# SPRINGFIELD PARISH COUNCIL
# MINUTES OF THE COUNCIL MEETING HELD ON 25th SEPTEMBER 2023 AT 7.00 p.m.
# SPRINGFIELD PARISH CENTRE CM1 6GX

PRESENT

Chairman: Cllr R. Carson
Vice Chairman: Cllr I. Fuller

Cllrs: E.Aluko, G.Brazendale, S.Byrne-Lagrue, B.Chadwick, A.Chong, N.Duley, D.Havell, R.Lee, J.Pioli, S. Sullivan

In attendance: Clerk to the Council
RFO & Deputy Clerk
1 Member of the public

36 CO-OPTION ONTO COUNCIL

Further to minute 32 of the council meeting held on 3rd July 2023, members were advised that Cllr Aluko had signed the relevant documents.

RESOLVED: Cllr Aluko was welcomed and the information was noted.

37 APOLOGIES FOR ABSENCE – were received and accepted from Essex County Councillor Mike MacKrory.

38 DECLARATIONS OF INTEREST AND DISPENSATIONS - Cllr S. Byrne-Lagrue and A. Chong declared an interest as members of Village Council of Chelmer.

39 CHAIRMAN'S ANNOUNCEMENTS

Chairman confirmed his attendance at the Library's 10th birthday party.

A letter had been received from MP Vicky Ford regarding Uplands Ranger Football Team.

Chairman asked for members to re look at their personal profiles on the website and advise the RFO/Deputy Clerk by the 9th October of their amended profile. A request for a photograph of the following members at the end of the meeting to be placed on Springfield Parish Councils website alongside their profile: Cllr Chadwick, Cllr Pioli and Cllr Dudley.

Chairman advised members that the resignation of the Clerk to the Council had been received and the Clerk to the Council would be retiring on 30th November 2023.

40 PUBLIC QUESTION TIME – one member of the public was in attendance regarding minute number 46.

41 MINUTES OF THE COUNCIL MEETING – held on 3rd July 2023

RESOLVED: that the minutes of the meeting held on 3rd July 2023 be approved and signed as a correct record.

42 MINUTES OF COMMITTEE MEETINGS HELD ON:

42.1 Planning & Environment Committee – 3rd July 2023
42.2 Premises Committee – 24th July 2023
42.3 Planning & Environment Committee – 29th August 2023
42.4 Premises Committee (budget) – 4th September 2023

43 PROMOTING THE COUNCIL

Further to minute 28 of the Council meeting held on 3rd July to receive feedback from Cllrs Byrne-Lagrue, Cllr Chadwick and Cllr Fuller about meetings in preparation to decide how best to promote the council.

**RESOLVED:** that Cllr Lee advised that promoting the items for the council and parish centre will be covered in the forthcoming Premises Committee meeting to be held on 27th November 2023. Further to the Premises meeting to be held the information would be referred to Cllr Byrne Lague and Cllr Fuller.

44 COMMUNITY GARDEN PROJECT APPOINTMENT OF NEW VOLUNTEER CO-ORDINATOR

Further to minute 35 a & b of the Full Council meeting held on 3rd July 2023, Cllr Dudley and Cllr Lee were asked to provide members with an update. Members were asked to nominate a member of the council as a new Volunteer Co-Ordinator.

**RESOLVED:** that

(a) Cllr Dudley was nominated as the new Volunteer Co-Ordinator;
(b) Clerk to the council to contact Chelmsford Volunteer Service to see if they can find volunteer Co-Ordinator;
(c) Cllr Dudley advised that Garden Project volunteer day would need to be on a Monday or Tuesday morning instead of Thursdays;
(d) item to be added to next Full Council agenda to update members.

45 APPOINTMENT OF CLLR ALUKO TO COMMITTEES

Members were asked to consider appointing Cllr Aluko to committees. There was a vacancy on Planning & Environment committee and Finance & Policy committee.

RESOLVED: that Cllr Aluko was nominated onto Finance and Policy committee.

46 CO-OPTION

Further to minute number 16 of the meeting held on 15th May 2023, members were asked to consider an application for co-option onto council.

RESOLVED: that

(a) when put to the vote it was unanimously agreed to Co-opt Kelly Hine onto the council;
(b) Clerk to the council will contact the candidate regarding completion of necessary paperwork.

