lights of Love** – Friday 10<sup>th</sup> December 2021 at 4.30pm – To be held at Sayesbury Manor and refreshments afterwards in the Town Council Chamber. Christmas tree donated by Oakridge Nursery with thanks. Liaison ongoing between project manager and R Friend of Isobel Hospice.

**Carols on Fair Green** - Christmas Eve on Fair Green. Rotary Club seeking help from a logistics viewpoint from project manager for the event to proceed. Communication ongoing. Event scheduled to take place as 2019.

***2021 / 2022 Dates for your diary:***

**Civic Dinner** – Saturday 30<sup>th</sup> April 2022, please add this date to your diaries. To take place at the Memorial Hall, The Forebury – 6.45pm for 7pm

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>100 Staff</u>						
4000						
4001						
4003						
4004						
4005						
4008						
4011						
4012						
4014						
4015						
4016						
4029 Salary Recharge						
4035 NIC	46,231	12,332	20,304	7,972		7,972
4040 Pension	43,819	14,136	25,099	10,963		10,963
Staff :- Indirect Expenditure	<u>194,115</u>	<u>62,052</u>	<u>179,683</u>	<u>117,631</u>	<u>0</u>	<u>117,631</u>
Net Expenditure	<u>(194,115)</u>	<u>(62,052)</u>	<u>(179,683)</u>	<u>(117,631)</u>		
<u>200 General Administration</u>						
1076 Precept	339,283	361,628	361,628	0		
1078 New Homes Bonus	8,863	0	0	0		
1090 Interest Received	82	25	750	725		
1999 Miscellaneous Income	1,404	135	0	(135)		
General Administration :- Income	<u>349,632</u>	<u>361,788</u>	<u>362,378</u>	<u>590</u>		
4045 Subcontracted Labour	490	366	0	(366)		(366)
4070 Subscriptions	2,619	1,572	1,500	(72)		(72)
4075 IT Support	9,689	4,665	6,000	1,335		1,335
4080 Training (Members)	30	240	1,000	760		760
4081 Travel Expenses	36	19	240	221		221
4082 Training (Staff)	281	150	1,600	1,450		1,450
4083 Clerks Expenses	79	0	250	250		250
4090 IT Development	0	0	1,000	1,000		1,000
4095 Photocopy Charges	1,068	616	1,500	884		884
4100 Telephone/Broadband	2,137	920	2,500	1,580		1,580
4105 Postage	681	354	900	546		546
4110 Stationery	1,138	358	750	392		392
4115 Insurance	0	0	6,100	6,100		6,100
4120 Bank Charges	195	80	600	520		520
4125 Repairs & Renewals	0	0	500	500		500

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4130 Staff Care	893	704	1,500	796		796
4135 Office Care	3,256	2,761	2,500	(261)		(261)
4140 Office Equipment	864	558	1,000	442		442
4180 Accountancy Services	110	0	1,500	1,500		1,500
4185 Audit	2,100	(1,000)	2,200	3,200		3,200
4190 Professional Fees	3,627	5,982	1,700	(4,282)		(4,282)
4195 Tourism	217	103	500	397		397
4200 Web-site	1,900	0	2,000	2,000		2,000
4201 Web-site development	0	0	1,000	1,000		1,000
4410 Heat & Light	28	0	0	0		0
4800 Fuel	42	0	0	0		0
4990 Contingency	5,249	5,025	2,500	(2,525)		(2,525)
4999 Miscellaneous Costs	2,564	361	0	(361)		(361)
General Administration :- Indirect Expenditure	39,293	23,835	40,840	17,005	0	17,005
Net Income over Expenditure	310,339	337,953	321,538	(16,415)		
<u>210 Democratic Services</u>						
1335 Civic Dinner Income	639	2,065	6,000	3,935		
Democratic Services :- Income	639	2,065	6,000	3,935		
4310 Election Expenses	0	0	2,500	2,500		2,500
4315 Mayor's Allowance	65	30	1,500	1,470		1,470
4330 Civic Events	0	714	2,500	1,786		1,786
4335 Civic Dinner Expenditure	1,800	3,500	5,000	1,500		1,500
Democratic Services :- Indirect Expenditure	1,865	4,244	11,500	7,256	0	7,256
Net Income over Expenditure	(1,226)	(2,179)	(5,500)	(3,321)		
<u>220 Grants</u>						
1375 Income	(56)	0	0	0		
Grants :- Income	(56)	0	0	0		
4350 Grants - SYPRC	0	0	1,000	1,000		1,000
4355 Grants - The Hailey Centre	0	0	1,000	1,000		1,000
4360 Grants - Twinning - Bry	1,000	0	0	0		0
4370 Grants - S137	0	0	75	75		75
4375 Grants - Citizens' Awards	0	0	500	500		500
4380 Grants - Other	3,000	270	2,500	2,230		2,230
Grants :- Indirect Expenditure	4,000	270	5,075	4,805	0	4,805
Net Income over Expenditure	(4,056)	(270)	(5,075)	(4,805)		

