

MINUTES OF THE FULL TOWN COUNCIL MEETING
OF BIRCHWOOD TOWN COUNCIL HELD AT PARKERS FARM, DELENTY DRIVE ON
TUESDAY 28TH JULY 2026 AT 6.00PM

Councillors Present:

Cllr David Ellis (Chairman)	Cllr Kuldeep Dhillon
Cllr Ian Atkin	Cllr Nigel Reeves
Cllr David Ball	Cllr Jacquie Sheridan
Cllr Julie Brereton	Cllr George Simcock

Absent Councillors:

Cllr Barry Allman
Cllr Balbir Dhillon
Cllr Mike Evans
Cllr Tim Price

Also Present:

Ms Safia Kauser	Locum Clerk/RFO
Mrs Hannah Thomas	Deputy Clerk/Deputy RFO (to 6.20pm)
Mr Stephen Johnson	Senior Maintenance Operative, BTC (to 7.13pm)
PCSO Palfrey	Cheshire Police
Five members of the public (to 6.45pm)	

065/26-27 CHAIRMANS OPENINGS REMARKS

Councillor Ellis opened the meeting by welcoming those present and providing an update on his activities over the past month. He reported that he has made preliminary work to look at the potential developments of two areas across Birchwood and has made arrangements with the lead of local nature recovery strategy for Warrington and Cheshire to have an initial look at the areas to see what type of work needs to be undertaken. He also shared that he has a contact who works with the Royal Horticulture Society in their Community Gardens team, who often award grants for community garden projects.

Councillor Ellis said he will update Members on any progress made.

066/26-27 APOLOGIES

Apologies were received and noted from Cllr Price.

067/26-27 DECLARATIONS OF PECUNIARY & OTHER INTERESTS

Members were invited to declare their pecuniary and other interests.

- Councillor Reeves – Item 12 – MUGA Joint Use agreement with One Community Trust.
- Councillor Sheridan – Item 13 – Grant Application for Birchwood Acts.

068/26-27 PUBLIC PARTICIPATION

a) Police Report

PCSO Palfrey advised Members that, due to other commitments, he had been unable to provide a written report but was able to provide a verbal update to the meeting.

PCSO Palfrey advised that he had been liaising with Locking Stumps Community Primary School regarding the recommencement of the 'Cops and Kids' programme. He explained that the programme is a useful way of encouraging children to educate their parents about considerate and appropriate parking.

Signed..... Chairman

Dated:

A question was asked about the use of electric bikes in the community and how incidents could be reported. PCSO Palfrey explained that this can be difficult for the Police to address without sufficient intelligence from witnesses. Once adequate intelligence has been gathered, the Police may be able to implement specific operations or task forces. PCSO Palfrey advised that incidents should be reported by calling 101 and completing a Resident's Voice Survey, which assists Cheshire Police in identifying trends and issues within local communities.

PCSO Palfrey also reminded Members and residents about the VPX events taking place every Wednesday throughout August and encouraged those present to promote the free events through social media and to other local residents.

The Chair thanked PCSO Palfrey for attending the meeting. PCSO Palfrey then left the meeting.

b) Public Participation

A resident informed Members that a section of footpath leading towards the business park was currently overgrown, making it difficult for members of the public to access. The Senior Maintenance Operative advised that the land was owned by Warrington Borough Council (WBC) and that Officers could report the matter to WBC for further action.

Action: Officers to report accordingly.

A representative of Birchwood Acts addressed the Council in relation to a grant application to be considered later in the meeting (*Item 13*). He advised that auditions for the group's forthcoming production of *Jack and the Beanstalk* would take place in August, with rehearsals commencing in September. He explained that the amateur dramatic group brings together local residents from Birchwood and surrounding villages and provides opportunities for residents to enjoy live theatre within the local community.

The Chair thanked the Birchwood Acts representative for coming and telling the Council further information about the organisation.

A resident raised concerns regarding the condition of the tarmac on Glover Road following works carried out by utility companies. The resident reported that sections of the tarmac had been disturbed, resulting in an unpleasant noise when heavy vehicles travelled over the affected areas. The resident also reported that the movement caused by passing heavy vehicles could be felt within her property.

Councillor Atkin advised that the Council could make enquiries regarding any long-term plans for resurfacing the road, although responsibility for highway maintenance rested with WBC Highways.

The resident clarified that the issue was primarily occurring around the service trenches.