47 PLANNING & ENVIRONMENT ITEMS

The Planning & Environment committee meeting that was due to take place on Monday 18th September 2023, was cancelled by the Chairman of the committee due to insufficient planning applications. Cllr Brazendale requested the Environment items be referred to Full Council.

RESOLVED: that the information was noted.

48 SPRINGFIELD PARISH SIGN

Springfield Parish sign was currently located on open space on the corner of Pollards Green / Chelmer Village Way. Further to the Community Governance Review the sign would require re-location. Members were asked to consider a suitable site to commence enquiries to its re-location.

RESOLVED: that

(a) Initial enquiries are to be made by Officers to Essex County Council Highways regarding the relocation of the sign in 2 or 3 potential locations within parish (Green open space opposite Sidmouth Road (near young trees) North side of Pump Lane, 50 yards further along in middle of roundabout with Pump Lane going in either direction)

(b) The item be added to next planning and Environment committee meeting to receive an update.

49 PLANNING & ENVIRONMENT COMMITTEE

The following items had been referred to Council following the cancellation of the Planning & Environment committee meeting that should have been held on 30th October.

49.1 **Budget Monitoring** 1st April 2023 – 8th September 2023

49.2 **Committee Budget**

Members considered the draft committee budget for 2023/24 financial year.

RESOLVED: that (a) The budget report attached as Appendix A be noted;

(b) an earmarked reserve is set for £1,000 for the removal of the village sign at the 1st April 2024;

(c) the committee budget for Planning and Environment be amended as follows expenditure code 6730 amended to £1,0000 with this amendment members agreed the draft budget of £16,895 as Appendix B

50 FOR INFORMATION

Members received information from Cllr Byrne Lagrue about adders being brought into residents homes in the Springfield Parish Council area. Reports had been made of animal deaths and emergency treatment for a human who had been bitten.

**RESOLVED:** that Cllr Byrne-Lagrue emailed the information to the Clerk to the Council who would report the mater to Chelmsford City Council.

*(Cllr Chong, Cllr Sullivan & Cllr Byrne- Lagrue left the meeting at 8.00 pm for the following item of business)*:

51 CORRESPONDENCE RECEIVED FROM VILLAGE COUNCIL OF CHELMER

Further to minute number 33 of the Full Council meeting held on 3rd July 2023, Springfield Representatives met on 25th September 2023 to discuss the Village Council of Chelmer's preliminary proposals following Community Governance Review and information would be sent to Village Council of Chelmer in due course.

RESOLVED: members noted that an interim meeting had taken place and that correspondence would be sent to Village Council of Chelmer.

Cllr Chong, Cllr Sullivan & Cllr Byrne- Lagrue returned to the meeting at 8.04 p.m.

52 SUPPLIER PAYMENT LIST

1st June 2023 – 31st August 2023

**RESOLVED:** that
(a) Members suggested that price comparisons should be made between suppliers when goods are ordered as it was not always the case that online suppliers were the cheapest;
(b) that the payment list attached at Appendix C be approved and adopted.

53 SPRINGFIELD PARISH COUNCILLOR EMAIL ADDRESSES

Clerk to the Council provided a verbal update to members at the meeting reminding members that they needed to monitor their individual email accounts.

RESOLVED: that the information was noted.

54 ANY OTHER BUSINESS

The item was placed on the agenda at the request of the Chairman. The Clerk made members aware of the ruling about placing 'Any Other Business' on agendas' and the fact that this did not comply with openness and transparency, neither was it possible to incur any expenditure under this item.

The views stated in the Local Council Administration publication states *"The author's view is that an agenda should not include Any Other Business to avoid the possibility of decisions being taken unlawfully"*.

**RESOLVED:** that it was agreed by members any information not placed as an agenda item should not be discussed, any items for information could be made under the Chairman's announcements.

Meeting closed at 8.23 p.m.

Cllr R. Carson
Chairman

Signed.............................................  Date ..........................................

