

## **Minutes of the Dersingham Parish Council meeting held on 22<sup>nd</sup> July 2024 at 7.00pm in the Dersingham Village Centre**

**Councillors present:** Coral Shepherd (Chairman), Brian Anderson (Vice Chair – left 8.35pm) Tony Bubb, Robert Frost, John Houston, Mike Shepherd, Jordan Stokes, Brett Thomas, Mark Ward, and Sarah Whitehead

**Also present:** Karen Orgill (Business Manager – BM)  
Geraldine Scanlon (Assistant Business Manager - ABM – Minute taker)  
Borough Councillor Judy Collingham (7.00-7.30pm)  
2 Members of the public (7.00pm – 7.30pm)

The Chairman read the Recording and Filming of Parish Council Meetings policy.

The Chairman wished to bring to Councillors attention hate mail that had been received by two parishioners within the village, it had been brought to her attention via Facebook where the individuals concerned had posted details of events along with pictures of the letters received. Cllr C Shepherd read extracts from the post and said it shocked and saddened her that parishioners in the village were being treated so appallingly. After discussion it was agreed that the Chairman would write to the parishioners expressing the Parish Councils sympathy and support. Councillor Collingham said she would raise the matter at the Sports Ground Meeting due to take place on Thursday and would be seeking support for the parishioners from the user groups. She asked why the FaceBook item had not been removed. Cllr Stokes said he had left the post as active as he felt the parishioners deserved to express their feelings regarding the matter.

- 1 **Apologies for absence** – Councillors Valerie Brundle, Martin Noble, and Dennis Wright
- 2 **Declarations of interest and request dispensations by Councillors in any of the agenda items listed** – None Received.

The meeting was placed into open session at 7.14pm

### **3 Public participation**

The two parishioners present wished to raise objections on planning application 24/00504/F. Cllr C Shepherd said the planning application could be brought forward on the agenda. Cllr C Shepherd gave a brief outline on the history of previous planning applications submitted for the site. Councillors discussed the application at length with the following outcome:

**Objection - Cramped, over development of the site, concerned about the loss of the walnut tree. Following on from our previous comments we would suggest that Norfolk County Council is consulted about the water course as they may be able to confirm the information.**

The meeting was placed in closed session at 7.27pm

- 4 **To receive verbal report from the Norfolk County Councillor**  
Cllr S Dark was not present.
- 5 **To receive a verbal report from the Borough Councillors**  
Cllr Bubb said that the west Norfolk's Freedom of the Borough was given to a Radio Norfolk presenter for her services to the community.  
There had been a presentation regarding the proposed Guildhall improvements.

The upcoming Borough Council planning committee meeting includes a report on planning enforcement.

Cllr Collingham said she had nothing to report from the Borough Council.

## 6 Finance

(a) Current Financial Position Financial Budget Comparison (FBC) and Reserves.

Cllr C Shepherd advised the accounts to the 30<sup>th</sup> June 2024 had been placed on SharePoint and had been seen by the F&A Committee at their meeting 15<sup>th</sup> July 2024. There were no comments or question from Councillors regarding the reports.

(b) To approve Payments for July 2024

Cllr C Shepherd said there were 5 payment lists for July had been circulated on SharePoint. Two for information only, SO & DD list, and the Payment Card list. There are two BACS lists and the staffing payments list for approval, as staffing was not quorate therefore could not authorise the payments.

