

FELSTED PARISH COUNCIL

Minutes of the 1076th meeting held on 4 March 2020 at 7:00 pm in the URC Hall.

- Present:** Councillors Graham Harvey (Chairman), Andy Bennett, Richard Freeman, Penny Learmonth, John Moore, Roy Ramm and Joyce Stoddart. District Councillor Sandi Merifield was also present along with 6 members of the public.
- 20/44 **Apologies for Absence and Declarations of Interest**
Apologies had been received from Councillors Alec Fox, Frances Marshall and Peter Rose, County Councillor Simon Walsh, District Councillor John Evans and Youth Representative Elliott Smith. There were no Declarations of Interest.
The Chairman welcomed Daniel Plunkett, the Council's newly appointed part time Responsible Financial Officer, to the meeting and to the Council.
- 20/45 **Public Forum**
45.1 Road with no name update – The Clerk reported that the fee, for UDC to commence the naming process, had been paid. Notices will be placed along the road, to consult residents and invite them to submit any comments/objections to UDC within one month. UDC will then review any comments received and if the criteria to approve the application is met (66% of residents in favour of the naming) statutory bodies will be consulted. UDC will then approve the application and notify the residents and statutory bodies accordingly.
45.2 Highway and other problems - The Clerk agreed to report/re-report the following problems to ECC Highways: Pothole on the eastern end of the access road to the Almshouses : Flood outside Silverleys at Gransmore Green in Braintree Road: Flood outside PC office in Stebbing Road and the verge in Evelyn Road at Willows Green (opposite playing field) which is badly damaged and very muddy. She would also arrange the repair of the street light at the Stebbing Road/Braintree Road junction and include Woodleys car park in the litter pick on 28 March to clear accumulated rubbish.
- 20/46 **Minutes of Meeting 1075 held on 4 March 2020**
The Minutes were approved and were signed by the Chairman.
- 20/47 **Minutes of the Planning Committee meeting on 18 February 2020**
These Minutes were noted and would be formally approved at the next meeting of the Planning Committee.
- 20/48 **Matters arising from the February Council meeting**
48.1 Review of UDC Members Grant for 2018-19 (Item 20/25.2) – Members noted that the final item, the laptop, had recently been purchased. The Clerk would accordingly submit the revised claim to UDC for approval.
48.2 Metro Bank signatories (Item 20/25.3) – Members noted that cheques signed by Cllrs Graham Harvey and John Moore had been cleared by Metro Bank. Following the resignation of Cllr Alan Mackrill it would now be necessary to delete him as a signatory on the Metro account and replace him with Cllr Frances Marshall (see item 20/30 in Minutes 1075).
48.3 Further refund from BT (Item 20/25.4) – Members noted that a further refund, of £36.00, had recently been received from BT following the change to a new contract.
48.4 Repairs to pavilion (Item 20/25.7) – Members noted that a second hardwood external fire door had been purchased for the pavilion at a cost of £108. The door would be fitted shortly.
48.5 Chelmsford City racecourse (item 20/25.8) – The Chairman reported that the Facilities Manager would be arranging a meeting with local council representatives to discuss various issues raised by residents. It was hoped that a date for the meeting would be agreed shortly.
48.6 Green waste collection service for 2020 (Item 20/27.1) – Members noted that the green waste collection service would commence on Sunday 8 March. The collection vehicle would be at Bannister Green from 9-10am every Sunday through to 6 December 2020.
48.7 Edwards House site – Missing footpath and public toilet signage - Two new houses had been built on this site and the adjacent footpath fingerpost, and the toilet signage attached to it, had been enclosed by the hoarding erected around the site perimeter during the works.

The developer had subsequently agreed for the toilet signage to be attached to the outside of the hoarding to maintain its visibility. The hoarding had recently been removed and the developer had confirmed that the toilet signage and the footpath post had both gone missing, presumably disposed of at the same time as the hoarding. ECC would be asked to replace the footpath fingerpost and the Clerk would source a new toilet sign and the developer would be requested to meet the cost.

48.8 Jollyboys Lane passing place revised quote (Item 19/204.7) – Members noted that a revised quotation had been received from the contractor to take into account increased material costs since his original quote submitted 18 months ago, and also an increase in size of the proposed passing place. Given the substantial increase in cost (+£1300) it was agreed to obtain a second quotation for the work. Both quotations should now include options to create the passing place and/or install a kerb on the western side of the roadway opposite the passing place and/or to fill the potholes opposite the passing place.