1st April 2023 – 8th September 2023

Appendix A

# Budget Headings View

Showing only Environment and Leisure Committee

| Exp | Heading no | Committee | Description | 2023/24 | 2024/25 | 2025/26 | Actual Net | Last year's gross | Actual Gross |
|---|---|---|---|---|---|---|---|---|---|
| ☑ | 6500 | Envir | **Licences** | £25.00 | £0.00 | £0.00 | £25.00 | £0.00 | £25.00 |
| ☑ | 6505 | Envir | **Bus Shelters** | £9,000.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6520 | Envir | **Seats** | £460.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6540 | Envir | **Trees & Hedgerow** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6541 | Envir | **Litter Bins & Dog Bins** | £700.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6542 | Envir | **Chelmsford City Council dog bin** | £300.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6720 | Envir | **Noticeboards** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6730 | Envir | **Village Sign** | £1,000.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6740 | Envir | **Playschemes & Areas** | £3,300.00 | £0.00 | £0.00 | £3,180.00 | £0.00 | £3,300.00 |
| ☑ | 6750 | Envir | **Newsletter** | £100.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6760 | Envir | **E&L Contingency** | £300.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☑ | 6702 | Envir | **Replace Baketball Surface** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| ☐ | 1110 | Envir | **Miscellaneous E&L** | £0.00 | £0.00 | £0.00 | £18.00 | | £18.00 |
| | | | Income Total | £0.00 | £0.00 | £0.00 | | £0.00 | |
| | | | Expenditure Total | £15,185.00 | £0.00 | £0.00 | | £0.00 | |

Appendix B

| PLANNING & ENVIRONMENT 2024/25 BUDGET | | | | | |
|---|---|---|---|---|---|
| Exp Code | Item | Current 2023/2 | 01/04/23 - 08/09/24 Actual Spend | 2024/25 | 2025/2026 |
| | | | | | |
| 6500 | Licences | £25.00 | £25.00 | £25.00 | £25.00 |
| 6505 | Bus Shelters | £9,000.00 | £0.00 | £9,000.00 | £9,000.00 |
| 6520 | Seats | £460.00 | £0.00 | £470.00 | £480.00 |
| 6541 | Litter Bins & Dog Bins (Purchase) | £700.00 | £0.00 | £800.00 | £900.00 |
| 6542 | Chelmsford City Council dog bin charges | £300.00 | £0.00 | £400.00 | £500.00 |
| 6720 | Noticeboards | £0.00 | £0.00 | £1,400.00 | £0 |
| 6730 | Village Sign (moving of sign to parish) | £1,000.00 | £0.00 | £1,100.00 | £1,100.00 |
| 6740 | Playschemes & Areas | £3,300.00 | £3,180.00 | £3,400.00 | £3,500.00 |
| 6750 | Newsletter | £100.00 | £0.00 | £100.00 | £100.00 |
| 6760 | E&L Contingency | £300.00 | £0.00 | £300.00 | £300.00 |
| | **Total Budget** | **£15,185.00** | **£3,205.00** | **£16,995.00** | **£15,905.00** |
| | **PRECEPT REQUIREMENT** | | | **£16,995.00** | **£15,905.00** |

(Appendix C)