Action: Officers to contact WBC regarding the reported noise and request that they liaise with the relevant utility companies to ensure that the affected areas are appropriately reinstated.

A resident enquired if Councillors could look at asking WBC about reducing speed limits on Glover Road.

The Chair explained to the residents that it requires a lot of time and effort to get adjustments on speed limits on roads, and it is not always possible. He stated that BTC was responsible to the implementation of 20mph speed limit and signage on Glover Road near Locking Stumps Primary School several years prior. Councillor Atkin stated that the way that Glover Road is set up, it would likely not be suited for a 20mph limit throughout, and that this is something that WBC would need to look further into.

Signed..... Chairman

Dated:

Action: Officers to contact WBC highways to enquire about potential speed limit adjustments.

A resident enquired about how to obtain information regarding public rights of way. The Chair responded that an interactive map is available on the WBC website.

069/26-27 BOROUGH COUNCILLORS WARD REPORTS

Councillor Price sent apologies for the meeting, but sent the following report prior to the meeting:

- Cllr Price continues to monitor and report abandoned trolleys on the main paths. ASDA trolleys are being reported via the collex app, while Aldi and Home Bargains are reported via Trolleywise. Cllr Price also returns trolleys to the shopping centre when he can.
- Paths have recently been clearer, though some trolleys remain in nearby closes. Cllr Price will continue checking both paths and closes with the aim of reducing trolley issues.
- The path near Locking Stumps Scout Hut has been swept and cleaned, and bushes at the bottom of Daniel Close have been cut back following requests.
- YHG appear to be carrying out more cutting back, and it is hoped this is part of a regular schedule.
- Cllr Price has been monitoring roadworks and working hours, and has provided general advice to residents regarding property matters. He noted he would not take part in any related Planning Committee item to avoid a conflict of interest.
- The Thelwall and Lymm Local Plans are beginning the adoption process. BTC may wish to review these in future to consider any relevance to Birchwood.
- The WBC 2026/27 budget meeting will be held in September. Councillors will be briefed during August on future savings and income options, as the Council still needs to address a significant funding gap over the next three years.
- Councillors wishing to assist with trolley clearance should contact Cllr Price.

Councillor K. Dhillon gave the following report:

- Warrington Walking Day 'reborn' went well, with many people turning up to gather in a multi-faith walk around the grounds of the town hall.
- He reported that funding of £75,000 has been secured for next year's event, which will take place at the same location and will occur on the same day as Warrington Food Festival, which will make the event more attractive to residents and visitors.

070/26-27 COUNCIL MINUTES

Members received and considered the draft minutes from the Full Town Council meeting held on the 23rd June 2026.

RESOLVED: That the draft minutes of the Council meeting held on the 23rd June 2026 are approved as a true record and signed by the Chair.

Signed..... Chairman

Dated:

071/26-27 COMMITTEE MINUTES

Members were asked to receive and note the draft minutes of the following meetings:

- Personnel Committee 23 June 2026
- Reconvened Personnel 07 July 2026
- Personnel Committee 14 July 2026

Cllr Atkin, Chair of the Personnel Committee, reported that recruitment for two Maintenance Operative positions was ongoing, with applications closing on 31 July. The advertisement had received a strong response. The RFO position had also been approved and would be advertised with a closing date of 31 August 2026. The Committee was reviewing employment contracts drafted by WorkNest, which would be issued to staff shortly. Other personnel matters remained under consideration, with support and professional advice being provided by WorkNest.

RESOLVED: That the draft minutes (as detailed above) be formally received and noted.

072/26-27 PLANNING MATTERS

a) Planning Decision Notices

- **Application No. 2026/00339/FULH** 64 Bramshill Close, Birchwood, Warrington, WA3 6TZ. Demolition of existing conservatory and detached garage. Construction of a new 2 storey side extension and single storey rear extension. **Granted.**

b) Planning Applications for Comment

- **Application No. 2026/00948/DISCON** Land At Junction 11 Of The M62 Motorway, Warrington. Discharge of condition 13 (CHEMP) and Condition 18 (Construction plan working method statement) for Phase 3 on application 2023/00333 (Motorway service area).
- **Application No. 2026/00954/DISCON** Land At Junction 11 Of The M62 Motorway, Warrington. Discharge of condition 31 (BCEMP) for phase 3 on application 2023/00333 (Motorway Service Area).
- **Application No. 2026/00953/FULH** 15 Woolmer Close, Birchwood, Warrington, WA3 6TT. Single storey side and rear extension with front porch extension.

