

## SAWBRIDGEWORTH TOWN COUNCIL

### MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 7.30 pm on **Monday 26 November 2018**.

#### Those present

|                           |                       |
|---------------------------|-----------------------|
| Cllr Sotirios Adamopoulos | Cllr Pat Coysten      |
| Cllr Angela Alder         | Cllr Annelise Furnace |
| Cllr Roger Beeching       | Cllr Heather Riches   |
| Cllr Eric Buckmaster      | Cllr David Royle      |
| Cllr Ruth Buckmaster      |                       |

#### In attendance:

|                                   |  |
|-----------------------------------|--|
| 2 members of the public           | CI Stuart Orton – Herts Police         |
| PC Shelly Marshall – Herts Police | PCSO Paul Weston - Herts Police        |
| R Bowran - Town Clerk             | Joanne Sargent – Town Projects Manager |

Welcome by the Town Mayor

A short address was given by Mrs Karin Keddy on the history of the Catholic Church in Sawbridgeworth. This was followed by a short prayer.

#### 18/99 APOLOGIES FOR ABSENCE

Apologies received from:

Cllr Hall – unwell.  
Cllr Burmicz – business commitment.  
Cllr Shaw - business commitment.

#### 18/100 DECLARATIONS OF PECUNIARY INTEREST

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

#### 18/101 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Town Council.

**Mrs Val Bright** commented on the dangerous corner by Wiggies leading to Fair Green and also the danger caused by the lack of a footpath near 24 Vantorts Road.

*Cllr E Buckmaster confirmed that the issues were in hand, that he had commissioned a survey report for the whole area and that it would be open to public consultation.*

**Mrs Hazel Mead** commented that FP27 at the junction with Forebury Avenue was covered in heavy mud.

*Cllr E Buckmaster agreed to progress this with Nicholas Maddex, Herts Highways footpaths manager.*

**Mrs Hazel Mead** asked what progress had been made with providing a commemorative seat to mark HM the Queen's 90<sup>th</sup> birthday.

*Clerk responded that this was not being progressed as the*

*council did not have a budget for a project such as this.*

**Mrs Hazel Mead** asked what progress had been made on the application for a Modification Order in relation to converting the Elmwood footpath to a Right of Way.

*Clerk responded that this was in hand and that progress would be given in his monthly report.*

**18/102 MINUTES**

**Resolved:** To approve as a correct record the minutes of the Meeting of the Town Council held on 29 October 2018 (M04)  
*[prop Cllr Royle; secd Cllr Coysten]*

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda. There were none.

**18/103 PLANNING COMMITTEE**

**Received and Noted:** The draft minutes of the Planning Committee Meeting held on:

- 12 November 2018 (P09)

**18/104 STAP AND ECONOMIC DEVELOPMENT COMMITTEE**

**Received and Noted:** The draft minutes of the STAP and Economic Development Committee Meeting held on:

- 12 November 2018 (S03)

**18/105 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive Mayor's appointments and communications.

Letter received from Mrs Diana Jones concerning the lack of response from Herts CC about the future of Sawbridgeworth Library.

*Cllr E Buckmaster said he was in a dialogue on the subject and that no decision had been made, that there were additional issues on for example re-siting of aerials at the fire station. Failure to proceed would mean the loss of Government funding. The alternative proposal from SMHT has not been ruled out but it might be that a Public Service Mutual be appropriate.*

*Cllr Furnace said that we must have some answers to pass on to the public.*

*Clerk was asked to write to Mrs Jones and to Herts CC.*

- o 10th November – attended wreath laying at airfield followed by attendance at the Memorial Hall for the wreath laying there.
- o 11th November – attended the Town Act of Remembrance at the War Memorial followed by the Service in church. After the Service members and public processed back to the Council where I outlined the work of the World War One group from day one of the Great War to its conclusion on 11th November 1918. Tea and cake was served by our council staff and a member of the Hailey staff to our visitors. I presented a book recording the work of the group to our M.P. Mark Prisk for him to place in the House of Commons library. The visitors from Bry-sur-Marne were most impressed by all the work Sawbridgeworth had done during the four year period and by all the commemorations during the weekend. I also presented a copy of the WWI group's book tracking the progress of hostilities during the four years of the war and recording what we did to commemorate some of the significant events during that time. I also wish to express my personal thanks and those of the community for the hard work and dedication to the project as

performed by our Projects Manager and to include our thanks to the local constabulary and Police Cadets for their contribution to the smooth running of all the commemorations held during the weekend events.