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| | 01/06/23 | 404 | | £1,040.40 | £0.00 | £1,040.40 | FPCBC | Business Rates | 5570 |
| | 01/06/23 | 405 | | £173.40 | £0.00 | £173.40 | FPCBC | Business Rates | 5145 |
| | 01/06/23 | 406 | | £433.50 | £0.00 | £433.50 | FPCBC | Business Rates | 5590 |
| | 01/06/23 | 407 | | £86.70 | £0.00 | £86.70 | FPCBC | Business Rates | 5013 |
| | 01/06/23 | 413 | | £286.65 | £47.77 | £238.88 | Peninsula | Provision of service in accordance with agreement 539646 | 5307 |
| | 01/06/23 | 414 | | £12.57 | £0.00 | £12.57 | Peninsula | Insurance (subject to Insurance Premium Tax (IPT) | 5307 |
| | 01/06/23 | 415 | | £1.51 | £0.00 | £1.51 | Peninsula | IPT Value | 5307 |
| | 01/06/23 | 418 | | £189.87 | £31.65 | £158.22 | STREETSO | Cone Chain Barrier Kir & Custom Cone Sleeve | 5720 |
| | 01/06/23 | 426 | | £12.99 | £2.17 | £10.82 | AMAZONCO | Roller blind spares with mtal bracket & bead chain Fittings | 5832 |
| | 01/06/23 | 468 | | £57.84 | £9.64 | £48.20 | AMAZONCO | Toner Cartridges | 5720 |
| | 04/06/23 | 425 | | £4.25 | £0.71 | £3.54 | AMAZONCO | 20 pack Replacement Vertical Roman Blind Connector Clips | 5832 |
| | 05/06/23 | 400 | | £42.09 | £2.00 | £40.09 | UNITEDGA | Handyman Unit Electric Charges | 5510 |
| | 05/06/23 | 401 | | £725.76 | £120.96 | £604.80 | UNITEDGA | Electricity Charges paid via dd | 5510 |
| | 05/06/23 | 402 | | £111.65 | £18.61 | £93.04 | UNITEDGA | Electricity Charges paid via dd | 5171 |
| | 05/06/23 | 403 | | £279.14 | £46.52 | £232.62 | UNITEDGA | Electricity Charges paid via dd | 5590 |
| | 06/06/23 | 397 | | £9.00 | £0.00 | £9.00 | OFFICE 365 | Monthly Subscription Charges | 5230 |
| | 06/06/23 | 398 | | £154.00 | £0.00 | £154.00 | OFFICE 365 | Online Services Subscription | 5230 |
| | 06/06/23 | 409 | | £407.74 | £67.95 | £339.79 | SSE | Gas | 5530 |
| | 06/06/23 | 410 | | £156.83 | £26.14 | £130.69 | SSE | Gas | 5590 |
| | 06/06/23 | 411 | | £62.74 | £10.46 | £52.28 | SSE | Gas | 5161 |
| | 06/06/23 | 464 | | £46.80 | £7.80 | £39.00 | GDGUK | Cleaning Supplies | 5710 |
| | 06/06/23 | 466 | | £46.80 | £7.80 | £39.00 | GDGUK | Cleaning Supplies | 5710 |
| | 07/06/23 | 416 | | £153.82 | £25.64 | £128.18 | STURGE | Paid by C/C S/Steel Ballchain | 5832 |
| | 07/06/23 | 467 | | £2,694.38 | £449.06 | £2,245.32 | ADECCO | Placement of Sorrel Smith engaged as Finance Assitsant | 5760 |
| | 08/06/23 | 408 | | £19.55 | £0.00 | £19.55 | Martin McColl Newsagents | Essex Chronicle paid by c/c | 5501 |

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| | 09/06/23 | 465 | | £161.05 | £26.84 | £134.21 | GDGUK | Cleaning Supplies | 5710 |
| | 13/06/23 | 461 | | £155.20 | £0.00 | £155.20 | EPSTEIN | NDORS Tuesday 13th June 2023 | 5602 |
| | 14/06/23 | 463 | | £128.70 | £21.45 | £107.25 | VIKING | RM500 PAP WE HP80G quantity 25 | 5720 |
| | 21/06/23 | 525 | | £35,029.00 | £0.00 | £35,029.00 | GARDENCC | Transfer of EMR To garden community council | 6112 |
| BACS TRADE UK | 03/07/23 | 362 | | £9.00 | £1.50 | £7.50 | TRADEUK | No details supplied | 5022 |
| BACS H&SAO | 03/07/23 | 562 | | £79.80 | £0.00 | £79.80 | H&SAO | Online Subscription | 5641 |
| BACS EXCELPLU | 03/07/23 | 563 | | £165.00 | £0.00 | £165.00 | EXCELPLU | New Connection dishwasher | 5832 |
| BACS SPCGRENK | 03/07/23 | 564 | | £587.52 | £97.92 | £489.60 | SPCGRENK | Coffe Machine Hirejul-sep | 5831 |
| BACS GDG UK | 03/07/23 | 565 | | £206.56 | £34.43 | £172.13 | GDGUK | Cleaning Supplies | 5710 |
| | | 665/1 | | £286.65 | £47.77 | £238.88 | Peninsula | Provision of employment services D/D | 5307 |
| | | 665/2 | | £12.57 | £0.00 | £12.57 | Peninsula | Insurance (IPT) Direct Debit | 5307 |
| | | 665/3 | | £1.51 | £0.00 | £1.51 | Peninsula | IPT Value D/D | 5307 |
| D/Dpeninsula | 04/07/23 | 665 | | £300.73 | £47.77 | £252.96 | Peninsula | Provision of services in accordance with agreement 539646 Direct Debit | 5307 |
| Direct Debit Allstar | 05/07/23 | 666 | | £30.61 | £5.10 | £25.51 | Allstar Business Solutions Ltd | Unleaded, other services, Products and fees Direct Debit | 5020 |
| | | 667/1 | | £44.40 | £7.40 | £37.00 | Barclaycard | Barclaycard PDQ monthly Charges | 5930 |
| | | 667/2 | | £20.00 | £0.00 | £20.00 | Barclaycard | PDQ Machine Billing Charge | 5930 |
| D/D Barclaycard | 10/07/23 | 667 | | £64.40 | £7.40 | £57.00 | Barclaycard | PDQ Machine Charge Direct Debitt | 5930 |
| BACS ENVWSATK | 11/07/23 | 568 | | £25.00 | £0.00 | £25.00 | ENVWSATK | License Fee | 6500 |
| Direct Debit Allstar | 12/07/23 | 668 | | £82.28 | £13.71 | £68.57 | Allstar Business Solutions Ltd | Diesel Other Services, Products and fees - Direct Debit | 5020 |
| | | 540/1 | | £1,040.40 | £0.00 | £1,040.40 | FPCBC | Julys Business Rate (centre 60%) | 5570 |
| | | 540/2 | | £173.40 | £0.00 | £173.40 | FPCBC | Julys Business Rate (Council 10%) | 5145 |
| | | 540/3 | | £433.50 | £0.00 | £433.50 | FPCBC | Julys Business Rate Library | 5590 |
| | | 540/4 | | £86.70 | £0.00 | £86.70 | FPCBC | Julys Business Rate Unit (5%) | 5013 |