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>300 Civic Centre</b>						
1400 Rental Income	0	0	500	500		
Civic Centre :- Income	0	0	500	500		
4115 Insurance	1,723	12,421	0	(12,421)		(12,421)
4405 Rates	7,859	4,715	9,000	4,285		4,285
4410 Heat & Light	2,997	1,560	3,000	1,440		1,440
4415 Water	1,221	(117)	100	217		217
4420 Maintenance	4,136	2,184	2,000	(184)		(184)
4425 Fixtures & Fittings	530	0	1,000	1,000		1,000
4445 New Equipment	0	0	2,000	2,000		2,000
Civic Centre :- Indirect Expenditure	18,465	20,763	17,100	(3,663)	0	(3,663)
Net Income over Expenditure	(18,465)	(20,763)	(16,600)	4,163		
<b>310 Police Suite</b>						
1400 Rental Income	3,840	1,920	3,840	1,920		
Police Suite :- Income	3,840	1,920	3,840	1,920		
4420 Maintenance	0	0	250	250		250
Police Suite :- Indirect Expenditure	0	0	250	250	0	250
Net Income over Expenditure	3,840	1,920	3,590	1,670		
<b>320 Hailey Centre</b>						
4420 Maintenance	250	1,430	2,000	570		570
Hailey Centre :- Indirect Expenditure	250	1,430	2,000	570	0	570
Net Expenditure	(250)	(1,430)	(2,000)	(570)		
<b>330 Other Rented Accommodation</b>						
4400 Rent	3,115	1,630	3,020	1,390		1,390
4410 Heat & Light	601	0	0	0		0
Other Rented Accommodation :- Indirect Expenditure	3,716	1,630	3,020	1,390	0	1,390
Net Expenditure	(3,716)	(1,630)	(3,020)	(1,390)		
<b>400 Bullfield Allotments</b>						
1500 Allotment Rent Income	1,288	330	750	421		
1510 Allotment Water Income	128	33	200	168		
Bullfield Allotments :- Income	1,415	362	950	588		

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4415 Water	343	430	500	70		70
4420 Maintenance	2,423	447	1,500	1,053		1,053
Bullfield Allotments :- Indirect Expenditure	2,766	877	2,000	1,123	0	1,123
Net Income over Expenditure	(1,351)	(515)	(1,050)	(535)		
<u>410 Bellmead Allotments</u>						
1500 Allotment Rent Income	241	60	120	60		
1510 Allotment Water Income	58	5	30	25		
Bellmead Allotments :- Income	299	65	150	85		
4415 Water	72	51	50	(1)		(1)
4420 Maintenance	765	0	250	250		250
Bellmead Allotments :- Indirect Expenditure	837	51	300	249	0	249
Net Income over Expenditure	(538)	14	(150)	(164)		
<u>420 Vantorts Allotments</u>						
1500 Allotment Rent Income	270	43	125	83		
1510 Allotment Water Income	33	5	25	20		
Vantorts Allotments :- Income	303	48	150	103		
4415 Water	53	37	100	63		63
4420 Maintenance	659	550	750	200		200
Vantorts Allotments :- Indirect Expenditure	712	587	850	263	0	263
Net Income over Expenditure	(409)	(540)	(700)	(160)		
<u>430 Southbrook Allotments</u>						
1500 Allotment Rent Income	1,405	332	1,000	668		
1510 Allotment Water Income	180	43	175	133		
Southbrook Allotments :- Income	1,585	375	1,175	801		
4415 Water	168	172	250	78		78
4420 Maintenance	291	210	1,250	1,040		1,040
Southbrook Allotments :- Indirect Expenditure	459	382	1,500	1,118	0	1,118
Net Income over Expenditure	1,126	(7)	(325)	(318)		
<u>440 Cemetery</u>						
1550 Burial Fees	26,400	6,540	33,594	27,054		
1560 Memorial Fees	1,880	1,185	2,428	1,243		



## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1570 Grave Digging Income	1,990	600	2,000	1,400		
1580 Trees	6,000	1,875	6,694	4,819		
1581 Benches	4,025	120	4,666	4,546		
1582 Plaques	120	50	750	700		
<b>Cemetery :- Income</b>	<b>40,415</b>	<b>10,370</b>	<b>50,132</b>	<b>39,762</b>		
4029 Salary Recharge	17,292	6,786	12,398	5,612		5,612
4045 Subcontracted Labour	0	0	5,000	5,000		5,000
4415 Water	117	137	150	13		13
4420 Maintenance	1,486	2,925	5,000	2,075		2,075
4440 New Area	0	0	10,000	10,000		10,000
4441 Cemetery Development	1,602	0	0	0		0
4520 Skip Hire	3,540	1,680	3,000	1,320		1,320
4525 Grave Digging Costs	590	0	0	0		0
4530 Trees	676	419	1,000	581		581
4531 Benches	3,887	623	2,500	1,877		1,877
4532 Plaques	1,036	514	500	(14)		(14)
4675 Publicity	0	0	500	500		500
<b>Cemetery :- Indirect Expenditure</b>	<b>30,226</b>	<b>13,083</b>	<b>40,048</b>	<b>26,965</b>	<b>0</b>	<b>26,965</b>
<b>Net Income over Expenditure</b>	<b>10,189</b>	<b>(2,713)</b>	<b>10,084</b>	<b>12,797</b>		
<u>450 Playground</u>						
4420 Maintenance	7,372	6,982	5,000	(1,982)		(1,982)
4580 Playschemes	0	0	2,000	2,000		2,000
<b>Playground :- Indirect Expenditure</b>	<b>7,372</b>	<b>6,982</b>	<b>7,000</b>	<b>18</b>	<b>0</b>	<b>18</b>
<b>Net Expenditure</b>	<b>(7,372)</b>	<b>(6,982)</b>	<b>(7,000)</b>	<b>(18)</b>		
<u>460 Rivers Heritage Site &amp; Orchard</u>						
1700 RHSOG Income	0	50	0	(50)		
<b>Rivers Heritage Site &amp; Orchard :- Income</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>(50)</b>		
4700 RHSOG	1,075	160	2,500	2,340		2,340
<b>Rivers Heritage Site &amp; Orchard :- Indirect Expenditure</b>	<b>1,075</b>	<b>160</b>	<b>2,500</b>	<b>2,340</b>	<b>0</b>	<b>2,340</b>
<b>Net Income over Expenditure</b>	<b>(1,075)</b>	<b>(110)</b>	<b>(2,500)</b>	<b>(2,390)</b>		
<u>500 Groundsman</u>						
1100 Asset Disposal	7,413	0	0	0		
1603 Public Toilet Income	701	445	1,250	805		

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1610 Contract - Other	710	0	500	500		
Groundsman :- Income	8,824	445	1,750	1,305		
4029 Salary Recharge	9,116	4,561	12,398	7,837		7,837
4045 Subcontracted Labour	0	0	10,000	10,000		10,000
4600 Planters	50	1,672	1,000	(672)		(672)
4601 Bell St Conveniences	9,653	0	10,000	10,000		10,000
4605 Parish Paths	0	0	3,000	3,000		3,000
4615 Ranger's Mower	17,862	413	1,500	1,087		1,087
4620 Ranger's Tools	1,506	1,489	1,000	(489)		(489)
4625 Mower Costs	393	0	0	0		0
4630 CCTV	2,640	2,241	2,500	259		259
4635 CCTV Extension	0	0	2,500	2,500		2,500
Groundsman :- Indirect Expenditure	41,220	10,377	43,898	33,521	0	33,521
Net Income over Expenditure	(32,396)	(9,932)	(42,148)	(32,216)		
<u>600 Fun on the Field</u>						
1670 Event Income	0	0	1,000	1,000		
Fun on the Field :- Income	0	0	1,000	1,000		
4029 Salary Recharge	0	0	600	600		600
4045 Subcontracted Labour	0	0	300	300		300
4670 Event Costs	0	0	1,000	1,000		1,000
4675 Publicity	0	0	500	500		500
Fun on the Field :- Indirect Expenditure	0	0	2,400	2,400	0	2,400
Net Income over Expenditure	0	0	(1,400)	(1,400)		
<u>610 Events General</u>						
4670 Event Costs	93	157	1,000	843		843
4675 Publicity	0	0	500	500		500
Events General :- Indirect Expenditure	93	157	1,500	1,343	0	1,343
Net Expenditure	(93)	(157)	(1,500)	(1,343)		
<u>620 Christmas Festival</u>						
1670 Event Income	0	0	400	400		
Christmas Festival :- Income	0	0	400	400		
4029 Salary Recharge	0	0	1,000	1,000		1,000
4045 Subcontracted Labour	0	0	350	350		350