48.9 Woodleys car park resurfacing – Amendment to quotation (Item 19/170.2) – The contractor had revisited the car park and on further examination had concluded that it would be preferable to reskin the low point in the car park rather than install a drain to disperse the flood water. Members agreed to accept the recommendation from the contractor to resolve the flooding issue. The cost was unchanged at £1222.00.

48.10 PC policies published on website (Item 20/29) - Cllr Andy Bennett confirmed that the Council's Data Management, Equal Opportunities and Press and Media Policies had been published on the PC website.

20/49 **County and District Councillor Reports**

49.1 County Councillor's Report – County Cllr Simon Walsh had submitted a Report which included the following: information on action to combat coronavirus: an amnesty on Essex Library books: two successful bids for funding from the Dept of Transport (£380,000 towards removal of the Army and Navy flyover in Chelmsford and £1 million towards the maintenance of Braintree town centre): Who Will Care? Awards 2020 and a Highways update.

49.2 District Councillor's Report – A written report had not been submitted this month but Cllr Sandi Merifield gave a verbal update which included: congratulations on the Felsted NP being 'made' by UDC : a reminder of the District Councillors surgery every month from 6pm immediately prior to the PC meeting (this would be advertised in the new Felsted Focus magazine) : an update on the UDC Local Plan process – Independent consultants have been engaged and workshops will be held to decide on the best way forward : UDC Budget for 2020-21 includes a 2.7% increase equating to a £5 increase in Council Tax on a band D property.

20/50 **Correspondence**

Members noted the Correspondence received (see page 7) including the following:

50.1 Temporary road closures - Temporary closures of Molehill Green Road, Evelyn Road, Hollow Road, Cock Green Road, Littlely Park Lane, Leez Lane, Burnstie Road and Stevens Lane were noted for County Broadband works.

50.2 UDC Scrutiny Committee survey and letter from the Leader of UDC outlining the UDC response to the Local Plan rejection – These documents were noted.

50.3 UALC meeting on 18 March and AGM on 20 May – Cllr Andy Bennett would check his availability to attend these meetings.

50.4 UK Airspace research (7000' +) – Invitation to attend focus group meeting – Cllr Andy Bennett would attend the session on 10 March 2020.

50.5 Letter from resident attaching copies of complaints made to ECC Highways - Members noted the two complaints regarding, the temporary closure of Chelmsford Road on 22-23 February and the raised manhole outside Hadlands, Chelmsford Road, Felsted. The Clerk had asked to be kept updated on any response from Highways.

50.6 Velo Essex cycle event on 20 September – Members noted that this event was not a race and traffic would be managed via a system of rolling road closures.

50.7 Rye Street Group – Tree planting offer – Members agreed to request 20 or more saplings to fill in gaps along the field edge of the Willows Green play area.

50.8 RCCE Best Kept Village Competition 2020 – After some discussion Members agreed not to enter the competition this year.

20/51 **Finance**

51.1 Payments – The list of payments on page 8 were approved plus payments to JCM

Services for their invoices numbered 260,261,262 and 263 totalling £4242 and covering works at the Nature Area (Metro account cheque 800019).

51.2 Receipts – Members noted the following receipts - £36 BT refund, £250 rent for playing field and £3500 UDC Community Project grant.

51.3 Felsted Community Trust –The Chairman was looking into the possibility of opening an FCT bank account with National Westminster Bank.

The non-Council trustee positions had been advertised on the PC website and on the notice boards and several residents had expressed their willingness to become a trustee. The Council trustee members (Cllrs Graham Harvey, Richard Freeman and Roy Ramm) had considered the applications received and agreed to appoint Alan Mills, Philip Hutley and Andrew Clayton to become trustees of the FCT. One further PC representative had still to be confirmed.

Members wished to record their thanks to everyone who had expressed an interest in becoming a trustee.

51.4 Review of Council bank accounts – The Finance Committee had considered opening a bank deposit account to hold long standing PC reserves and so attract interest on the funds. However, with interest rates at around 0.1%, Members agreed that the small amount of interest received would not justify the additional work involved in setting up the account and managing transfers between the cheque and deposit accounts.