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| BACS FPCBC | 17/07/23 | 540 | | £1,734.00 | £0.00 | £1,734.00 | FPCBC | Julys Business Rates | 5570 |
| BACS EALC | 17/07/23 | 541 | | £288.00 | £48.00 | £240.00 | FPEALC | Training RFO & Deputy Clerk | 5110 |
| BACSSUELEE SC | 17/07/23 | 542 | | £120.00 | £0.00 | £120.00 | SUELEESC | Cooke Control website | 5300 |
| BACS AMAZONCO | 17/07/23 | 543 | | £38.00 | £6.33 | £31.67 | AMAZONCO | Dulux Paint 5ltr | 5832 |
| BACS AMAZONCO | 17/07/23 | 544 | | £8.99 | £1.50 | £7.49 | AMAZONCO | 60mm Heavy Duty Lock | 5720 |
| BACS AMAZONCO | 17/07/23 | 545 | | £13.47 | £2.25 | £11.22 | AMAZONCO | Display for Laptop/monitor | 5720 |
| BACS AMAZONCO | 17/07/23 | 546 | | £23.99 | £4.00 | £19.99 | AMAZONCO | Monitor Stand | 5720 |
| BACS AMAZONCO | 17/07/23 | 547 | | £6.17 | £1.03 | £5.14 | AMAZONCO | Ethernet Cable 5m | 5720 |
| BACS AMAZONCO | 17/07/23 | 548 | | £17.52 | £2.91 | £14.61 | AMAZONCO | Rhinocables CAT5e High-Speed Ethernet Cable | 5720 |
| BACS SPCH20 | 17/07/23 | 549 | | £102.60 | £17.10 | £85.50 | SPCH20 | June Monthly Monitoring & Testing | 5550 |
| BACS PRISTINE | 17/07/23 | 550 | | £104.98 | £17.50 | £87.48 | PRISTINE | Lady Care Service | 5620 |
| BACS STREETSO | 17/07/23 | 551 | | £94.93 | £15.83 | £79.10 | STREETSO | Cone Chain Barrier kit & Cones | 5720 |
| BACS GDG UK | 17/07/23 | 552 | | £5.64 | £0.94 | £4.70 | GDGUK | Cleaning Supplies | 5710 |
| BACS GDG UK | 17/07/23 | 553 | | £11.28 | £1.88 | £9.40 | GDGUK | Cleaning Supplies | 5710 |
| | | 554/1 | | £153.96 | £7.33 | £146.63 | SSE | Gas 1st June 23 to 30 June 23 (65%) | 5530 |
| | | 554/2 | | £59.22 | £2.82 | £56.40 | SSE | Gas 1st June 23 to 30 June 23 (25% Library) | 5590 |
| | | 554/3 | | £23.68 | £1.12 | £22.56 | SSE | Gas 1st June 23 to 30th June 23 | 5161 |
| BACS SSE | 17/07/23 | 554 | | £236.86 | £11.27 | £225.59 | SSE | Gas for June 23 | 5530 |
| BACS FPNALC | 17/07/23 | 571 | | £52.04 | £8.67 | £43.37 | FPNALC | Course for Finance and Marketing Officer to attend 28 February 2023 | 5750 |