c) Other Planning Matters & Enforcement Issues

- To note that the July meeting of the DMC was held on 16th July 2026. There were no items specific to Birchwood on the Agenda.
- **Enforcement Cases Received:**

ENF/26/11170	29 Woodhouse Close, Birchwood, Warrington, WA3 6QP	Change of use of land from amenity space to residential garden incorporating adopted highway		Rachel Hunt
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ENF/26/11152	704 Warrington Road, Warrington, WA3 6AU	Change of use of commercial land to garden space		Tom Hill
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Signed..... Chairman

Dated:

a) RFO Financial Report

Bank Reconciliation for June 2026 and Scribe Accounts Transaction Report

Members received and considered the bank reconciliation statement for June 2026 together with the Scribe transaction report.

Bank Reconciliation Balances Reported

- £62.51 - Petty cash balance at 27.05.2026
- £10,610.85 – Co-op Business Select 29.06.2026
- £387,293.83 – Co-op Community & Charity Acc 29.06.2026
- £249,929.47 – Nationwide Saver Account
- £647,896.66 – Total Balances

RESOLVED: That the bank reconciliation statement for June 2026 together with the Scribe transaction report be received and noted.

Payments Schedule

Members reviewed the Payments Schedule, which detailed all payments made under delegated authority, including pre-authorised payments, direct debits, internal bank transfers, and income received.

RESOLVED: That the payments for the July 2026 are approved (attached as appendix to minutes).

Budget and Monitoring Report

Members received and reviewed the Budget Monitoring Report as of 30th June 2026.

RESOLVED: That the Budget and Monitoring Report be received and noted.

VAT Reclaim

Members noted the submission of the VAT reclaim for Quarter 1, ending on 30th June 2026. The Locum Clerk reported that the amount reclaimed was £3,031.97

CCLA Deposit Account

The Locum Clerk reported that, prior to the meeting, she and the Deputy Clerk had deposited the first £100,000 into the CCLA Investment Account. A second deposit of £100,000 was expected to be made the following day. The Locum Clerk explained that the two separate deposits were necessary due to transaction limits applicable to both online and telephone banking. The combined deposits total £200,000, in accordance with the amount approved by Councillors at the June 2026 Full Town Council Meeting.

Hanging Baskets – Birchwood Shopping Centre

The Locum Clerk reported that an invoice of £1,100.00 had been issued to Birchwood Shopping Centre for the hanging baskets and their ongoing maintenance throughout the summer months.

The Locum Clerk explained that the amount was based on last year's invoice of £1,000.00, with a modest increase applied to reflect the rise in the costs associated with maintaining the baskets, including water, feed and other related expenses.

a) Warrington Borough Council – Open Spaces

Members were advised that Warrington Borough Council officers have confirmed that they are awaiting information from their Vehicle and Plant Team regarding indicative costs for the purchase of commercial grass-cutting equipment, including a tractor and cutting head.

Further information is expected once these cost estimates have been received.

b) BTC Senior Maintenance Officer's Report

The Senior Maintenance Operative, Mr Stephen Johnson, presented a report on the BTC Maintenance Team and the work undertaken by the Town Council team during the first quarter.

- **Staff** – We are currently recruiting for two new Maintenance Operative positions. Applications close on 31st July 2026. In June, our staff assisted at Birchwood Carnival.
- **Litter Picking** – We recently trialled litter picking on Mondays and Fridays only, so the team could spend more time on hedge cutting, which was usually carried out on Wednesdays and Thursdays. After three weeks, we found that all three areas were starting to look untidy due to the build-up of litter. As Birchwood Town Council is the only organisation carrying out litter picking in the area, staff were also not visiting each area as often, meaning they weren't spotting issues they would normally identify. We have now returned to our previous schedule. During the trial, visual inspections and litter removal around parks, shops and schools continued as normal, and these remain the first tasks the team completes each morning.
- **Cutting Jobs** – Since my last report, the team has completed 34 additional cutting jobs. With reduced staff numbers and the variety of other tasks we carry out, it has been difficult to keep on top of all the cutting work. We have therefore decided to prioritise safety-related jobs, such as improving sightlines and clearing overgrown footpaths near roads. We are only able to carry out work on shrubs owned by WBC, as YHG has its own grounds maintenance team. However, where there are safety concerns involving YHG shrubs, we will always try to help where we can.
- **Flytipping** – Since my last report, the team has removed 7 flytipping incidents and reported a number of others to the relevant landowners where they were outside our responsibility. Since January 2026, we have filled three or four large shipping containers (provided by YHG) with waste collected from YHG land. Flytipping found on WBC land can be disposed of through WBC's usual waste facilities.