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4670 Event Costs	1,321	40	1,000	960		960
4675 Publicity	0	0	500	500		500
4685 Christmas Lights	14,816	0	15,000	15,000		15,000
4690 Competitions	242	0	600	600		600
Christmas Festival :- Indirect Expenditure	16,379	40	18,450	18,410	0	18,410
<b>Net Income over Expenditure</b>	<b>(16,379)</b>	<b>(40)</b>	<b>(18,050)</b>	<b>(18,010)</b>		
<b>630 Markets</b>						
1670 Event Income	0	0	7,500	7,500		
Markets :- Income	0	0	7,500	7,500		
4029 Salary Recharge	0	0	2,250	2,250		2,250
4675 Publicity	2,950	0	3,000	3,000		3,000
Markets :- Indirect Expenditure	2,950	0	5,250	5,250	0	5,250
<b>Net Income over Expenditure</b>	<b>(2,950)</b>	<b>0</b>	<b>2,250</b>	<b>2,250</b>		
<b>640 Projects</b>						
4700 RHSOG	400	0	0	0		0
4710 Hanging Baskets	0	0	2,000	2,000		2,000
4715 Planters Project	0	0	500	500		500
4720 Town Green	2,348	250	10,000	9,750		9,750
4725 Fair Green	0	250	1,200	950		950
4735 Remembrance Day	37	0	0	0		0
4740 War Memorial	920	0	0	0		0
Projects :- Indirect Expenditure	3,705	500	13,700	13,200	0	13,200
<b>Net Expenditure</b>	<b>(3,705)</b>	<b>(500)</b>	<b>(13,700)</b>	<b>(13,200)</b>		
<b>660 Town Selfie Walk</b>						
1670 Event Income	0	0	500	500		
Town Selfie Walk :- Income	0	0	500	500		
4029 Salary Recharge	0	0	500	500		500
4670 Event Costs	47	0	0	0		0
4675 Publicity	0	0	500	500		500
4681 Promotional Equipment	0	0	1,000	1,000		1,000
Town Selfie Walk :- Indirect Expenditure	47	0	2,000	2,000	0	2,000
<b>Net Income over Expenditure</b>	<b>(47)</b>	<b>0</b>	<b>(1,500)</b>	<b>(1,500)</b>		