- o 16th November – attended Bishops' Stortford Police Station to present the Mini Police from Spellbrook School with their certificates and joined them in a tour of the police station.
- o 17th November - attended the Isabel Hospice Lights of Love ceremony at Bakers Walk and the dedication of the tree in memory of lost loved ones.
- o 22nd November – attended High Wych Primary School to present their silver award in connection with walking to school project.
- o 23rd November – attended the Mayor of B/S's Quiz night in aid of Age Concern Bishop's Stortford.
- o 24th November – the big Christmas Lights Switch on – another resounding success. A very big "thank you" to our Projects Manager, Jo Sargant, and her team for once again ensuring a smooth, enjoyable and fun event for all the family. And again to echo my earlier thanks to the local Police and Police Cadets – they were fantastic. Father Christmas was, as usual, kept very busy with lots of excited young people wanting to impart their Christmas list to him. Three hundred badges were ordered to give to the children and only seventeen were left. The entertainment on the stage was excellent and we are grateful for the contributions from Youth Create, Diverse Arts and, of course, the characters from the local pantomime Beauty and the Beast making their annual appearance to jolly things along.
- o 30th November – a reminder of the Town and Parish Network meeting at Ware organised by East Herts Council.

#### 18/106 REPRESENTATIVES AND CHAMPIONS REPORTS

To receive reports from:

- o County Cllr Eric Buckmaster gave congratulations for the Christmas Lights event and reported:
- o Plans for future of the fire service published A bold vision for the future of Hertfordshire Fire and Rescue Service has been published by the county council ahead of a public consultation. The draft Integrated Risk Management Plan (IRMP) sets out what resources the fire and rescue service needs, and where they need to be to comprehensively deal with risks across the county now and in the future.
- o The process for applying to primary, junior and middle schools in Hertfordshire opens. The easiest way to apply for a school place for September 2019 is to visit [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions) and complete the online application form. Online applications can be amended at any time up to the closing date and you can access your school offer before allocation letters are received and accept your school allocation online.
- o Family Centre Service. The Family Centre Service brings together our Children's Centres, Health Visiting and School Nursing Services to support children, young people and their families to thrive. Families will be able to access available services from any Hertfordshire Family Centre, allowing them to fit more sessions and services around busy family life.
- o Hertfordshire County Council has broadly welcomed the opportunities offered by an expanded Stansted but remains concerned about impacts on the ground, particularly about how passengers will get to and from the airport. On 14 November Uttlesford District Council's decided to permit the expansion of Stansted Airport to handle 43 million passengers a year.
- o A new strategy to prevent small and medium-sized businesses falling victim to cyber-crime has been launched by Hertfordshire's Police and Crime Commissioner and Hertfordshire County Council.

- National HIV testing week launches on Saturday 17 November and Hertfordshire County Council is encouraging anyone who thinks they may be at risk to get tested by ordering a self-test kit or visiting your local sexual health clinic.
- Lighting up times are set to increase and this will be by two hours under a new policy by Hertfordshire County Council. Cabinet, at its meeting on 22 October 2018, approved the proposal to reduce the hours of darkness from the existing regime of midnight to 6am to a new period from 1am to 5am and will be carried out in areas that have LED street lighting installed.
- Hertfordshire County Council were crowned winners of the Excellence in Walking category at the Modeshift awards 2018 for their Walk to Clean Air Day project, despite facing stiff competition from other local authorities. I am pleased to say that Mandeville School on behalf of the 5 local primary schools in Sawbridgeworth Travel Challenge won the best school category in the Eastern Region and will now go on to the national final.
- Sawbridgeworth bus stop relocation the Integrated Transport Projects team of Hertfordshire County Council (HCC) has been appointed to improve bus stop facilities on Cambridge Road, Sawbridgeworth. This scheme (ITP180023-1) will achieve this by relocating the existing bus stop. We will be engaging the nearby residents/businesses on Friday 30th November.
- Potential local highways schemes. As members know I have been responding to resident's concerns over speed and parking around town. Schemes are in the process of being designed and consultations will start in 2019. Potential schemes include:
  - One way system in Sheering Mill Lane from Fair Green end
  - Priority signs at both ends of Fair Green
  - Additional junction protection ( yellow lines) in Elmwood and Linwood junctions with Fairway
  - Yellow lines at entrance to cemetery at 3 mile pond, both sides of road.
  - A speed indicator device will be installed outside Spellbrook School (January or February)

Cllr Furnace highlighted the congestion on London Road over recent week caused by temporary traffic lights in London Roads and at the West Road junction.

