

**Minutes of the Finance, Administration & Remuneration Committee meeting
held on Wednesday, 23 August 2023 at 19:30
held in Kings Worthy Community Centre, Fraser Road**

Attendees

Councillors Ian Gordon, Julia Archer, Emily Fish & Matthew Miller-Hall

Clerk(s)

Parish Clerk & Responsible Finance Officer [RFO] (Christopher Read)

Apologies

None.

Members of the public

None.

F/23/109 – Public Questions Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]

None.

F/23/110 – Impact of COVID-19 (including meeting recommendations)

It was agreed to keep the current recommendations.

F/23/111 – To agree and sign the Minutes of the Meeting held on 14 June 2023

The minutes of the previous meeting were then agreed as a true record of the meeting.

F/23/112 - Matters arising from the meeting held on 14 June 2023

None.

F/23/113 – Proposed new expenditure for Finance approval

Planning & Highways (P&H) – None.

Finance, Administration & Remuneration (FAR) – None.

Recreation & Amenities (R&A) –

- Initial cut at Lovedon Fields – Peter Yeates Arboriculture would be able to cut the hedges with an arm-mounted hedge cutter facing downwards and Green Smile will apply weedkiller to path edges. The estimated cost for the cut and the weedkilling is £600.00. It was agreed to proceed with the work.

Communications – Quotation for annual newsletter

The Clerk has obtained a quotation from Culverland press for the printing, fulfilment and postage of the annual newsletter.

- Printing cost: £620.00.
- Fulfilment & postage cost: £1,530.00.

It was agreed proceed with the quotation above.

Grants –

- Defibrillator grant request – A grant request had been received from the King Charles Public House for the purchase of a public automated external defibrillator. After discussion, it was agreed to grant the full amount requested but the Clerk will contact the pub to discuss the funding required as the total cost is likely to exceed the total project cost provided.

Action – Contact the pub as above.

- Citizens Advice Bureau – A grant request has been received from the Citizen Advice Bureau to help people who are struggling because of the cost-of-living crisis. They requested a grant of £850.00 which was unanimously agreed by Councillors.

F/23/114 – To receive the statement of accounts and management reports for period ended 30 June 2023

The Clerk/RFO gave a presentation of the accounts for the month ending 30 June 2023 (see attached)

F/23/115 – To receive the statement of accounts and management reports for period ended 31 July 2023

The Clerk gave a presentation of the accounts for the month ending 31 July 2023 (see attached).

F/23/116 – To authorise the payment listing

Members reviewed and authorised all payments on the listing (see attached)

F/23/117 – Lovedon Fields open space transfer – update including status and legal advice

The Clerk noted that the payment is imminent, as is the transfer.

F/23/118 – Ground maintenance contract tender – update

The Clerk noted that the 3rd interview is scheduled for next week.

F/23/119 – Parish Council play areas –

- Fire at Fraser Road play area – update including temporary fencing and tender – It was agreed that the fencing will stay for another two months (including ratification of the previous month).

The Clerk also reported that only one tender had been received, and to provide a comparative price, another price would be needed. Following comments from multiple tenderers, it was agreed to obtain a quotation for the direct purchase of the

play equipment from the supplier, and another quotation for the installation of the equipment/surfacing.

Action – Clerks to obtain quotations as above.

- Eversley Park area tender – update including tower installation – Having reviewed legal advice received, Cllrs agreed to recommend that we proceed with the installation with suitable controls in place.

F/23/120 – Potential additional community use for Kings Worthy Community Centre

Cllr Miller-Hall noted that if part of the building is to be used for a medical facility, the Parish Office may need to move and there would be costs associated with this.

Action – Clerks to obtain cost(s) for an alternative office facility.

F/23/121 – Remuneration & staffing

- Staff remuneration – potential additional benefits – Defer until the next meeting.
- Annual appraisals – These are being arranged.
- Annual pay review – Defer until the next meeting.

F/23/122 – Tubbs Hall – landlord’s responsibilities

- Update on the fire doors at the entrance to Tubbs Hall (if available) – None.
- Potential replacement automatic door closer – The Clerk noted that after the recent door service and inspection, the engineer noted that the door cannot be adjusted any more to prevent the intermittent minor sticking problem. Therefore, a new closer would be required an approximate cost of £3,395. It was agreed to discuss disabled access, including the potential of moving the closer to the rear door, with Tubbs Hall Management Committee (THMC).
- Proposed new sub-lease – update (if available) – Cllr Miller-Hall is waiting for a response from THMC.