Most of the flytipping we deal with is on YHG land. However, we have recently noticed an increase in waste from house clearances being dumped on WBC land. There were two recent incidents on the footbridge at Warrington Road, Locking Stumps. A resident reported the first incident, which our team cleared, but more waste was dumped in the same location the following day. We referred the matter to WBC so they could investigate, and they were able to recover identifying information from some of the rubbish.

- **Working for the Community** – The team recently took part in a community clean-up day on the Redshank Estate in Oakwood. We were invited by YHG, who organised the event, and they provided several skips for residents to dispose of unwanted items that may otherwise have been flytipped or left around their homes. The full maintenance team, along with the Deputy Clerk, attended the event and spent two hours helping. The skips arrived at 10:00am and were full by 11:30am. It also gave us a good opportunity to work alongside YHG staff and speak with local residents.

Signed..... Chairman

Dated:

- **Planters** – We are now in full swing with our summer planters and 8 hanging baskets (located at Birchwood Shopping Centre). All plants are watered 2-3 times per week and with the recent hot weather we have been experiencing, some planters are taking up to 250 litres of water.
- **Rubbish Bins** – All bins are emptied twice a week, although some require an additional empty during the week. We have noticed an increase in residents using public bins for household waste, which causes them to fill more quickly and makes them much heavier for the team to empty.

Areas

- **Gorse Covert** – The main issues in Gorse Covert continue to be grass cutting and overgrown shrubs. As there are several different landowners in the area, we first need to establish who owns the land before we can carry out any cutting work.

We do not deal with many litter or flytipping issues in Gorse Covert.

- **Oakwood** – One of the main issues in Oakwood continues to be flytipping, particularly around the YHG container on the Redshank Estate.

We also regularly deal with litter and flytipping around the High School, Asda and Chatfield Drive, especially around the bin stores serving the flats.

Flytipping on green spaces also remains an ongoing issue.

- **Locking Stumps** – The main issue we continue to see in Locking Stumps is the maintenance of green spaces.

There are occasional problems with litter and flytipping, although these are mainly on YHG land.

RESOLVED: That the report from the Senior Maintenance Office be received and noted.

075/26-27 VEHICLE DAMAGE INCIDENTS AND ASSOCIATED REPAIR COSTS

Members were informed of two separate incidents involving Town Council vehicles and the associated repair costs.

Members were advised that, on 29 May 2026, a Town Council van sustained damage whilst travelling along Heather Close, Locking Stumps. The side of the vehicle was scraped against a wooden bollard/stump whilst giving way to an oncoming vehicle. A photograph of the damage was provided for Members' information.

Members were further informed that, on 15 June 2026, a separate incident occurred at the Birchwood Centre, adjacent to the Vets, involving the Town Council's watering vehicle. Due to the size and weight of the vehicle, the rear bumper caught an obstruction, resulting in the bumper being cracked.

The Locum Clerk reported that we currently have two quotes for the work are still awaiting a third quote.

Quote 1 - £2,025.00 + £790.11 + VAT
£2,815.11 (total NET)

Quote 2 - £2,360 + VAT

Members considered whether the damage should be referred to the Council's insurers. Having regard to the estimated repair costs, policy excess and the potential impact on future premiums and claims history, Members resolved to meet the repair costs directly rather than submit an insurance claim.

Signed..... Chairman

Dated:

RESOLVED: That following receipt of the third quote, Officers are to be delegated powers to decide on the appropriate garage to carry out the works.

076/26-27 MUGA JOINT USE AGREEMENT WITH ONE COMMUNITY TRUST

Prior to the meeting, Members were provided with the returned agreement incorporating proposed amendments and has requested a meeting with representatives of BTC to discuss the agreement and progress the matter.

The Deputy Clerk explained that Locking Stumps Primary School has recently been in touch regarding the lighting columns on the MUGA, which will require maintenance, so it would be prudent to ascertain who would be responsible for this. She noted that BTC currently pay for the lighting bill.