*Cllr E Buckmaster agreed that this has thrown up the question of the viability of installing traffic lights at the West Road junction as part of the traffic management scheme for the development of SAWB2, SAWB3 and SAWB4.*

- District Cllr Angela Alder reported:
  - Attending a Combating Loneliness seminar at Herts CC, the Dementia Awareness Group and an update on the Harlow/Gilston question at EHDC.
- District Cllr Eric Buckmaster gave updates on:
  - The Old River Lane Project
  - The Arts centre project
  - Hertford Theatre expansion
  - Meeting with a framework advisor for Leisure Services.
- Hertfordshire Police
  - PC Shelly Marshall reported:
    - Crime remains low in the area. 2 burglaries, 6 thefts from motor vehicles
    - Held 3 surgeries about keeping safe for winter and OWL sign-ups.
    - Attended Remembrance Day, Christmas Lights event and Lights of Love.
    - Police cadets are a great asset and min-police are

- proving popular.
  - Working with Clarion housing on vulnerability
  - Pub Watch now working better and meeting quarterly
  - Accompanied the licensing officer on a number of pub checks on 24 November. Some issues were identified
  - Police priority is on thefts from motor vehicles
  - Visited all sports facilities in the town
  - Burglaries are up a bit so pushing video alarms, CCTV coverage etc.
- Cl Stuart Orton after thanking his local team addressed the council and said he had three key themes:
  - Police processes and information sharing – particularly on the subject of “county-lines”. The use of train lines/ false number plates and hire vehicles. The grooming of young males to deal in drugs leading to youth violence.
  - Public engagement – creation of problem solving panels made up from community groups in the five towns and rural wards.
  - Alignment of processes – to understand crime trends and to tackle issues.
- Other Representatives & Champions
  - Cllr Royle – Schools. All schools have now confirmed that they wish to have a school council/town council briefing meeting in the chamber in the Spring Term and two town school council meetings, one each in the Spring and Summer terms. The Mayor is attending a Mandeville Action Takers’ meeting on 4 December. I am joining the Fawbert and Barnard Street Detectives’ walk on 9 January at their invitation. I am continuing to pursue closer community links with Leventhorpe (they have copies of the new Great War books).
  - Cllr Royle – Footpaths. Still no update on Footpath 27 from the Church to Lower Sheering Road, which has long-standing drainage issues. TUS community litter pick held on 17 November (organised by Corinne Lewis) supported by Mint Café, Budgens and Adam Mackay; 20 volunteers, 20 bags of rubbish collected. Plan for joint pick with TUBS on 11 May next year in Spellbrook.
  - Cllr Royle – Sports Association Implications of the removal of SAWB5 from the District Plan were discussed at meeting on 30 October; mainly affects the Football Club. Leventhorpe all-weather pitch is expensive and designed for hockey (not intended for community use?). The SYPRC management committee will also be discussing how best to support them. Bowls Club needs support for improving disabled access. Problems faced by member clubs include an ageing membership (tennis), inability to pay therefore to attract/keep players (football, cricket), expensive and distant coaching (tennis); cricket club has started strategy meetings.
    - It was regretted that SAWB5 had been taken out of the District Plan. This has caused the proposal for a Performing Arts Centre to be abandoned. Pressure was needed from the Sports Association.
  - Cllr Royle – Town Twinning Six members responded to the Mayor of Bry’s invitation to join the centenary commemoration ceremonies in Bry sur Marne; we laid two wreaths and attended a peace mass and concerts with contributions from choirs, groups and orchestras from the UK, France and Germany. The Mayor of Moosburg was in attendance. I gave our counterparts a copy of the History Society Great War book for their

councils/local history societies.