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| BACS DOCENDO | 17/07/23 | 572 | | £1,910.18 | £318.36 | £1,591.82 | DOCENDO | IT Maitenance Contrect 1st and 2nd installment 23/24, AVG Cloud Antivrus Central with Email Alert, online daily back up renewal of starter SSL DV springfield - pc.giv.uk for 1 year | 5230 |
| BACS MSFIREPR | 17/07/23 | 573 | | £547.20 | £91.20 | £456.00 | MGFIREPR | Service Extingusher inc service parts. Site attendance fee, 2 2kg C02 fire extinguisher - supplym, 4 x 6ltr foam extinguisher Service Exchange | 5820 |
| D/D UGP | 17/07/23 | 684 | | £37.57 | £1.79 | £35.78 | UNITEDGA | Electricity for Work Unit June 2023 Direct Debit | 5014 |
| BACS230720E IT | 20/07/23 | 535 | | £20.00 | £3.33 | £16.67 | Edge IT Systems | Monthly IT | 5120 |
| DD230721EIT | 21/07/23 | 531 | | £20.00 | £3.33 | £16.67 | Edge IT Systems | Monthly IT | 5120 |
| BACS230721E | 21/07/23 | 533 | | £20.00 | £3.33 | £16.67 | Edge IT Systems | Monthly IT | 5120 |
| BACS230721E | 21/07/23 | 534 | | £20.00 | £3.33 | £16.67 | Edge IT Systems | Monthly IT | 5120 |
| BACS SpringfieldCaf e | 24/07/23 | 555 | | £160.40 | £0.00 | £160.40 | EPSTEIN | NDORS 17th July 23 | 5602 |
| BACS GDG UK | 24/07/23 | 556 | | £192.38 | £32.07 | £160.31 | GDGUK | Cleaning Supplies | 5710 |
| BACS AMAZONCO | 24/07/23 | 557 | | £4.50 | £0.75 | £3.75 | AMAZONCO | Unibond | 5832 |
| BACS AMAZONCO | 24/07/23 | 558 | | £19.09 | £3.18 | £15.91 | AMAZONCO | Plastic Paint Scuttle Container | 5832 |
| BACS AMAZONCO | 24/07/23 | 559 | | £8.58 | £1.44 | £7.14 | AMAZONCO | Soudal Decorators Caulk | 5832 |
| BACS AMAZONCO | 24/07/23 | 560 | | £16.15 | £2.69 | £13.46 | AMAZONCO | Harris Extension Pole | 5832 |
| BACS GRANGEWO | 24/07/23 | 561 | | £129.60 | £21.60 | £108.00 | GRANGEWO | Plastic Rubbish Bags | 5022 |
| BACS ACASLEED | 24/07/23 | 569 | | £270.00 | £0.00 | £270.00 | ACASLEED | Training Course for Premises Manager | 5750 |
| BACS CHELMSF1 | 24/07/23 | 570 | | £342.00 | £57.00 | £285.00 | CHELMSF1 | Installed Water Pressor Sensor | 5832 |
| | | 670/1 | | £42.36 | £7.05 | £35.31 | VODAFONE | Mobile Phones x3 Direct Debit | 5640 |
| | | 670/2 | | £14.12 | £2.35 | £11.77 | VODAFONE | Mobile Phone x 1 Direct Debit | 5019 |

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| D/D Vodafone | 24/07/23 | 670 | | £56.48 | £9.40 | £47.08 | VODAFONE | Mobile Phones x4 Direct Debit | 5640 |
| Direct Debit AllStar | 26/07/23 | 669 | | £82.29 | £13.71 | £68.58 | Allstar Business Solutions Ltd | Diesel and other services, products and fees | 5020 |
| D/D PWLB | 31/07/23 | 685 | | £11,422.00 | £0.00 | £11,422.00 | Public Works Loan Board | Loan Repayment PW 501451 | 5500 |
| BACSTRADE UK | 02/08/23 | 537 | | £146.00 | £24.33 | £121.67 | TRADEUK | Dulux Paint 2.5 ltr x 1, 2 x 5ltr & 1 x 10ltr | 5832 |
| BACSGDG UK | 02/08/23 | 538 | | £87.76 | £14.63 | £73.13 | GDGUK | Cleaning Supplies | 5710 |
| BACS VIKING | 02/08/23 | 539 | | £113.02 | £18.84 | £94.18 | VIKING | Stationary Supplies | 5720 |
| BACS AMAZONCO | 02/08/23 | 566 | | £44.84 | £7.47 | £37.37 | AMAZONCO | 2 x Headset with Microphone for PC | 5720 |
| BACS AMAZONCO | 02/08/23 | 567 | | £22.42 | £3.74 | £18.68 | AMAZONCO | 1X Venker USB Headsets | 5720 |
| 23-07-20-DD | 15/08/23 | 532 | | £20.00 | £3.33 | £16.67 | Edge IT Systems | Monthly IT | 5120 |
| BACS TRADEUK | 15/08/23 | 590 | 2 | £15.89 | £2.64 | £13.25 | TRADEUK | Hex bolt, Cap Nutsteel Zinc Plated, Fingerplate | 5832 |
| BACS AMZONCO | 15/08/23 | 591 | | £5.25 | £0.88 | £4.37 | AMAZONCO | 20 x fiXte single pipe clips with quick lock fastening for 15mm pipes in white | 5832 |
| BACS AMAZONCO | 15/08/23 | 592 | | £10.39 | £1.73 | £8.66 | AMAZONCO | Yeyit 100 pcs Stainless steel pipe strap clips 304 U Shaped Sraps Saddle Clip 8 sizes two hole tube strap tension clips for water gas pipe | 5832 |
| BACSGDGUK | 15/08/23 | 593 | | £273.66 | £45.61 | £228.05 | GDGUK | Cleaning Supplies | 5710 |
| BACSGDGUK | 15/08/23 | 594 | | £45.79 | £7.63 | £38.16 | GDGUK | Cleaning Supplies | 5710 |
| BACS H20Nationwide | 15/08/23 | 595 | | £205.20 | £34.20 | £171.00 | SPCH20 | H20Nationwide (SPCH20) - To undertake July 2023 routine monitoring & testing works in line with current schedule | 5560 |
| BACS GDGUK | 15/08/23 | 596 | | £5.64 | £0.94 | £4.70 | GDGUK | GDG UK Cleaning Items | 5710 |
| BACS ADECCO | 15/08/23 | 597 | | £373.86 | £62.31 | £311.55 | ADECCO | Agency - Caretaker/Cleaner | 5760 |
| BACS GDGUK | 15/08/23 | 598 | | £26.64 | £4.44 | £22.20 | GDGUK | GDG UK Cleaning Supplies | 5710 |
| | | 599/1 | | £1,040.40 | £0.00 | £1,040.40 | FPCBC | Business Rates (Centre 60%) | 5570 |
| | | 599/2 | | £173.40 | £0.00 | £173.40 | FPCBC | Business Rates (Council 10%) | 5145 |
| | | 599/3 | | £433.50 | £0.00 | £433.50 | FPCBC | Business Rates Library (25%) | 5590 |
| | | 599/4 | | £86.70 | £0.00 | £86.70 | FPCBC | Business Rates Unit (5%) | 5013 |

# Paid Expenditure Transactions

paid between 01/06/23 and 31/08/23

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Details | | Heading |
|---|---|---|---|---|---|---|---|---|---|
| BACS FPCBC | 15/08/23 | 599 | | £1,734.00 | £0.00 | £1,734.00 | FPCBC | Chelmsford City Council Business Rates | 5570 |
| | | 600/1 | | £137.17 | £6.53 | £130.64 | SSE | Gas Invoice for July 23 Premises 65% | 5530 |
| | | 600/2 | | £52.75 | £2.51 | £50.24 | SSE | Gas Invoice for July 23 25% Library | 5590 |
| | | 600/3 | | £21.10 | £1.00 | £20.10 | SSE | Gas Invoice for July 23 10% | 5161 |
| BACS SSE | 15/08/23 | 600 | | £211.02 | £10.04 | £200.98 | SSE | Gas Invoice for July 2023 | 5530 |
| key refund pankhurst | 31/08/23 | 615 | | £5.00 | £0.00 | £5.00 | Pankhurst | Allotment key refund in cash £5.00 | 1230 |
| **Total** | | | | £65,718.10 | £2,079.48 | £63,638.62 | | | |