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>700 Sawbobus</b>						
1150 Grants Received	31,232	0	14,525	14,525		
1151 STC Subsidy	0	0	15,000	15,000		
1800 Fares	194	95	250	155		
1820 Fuel Rebate	698	698	1,000	302		
1830 Sponsorship	1,667	667	2,000	1,333		
1850 Vehicle Hire Income	21,028	0	0	0		
<b>Sawbobus :- Income</b>	<b>54,819</b>	<b>1,460</b>	<b>32,775</b>	<b>31,315</b>		
4029 Salary Recharge	15,087	2,632	4,124	1,492		1,492
4045 Subcontracted Labour	3,397	3,362	7,280	3,918		3,918
4800 Fuel	1,202	1,112	5,000	3,888		3,888
4805 Vehicle Maintenance	2,413	2,184	2,500	316		316
4810 Vehicle Tax & Insurance	1,533	2,240	2,000	(240)		(240)
4816 Community Bus Reserve	0	0	10,000	10,000		10,000
<b>Sawbobus :- Indirect Expenditure</b>	<b>23,632</b>	<b>11,529</b>	<b>30,904</b>	<b>19,375</b>	<b>0</b>	<b>19,375</b>
<b>Net Income over Expenditure</b>	<b>31,187</b>	<b>(10,069)</b>	<b>1,871</b>	<b>11,940</b>		
<b>710 Lofty WK05</b>						
4800 Fuel	131	0	0	0		0
4805 Vehicle Maintenance	276	0	0	0		0
4810 Vehicle Tax & Insurance	325	0	0	0		0
<b>Lofty WK05 :- Indirect Expenditure</b>	<b>731</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(731)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>800 Heffer GL61</b>						
1850 Vehicle Hire Income	250	101	1,000	899		
<b>Heffer GL61 :- Income</b>	<b>250</b>	<b>101</b>	<b>1,000</b>	<b>899</b>		
4800 Fuel	20	361	600	239		239
4805 Vehicle Maintenance	973	2,563	1,000	(1,563)		(1,563)
4810 Vehicle Tax & Insurance	1,602	631	2,000	1,369		1,369
<b>Heffer GL61 :- Indirect Expenditure</b>	<b>2,595</b>	<b>3,555</b>	<b>3,600</b>	<b>45</b>	<b>0</b>	<b>45</b>
<b>Net Income over Expenditure</b>	<b>(2,345)</b>	<b>(3,454)</b>	<b>(2,600)</b>	<b>854</b>		
<b>810 Rangers Truck FT63</b>						
1850 Vehicle Hire Income	8,000	0	0	0		
<b>Rangers Truck FT63 :- Income</b>	<b>8,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		

## Detailed Income &amp; Expenditure by Budget Heading 01/09/2021

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4800 Fuel	29	661	500	(161)		(161)
4805 Vehicle Maintenance	88	1,714	1,000	(714)		(714)
4810 Vehicle Tax & Insurance	221	653	450	(203)		(203)
Rangers Truck FT63 :- Indirect Expenditure	338	3,028	1,950	(1,078)	0	(1,078)
Net Income over Expenditure	7,662	(3,028)	(1,950)	1,078		
<u>910 Town Action Plan</u>						
4910 Town Action Plan Costs	0	0	500	500		500
Town Action Plan :- Indirect Expenditure	0	0	500	500	0	500
Net Expenditure	0	0	(500)	(500)		
Grand Totals:- Income	469,965	379,048	470,200	91,152		
Expenditure	396,841	165,534	437,818	272,284	0	272,284
Net Income over Expenditure	73,124	213,514	32,382	(181,132)		
Movement to/(from) Gen Reserve	73,124	213,514				

Time: 14:11

## Bank Reconciliation up to 30/09/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
27/07/2021	2244	45.50		45.50		R ■	Petty Cash
01/09/2021	DIRECT	35.00		35.00		R ■	Stort Storage
02/09/2021	Direct		1.99	1.99		R ■	Receipt(s) Banked
02/09/2021	DD1	50.00		50.00		R ■	Francotyp-Postalia Limited
02/09/2021	Direct		240.00	240.00		R ■	Receipt(s) Banked
03/09/2021	DD2	1,690.22		1,690.22		R ■	Legal & General
03/09/2021	7016	200.00		200.00		R ■	Sawb Allotment Assoc
03/09/2021	7018	174.82		174.82		R ■	Adrian (Rob) Robinson
03/09/2021	7019	210.00		210.00		R ■	Nick Shenton
03/09/2021	7021	68.46		68.46		R ■	Cyril Lumley
06/09/2021	DD5	135.58		135.58		R ■	The Fuelcard Company
06/09/2021	7037	45.54		45.54		R ■	Stedall Vehicle Fitting Limite
07/09/2021	DD3	1,740.00		1,740.00		R ■	Oakridge Nursery
07/09/2021	dd4	30.00		30.00		R ■	SDH Window Cleaning
08/09/2021	DIRECT	35.00		35.00		R ■	Stort Storage
09/09/2021	500307		2,244.50	2,244.50		R ■	Receipt(s) Banked
09/09/2021	7035	69.60		69.60		R ■	Simon Lincoln
09/09/2021	500306		530.00	530.00		R ■	Receipt(s) Banked
13/09/2021	DD4	46.46		46.46		R ■	The Fuelcard Company
13/09/2021	DD6	161.71		161.71		R ■	Everflow Water
14/09/2021	Direct		32.50	32.50		R ■	Receipt(s) Banked
15/09/2021	7023					R ■	
15/09/2021	7024					R ■	
15/09/2021	7025					R ■	
15/09/2021	7026					R ■	
15/09/2021	7027					R ■	
15/09/2021	7028					R ■	
15/09/2021	7029					R ■	
15/09/2021	7030					R ■	
15/09/2021	7031					R ■	
15/09/2021	7032					R ■	
15/09/2021	DD7	50.40		50.40		R ■	Quartix Limited
15/09/2021	DD8	95.34		95.34		R ■	Workplace Drink Solutions Limi
15/09/2021	DIRECT	35.00		35.00		R ■	Stort Storage
15/09/2021	DD	57.60		57.60		R ■	Affinity One Security Solution
15/09/2021	DD1	786.00		786.00		R ■	East Herts District Council
15/09/2021	DD	79.20		79.20		R ■	Francotyp-Postalia Limited
15/09/2021	Direct		49.20	49.20		R ■	Receipt(s) Banked
15/09/2021	Direct		32.50	32.50		R ■	Receipt(s) Banked
15/09/2021	Direct		32.50	32.50		R ■	Receipt(s) Banked
16/09/2021	7010	2,365.18		2,365.18		R ■	HMRC
16/09/2021	7011	2,436.36		2,436.36		R ■	Herts County Council
16/09/2021	Direct		18.50	18.50		R ■	Receipt(s) Banked
17/09/2021	DD	50.00		50.00		R ■	Francotyp-Postalia Limited
17/09/2021	Direct		53.00	53.00		R ■	Receipt(s) Banked
17/09/2021	Direct		166.67	166.67		R ■	Receipt(s) Banked
20/09/2021	DD2	15.66		15.66		R ■	Lloyds Bank plc
20/09/2021	DD3	181.88		181.88		R ■	The Fuelcard Company

Time: 14:11

## Bank Reconciliation up to 30/09/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
20/09/2021	Direct		26.50	26.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/09/2021	Direct		37.00	37.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/09/2021	Direct		26.50	26.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/09/2021	Direct		32.50	32.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/09/2021	Direct		26.50	26.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2021	dd3	31.04		31.04		R <input checked="" type="checkbox"/>	British Gas
22/09/2021	Direct		26.50	26.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2021	Direct		32.50	32.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/09/2021	DIRECT	35.00		35.00		R <input checked="" type="checkbox"/>	Stort Storage
23/09/2021	DD1	1,438.67		1,438.67		R <input checked="" type="checkbox"/>	Shadowfax Technology Limited
23/09/2021	Direct		37.00	37.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/09/2021	Direct		65.00	65.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/09/2021	BCARD1	28.00		28.00		R <input checked="" type="checkbox"/>	All Company Tools
24/09/2021	BCARD2	11.99		11.99		R <input checked="" type="checkbox"/>	Shenzhen Hannuka Trading Co Lt
24/09/2021	BCARD3	250.56		250.56		R <input checked="" type="checkbox"/>	GR8 Tool & Equipment Hire
24/09/2021	BCARD4	248.40		248.40		R <input checked="" type="checkbox"/>	GR8 Tool & Equipment Hire
24/09/2021	BCARD5	53.95		53.95		R <input checked="" type="checkbox"/>	Dorringtons
24/09/2021	BCARD6	5.99		5.99		R <input checked="" type="checkbox"/>	IBA Crafts Pvt Ltd
24/09/2021	BCARD7	320.00		320.00		R <input checked="" type="checkbox"/>	Mint Cafe
24/09/2021	BCARD8	269.90		269.90		R <input checked="" type="checkbox"/>	Starworld Marketing Limited
24/09/2021	BCARD9	28.99		28.99		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/09/2021	BCARD10	15.99		15.99		R <input checked="" type="checkbox"/>	Guangzhou Yishang Maoyi Youxia
24/09/2021	BCARD11	100.00		100.00		R <input checked="" type="checkbox"/>	Shed Coffee House
24/09/2021	BCARD12	10.98		10.98		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/09/2021	BCARD13	100.00		100.00		R <input checked="" type="checkbox"/>	The Hand & Crown
27/09/2021	2245	195.48			195.48	<input type="checkbox"/>	Petty Cash
27/09/2021	7038	189.60		189.60		R <input checked="" type="checkbox"/>	Home & Office Fire Extinguisher
27/09/2021	7039	99.80		99.80		R <input checked="" type="checkbox"/>	HFE Signs Ltd
27/09/2021	7040	460.00		460.00		R <input checked="" type="checkbox"/>	G.J. Simmons Roofing Contracto
27/09/2021	7041	47.75		47.75		R <input checked="" type="checkbox"/>	Southern Electric
27/09/2021	7042	1,574.50		1,574.50		R <input checked="" type="checkbox"/>	David Allam
27/09/2021	7043	600.00		600.00		R <input checked="" type="checkbox"/>	Froom & Co Limited
27/09/2021	7044	57.32		57.32		R <input checked="" type="checkbox"/>	Ridgeons Ltd
27/09/2021	7045	600.00		600.00		R <input checked="" type="checkbox"/>	Tree Surgery Landscaping Contr
27/09/2021	7046	240.00		240.00		R <input checked="" type="checkbox"/>	Gary Woods Garden & Property M
27/09/2021	7047	564.45		564.45		R <input checked="" type="checkbox"/>	John Miles & Son Tyre & Exhaus
27/09/2021	7048	182.78		182.78		R <input checked="" type="checkbox"/>	Breeze Office Solutions
27/09/2021	7049	270.00		270.00		R <input checked="" type="checkbox"/>	Pear Technology Services Limit
27/09/2021	7050	59.55		59.55		R <input checked="" type="checkbox"/>	Rowland Ridgwell Ltd
27/09/2021	7051	30.00		30.00		R <input checked="" type="checkbox"/>	Hert Assoc of Parish & Town Co
27/09/2021	7052	97.50		97.50		R <input checked="" type="checkbox"/>	Alfa Tail Lifts Limited
27/09/2021	7053	1,692.00		1,692.00		R <input checked="" type="checkbox"/>	Lodge & Sons (Builders) Limite
27/09/2021	7054	224.94		224.94		R <input checked="" type="checkbox"/>	Create Identitiee Limited
27/09/2021	7055	78.00		78.00		R <input checked="" type="checkbox"/>	KGS SIGNS
27/09/2021	7056	1,200.00		1,200.00		R <input checked="" type="checkbox"/>	PKF Littlejohn LLP
27/09/2021	7057	185.00		185.00		R <input checked="" type="checkbox"/>	Ben Lane Services
27/09/2021	7058	300.00		300.00		R <input checked="" type="checkbox"/>	RCA Structural Engineering and
27/09/2021	7059	300.00		300.00		R <input checked="" type="checkbox"/>	Dale, Lisa