- o Cllr Riches – Advised of parenting classes to be held at the Congregational church from January. Details will be made available.
- o Cllr Alder – STACC. Attended meeting on new terminal building facilities and also a meeting with the Luton Airport consultative committee to understand common ground.
- o Cllr R Buckmaster – SMHT. May fayre meeting attended by 35-40 people. CVS will not continue running the event which will now be taken over by a new committee under the direction of SMHT. Next meeting will be on 27 November.

**18/107 OFFICERS REPORTS**

**Received and Noted:** Reports from:

- Town Clerk.  
Town Clerk added that the external audit for 2017-18, due by 30 September, had now been received on 22 November. There was no qualification.  
Also that the draft budget would be addressed by the chair of F&P committee on 29 November.  
There were no questions.
- Town Projects Manager  
There were no questions.

**18/108 EAST HERTS DISTRICT PLAN**

To report on any developments following the adoption of the East Herts District Plan 2018. It was confirmed that scrutiny of any major applications made under the plan would be monitored in the Masterplanning process.

**Agreed:** That this topic should remain as a standing agenda item.

**18/109 MEMBERS TRAINING**

Carried forward from 29 October: To consider Members' training requirements for inclusion in the proposed budget for 2019/20

**Agreed:** To submit a proposed sum of £2,400 for inclusion in the draft budget.

**18/110 SAWBRIDGEWORTH YOUNG PEOPLES RECREATION CENTRE**

Carried forward from 29 October:

1. To consider rescinding the Resolution made on 21 May 2018 at M01:18/21 (concerning councillors appointed as members of the SYPRC management committee).
2. To confirm, following the AGM and management committee meeting of the SYPRC, the appointment of Gill Hawkins, Steve Day, Angela Alder, Ron Alder, Joanne Sargant, Gemma Felsted and Victoria Luck as Community Representatives to the management committee.
3. To confirm the new Rules of Management proposed by the SYPRC committee

**Resolved:** To defer consideration of these three items to '28 January 2019 after the next meeting of the SYPRC management committee

*[prop Cllr R Buckmaster; secd Cllr Riches]*

- 18/111 ANNUAL RISK ASSESSMENT**  
*Resolved:* To approve the Risk Assessment relating to the activities of the Town Council in the year 2017/18  
*[prop Cllr Riches; secd Cllr Beeching]*
- 18/112 DEPOSIT & CONSULTATION DOCUMENTS**  
To note receipt of any Documents for Noting and Consultation.  
There were none.
- 18/113 FINANCIAL REPORT**  
*Noted:* The current Financial Report.
- 18/114 ACCOUNTS FOR PAYMENT**  
*Noted and Approved:* Accounts for payment.
- 18/115 ITEMS FOR FUTURE AGENDAS**  
To consider any items for inclusion on future agendas.
- Sawbridgeworth Young People's Recreation Centre
    - a. Rules of Management
    - b. Appointment of community members
    - c. Rescinding the Resolution made on 21 May 2018