RESOLVED: That the Clerk and Deputy Clerk arrange a meeting with representatives of One Community Trust to discuss the proposed Joint Use Agreement and associated maintenance responsibilities; that the outcome be reported to a future meeting of the Council; and that legal advice be obtained, if required, prior to the Council entering into any agreement.

077/26-27 GRANT APPLICATION – BIRCHWOOD ACTS

Councillor Sheridan declared an interest in this item. She remained in the room to answer some questions from Members but then left the room and did not take part during discussion and decision.

Members were asked to consider a grant application from local community amateur dramatics group, Birchwood Acts for £1,000.

Prior to the meeting, an email had been received from a resident who had several questions regarding the group's safeguarding and asked the Council to consider what measures the group had put in place to address their concerns going forward.

Councillor Sheridan, on behalf of Birchwood Acts, presented information on the safeguarding measures currently in place and explained how the group had been managing its safeguarding responsibilities.

Councillor Sheridan left the room.

The Council considered the information provided and discussed the measures that had been implemented to ensure appropriate safeguarding arrangements were maintained. They noted that an amendment to the application form was necessary, to indicate whether a member(s) of the organisation is related to a Member of the Council, and that updated child protection documents are provided to the Council along with any necessary financial arrangements.

RESOLVED: That the £1,000 grant application be approved, with payment conditional upon the applicant providing written confirmation of the safeguarding information requested and financial projections discussed at the meeting.

078/26-27 PARKERS FARM BUILDING MAINTENANCE UPDATE & HEALTH & SAFETY VISIT

a) Replacement Carpet Clerks Office & Internal improvements

The Locum Clerk reported that the Maintenance Team had assisted with painting the Clerk's office, assembling office furniture and redecorating the Mess Room during periods of hot weather. The total cost of materials was approximately £200.

The Locum Clerk reported that four quotations had been obtained for replacement carpet tiles in the Clerk's Office.

Signed..... Chairman

Dated:

- Quote 1: Supply and install 24m² CFS Synchro carpet tiles - £585.00 + VAT
- Quote 2: Carpet tiles and fitting - £1,120.00 including VAT
- Quote 3: Foundation polypropylene carpet tiles (24m²) - £700.00 + VAT
- Quote 4: JHS Sprint Stripe carpet tiles (24m²) - £700.00

The JHS Sprint Stripe carpet tiles was selected as it offered a higher-quality and more durable commercial-grade product than the lowest quotation received. In addition, the preferred supplier was able to undertake the work within the required timescale (early August), whereas the lowest quotation could not be fulfilled until September. Members agreed that a 25% deposit was reasonable to be paid in advance.

RESOLVED: That the update be received and noted.

b) Worknest Health & Safety Visit Update

The Locum Clerk reported that WorkNest had undertaken a Health and Safety inspection of Parkers Farm and associated Council operations on 14 July 2026. The inspection was attended by the Deputy Clerk and the Senior Maintenance Officer, with the Locum Clerk attending for part of the visit. Cllr David Ellis was also present for part of the inspection. Members were advised that a detailed report, together with any recommendations arising from the visit, would be presented to the Personnel Committee at its meeting scheduled for 4 August 2026.

RESOLVED: That the update be noted.

079/26-27 EMPLOYMENT

a) Approval of July Payroll

Members received the salary, pension and HMRC payments for the month of July which were paid in accordance with employment contracts. The pay date for employees is the 7th of the month, covering the pay period for the whole month. The Locum Clerk/RFO and the Chairman had reviewed the payroll data.

Payroll Period	Total Per Month	Details	Take-Home Pay	PAYE	Pension
04 – July	£21,707.18	X7 Employees (x3 admin; 4 Maintenance Staff)	£13,206.01	£4,276.62	£4,224.55
*PAYE (June) paid in July 2026					
* Pension Contributions paid in July 2026					

RESOLVED: That the payroll (as detailed above) for the period of July 2026 be approved

b) Deputy Clerk Salary Increment

The Deputy Clerk declared an interest in this item and left the meeting.

Members considered the implementation of a salary increment following the successful completion of the Introduction to Local Council Administration (ILCA) and Financial Introduction to Local Council Administration (FILCA) qualifications, in accordance with the Council's previous resolution minute 327/25-26(a)(v) at the meeting held on the 24 February 2026.