51.5 Crix Green Mission extension– The Finance Committee had considered this further at their meeting on 26 February and they recommended that the Council approve the extension works to be carried out in two stages. Stage 1 would include the demolition of the existing extension and the construction of the watertight shell of the new extension at a cost of £41,650 plus VAT. Stage 2 would consist of the fitting out of the shell. The Crix Green Mission Trust would contribute a total of £40,000 to the project. These funds would be transferred to the PC who would then be responsible for paying the contractor, Holmbuild Ltd, direct. An initial payment of £20,000 would be required by the contractor with further stage payments of around £10,000 each. It was proposed by Cllr Graham Harvey, seconded by Cllr Richard Freeman and agreed (5 in favour, 1 against) to go ahead with Stage 1 works subject to the agreement of the Crix Green Mission Trust. The Stage 2 works would be discussed separately in the future.

51.6 Prior approval of costs to move concrete block in an emergency situation – Following the incursion onto the Nature Area in 2019 the PC were holding a large concrete block which could be moved quickly in response to any future threatened or actual incursions. It was proposed by Cllr Roy Ramm, seconded by Cllr Richard Freeman and unanimously agreed to authorise payments of £30 to Philip Marshall each time the block needed to be relocated.

20/52 **Draft policies on Retention of documents and Disaster Recovery (Continuity Plan)**

The Clerk was in the process of drafting the Retention of Documents policy which would be considered at the next meeting. Cllr Graham Harvey had circulated a draft Continuity Plan to Members for their consideration. It was proposed by Cllr Richard Freeman, seconded by Cllr John Moore and unanimously agreed to adopt the Continuity Plan. The policy would be reviewed annually in May. The Clerk would send a final copy of the document to Cllr Andy Bennett to be published on the website.

20/53 **Filling Councillor vacancy**

After the last meeting UDC had confirmed that no requests had been received to hold an election to fill the vacancy. The PC were therefore given formal approval to co-opt to fill the vacancy. As agreed at the last meeting, the Clerk had advertised the vacancy and contacted previous unsuccessful candidates. The deadline for receiving applications to fill the vacancy was 18 March and to date one application had been received. This would be considered further at the next meeting.

20/54 **Future staffing**

54.1 RFO vacancy – Members noted that the HR Working Group had interviewed 5 candidates for the part time RFO vacancy and had unanimously agreed to appoint Daniel Plunkett to the position. He commenced work on 1 March 2020 and was currently being trained by the Clerk.

54.2 Volunteer Co-Ordinator – Members noted that Roger Buckley had commenced his Volunteer Co-Ordinator duties on 20 February 2020.

54.3 Salary review for Assistant Clerk – The Finance Committee had reviewed the Asst

Clerk's salary and recommended that her salary be increased to NJC Salary Scale new SCP 25 (formally SCP 31) with effect from 1 March 2020. The current Asst Clerk's salary would then be reviewed again in October 2020 after she had taken over the Clerk's role. Members unanimously agreed to increase the Asst Clerk's salary in line with the Finance Committee recommendation.

- 20/55 **Highway matters**
55.1 Clifford Smith Drive verge on Braintree Road – The Clerk was awaiting a response from ECC Highways so this matter would be considered further at the next meeting.
55.2 Road with no name – See Item 20/45.1 above.
55.3 Causeway End flooding – The Clerk read out a response from County Cllr Simon Walsh providing updated information on this problem. ECC had jetted the pipe under the roadway last week. Cllr Richard Freeman had spoken to the supervisor on site and he had expressed grave concerns regarding the flooded ditch opposite the pipe which he stated he would report to Highways. Now that the planning application, to build on the site adjacent to the flooded area, had been refused by UDC, the flooding problems would be ongoing and it was agreed that the Clerk would write to County Cllr Walsh expressing the concern that this matter must be pursued actively until it is resolved.
55.4 Footpaths 10 / 59 Temporary Closure Order extension – Members noted that the temporary closure order had been extended to 22 November 2020.

- 20/56 **Playing Fields**
56.1 Playbark edging – The Asst Clerk reported that the contractor had commenced work the previous week and he had removed all the existing playbark edging. The order for the new edging had then been delayed and when it was received it was not to the agreed specification (5" deep instead of 8"). The existing supplier could supply the wider edging but it would need to be made bespoke with a very long lead time and the cost would increase. An alternative supplier had been found quoting a lead time of 6-8 weeks but the cost would again be more than the original quote. It was proposed by Cllr Richard Freeman, seconded by Cllr Roy Ramm and unanimously agreed that an additional £650 (maximum) should be spent on the edging material if necessary.
56.2 Installation of integral goals and basketball hoops within the MUGA – The Asst Clerk reported that this work had now been completed along with the snagging items that had been identified.
56.3 MUGA surface repair works – Members noted that the contractor was scheduled to carry out the surface repair works next week (weather permitting). The repainting of the lines would however have to wait for drier conditions.
56.4 Storm damage to tree in main playing field – During the recent storms a mature tree at the playing field (near the central hedge) had been brought down. A local resident had volunteered to clear the tree without charge and work had commenced to clear the branches laying on the football pitch. The extremely wet ground conditions meant however that the remaining work would be delayed until vehicle access was possible.
56.5 Replacement of Bannister Green play area fence – The Asst Clerk had obtained one quote to replace the existing wooden fence around the play area with concrete posts and gravel boards topped with wooden panels at a cost of £7850 plus VAT. Members discussed the merits of a metal fence instead of wood (more durable but more expensive). It was agreed to obtain 2 further quotes and consider the matter again at the next meeting.