**It was resolved to approve the July payments.**

Cllr M Shepherd explained it had not been possible to obtain competitive quotes prior to the insurance renewal date of the 1<sup>st</sup> August 2024, therefore F&A Committee had agreed to renew with the current insurer on a one year basis to allow the RFO and BM to update the asset list for insurance valuations by March 2025 to enable quotes to be obtained by June next year. The current Financial Regulations (FR) 11.1 (h) states the Parish Council require at least three competitive quotes for a contract over £3000. To renew with our existing insurer for one year will cost £4794, therefore we need Full Council to resolve to suspend Regulation 11.1(h) to allow the order to be processed. Cllr M Shepherd proposed Regulation 11.1(h) be suspended, Full Council agree the one year contract with our existing insurer for £4794 and Regulation 11.1(h) be reinstated. **It was resolved to approve the proposal.**

(c) To approve Payments for August 2024

Cllr C Shepherd said the RFO will generate payments lists throughout August such as invoices, BACs payments, SO & DD which Councillors will be able to view via SharePoint. She proposed the payments be authorised tonight so that any invoices due in August can be paid. these will then be reported at Septembers Full Council meeting. **It was resolved to approve the proposal.**

(d) IAC Monthly and Quarterly Report.

Cllr M Shepherd reported that the bank reconciliations for 1<sup>st</sup> April 2024-30<sup>th</sup> June 2024 were all in order and the financial reports were numerically consistent. All payments had been made and authorised in accordance with our Financial Regulations.

The Quarter 1 VAT return has been submitted and a payment of £112.76 is due to HMRC and is on tonight's payment approval list.

## 7 Minutes

(a) Minutes of the Annual Parish Council meeting 20<sup>th</sup> May 2024.

**It was resolved to approve the Minutes as a true and accurate record and the Chairman to sign the minutes.**

- (b) Terms of Reference (TOR) for Communications Committee reviewed 17<sup>th</sup> June 2024. Cllr C Shepherd advised there had been one addition to the TOR, this was to include the word “events” in the committee’s responsibilities item 5. Cllr C Shepherd proposed the TOR be adopted. **It was resolved to approve the proposal.**
- (c) Minutes of the Full Council 24<sup>th</sup> June 2024  
**It was resolved to approve the Minutes as a true and accurate record and the Chairman to sign the minutes. The action points were discussed and those completed removed.**
- (d) Minutes of the Environment Committee 1<sup>st</sup> July 2024  
Cllr R Frost said there were no items to bring to Full Council.  
Cllr Bubb said due to the number of complaints regarding the grass cutting carried out by the Borough Council he had written the BC to devolve the grass cutting programme and budget to the Parish Council, he has had no response from the BC to date.
- (i) Recommendations to approve the Environment Committee Terms of Reference  
Cllr C Shepherd said there had been no amendments to the TOR and proposed they be re-adopted. **It was resolved to approve the proposal.**
- (ii) Recommendation to approve spend of Reserve money for skatepark soil.  
Cllr C Shepherd explained the environment committee had agreed a quote for topsoil to be placed around the skatepark, the work will take place in September once the school holidays are over. Cllr C Shepherd proposed the invoice be paid from the Skatepark Reserves. **It was resolved to approve the proposal.**  
Cllr Thomas asked who was responsible for the water course at the Warren as it is overgrown. Cllr C Shepherd said it is the Internal Drainage Boards (IDB) responsibility from Lynn Road to the Drift (A149). It was agreed the BM would contact the IDB regarding the matter.
- (e) Minutes of the Planning Committee 8<sup>th</sup> July 2024  
Cllr Houston said there were no items to bring to Full Council  
Cllr C Shepherd reported the licencing application submitted by the Coach & Horses has been amended following both the PC and BC objections. There will be only 5 events per year, with two weeks between each event, which will end by 9pm.
- (f) Minutes of Finance & Admin Committee 15<sup>th</sup> July 2024  
Cllr M Shepherd said he had written a report regarding a new supplier for the office broadband which is on SharePoint as the existing broadband is not adequate. Cllr M Shepherd went through the report which Councillors discussed. The change of contract from BT to LightSpeed is within the delegated authority of the F&A Committee, but at the last meeting a proposal for the voice service had not been received. It had been agreed in principle that the PC would commit to the new service once the costings have been determined. It had also been agreed to implement the new service as soon as possible to reduce the impact on staff productivity. The only unknown cost is if work needs to be done to once LightSpeed have carried out their survey. A quote had now been received from ARK ICT Solutions regarding telephone services, which would be about the same as the service from our current supplier.  
Cllr M Shepherd proposed the following:

- 1 That agreement be given at this meeting to enter into contracts with LightSpeed and Ark ICT Solutions as discussed, subject to satisfactory outcome of their site survey.
  - 2 Should the site survey uncover any issues that result in any significant additional cost or the need for further consideration by the council an extraordinary meeting of the F&A committee will be called.
- It was resolved to approve the proposals.**

## **8 Planning applications:**

### **Applications:**

**24/00504/F** Proposed new dwelling at 59a Manor Road, Dersingham.

**Objection - Cramped, over development of the site, concerned about the loss of the walnut tree. Following on from our previous comments we would suggest that Norfolk County Council is consulted about the water course as they may be able to confirm the information.**

**24/01185/F** Proposed side and rear extension to semi-detached dwelling at 5 Stanton Road, Dersingham – **No Objections**

**24/01239/F** Balcony extension at first floor flat to front elevation with new balustrades and handrail. Cladding to front elevation, first floor section only. Single storey rear extension with flat roof at 28 Tudor Way, Dersingham – **No Objections**

### **Determinations:**

**24/00040/TPO** 6 Chestnut Close, Dersingham – 2/TPO/00040- Minor work requested to a group (G1 on map) of Hornbeam. Crown raise to 6.5m of minor branches together with crown clean – TPO Decision Consent- 1<sup>st</sup> July 2024- Delegated Decision.

**24/00871/F** 59 Valley Rise, Dersingham- Single storey extension to rear and partial garage conversion – Application permitted 5<sup>th</sup> July 2024 Delegated Decision

## **9 Chairmans Report.**

The Chairman reminded Councillors that they should promote and maintain high standards of behaviour as outlined in the Members Code of Conduct when they conduct business of the Council or act as a Council representative.

Staffing Committee will discuss the office closure for the Christmas period.

Due to an increase of people using the sports ground, a request from the football club has been received to extend the current car park. There are currently spaces for 35 cars, this will increase to 63 spaces once the work is complete. In order to extend the car park a planning application needs to be completed and submitted to the Borough Council. Cllr C Shepherd requested agreement for the Parish Council to submit the application. Cllr Houston asked the cost of submitting the application. Cllr C Shepherd advised, if submitted by the Parish Council a discount would be applied, therefore the cost would be £216.50 (inc VAT). Cllr C Shepherd proposed that a planning application be submitted by the Parish Council for the car park extension at the sports ground. She would carry out the necessary work. **It was resolved to approve the proposal.**

## **10 Business Managers Report**

The BM reported the following:

The grit bins around the village have been identified and NCC have been notified of the one not listed on their records at Park Hill.

A response from NCC has been received regarding adding Station Road and Mountbatten Road to the current gritting route. NCC will look into it at the next gritting review, however the vehicles are at maximum capacity both in time, duration and load. So if another kilometre is added to the route another kilometre would have to be removed from the route elsewhere.

The BM and ABM had attended a NPTS "Freedom of Information" training course on 9<sup>th</sup> July.

A report has been sent through to the public right of ways officer regarding the footpath between the A149 (Pinecones Caravan Park) to Manor Road as the footpath is overgrown.

## **11 Correspondence**

Cllr C Shepherd said an email had been received from the Borough Council advising that the Planning Application submitted for 17 Senters Road, to build 3 new properties will be considered by the Borough Council at its planning committee meeting on 29<sup>th</sup> July. She asked if any one wished to attend the meeting and speak on behalf of the Parish Council. It was pointed out that we had not made any substantive objections. No-one wished to speak.

## **12 Public Participation**

None present.

## **13 Items for inclusion on be next agenda**

Cllr C Shepherd asked Councillors to notify the BM of any agenda items.

## **15 Date of next meeting –**

Monday 23rd September 2024 at 7pm in the Garden Room.

## **16 Exclusion of Press and Public**

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

## **17 Leases Update**

(a) Sports Ground

Cllr C Shepherd reported there was no update regarding the sports ground lease.

(b) Queen Elizabeth II Jubilee Hall

Cllr C Shepherd said she had submitted comments on the draft lease as discussed at the last meeting to the Council's solicitor.

With no further business the meeting was closed at 8.45pm

## **Action Points**

### **Business Manager**

- To notify the Borough Council of resolutions for the planning applications
- To place both the Communications Committee and Environment Committee Terms of Reference on SharePoint.  
To contact the Internal Drainage Board regarding responsibilities for maintaining the footpath from Lynn Road to the Drift (A149).

### **Cllr C Shepherd**

- To arrange for the new signatories on the NS&I to complete the mandate.
- To contact Cllr S Dark regarding Heavy Goods Vehicles using Sandringham Hill/Manor Road
- To write to the parishioners concerned regarding hate mail received.
- To attend the Borough Council planning meeting 29<sup>th</sup> July 2024 regarding planning application for 17 Senters Road.

### **Cllr M Shepherd**

- To arrange for the agreed Barclay Bank signatories to be removed.

# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

### ADDITIONAL BACS APPROVAL LIST 22.07.24

| No           | Payment<br>Reference  | Gross     | Vat   | Net       | To pay    | Invoice<br>date | Invoice<br>no. | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Payment<br>Reference<br>Total |
|--------------|-----------------------|-----------|-------|-----------|-----------|-----------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 381          | BACS.HER.<br>22.07.24 | £1,405.00 | £0.00 | £1,405.00 | £1,405.00 | 12/06/24        | HTSD4283       | Heritage Tree Specialist Ltd -<br>As per our specification and<br>maps and your quotation<br>dated 28th May 2024:<br><br>To remove T1 (Silver Birch)<br>between Burma Close and<br>Earl Close<br>Cost - £395.00<br><br>To remove the small Prunus<br>trees besides James Jackson<br>Rd<br>Cost - £60.00<br><br>To remove deadwood from<br>the Lime by the War Memorial<br>and prune back the limb to the<br>Cherry.<br>Cost - £450.00<br><br>To remove deadwood from<br>the two Oaks by the Play area.<br>Cost - £500.00 | £1,405.00                     |
| 382          | BACS.CP.2<br>2.07.24  | £2,138.00 | £0.00 | £2,138.00 | £2,138.00 | 19/07/24        | Invoice 49199  | Clanpress - 3100 x Village<br>Voice - Issue 149 68pp                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | £2,138.00                     |
| <b>Total</b> |                       | £3,543.00 | £0.00 | £3,543.00 | £3,543.00 |                 |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                               |

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# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

BACS APPROVAL LIST 19.07.24

| No  | Payment<br>Reference        | Gross   | Vat    | Net     | To pay  | Invoice<br>date | Invoice<br>no. | Details                                                                                                                                                                                                                                                                                                                                                                                                            | Payment<br>Reference<br>Total |
|-----|-----------------------------|---------|--------|---------|---------|-----------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 362 | BACS.ROS<br>PA.02.07.2<br>4 | £244.80 | £40.80 | £204.00 | £244.80 | 16/05/24        | 80481          | Rospa Playsafety Ltd - Annual<br>Safety Inspection to be<br>conducted during June to<br>inspect the outdoor play areas<br>at a special discounted rate.<br><br>Children's Recreation Area on<br>Hunstanton Road,<br>Dersingham – Annual<br>Inspection £78.00<br>Skate Park – Recreation Area<br>on Hunstanton Road,<br>Dersingham – Annual<br>Inspection £78.00<br>Additional items x 12 at £4.00<br>each - £48.00 | £244.80                       |
| 365 | BACS.DOM<br>.02.07.24       | £60.00  | £0.00  | £60.00  | £60.00  | 02/06/24        | June 24        | David Doman - War Memorial<br>maintenance 4 visits at £15.00                                                                                                                                                                                                                                                                                                                                                       | £60.00                        |

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Date

# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

BACS APPROVAL LIST 19.07.24

| No  | Payment Reference     | Gross   | Vat     | Net     | To pay Invoice date | Invoice no. | Details                                                    | Payment Reference Total |
|-----|-----------------------|---------|---------|---------|---------------------|-------------|------------------------------------------------------------|-------------------------|
| 366 | BACS.PJB.<br>02.07.24 | £933.27 | £155.55 | £777.72 | £933.27 02/06/24    | SI-939      | P J & B Jones Ltd -                                        | £933.27                 |
| 1   |                       | £103.01 | £17.17  | £85.84  | ENV                 |             | Village Centre North So West on 13th, 27th June @£42.92    |                         |
| 2   |                       | £174.22 | £29.04  | £145.18 | REC                 |             | Playing Field on 13th & June @£72.59                       |                         |
| 3   |                       | £138.26 | £23.04  | £115.22 | ENV                 |             | Broadlands Close on 13 27th June @£57.61                   |                         |
| 4   |                       | £170.78 | £28.46  | £142.32 | ENV                 |             | Crisp Close on 13th & 2 @£71.16                            |                         |
| 5   |                       | £43.37  | £7.23   | £36.14  | ENV                 |             | Earls Close 13th & 27th @£18.07                            |                         |
| 6   |                       | £103.01 | £17.17  | £85.84  | WARR                |             | Phillip Nurse Road 13th June @£42.92                       |                         |
| 7   |                       | £73.20  | £12.20  | £61.00  | WARR                |             | Pakenham Drive 13th J @£61.00                              |                         |
| 8   |                       | £63.71  | £10.62  | £53.09  | WARR                |             | The warren GCA12 Fire on 27th June @£53.09                 |                         |
| 9   |                       | £63.71  | £10.62  | £53.09  | WARR                |             | The Warren Footpaths 1 27th June @£53.09                   |                         |
| 10  |                       | £0.00   | £0.00   | £0.00   | REC                 |             | Public right of way GLC! May @£93.76                       |                         |
| 11  |                       | £0.00   | £0.00   | £0.00   | ENV                 |             | Strim Dyke Maor Road , Shernbourne Road (GLC! May @ 106.18 |                         |

Signature

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Date

# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

BACS APPROVAL LIST 19.07.24

| No  | Payment<br>Reference   | Gross     | Vat     | Net       | To pay    | Invoice<br>date | Invoice<br>no. | Details                                                                                                                                                                                                                                                         | Payment<br>Reference<br>Total |
|-----|------------------------|-----------|---------|-----------|-----------|-----------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 360 |                        | £1,201.20 | £200.20 | £1,001.00 | £1,201.20 | 25/06/24        |                | Playdale Playgrounds -<br>Balance due, tn 345 - For<br>quotation Number:<br>0000093762 dated 07-05-<br>2024 for Playground Repairs                                                                                                                              |                               |
|     |                        |           |         |           |           |                 |                | Fo                                                                                                                                                                                                                                                              |                               |
| 380 | BACS.CIM.<br>19.07.24  | £4,794.96 | £508.92 | £4,286.04 | £4,794.96 | 28/06/24        | LC001637       | Clear Insurance Management<br>Ltd - Insurance Renewal                                                                                                                                                                                                           | £4,794.96                     |
| 361 | BACS.VAT.<br>02.07.24  | £112.76   | £0.00   | £112.76   | £112.76   | 02/07/24        |                | HMRC-VAT - 01/04/24 to<br>30/06/24 Q1 Vat return                                                                                                                                                                                                                | £112.76                       |
| 367 | BACS.WAV<br>.17.07.24  | £22.16    | £0.00   | £22.16    | £22.16    | 02/07/24        | 13743833       | WAVE - Recreation Ground<br>Water charges                                                                                                                                                                                                                       | £22.16                        |
| 377 | BACS.NPT<br>S.15.07.24 | £153.60   | £0.00   | £153.60   | £153.60   | 12/07/24        | 20948          | Norfolk Parish Training &<br>Support - Online Training for<br>Geri Scanlon & Karen Orgil<br>Data Protection course 19th<br>September x 2 @ £48.00<br>Freedom of Information 9th<br>July x 2 @£48.00<br><br>Less 20% discount for<br>attendance to both @-£38.40 | £153.60                       |