Time: 14:11

## Bank Reconciliation up to 30/09/2021 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
27/09/2021	7060	3,135.60		3,135.60		R <input type="checkbox"/>	Play Source Ltd
27/09/2021	DD	100.77		100.77		R <input type="checkbox"/>	The Fuelcard Company
27/09/2021	Direct		26.50	26.50		R <input type="checkbox"/>	Receipt(s) Banked
27/09/2021	Direct		45.00	45.00		R <input type="checkbox"/>	Receipt(s) Banked
27/09/2021	Direct		32.00	32.00		R <input type="checkbox"/>	Receipt(s) Banked
28/09/2021	DD	120.00		120.00		R <input type="checkbox"/>	A Errington Neilson
28/09/2021	DD	143.86		143.86		R <input type="checkbox"/>	British Gas
28/09/2021	7061	7,251.42		7,251.42		R <input type="checkbox"/>	Came & Company Local Council I
28/09/2021	Direct		32.50	32.50		R <input type="checkbox"/>	Receipt(s) Banked
28/09/2021	Direct		37.00	37.00		R <input type="checkbox"/>	Receipt(s) Banked
28/09/2021	Direct		180,814.00	180,814.00		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2021	DIRECT	35.00		35.00		R <input type="checkbox"/>	Stort Storage
29/09/2021	Direct		26.50	26.50		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2021	Direct		32.50	32.50		R <input type="checkbox"/>	Receipt(s) Banked
30/09/2021	DD	12.46		12.46		R <input type="checkbox"/>	British Gas
30/09/2021	DD	44.98		44.98		R <input type="checkbox"/>	Dulux Decorator Centre
30/09/2021	DD1	220.87		220.87		R <input type="checkbox"/>	Onecom Limited
30/09/2021	Direct		698.47	698.47		R <input type="checkbox"/>	Receipt(s) Banked
		<u>44,212.79</u>	<u>185,455.83</u>				