- 20/57 **Grass cutting contracts**
Tenders for the village grass cutting contract and the churchyard grass cutting contract would be considered at the April PC meeting.

- 20/58 **Review of allotment rodent control**
Members noted that the pest control company had not identified the presence of rats at the allotments since November 2019 (14 months ago). Mice had taken the bait in the interim but not rats. Members agreed to review the contract again in May 2020.

- 20/59 **Felsted Nature Area**
The Asst Clerk reported that 24 fruit trees had been planted at the Nature Area along with the hedge and 2 Hornbeams along the road frontage. JCM Services would ensure that the new plants were kept watered if necessary. The barn owl boxes had been erected and bat boxes had been ordered. Members recorded their thanks to the parish Tree Warden for clearing a tree that had been brought down in the recent storms. The next Nature Area Working Group meeting would take place on 30 April at 7.15pm on site.
- 20/60 **Felsted Neighbourhood Plan**
Cllr Roy Ramm was delighted to report that the NP had been 'made' by UDC and would be a material consideration for all future Felsted planning applications. The UDC decision was unanimous which was very gratifying. Cllrs Roy Ramm and Richard Freeman were continuing to work with the applicants for the former Bury Farm site and with UDC to agree the numbers of any additional affordable housing required in addition to the gifting of the doctor's surgery building.
- 20/61 **Chairman's Matters** - None
- 20/62 **Youth Representative Matters** - None
- 20/63 **Clerk's Matters**
63.1 Emergency Planning – The Asst Clerk reported that an article, seeking volunteers, would be included in the first Felsted Focus parish magazine.
63.2 Churchyard works – Members noted that the drawings were awaited and this matter would be considered at the next meeting.
63.3 Felsted Focus parish magazine – The Magazine Working Group had continued to meet and the first issue of the magazine would be published at the start of April. All contributions for inclusion in the magazine would need to be submitted to the Editor by 14 March.
63.4 Wildflower verge in Braintree Road to the west of Buckcroft - The Clerk highlighted that since the PC had accepted a quotation from JCM Services to construct a wildflower block on this verge, the field adjacent to the site had been granted planning permission for housing. In the circumstances Members agreed that the wildflower block project should be put on hold as the verge could easily be damaged during the construction process. The Clerk would inform the contractor accordingly.
63.5 VE75 event and beacon lighting – Felsted Memorial Hall Committee and Felsted Royal British Legion were organising a dance on Saturday 9 May and it was agreed that the beacon should be lit that night at 9.30pm. The Clerk would inform the volunteer helpers who light the beacon, the Felsted School Chaplain and the event would be publicised.
- 20/64 **Planning Applications and Decisions**
64.1 DECISIONS SINCE PREVIOUS COUNCIL MEETING
[UTT/19/3022/HHF](#) **Meadow House, Cock Green**
Demolition of existing garage and construction of single storey and two storey side extension and single storey front extension. Alterations to roof including provision of flat roof and dormer window. **Permission Granted 4 February 2020**
[UTT/19/2994/OP](#) **Land to rear of Jolly Boys Lane South and Causeway End Road**
Outline application for the erection of 5 dwellings with all matters reserved except for access. **Permission Refused 5 February 2020** *"result in significant harm to the character and appearance of the area by urbanising the site....development in an unsustainable location, not within a settlement or other site boundary.....fails to respect the streetscape and character of existing development at the setting to the site...fails to demonstrate that a safe and suitable access can be provided"*
[UTT/19/3089/LB](#) **Garnetts Cottage, Braintree Road, Felsted**
Replacement of front door **Permission Granted 14 February 2020**
[UTT/19/3101/HHF](#) **Richmond Lodge, Chelmsford Road, Felsted**
Proposed boundary fencing/hedging with installation of electric five barred field gate and manual pedestrian field gate. **Permission Granted 14 February 2020**
[UTT/19/2644/FUL](#) **Weston, Bannister Green, Felsted**
Proposed demolition of existing bungalow and erection of 3 no. dwelling houses and associated works including landscaping, creation of vehicular access and parking
Permission Granted 17 February 2020