Signature

Signature

Date

# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

### BACS APPROVAL LIST 19.07.24

| No  | Payment<br>Reference  | Gross   | Vat   | Net     | To pay  | Invoice<br>date | Invoice<br>no. | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Payment<br>Reference<br>Total |
|-----|-----------------------|---------|-------|---------|---------|-----------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 379 | BACS.BAY.<br>19.07.24 | £600.00 | £0.00 | £600.00 | £600.00 | 13/07/24        | 027            | <p>Bayern Construction &amp; Maintenance Ltd - As per our attached specification and your quotation dated 2nd June 2024:</p> <p>For the rubbing down and painting with 4 coats of paint including all materials – 3 no. benches:</p> <p>1.BE05 – Mountbatten Road, between nos. 43 and 45<br/>Rub down, paint rusted areas with 1 x coat anti-rust (Kurust) paint, 1 x coat primer and repaint with 2 x coats of Dark Green Hammerite metal protection paint. Total amount of coats of paint to be 4.</p> <p>2.BE07 – Lynn Road o/s no. 13<br/>Rub down, paint metal rusted areas with 1 x coat anti-rust (Kurust) paint on the legs and back metal strut, and repaint with 2 coats of black Hammerite type paint. Rub down wooden slats (top and bottom) and repaint with 1 x primer and 2 x coats of Dark Green paint to match the Dark Green Hammerite paint for the 2 x metal benches.</p> <p>3.BE17 – Recreation Ground, northwest corner<br/>Work to be: Rub down, paint</p> | £600.00                       |

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Date

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# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

BACS APPROVAL LIST 19.07.24

| No    | Payment<br>Reference | Gross     | Vat     | Net       | To pay    | Invoice<br>date | Invoice<br>no. | Details                                                                                                                                                                                 | Payment<br>Reference<br>Total |
|-------|----------------------|-----------|---------|-----------|-----------|-----------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
|       |                      |           |         |           |           |                 |                | rusted areas with 1 x coat anti-rust (Kurust) paint, 1 x coat primer and repaint with 2 x coats of Dark Green Hammerite metal protection paint. Total amount of coats of paint to be 4. |                               |
| Total |                      | £8,122.75 | £905.47 | £7,217.28 | £8,122.75 |                 |                |                                                                                                                                                                                         |                               |

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Date \_\_\_\_\_

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# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

### DEBIT CARD APPROVALS LIST 19.07.24

| No    | Payment<br>Reference | Gross  | Vat   | Net    | To pay | Invoice<br>date | Invoice<br>no. | Details                                                                                                                             | Payment<br>Reference<br>Total |
|-------|----------------------|--------|-------|--------|--------|-----------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 371   | DC.OFF.04.<br>07.24  | £15.09 | £2.52 | £12.57 | £15.09 | 04/07/24        | 130247271 202  | Office Specialties Ltd -<br>Reliance Medical AED prep kit<br>for emergencies for Defib use.<br>Compact black bag with belt<br>loop. | £15.09                        |
| Total |                      | £15.09 | £2.52 | £12.57 | £15.09 |                 |                |                                                                                                                                     |                               |

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Date \_\_\_\_\_

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# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

PRIVATE & CONFIDENTIAL APPROVALS LIST

| No    | Payment<br>Reference | Gross     | Vat   | Net       | To pay    | Invoice<br>date | Invoice<br>no. | Details | Payment<br>Reference<br>Total |
|-------|----------------------|-----------|-------|-----------|-----------|-----------------|----------------|---------|-------------------------------|
|       |                      | £4,006.26 | £0.00 | £4,006.26 | £4,006.26 |                 | Confidential   |         |                               |
| Total |                      | £4,006.26 | £0.00 | £4,006.26 | £4,006.26 |                 |                |         |                               |

Signature \_\_\_\_\_  
Date \_\_\_\_\_

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# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

DD & SO APPROVAL LIST 19.07.24

| No  | Payment Reference     | Gross     | Vat    | Net       | To pay    | Invoice date | Invoice no.            | Details                                                                                                     | Payment Reference Total |
|-----|-----------------------|-----------|--------|-----------|-----------|--------------|------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------|
| 355 | DD.BT.29.0<br>6.24    | £75.48    | £12.58 | £62.90    | £75.48    | 15/06/24     | MO73 7L                | British Telecommunications - Telephone/Broadband                                                            | £75.48                  |
| 356 | DD.OPUS.0<br>3.07.24. | £353.77   | £16.85 | £336.92   | £353.77   | 18/06/24     | 1177312                | OPUS Energy - Streetlight Energy                                                                            | £353.77                 |
| 370 | DD.BB.05.0<br>7.24    | £11.50    | £0.00  | £11.50    | £11.50    | 19/06/24     | May to June 20         | Barclays Bank - E-Payment Plan Charges                                                                      | £11.50                  |
| 369 | DD.K&M.<br>08.07.24   | £147.35   | £24.56 | £122.79   | £147.35   | 01/07/24     | 8773                   | K & M Lighting Services - Street lighting Maintenance Charge 1st June 2024 to 30th June 2024                | £147.35                 |
| 363 | SO.JONES.<br>02.07.24 | £100.00   | £0.00  | £100.00   | £100.00   | 02/07/24     | July 24                | Jo Halpin Jones - Village Voice Honorarium                                                                  | £100.00                 |
| 364 | SO.DCS.19<br>.07.24   | £320.00   | £0.00  | £320.00   | £320.00   | 02/07/24     |                        | Domestic Cleaning Services, Simon Kidd - Monthly Cleaning Contract June 2024                                | £320.00                 |
| 368 | DD.SYS.06.<br>07.24   | £119.40   | £19.90 | £99.50    | £119.40   | 06/07/24     | 18869                  | System:3 Business Solutions - Microsoft 365 Business Basic x 14 & Business Standard x 3 Monthly Subsription | £119.40                 |
| 372 | DD.PWLB.0<br>7.08.24  | £3,769.95 | £0.00  | £3,769.95 | £3,769.95 | 10/07/24     | April 2024             | Public Works Loan Board - Loan Repayment Due - Repayment date 07.08.24                                      | £3,769.95               |
| 1   |                       | £1,880.10 | £0.00  | £1,880.10 |           | CNCL         | Loan Repayment - Capi  |                                                                                                             |                         |
| 2   |                       | £1,889.85 | £0.00  | £1,889.85 |           | CNCL         | Loan Repayment - Inter |                                                                                                             |                         |

Signature

Signature

Date

# Dersingham Parish Council

## Expenditure transactions - payments approval list Start of year 01/04/24

DD & SO APPROVAL LIST 19.07.24

| No    | Payment<br>Reference | Gross     | Vat    | Net       | To pay    | Invoice<br>date | Invoice<br>no. | Details | Payment<br>Reference<br>Total |
|-------|----------------------|-----------|--------|-----------|-----------|-----------------|----------------|---------|-------------------------------|
| Total |                      | £4,897.45 | £73.89 | £4,823.56 | £4,897.45 |                 |                |         |                               |

Signature \_\_\_\_\_  
Date \_\_\_\_\_

Signature \_\_\_\_\_