F/23/123 – Legal issues

None.

F/23/124 – Items for inclusion in council communications

None.

F/23/125 – Responsible Finance Officer / Clerk’s Notices

None.

F/23/126 – Chairman’s Notices

None.

F/23/127 – Items for discussion at the next Meeting on 13 September 2023

Burial Ground fees and budget.

Meeting Closed at 20:30

Signed:

Date:

Management Accounts for the period ending 30 June 2023

Income

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£9,507.31	£4,801.19	£16,956.39	£12,155.20
Finance, Administration & Remuneration	£184,096.44	£45,779.62	£47,112.30	£1,332.68
Kings Worthy Community Centre	£7,930.97	£1,982.74	£549.00	-£1,433.74
Planning & Highways	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£7,633.65	£1,521.43	£6,934.50	£5,413.07
Totals:	£209,168.37	£54,084.99	£71,552.19	£17,467.20

Expenditure

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£83,447.38	£0.00	£80,866.08	£80,866.08
Finance, Administration & Remuneration	£107,921.03	£29,732.45	£21,100.82	£8,631.63
Kings Worthy Community Centre	£11,120.16	£3,478.42	£3,829.23	-£350.81
Planning & Highways	£11,070.00	£329.87	£0.00	£329.87
Recreation & Amenities	£94,196.54	£32,342.75	£23,627.41	£8,715.34
Totals:	£307,755.10	£65,883.48	£129,423.54	£98,192.10

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Actual Year to Date Position	-£98,586.74	-£11,798.49	-£57,871.35	-£46,072.86

Memorandum Position - Excluding CIL Income, CIL Expenditure and Eversley Park play area spend

Memorandum Year to Date Position:	-£6,269.15	-£16,599.69	£6,038.34	£22,638.03
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Balance Sheet for period ending 30 June 2023

Bank Accounts	
Unity Trust Bank Current Account	£9,979.26
Unity Trust Tailored Deposit Account - 2.31% AER	£115,455.79
Sub-Total:	£125,435.05
Investments/Deposits	
Nationwide variable (35-day notice)	£85,000.00
Sub-Total:	£85,000.00
Other	
B4B Procurement Card	£7.71
Debtors	£1,992.93
Prepayments	£0.00
Sub-Total:	£2,000.64
Total Current Assets:	£212,435.69
Current Liabilities	
Trade Creditors	£1,275.74
Received on Account (inc. Precept)	£1.14
PAYE Payments Due	£45,748.01
NI Payments Due	£292.76
Pension Payments Due	£915.78
Other Creditors (awaiting advice from HMRC before payment)	£1,293.42
VAT to be Paid	£0.00
VAT to be Reclaimed	-£21,941.03
VAT that has been Reclaimed but not received	£0.00
Total Current Liabilities:	£27,585.82
Current Assets Minus Liabilities:	£184,849.87
Earmarked Funds in Reserve	
Play area maintenance reserve	£44,053.22
CIL Reserve	£5,786.25
Total Current Reserves:	£43,839.47
Net Assets	
General Reserves (inc. £24,727.65 for tree works)	£198,881.75
Profit & Loss Year to Date	-£57,871.35
Total Net Assets:	£141,010.40

Management Accounts for the period ending 31 July 2023

Income

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£9,507.31	£4,801.19	£16,956.39	£12,155.20
Finance, Administration & Remuneration	£184,096.44	£61,022.85	£62,545.30	£1,522.45
Kings Worthy Community Centre	£7,930.97	£2,643.66	£732.00	-£1,911.66
Planning & Highways	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£7,633.65	£1,815.94	£7,044.69	£5,228.75
Totals:	£209,168.37	£70,283.64	£87,278.38	£16,994.74

Expenditure

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Community Infrastructure Levy	£83,447.38	£0.00	£80,866.08	£80,866.08
Finance, Administration & Remuneration	£107,921.03	£39,857.81	£31,091.43	£8,766.38
Kings Worthy Community Centre	£11,120.16	£4,604.35	£4,189.47	£414.88
Planning & Highways	£11,070.00	£439.82	£68.25	£371.57
Recreation & Amenities	£94,196.54	£36,249.33	£31,775.43	£4,473.90
Totals:	£307,755.10	£81,151.32	£147,990.66	£94,892.82