[UTT/19/3120/OP](#) **Cobblington and Concord Farm, School Road, Rayne**

Outline application with all matters reserved, except for access, for demolition of existing dwelling and outbuildings and for the erection of one replacement dwelling and erection of two detached and two semi-detached dwellings. **Permission Refused 18 February 2020** “*would result in significant harm to the character and appearance of the area by urbanising the settingunsustainable location, not within a settlement or other site boundary*”

64.2 APPLICATIONS TO BE CONSIDERED AT THE 17 MARCH PLANNING MEETING

[UTT/20/0511/HHF](#) / [UTT/20/0512/LB](#) **The Barn, Evelyn Road, Willows Green** Erection of two single storey glass flat roofed extensions to the northern kitchen wing and associated alterations.

[UTT/20/0450/FUL](#) / [UTT/20/0451/LB](#) **The Watch House, Watch House Green**

Demolition of existing barn and garage and erection of 1 no. detached dwelling

64.3 Planning application for School Road, Rayne – Members noted that this application for 150 houses had been submitted to the Appeal Inspectorate for non-determination within the legal timeframe. BDC had subsequently recommended that the application be refused.

20/65 **Local Plan updates**

65.1 Uttlesford – UDC were deciding how to proceed following the Examiner’s ‘unsound’ judgement on their Local Plan.

65.2 Braintree – The Inspector’s hearing had been completed but additional submissions had been received, including one from Stansted Airport quoting old information. The PC had officially responded to that submission.

65.3 Chelmsford –The Local Plan had been approved by the Examiner and the document was in the process of being adopted by CCC.

20/66 **Urgent Matters and items for the next Agenda**

66.1 Removal of rubbish outside the Pavilion – Following the painting and cleaning of the interior of the pavilion some items had been left outside (wood, screen etc). The football club would be asked to remove this rubbish.

66.2 The Swan public house – It had been reported that the landlord of The Swan might be negotiating to purchase the parking area between the pub and Station Road from ECC Highways. This piece of land provided very important general parking in the centre of the village and it was agreed that the Clerk would contact ECC Highways and make them aware of the PC’s strong opposition to such a proposal.

66.3 Defibrillators – The East of England Ambulance Service had requested that all defibrillators be checked along with their batteries and consumables. The Clerk would check the 2 defibrillators owned by the PC and contact Linsells to ensure that their defibrillator was also checked. It was suggested that the 2 defibrillators should also be included in the next PC electrical PAT test.

The meeting closed at 9.11 pm

Next Highways Committee meeting: Wednesday 11 March in the URC Hall at 5.00pm

Next Planning Committee meeting: Tuesday 17 March in the URC Hall at 7.30 pm

Next Council meeting: Wednesday 1 April in the URC Hall at 7.00 pm

..... (Chairman) 1 April 2020

Correspondence List – March 2020

1.	UDC – Green Waste skip dates for 2020 –Sundays 8 March to 6 December (inclusive) <ul style="list-style-type: none"> - Letter from UDC Leader outlining UDC response to LP rejection - UDC Scrutiny Committee (Section 106 and Planning Obligations Task and Finish group) survey re PC input into the process - Health and Wellbeing Conference on 22 April at Great Dunmow
2.	ECC – Temporary road closures: <ul style="list-style-type: none"> Thistley Green Bridge – Saturday 29 February for 1 day (planting works) Molehill Green Road – 7 April for 9 days (County Broadband works) Evelyn Road, Willows Green – 31 March for 10 days (County Broadband) Hollow Road – 15 April for 8 days (County Broadband works) Cock Green Road, Bannister Green – 26 March for 2 days (County Broadband) Littley Park Lane – 12 March for 29 days (County Broadband works) - Essex-wide Bus Shelter project - ECC Highways Highlights newsletter – January 2020
3.	UALC meeting on 18 March / AGM on 20 May - Both at Gt Hallingbury Village Hall
4.	EALC – New ‘Grants, Funding and Free Money’ course on 12 May <ul style="list-style-type: none"> - Legal Update – February 2020 - County Update – February 2020
5.	UK Airspace research – Stansted Airport – Invitation to attend focus group meeting on 4 March
6.	Letter from resident – Copy of complaints made to ECC Highways re Chelmsford Road temporary closure on 22/23 February and raised manhole outside Hadlands, Chelmsford Road, Felsted
7.	Velo Essex cycle event on Sunday 20 September (provisional route follows TdF route through Felsted / up to 15,000 participants / 50 and 100 mile routes / rolling road closures) – Comments invited from the organisers.
8.	Essex Police – New Fraud Alert System
9.	NEPP – Monthly surgeries being held in UDC Offices (last Tuesday of each month between 11-1pm) commencing Tuesday 31 March.
10	Essex Playing Fields – Best Kept Playing Field Competition 2020 – Apply by 25 April
11	Essex Fire and Rescue – Draft Integrated Risk Management Plan Deadline 17 March
12	Tree planting offer from Rye Street Group to mark their 30 th year in business
13	RCCE – Essex Warbler – February 2020 <ul style="list-style-type: none"> - Essex Village of the Year Competition Deadline 24 April
14	AEF Annual Report 2019