Meeting closed at 21:03

## Linked to Cashbook 1

Entered Month 8  
by user LD

| Supplier and Invoice Details                                    | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|---|--------------|------------|--------|------------|----------|-------------|---------|
| <b>ATC001</b> <b>309 (Sawbridgeworth) Sqn Air Trng Corps</b>    |              |            |        |            |          |             |         |
| <i>50 Plastic Chairs</i>  | 27/10/2018   | 271018     | 1      | 50.00      | 0.00     | 50.00       | 0.00    |
|   |              |            |        |            | 0.00     | 50.00       |         |
| Above paid on 26/11/2018 by Cheque 1873                         |              |            |        |            |          |             |         |
| <b>SWANN001</b> <b>R A Swann Ltd</b>                            |              |            |        |            |          |             |         |
| <i>Clear &amp; Mulch RHSO</i>                                   | 14/11/2018   | S004923    | 1      | 1,800.00   | 0.00     | 1,800.00    | 0.00    |
|   |              |            |        |            | 0.00     | 1,800.00    |         |
| Above paid on 26/11/2018 by Cheque 1874                         |              |            |        |            |          |             |         |
| <b>_C001</b> <b>Tree Surgery Landscaping Contractors</b>        |              |            |        |            |          |             |         |
| <i>Cut &amp; Flail Orchard Site</i>                             | 13/11/2018   | 131118     | 1      | 1,200.00   | 0.00     | 1,200.00    | 0.00    |
|   |              |            |        |            | 0.00     | 1,200.00    |         |
| Above paid on 26/11/2018 by Cheque 1875                         |              |            |        |            |          |             |         |
| <b>FROOM001</b> <b>Froom &amp; Co Limited</b>                   |              |            |        |            |          |             |         |
| <i>Skip Hire</i>  | 31/10/2018   | 35838      | 1      | 504.00     | 0.00     | 504.00      | 0.00    |
|   |              |            |        |            | 0.00     | 504.00      |         |
| Above paid on 26/11/2018 by Cheque 1876                         |              |            |        |            |          |             |         |
| <b>DMOVES001</b> <b>Moore &amp; Son Ltd t/as Direct Moves</b>   |              |            |        |            |          |             |         |
| <i>Tunnel Storage</i>   | 01/11/2018   | 12700      | 1      | 105.60     | 0.00     | 105.60      | 0.00    |
|   |              |            |        |            | 0.00     | 105.60      |         |
| Above paid on 26/11/2018 by Cheque 1877                         |              |            |        |            |          |             |         |
| <b>DESIGN001</b> <b>Design Chambers Limited</b>                 |              |            |        |            |          |             |         |
| <i>Switch-on Leaflets</i>                                       | 07/11/2018   | 1664       | 1      | 597.60     | 0.00     | 597.60      | 0.00    |
| <i>WW1 Book print</i>   | 07/11/2018   | 1662       | 1      | 1,417.20   | 0.00     | 1,417.20    | 0.00    |
|   |              |            |        |            | 0.00     | 2,014.80    |         |
| Above paid on 26/11/2018 by Cheque 1878                         |              |            |        |            |          |             |         |
| <b>WPS001</b> <b>W.P.S. Insurance Brkrs &amp; Rsk Srvcs Ltd</b> |              |            |        |            |          |             |         |
| <i>Insurance policy</i>   | 05/11/2018   | 34588672   | 1      | 5,626.64   | 0.00     | 5,626.64    | 0.00    |
|   |              |            |        |            | 0.00     | 5,626.64    |         |
| Above paid on 26/11/2018 by Cheque 1879                         |              |            |        |            |          |             |         |

## List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8  
by user LD

| Supplier and Invoice Details                                     | Invoice Date | Invoice No | Ledger | Amount Due | Discount | Amount Paid | Balance |
|--|--------------|------------|--------|------------|----------|-------------|---------|
| <b>HFE001 HFE Signs Ltd</b>                                      |              |            |        |            |          |             |         |
| Vinyl letters for banners  | 07/11/2018   | INV20931   | 1      | 24.00      | 0.00     | 24.00       | 0.00    |
| Correx signs   | 15/11/2018   | INV21107   | 1      | 118.60     | 0.00     | 118.60      | 0.00    |
|  |              |            |        |            | 0.00     | 142.60      |         |
| Above paid on 26/11/2018 by Cheque 1880                          |              |            |        |            |          |             |         |
| <b>MILES001 John Miles &amp; Son Tyre &amp; Exhaust Cntr Ltd</b> |              |            |        |            |          |             |         |
| Puncture Repair & Balance  | 01/10/2018   | JM603345   | 1      | 27.30      | 0.00     | 27.30       | 0.00    |
|  |              |            |        |            | 0.00     | 27.30       |         |
| Above paid on 26/11/2018 by Cheque 1881                          |              |            |        |            |          |             |         |
| <b>BRZ001 Breeze Office Solutions</b>                            |              |            |        |            |          |             |         |
| Paper, Im pchs, env, postlts                                     | 30/10/2018   | 104495     | 1      | 122.90     | 0.00     | 122.90      | 0.00    |
|  |              |            |        |            | 0.00     | 122.90      |         |
| Above paid on 26/11/2018 by Cheque 1882                          |              |            |        |            |          |             |         |
| <b>RBS001 Rialtas Business Solutions Limited</b>                 |              |            |        |            |          |             |         |
| Annual Support   | 13/11/2018   | SM19616    | 1      | 585.60     | 0.00     | 585.60      | 0.00    |
|  |              |            |        |            | 0.00     | 585.60      |         |
| Above paid on 26/11/2018 by Cheque 1883                          |              |            |        |            |          |             |         |
| <b>NIMB001 Nimbus Hosting Limited</b>                            |              |            |        |            |          |             |         |
| Onsite backups - annual charge                                   | 05/11/2018   | 116170     | 1      | 627.36     | 0.00     | 627.36      | 0.00    |
|  |              |            |        |            | 0.00     | 627.36      |         |
| Above paid on 26/11/2018 by Cheque 1884                          |              |            |        |            |          |             |         |
| <b>SSE001 Southern Electric</b>                                  |              |            |        |            |          |             |         |
| Unmetered spply tel box  | 02/11/2018   | 0116       | 1      | 1.76       | 0.00     | 1.76        | 0.00    |
|  |              |            |        |            | 0.00     | 1.76        |         |
| Above paid on 26/11/2018 by Cheque 1885                          |              |            |        |            |          |             |         |
| <b>WDBUILD001 W D Building</b>                                   |              |            |        |            |          |             |         |
| There but not there plinth                                       | 13/11/2018   | 41         | 1      | 320.00     | 0.00     | 320.00      | 0.00    |
|  |              |            |        |            | 0.00     | 320.00      |         |
| Above paid on 26/11/2018 by Cheque 1886                          |              |            |        |            |          |             |         |