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date
Actual Year to Date Position	-£98,586.74	-£10,867.68	-£60,712.28	-£49,844.60

Memorandum Position - Excluding CIL Income, CIL Expenditure and Eversley Park play area spend

Memorandum Year to Date Position:	-£6,269.15	-£15,668.87	£3,197.41	£18,866.28
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Balance Sheet for period ending 31 July 2023

<u>Bank Accounts</u>	
Unity Trust Bank Current Account	£10,024.19
Unity Trust Tailored Deposit Account - 2.31% AER	£99,046.79
Sub-Total:	£109,070.98

<u>Investments/Deposits</u>	
Nationwide variable (35-day notice)	£85,000.00
Sub-Total:	£85,000.00

<u>Other</u>	
B4B Procurement Card	£374.46
Debtors	£1,490.92
Prepayments	£0.00
Sub-Total:	£1,865.38

Total Current Assets:	£195,936.36
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Current Liabilities	
Trade Creditors	£4,792.92
Received on Account (inc. Precept)	£0.00
PAYE Payments Due	£30,498.68
NI Payments Due	£292.96
Pension Payments Due	£915.78
Other Creditors (awaiting advice from HMRC before payment)	£1,293.42
VAT to be Paid	£9.55
VAT to be Reclaimed	-£1,936.00
VAT that has been Reclaimed but not received	-£21,939.89
Total Current Liabilities:	£13,927.42

Current Assets Minus Liabilities:	£182,008.94
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Earmarked Funds in Reserve	
Play area maintenance reserve	£44,053.22
CIL Reserve	£5,786.25
Total Current Reserves:	£43,839.47

Net Assets	
General Reserves (inc. £24,727.65 for tree works)	£198,881.75
Profit & Loss Year to Date	-£60,712.28
Total Net Assets:	£138,169.47

Payment Authorisation Listing – July & August 2023

Committees:

FAR = Finance, Administration & Remuneration

FAR (KWCC) = Kings Worthy Community Centre

PC = Parish Council

P&H = Planning & Highways

R&A = Recreation & Amenities

Payments previously authorised on the bank (paid to meet payment deadlines)

Date	Committee	Beneficiary	Description	Category	Total (inc. VAT)	Unrecoverable VAT
01/06/2023	FAR (KWCC)	Croma Security Systems	Annual Test and Inspection for Auto Doors (for period 02/07/2023 - 01/07/2024)	External Doors	£180.60	£0.00
17/06/2023	FAR	Green Smile Ltd	Removal of grass cuttings from the children's play area at Eversley Park after being closed for repair. Agreed with Clerk. Completed on 5/6/23	Playground Maintenance	£60.00	£0.00
20/06/2023	R&A	Plane Arboriculture Ltd	Site meeting attended on 12/06/2023 (to advise on Burial ground routes)	Tree Works	£160.00	£0.00
21/06/2023	R&A	Environmental Hygiene Services	Steam Clean and Sanitation of 6x Bus Shelters	Shelters	£72.00	£0.00
24/06/2023	FAR	Amazon EU UK	Tape Measure	Miscellaneous Expenditure	£8.49	£0.00
25/06/2023	FAR	Amazon EU UK	Wood saw	Miscellaneous Expenditure	£8.90	£0.00
26/06/2023	FAR	M.A.C. UK TRADING LTD	Squire padlock	Miscellaneous Expenditure	£43.77	£0.00

26/06/2023	R&A	Farm & Garden Supplies	20 x 1.2m (4ft) tall square garden tree stakes - HC4 pressure treated	Burial Ground - General Maintenance	£34.64	£0.00
28/06/2023	FAR	Cutetales Limited	Logitech mouse	Small Office Equipment (under £100)	£39.99	£0.00
29/06/2023	FAR	HAB at Lovedon Fields Ltd	Daily delay charge of £50 incurred from 30 April 2023 in relation to the sale of the land held by HAB At Lovedon Fields Limited – in Liquidation for the period 01 June 2023 – 30 June 2023.	Legal & Professional Fees	£1,500.00	£0.00
30/06/2023	FAR	Offsite Archive Storage & Integrated Services UK Ltd	Storage Period: 01/07/2023 - 30/09/2023 (3x Size 1 & 21x Size 2), refiling, handling and delivery charges	Document Storage	£123.97	£0.00
03/07/2023	R&A	ID Verde Ltd	Emptying of 7 bins weekly & 2 bins twice weekly (01/04/2023 - 30/06/2023)	Dog Bins	£1,348.97	£0.00
03/07/2023	R&A	Plane Arboriculture Ltd	Emergency call out attended on 27/06/2023 (Eversley Park)	Tree Works	£120.00	£0.00
07/07/2023	FAR	Tubbs Hall Management Committee	26/06/2023 - Parish Council meeting	Miscellaneous Expenditure	£25.00	£0.00
08/07/2023	FAR	Amazon EU UK	Squire padlock, tea bags and coffee sachets	Miscellaneous Expenditure	£76.99	£0.00
10/07/2023	FAR	M.A.C. UK TRADING LTD	190/60 Combination Padlock Closed Shackle	Miscellaneous Expenditure	£70.40	£0.00
10/07/2023	FAR	Tradehutdirect Ltd	Faithfull Zinc Plated Steel Chain (2.5 m)	Miscellaneous Expenditure	£10.11	£0.00
10/07/2023	FAR	Arthur J. Gallagher Insurance Brokers Limited	Insurance for play area tower	Business Insurance	£32.05	£0.00

11/07/2023	FAR	Toolden Ltd	Milwaukee MILM18VC20 M18VC2-0, Wet/Dry Vacuum	Small Office Equipment (under £100)	£112.00	£0.00
12/07/2023	R&A	Green Smile Ltd	Supply and laying of topsoil and seed at Eversley Park play area	Playground Maintenance	£3,156.70	£0.00
14/07/2023	FAR	Amazon EU UK	Security Chain and padlocks	Miscellaneous Expenditure	£45.34	£0.00
14/07/2023	FAR	Kings Worthy Parent, Teacher and Friends Association	Community grant towards the cost of a bird hide/wildlife	Grants to village organisations	£1,000.00	£0.00
14/07/2023	FAR	StrangeTimesQuest	Community grant for costs of hosting an open studio	Grants to village organisations	£600.00	£0.00
20/07/2023	FAR	Christopher Read	Toilet roll for Kings Worthy Community Centre	Miscellaneous Expenditure	£5.50	£0.00
20/07/2023	FAR	Cllr Steve Waters	High-vis jackets and saw blades for Eversley Park play area	Miscellaneous Expenditure	£44.51	£0.00
24/07/2023	FAR	SLCC Enterprises Ltd	Multiple payments for Deputy Clerk training courses (agendas & minutes, looking to the future, budgeting basics, getting into health & safety & Finance summit)	Staff & Councillors Training	£498.00	£0.00
24/07/2023	FAR	SLCC Enterprises Ltd	Parish Clerk - Finance summit	Staff & Councillors Training	£72.00	£0.00
25/07/2023	FAR	Fields in Trust	FiT change request application for Lovedon Fields	Legal & Professional Fees	£720.00	£0.00
27/07/2023	R&A	Vita Play Ltd	Replacement fence panel for Eversley Park play area	Playground Maintenance	£264.00	£0.00
30/07/2023	P&H	Amazon EU UK	CTEK MXS 5.0 Battery Charger	Speeding Initiatives	£81.90	£0.00

01/08/2023	R&A	Plane Arboriculture Ltd	Site investigation (including aerial inspection) of tree at Eversley Park	Tree Works	£560.00	£0.00
04/08/2023	R&A	Tom Fisher Tree Care	Works at Lower Broadview (including bird checking)	Tree Works	£690.00	£0.00
Total:					11,765.83	£0.00

Payments to be authorised

Date	Committee	Beneficiary	Description	Category	Total (inc. VAT)	Unrecoverable VAT
31/07/2023	FAR	Offsite Archive Storage & Integrated Services UK Ltd	Destruction of boxes (including handling)	Document Storage	£60.48	£0.00
01/08/2023	FAR	Graphskill Ltd	M6 Nuts (pack of 12)	Miscellaneous Expenditure	£3.27	£0.00
03/08/2023	R&A	Kompan Ltd	Replacement swings for Fraser Road play area	Playground Maintenance	£887.04	£0.00
06/08/2023	FAR	Tubbs Hall Management Committee	31/07/2023 - Parish Council meeting	Miscellaneous Expenditure	£25.00	£0.00
07/08/2023	FAR	yijingdehuayipinyouxiangong si	100x outdoor labels	Miscellaneous Expenditure	£8.99	£1.50
07/08/2023	FAR	Amazon EU UK	Woodscrews	Miscellaneous Expenditure	£4.41	£0.00
07/08/2023	FAR	Amazon EU UK	Plastic organiser and Logitech keyboard	Miscellaneous Expenditure / Small Office Equipment (under £100)	£101.50	£0.00
07/08/2023	FAR	SOCIAL ORDER LIMITED	Rawl plugs (pack of 52)	Miscellaneous Expenditure	£3.34	£0.00
08/08/2023	FAR	Walters & Walters Ltd	Paint marker (white)	Office Stationery	£3.90	£0.00

08/08/2023	FAR	Prodhks Ltd	Torpedo spirit level	Small Office Equipment (under £100)	£5.93	£0.00
08/08/2023	FAR	Konica Minolta Business Solutions (UK) Ltd	Copier rental (07/08/2023 - 06/11/2023)	Printing	£76.07	£0.00
09/08/2023	P&H	Amazon EU UK	Combination spanner (24mm)	Speeding Initiatives	£16.75	£0.00
18/08/2023	R&A	Green Smile Ltd	Removal of old turf and 7 wheel barrows of chalk from grave 199 at the cemetery. Levelled with Topsoil and grass seeded. 10 bags of soil used.	Burial Ground - General Maintenance	£168.00	£0.00
22/08/2023	FAR	Hampshire County Council	Copier paper (2x boxes), cleaning supplies & first aid supplies	Printing/Miscellaneous Expenditure	£92.41	£0.00
22/08/2023	FAR	Konica Minolta Business Solutions (UK) Ltd	Printing charges (07/08/2023 - 06/08/2023)	Printing	£115.56	£0.00
				Total:	£1,572.65	£0.00

Direct Debits & Standing Orders

Date	Committee	Beneficiary	Description	Category	Total (inc. VAT)	Unrecoverable VAT
05/06/2023	FAR (KWCC)	Business Stream	Water supply for Kings Worthy Community Centre	Water - Tubbs Hall	£20.00	£0.00
12/06/2023	FAR (KWCC)	Octopus Energy Ltd	Electricity & Gas (03/05/2023 - 31/05/2023)	Electricity & Gas - Tubbs Hall	£279.81	£0.00
14/06/2023	R&A	Business Waste Ltd	Emptying of large commercial bin at Eversley Park - monthly charge	Open Spaces Maintenance	£175.23	£0.00
15/06/2023	FAR	Sage Software Ltd	SAGE accounting software - monthly	Computer Software	£31.20	£0.00
15/06/2023	FAR (KWCC)	Winchester City Council	Business rates - Parish Office	Business Rates - Tubbs Hall	£61.00	£0.00

19/06/2023	FAR (KWCC)	Rentokil Pest Control	Pest control services (01/04/23 - 30/06/23)	Pest Control	£110.57	£0.00
19/06/2023	FAR (KWCC)	Zen Internet Ltd	Phone & Broadband supply	Telephone & Broadband	£73.80	£0.00
26/06/2023	FAR (KWCC)	Biffa Municipal Ltd	Waste collection charges (01/07/2023 - 29/09/2023)	Waste Collection Charges	£259.58	£0.00
27/06/2023	R&A	Green Smile Ltd	Monthly grounds maintenance contract	Grounds Maintenance	£4,653.80	£0.00
30/06/2023	R&A	Business Waste Ltd	Excess weight charge	Open Spaces Maintenance	£0.76	£0.00
30/06/2023	FAR	Unity Trust Bank Plc	Account charges for period 05/03/2023 - 03/06/2023)	Bank charges & Interest	£32.85	£0.00
05/07/2023	FAR (KWCC)	Business Stream	Water supply for Kings Worthy Community Centre	Water - Tubbs Hall	£20.00	£0.00
14/07/2023	R&A	Business Waste Ltd	Emptying of large commercial bin at Eversley Park - monthly charge	Open Spaces Maintenance	£164.16	£0.00
17/07/2023	FAR (KWCC)	Winchester City Council	Business rates - Parish Office	Business Rates - Tubbs Hall	£61.00	£0.00
17/07/2023	FAR	Sage Software Ltd	SAGE accounting software - monthly	Computer Software	£33.60	£0.00
18/07/2023	FAR (KWCC)	Zen Internet Ltd	Phone & Broadband supply	Telephone & Broadband	£73.80	£0.00
18/07/2023	FAR (KWCC)	Octopus Energy Ltd	Electricity & Gas (01/06/2023 - 30/06/2023)	Electricity & Gas - Tubbs Hall	£184.27	£0.00
27/07/2023	R&A	Green Smile Ltd	Monthly grounds maintenance contract	Grounds Maintenance	£4,653.80	£0.00
31/07/2023	R&A	Biffa Municipal Ltd	Aborted collection charge	Open Spaces Maintenance	£15.44	£0.00
Total:					£10,904.67	£0.00

Remuneration Costs

Date	Committee	Beneficiary	Description	Category	Total (inc. VAT)	Notes
23/06/2023	FAR	Parish Council employees	June salaries, National Insurance, PAYE and Pensions (including bonus)	Employee Wages and Salaries / NI / PAYE/ Pensions	£6,127.76	None
25/07/2023	FAR	Parish Council employees	July salaries, National Insurance, PAYE and Pensions (including bonus)	Employee Wages and Salaries / NI / PAYE/ Pensions	£6,127.76	None
Total:					£12,255.52	

Procurement Card Payments (including transaction fees where applicable)

Date	Committee	Beneficiary	Description	Category	Total (inc. VAT)	Unrecoverable VAT
01/06/2023	FAR	St John Ambulance	Emergency first aid at work and Fire Marshal Course	Staff & Councillors Training	£391.50	£0.00
06/06/2023	FAR	GiffGaff	Office phone - monthly goodybag - including transaction fee	Miscellaneous Expenditure	£6.20	£0.00
18/06/2023	FAR	Microsoft	Monthly Office 365 subscription	Computer Software	£19.34	£0.00
22/06/2023	FAR	GiffGaff	Emergency phone - monthly goodybag	Miscellaneous Expenditure	£6.20	£0.00
22/06/2023	FAR	Payment Card Solutions (t/a B4B payments)	Additional physical card	Bank charges & Interest	£9.00	£0.00
23/06/2023	FAR	HM Land Registry	Title deed & plan search	Legal & Professional Fees	£6.20	£0.00
28/06/2023	FAR	Screwfix	Site boots	Miscellaneous Expenditure	£43.85	£0.00

06/07/2023	FAR	GiffGaff	Office phone - monthly goodybag - including transaction fee	Miscellaneous Expenditure	£6.20	£0.00
10/07/2023	FAR	Anglian Water Services Limited (t/a Digdat)	Lovedon Fields water plans	Legal & Professional Fees	£45.76	£0.00
10/07/2023	FAR	Portal Plan Quest Ltd	Eversley Park discharge of conditions application	Legal & Professional Fees	£181.50	£0.00
11/07/2023	FAR	Bitwarden Inc.	Teams subscription (annual)	Computer Software	£29.58	£0.00
13/07/2023	FAR	Post Office	Recorded delivery of legal documents	Postage & Carriage	£3.30	£0.00
18/07/2023	FAR	Microsoft	Monthly Office 365 subscription	Computer Software	£19.34	£0.00
19/07/2023	FAR	HM Land Registry	Title deed & plan search	Legal & Professional Fees	£6.20	£0.00
20/07/2023	FAR	Industrial Tool Supplies (t/a ITS)	Milwaukee M18 battery and charger	Miscellaneous Expenditure	£95.07	£0.00
21/07/2023	FAR	TLC (Southern Ltd)	Replacement emergency bulkhead light and C batteries	Fire Safety	£35.97	£0.00
22/07/2023	FAR	GiffGaff	Emergency phone - monthly goodybag	Miscellaneous Expenditure	£6.20	£0.00
Total:					£911.41	£0.00