Unpaid List – March 2020

	Date	Num	Memo	Open Balance	Cheque number
Affinity Water(formerly Veolia)					
	31/01/2020	12	Allotment w ater supply (Mill Road)	132.85	
	03/02/2020	79	Allotment w ater supply	62.63	
Total Affinity Water(formerly Veolia)				195.48	DD
Alec Fox					
	01/02/2020		Mileage and car parking 26/11/19 and 27/11/2020	22.40	
Total Alec Fox				22.40	102893
Colchester Borough Council					
	14/02/2020	20172540	NEPP patrols 2019-20 school year	2,203.20	
Total Colchester Borough Council				2,203.20	102894
Creative Play					
	06/02/2020	20964	New goal areas and basketball hoops on MUGA	14,311.20	
Total Creative Play				14,311.20	102895
Currys plc					
	19/02/2020	2854259112	Laptop for new RFO (Q to Heather Read)	576.99	
Total Currys plc				576.99	102896 (part)
Curry's plc					
	02/03/2020		Printer inks	119.97	
Total Curry's plc			(Q payable to D Smith)	119.97	102898 (part)
D A Dempsey					
	17/02/2020		2x half barrels for flower tubs	100.00	
Total D A Dempsey				219.97	102897
D M B Smith					
	29/02/2020		Clerk's salary - February 2020	1,164.27	
	02/03/2020		Clerks mileage (£20.70) and expenses (£36.50)	57.20	
Total D M B Smith				1,221.47	102898 (part)
E.ON					
	01/02/2020	H181B299D8	Street light electricity	279.97	
	16/02/2020	H106DEC5C1	Pavilion electricity	28.69	
	17/02/2020	H182A11590	MUGA electricity	44.99	
Total E.ON				353.65	DD
Essex Playing Fields Association					
	02/03/2020		Membership of EPFA for 2020	30.00	
Total Essex Playing Fields Association				30.00	102899
Heather Read					
	29/02/2020		Asst Clerk's salary - February 2020	366.43	
	02/03/2020		Asst Clerk's mileage (£31.50) and expenses (£2.10)	33.90	
Total Heather Read				400.33	102896 (part)
Joyce Stoddart					
	17/02/2020		Councillors expenses mileage and car park on 4/2/20	16.00	
Total Joyce Stoddart				16.00	102900
NALC					
	02/03/2020	10343	Local Councils Explained publication	19.99	
Total NALC				19.99	102901
R Chapman					
	02/03/2020		Unlocking toilets etc 3/2 to 1/3/2020 (4 weeks)	100.00	
Total R Chapman				100.00	102902
Robert Barnard					
	10/02/2020		Replacing damaged external door on pavilion	100.00	
Total Robert Barnard				100.00	102903
S P Barnard					
	02/03/2020		Village Attendant - February 2020	500.00	
Total S P Barnard				500.00	102904
Travis Perkins					
	04/02/2020	02A98680	Barn paint for pavilion door (Q payable D Smith)	35.16	
	08/02/2020	02A01210	Replacement lock for new pavilion door (Q payable D Smith)	20.64	
	27/02/2020		External fire door and hinges for pavilion emergency exit	108.77	
Total Travis Perkins			(Q payable to D Smith)	164.57	102898 (part)
TOTAL				20,435.25	

NOTE: Cheque 102898 to Diane Smith TOTAL = £ 1506.01 Cheque 102896 to Heather Read TOTAL £ 977.32