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## List of Purchase Ledger Payments

| Linked to Cashbook 1                                     |              |             |        |            |          |             | Entered Month 8<br>by user LD |  |
|--|--------------|-------------|--------|------------|----------|-------------|-------------------------------|--|
| Supplier and Invoice Details                             | Invoice Date | Invoice No  | Ledger | Amount Due | Discount | Amount Paid | Balance                       |  |
| <b>WOODS001</b> Gary Woods Garden & Property Maintenance |              |             |        |            |          |             |                               |  |
| <i>Unblock drains</i>                                    | 13/11/2018   | STC5        | 1      | 85.00      | 0.00     | 85.00       | 0.00                          |  |
|  |              |             |        |            | 0.00     | 85.00       |                               |  |
| Above paid on 26/11/2018 by Cheque 1887                  |              |             |        |            |          |             |                               |  |
| <b>LHC001</b> L.H. Cook Plumbing & Heating Ltd           |              |             |        |            |          |             |                               |  |
| <i>Boiler service</i>                                    | 22/11/2018   | 79783       | 1      | 72.00      | 0.00     | 72.00       | 0.00                          |  |
|  |              |             |        |            | 0.00     | 72.00       |                               |  |
| Above paid on 26/11/2018 by Cheque 1888                  |              |             |        |            |          |             |                               |  |
| <b>ALE001</b> Dale, Lisa                                 |              |             |        |            |          |             |                               |  |
| <i>Office cleaning</i>                                   | 22/11/2018   | 261118      | 1      | 185.00     | 0.00     | 185.00      | 0.00                          |  |
|  |              |             |        |            | 0.00     | 185.00      |                               |  |
| Above paid on 26/11/2018 by Cheque 1889                  |              |             |        |            |          |             |                               |  |
| <b>PKF001</b> PKF Littlejohn LLP                         |              |             |        |            |          |             |                               |  |
| <i>Audit Fees</i>  | 22/11/2018   | SB201803481 | 1      | 1,200.00   | 0.00     | 1,200.00    | 0.00                          |  |
|  |              |             |        |            | 0.00     | 1,200.00    |                               |  |
| Above paid on 26/11/2018 by Cheque 1890                  |              |             |        |            |          |             |                               |  |
| <b>LODG001</b> Lodge & Sons (Builders) Limited           |              |             |        |            |          |             |                               |  |
| <i>Memorial Refurb</i>                                   | 16/11/2018   | 8968        | 1      | 12,998.64  | 0.00     | 12,998.64   | 0.00                          |  |
|  |              |             |        |            | 0.00     | 12,998.64   |                               |  |
| Above paid on 26/11/2018 by Cheque 1891                  |              |             |        |            |          |             |                               |  |
| <b>JONSMITH01</b> Jonathan Smith                         |              |             |        |            |          |             |                               |  |
| <i>Christmas Light Supply</i>                            | 22/11/2018   | JS003STC    | 1      | 1,275.00   | 0.00     | 1,275.00    | 0.00                          |  |
|  |              |             |        |            | 0.00     | 1,275.00    |                               |  |
| Above paid on 26/11/2018 by Cheque 1892                  |              |             |        |            |          |             |                               |  |
| <b>ALLM001</b> David Allam                               |              |             |        |            |          |             |                               |  |
| <i>Maintenance RO11 &amp; GL61</i>                       | 07/11/2018   | 4411        | 1      | 527.89     | 0.00     | 527.89      | 0.00                          |  |
| <i>Safety checks</i>                                     | 21/11/2018   | 4415        | 1      | 276.00     | 0.00     | 276.00      | 0.00                          |  |
|  |              |             |        |            | 0.00     | 803.89      |                               |  |
| Above paid on 26/11/2018 by Cheque 1893                  |              |             |        |            |          |             |                               |  |

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## List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 8  
by user LD

| Supplier and Invoice Details              | Invoice Date | Invoice No   | Ledger | Amount Due | Discount | Amount Paid | Balance          |  |
|---|--------------|--------------|--------|------------|----------|-------------|------------------|--|
| <b>RIDG001</b> <b>Ridgeons Ltd</b>        |              |              |        |            |          |             |                  |  |
| <i>Cble ties, barn paint, sealant</i>     | 30/10/2018   | 039/72549234 | 1      | 79.73      | 0.00     | 79.73       | 0.00             |  |
| <i>Bricks, concrete, sand</i>             | 05/11/2018   | 039/72569417 | 1      | 143.87     | 0.00     | 143.87      | 0.00             |  |
| <i>Tap repairs - SB Allotment</i>         | 08/11/2018   | 039/72583325 | 1      | 36.52      | 0.00     | 36.52       | 0.00             |  |
| <i>Bag of ballast</i>                     | 06/11/2018   | 039/72574113 | 1      | 7.58       | 0.00     | 7.58        | 0.00             |  |
| <i>Topsoil</i>                            | 12/11/2018   | 039/72594724 | 1      | 57.36      | 0.00     | 57.36       | 0.00             |  |
| <i>Sand &amp; Cement</i>                  | 13/11/2018   | 039/72599005 | 1      | 12.28      | 0.00     | 12.28       | 0.00             |  |
| <i>Work socks, filler &amp; headtorch</i> | 16/11/2018   | 039/72613023 | 1      | 44.82      | 0.00     | 44.82       | 0.00             |  |
| <i>Credit for Headtorch</i>               | 19/11/2018   | 039/50578637 | 1      | -19.27     | 0.00     | -19.27      | 0.00             |  |
| <i>Head torch</i>                         | 19/11/2018   | 039/72619598 | 1      | 7.20       | 0.00     | 7.20        | 0.00             |  |
| <i>Table ties and gloves</i>              | 22/11/2018   | 039/72637474 | 1      | 57.20      | 0.00     | 57.20       | 0.00             |  |
|   |              |              |        |            |          | <b>0.00</b> | <b>427.29</b>    |  |
| Above paid on 26/11/2018 by Cheque 1894   |              |              |        |            |          |             |                  |  |
| <b>Total Purchase Ledger Payments</b>     |              |              |        |            |          | <b>0.00</b> | <b>30,175.38</b> |  |

# Non-Purchase Ledger Cheques - November 2018

| Cheque No: | Payable to:           | Amount: | Reason:                               | A/C Code: |
|------------|-----------------------|---------|---------------------------------------|-----------|
| 1895       | Frank Gowen           | 34.96   | Saturday Bus Driving (17/11/18)       | 4045/700  |
| 1896       | Adrian (Rob) Robinson | 104.89  | Sat Srvce 03/11 & Holiday Cover 30/10 | 4045/700  |
| 1897       | RBL Poppy Appeal      | 67      | Wreaths - Remembrance Day             | 4735/640  |
| 1898       | CASH                  | 195.85  | Top up of petty cash                  | various   |

Total: 402.7

*Frank Atch*  
28th January 2019