RESOLVED: That the employee's salary be increased to SCP 15, in accordance with Minute No. 327/25-26(a)(v) and in recognition of the successful completion of the Introduction to Local Council Administration (ILCA) and Financial Introduction to Local Council Administration (FILCA) qualifications, with effect from 1 July 2026, and that any arrears due from that date be calculated and paid accordingly by payroll and that any

Signed..... Chairman

Dated:

nationally agreed local government pay awards applicable to the for 2026/2027 financial year are back-dated accordingly.

080/26-27 ELECTRONIC SUMMONS & MEETING PAPERS

The Locum Clerk advised that, in order to support efficient administration, reduce printing and distribution costs, minimise paper usage, and reduce the officer time associated with preparing and distributing meeting packs, the Council may wish to consider greater use of electronic documentation. Members were reminded that, under the Council's Standing Orders, summons may be served electronically where a Councillor has provided their consent.

Members considered arrangements for the electronic service of Council summons and meeting papers. During discussion, concerns were raised regarding current IT limitations, including difficulties experienced by some Members in downloading and accessing documents received by email.

Members agreed that, prior to any move towards electronic service, the Council should seek to address these IT issues and review the relevant information governance and IT policies to ensure appropriate arrangements are in place.

The Locum Clerk advised that any move towards electronic service would require the Council to obtain written consent from individual Councillors and to review the Council's relevant IT and information governance policies. Members were also advised that hard copies of meeting papers could be made available at meetings upon request.

RESOLVED: That officers investigate and address the IT limitations affecting Members' access to electronic meeting papers; review the Council's relevant IT and information governance policies; prepare a consent form for Councillors wishing to receive electronic summons and meeting papers; and make hard copies of meeting papers available at meetings upon request. Until these arrangements have been implemented, Councillors shall continue to receive paper summons and meeting packs

081/26-27 CLERKS CORRESPONDENCE REPORT

RESOLVED: That the Clerk's Correspondence Report, as circulated with the agenda pack, be received and noted.

082/26-27 REPORTS FROM OUTSIDE BODIES

To receive any updates or reports from Councillors appointed to outside bodies.

- Your Housing Group

The Deputy Clerk reported that a community clean-up event has been scheduled by YHG for Tuesday, 30 June, from 10.00 am to 12.00 pm on the Redshank Estate. The Deputy Clerk and the Maintenance Team will attend, and Councillors are invited to attend should they wish. It was also noted that the Police will be present to assist with any anti-social behaviour queries.

Councillor Brereton commented that communication from YHG has not been as effective as usual, which has made it more difficult to assist residents.

Action – Officers to contact YHG to encourage better communication between organisations.

- Police Representative

There were no updates from the Police Representative at this meeting.

Signed..... Chairman

Dated:

- Birchwood Carnival Committee

Councillor Atkin reported that this year's Birchwood Carnival was very well attended. He thanked Councillors Ball and Price for staffing the BTC stall, which was well visited by residents wishing to share their views and feedback. He also expressed his thanks to Councillor Ellis for officially opening the Carnival and leading the procession alongside Councillor Sagheer Zaman, Mayor of Warrington.

The Chair extended his thanks to the Carnival Committee for arranging this popular local event.

- Friends of Birchwood Forest Park

There were no updates regarding the Friends of Birchwood Forest Park at this meeting.

- Risley Moss

There were no updates regarding Risley Moss at this meeting.

083/26-27 **ITEMS FOR A FUTURE AGENDA**

The following item was requested for inclusion on the agenda for the next meeting:

- Warrington Borough Council Referrals Log and Updates

084/26-27 **DATE OF THE NEXT MEETING**

The date, time and venue of the next council meeting scheduled for Tuesday 22nd September 2026 at 6.00pm, was noted.

There being no further business, the Chair closed the meeting at 8.00pm.

Signed..... Chairman

Dated:

Appendix A – Payments Schedule

Date	Type	Supplier	Details	NET	VAT	Total
24.06.2026	DD	O2 Telefonica UK Ltd	Office Mobile Charges - JuneBilling Period	£15.56	£3.11	£18.67
26.06.2026	DD	Firstcom Europe	Office Telephone Charges - May Billing Period	£69.18	£13.84	£83.02
29.06.2026	DD	Labdesk (Zomentum)	labdesk 365 accelerator v24 - Covering Period: 19/06/2026-18/07/2026; 365 Cloud Back-up - covering 20/06/2026 - 19/07/2026	£108.00	£21.60	£129.60
29.06.2026	DD	Labdesk (Zomentum)	Acrobat Pro - for teams - annual subscription (x2) - Covering Period 19/06/2026 - 18/06/2027	£486.00	£97.20	£583.20
29.06.2026	DD	James Todd & Co	May 2026 Payroll Service	£60.80	£12.16	£72.96
01.07.2026	DD	Waterplus	Water + wastewater charges (acc 8280)	£38.28	£0.00	£38.28
01.07.2026	DD	Starboard Systems Ltd	Scribe - Monthly Accounts Software subscription	£89.00	£17.80	£106.80
01.07.2026	DD	Direct 365 Ltd	Annual Feminine Hygiene Disposal Covering 05/06/2026 - 04/06/2027	£150.68	£29.66	£180.34
01.07.2026	DD	Allstar	Fuel (Van & Equipment) - 18.06.2026	£140.54	£28.11	£168.65
01.07.2026	DD	Screwfix Direct Ltd (B&Q Tradepoint)	Cuba plastic Chairs x4 at £40.53 (net); Cuba plastic table at 27.71 (net); MAC B&S 550 46cm SP Lawn Mower at £177.33 (net) Centre pieces for Flower Beds	£245.57	£49.12	£294.69
01.07.2026	DD	Screwfix Direct Ltd (B&Q Tradepoint)		£110.83	£22.17	£133.00
06.07.2026	DD	Labdesk (Zomentum)		£88.74	£17.75	£106.49
29.06.2026	DD	Labdesk (Zomentum)	Acrobat Pro - for teams - annual subscription (x2) - Covering Period 25/06/2026 - 24/06/2027	£506.00	£101.20	£607.20
06.07.2026	DD	Legal & General	Ill Health Liability Insurance	£232.08	£0.00	£232.08
13.07.2026	DD	Waterplus	Water + wastewater charges (acc 7607)	£127.55	£0.00	£127.55
14.07.2026	DD	British Gas	Gas Charges - Parkers Farm 01.06.2026 - 30.06.2026	£18.41	£0.92	£19.33
14.07.2026	DD	British Gas	Electricity Charges - Parkers Farm 28.05.2026 - 30.06.2026	£138.08	£6.90	£144.98
14.07.2026	DD	Radius Telematics	Cameras + van tracking	£92.00	£18.40	£110.40
15.07.2026	DD	Automated Systems	Photocopying Charges - 29/04/2026 to 29/05/2026	£52.91	£10.58	£63.49
15.07.2026	DD	Allstar	Fuel (Van & Equipment) -			£92.71
15.07.2026	Bank	Co-operative Bank	Financial Director - banking charges	£52.00	£0.00	£52.00

Signed..... Chairman

Dated:

16.07.2026	Bank TFR	J&K Ross Ltd	x1 Regatta Action Navy (workwear) - Maint Team	£33.59	£6.72	£40.31
16.07.2026	Bank TFR	SLCC Enterprises Ltd	x1 - Training Course - HT - Deputy Clerk - FILCA (Financial Introduction Local Council Administration)	£140.00	£28.00	£168.00
16.07.2026	Bank TFR	Premiclean Ltd	BTC July monthly cleaning service	£546.00	£109.20	£655.20
16.07.2026	Bank TFR	St John Ambulance	First Aid at work - requalification - x1 delegate (Maint Team)	£305.00	£61.00	£366.00
16.07.2026	Bank TFR	Viking Office UK Limited	Archive Boxes x2 packs of 10; labels, envelopes; sellotape; markers	£122.43	£24.50	£146.93
20.07.2026	DD	E-on Next	Electricity MUGA - Locking stumps 01.06.2026 - 30.06.2026	£17.47	£0.87	£18.34
24.07.2026	DD	O2 Telefonica UK Ltd	Office Mobile Charges -July Billing Period	£22.00	£4.40	£26.40
27.07.2026	DD	Labdesk (Zomentum)	labdesk 365 accelerator v24 - Covering Period: 19/07/2026 - 18/08/2026	£60.00	£12.00	£72.00
28.07.2026	DD	BNP Paribas Leasing	Ricoh Copier Lease - lease quarterly payment	£220.00	£44.00	£264.00

Payments -Set-up on Online Banking

Date	Type	Supplier	Details	NET	VAT	Total

Receipts & Internal Transfers

			-	-	-	-
Date	Type	Amount Received	Details	Bank		

Signed..... Chairman

Dated: