

MAGOR WITH UNDY COMMUNITY COUNCIL

Minutes of Ordinary Meeting of Magor with Undy Community Council held
remotely on Monday 14th June 2021 at 7pm

COUNCILLORS: Cllr N Baicher Cllr M Bisi, Cllr G Cook (Chair),
Cllr J Crook, Cllr C Hopkins (*left 8.45pm*), Cllr D James,
Cllr P Kirkham, Cllr K Plow, Cllr S Raggett,
Cllr F Taylor (*arrived late*), Cllr A Zagozda

IN ATTENDANCE: Beverly Cawley – Clerk,

APOLOGIES: Cllr S Bailey, Cllr J Wilson

Min
2021/22

Open Forum

Public Open Forum (15 minutes at discretion of Chair)

There were no members of the public present.

26 Chair's Announcements

26.1 To receive apologies for absence from Councillors

Apologies received as noted above

26.2 To receive any update and feedback from the Chair on remote meetings

Chair advised he had attended the OVW training event – “Council as an employer” and recommended Councillors take advantage of the training available.

27 Declarations of interest in items on the agenda – Forms to be completed

27.1 To receive any declarations of interest in items on the agenda

Cllr Crook – Planning (related to a landowner)

Cllr Cook – Request for Litter Bin & Rustic Bench (Member of the MUCH Group)

Cllr Cook – Planning (undertaking some work for an applicant)

Cllr Raggett – Request for Litter Bin & Rustic Bench (Member of the MUCH Group)

28 Minutes

28.1 To adopt the minutes of the Ordinary Meeting held remotely on 10th May 2021

Resolved: To approve the minutes of the Ordinary Meeting held on 10th May 2021

28.1.a Chair to sign the minutes

Chair to sign minutes in due course

28.2 To adopt the minutes of the Human Resources Committee Meeting held remotely on 19th May 2021

Resolved: *To approve the minutes of the Human Resources Committee Meeting held on 19th May 2021*

28.2.a **Chair to sign the minutes**

Chair to sign minutes in due course

28.2.b **To consider recommendations of the Human Resources Committee Meeting**

- i. **Resolved:** *That Ellis Whittam be asked to conduct a 'Covid-19 Return to workplace' risk assessment as part of their remit in the Contract currently being set up with them.*
- ii. **Resolved:** *That Council seek relevant HR, Risk Assessment and Health & Safety training from an outside body such as ACAS.*
- iii. **Resolved:** *That the Chair of HR, Cllr S Raggett refer the Clerk for an up-to-date Occupational Health Assessment with St Joseph's Hospital Newport as a matter of urgency. (to be financed from General Reserves as no specific budget is available.)*
- iv. **Resolved:** *That a decision on the need to employ or appoint a replacement be deferred until the outcome of the Occupational Health Report on the Clerk, when members would be in a better position to know what role/jobs a new employee would need to undertake to support the clerk in any restricted role going forward.*
- v. **Resolved:** *That Working Groups take ownership and run wherever possible without relying on the assistance of the clerk – ie, do own research, take own notes of meetings to report back to Full Council etc.*

28.3 **To adopt the minutes of the Planning Committee Meeting held remotely on 24th May 2021**

Resolved: *To approve the minutes of the Planning Committee Meeting held on 24th May 2021*

28.3.a **Chair to sign the minutes**

Chair to sign minutes in due course

28.4 **To adopt the minutes of the Human Resources Committee Meeting held remotely on 7th June 2021**

Resolved: *To approve the minutes of the Human Resources Committee Meeting held on 7th June 2021*

28.4.a **Chair to sign the minutes**

Chair to sign minutes in due course

28.4.b **To consider recommendations of the Human Resources Committee Meeting**

- i. **Resolved:** *That when Council commission an Occupational Health assessment for the Clerk, the Examination is performed by a qualified Occupational Health Physician. The purpose is to advise Council on the employee's health and to assess whether any adjustments could be reasonably considered by council to ensure a safe and healthy working environment for the employee in line with Council business need.*

- ii. **Resolved:** *That following on from Min No 4.1.a HR 19.5.21 that two Councillor undertake a basic Risk Assessment, to enable the Clerk to return to the office, and that once Ellis Whittam undertake their site visit in July they are asked to look at and complete a full Coronavirus Risk Assessment.*
- iii. **Resolved:** *That Council purchase whatever items are required to put controls in place to mitigate risk of Covid-19 to the Clerk in the Council Office.*
- iv. **Resolved:** *That the Chair, Vice Chair and Chair of HR complete a Gwent Police 'vetting form' which upon completion and approval will allow them free access into the Council Office in the event of an emergency when the Clerk is not on site.*

29 Finance

29.1 To confirm the Bank Reconciliation of the Council's Bank Accounts to 31st May 2021 (see appendices)

Resolved: *To confirm the Bank Reconciliation of the Council's Bank Accounts to 31/05/21*

29.2 To approve list of payments (see appendices)

Resolved: *To approve the list of payments and receipts as provided*

29.3 To ratify purchase of replacement entrance gate and fixings for Sycamore Allotments at the cost of £60, plus cost of gate furniture [under (Financial Regulations 4.1) (Smallholdings & Allotments Act 1908 ss23, 26 & 42)]

Members were advised that the gatepost had also rotted at ground level.

- i. **Resolved:** *To ratify the purchase of a replacement gate for Sycamore Allotments at the cost of £60, plus cost of gate furniture made under Financial Regulations 4.1 (under Smallholdings & Allotments Act 1908 ss23, 26 & 42)*
- ii. **Resolved:** *To source and purchase new gateposts (under Smallholdings & Allotments Act 1908 ss23, 26 & 42)*

29.4 To note Valuation and Interim Certificate No 2, from Morgan & Horowskyj Architects in respect of the Procurator House repairs

Noted.

29.4.a To note payment of corresponding interim invoice to Marsh & Co for the sum of £3397.55 [(under Financial Regulations 5.5.a) (under OSA 1906 s.9 & 10 and LGA 1972 s144)]

Noted

29.4.b To note payment of interim invoice from Morgan & Horowskyj Architects for professional services in connection with management of quinquennial works on Procurators House for the sum of £704.50 [(under Financial Regulations 4.1) (under OSA 1906 s.9 & 10 and LGA 1972 s144)]

Noted

29.5 To note in respect of Zurich Municipal:

- i. **Council are tied in to the contract until 31st May 2022**

- ii. new assets have been added to the Insurance Schedule
- iii. payment of Insurance Premium for the Year commencing 1st June 2021 for the sum of £2266.56 plus additional premium for new assets of £121.28 (*under Financial Regulations 5.5a*)

Noted

- 29.6 To note payment of invoice to Sutcliffe Play South West for supply, installation and works of play equipment at Sycamore Play Park for the sum of £33001 [(*under Financial Regulations 5.5.a*) (*under Local Govt (Misc) Provisions Act 1976 s19*)]

Noted

- 29.7 To note payment of invoice to Ellis Whittam for HR & H&S professional services for the sum of £2579 (*under Local Govt Act 1972*)

Noted

- 29.8 IRPW 2021-2022 <https://gov.wales/sites/default/files/publications/2021-02/Independent%20Remuneration%20Panel%20for%20Wales%20-%20Annual%20Report%202021.pdf>

- 29.8.a To confirm recipient of IRPW Senior Role Allowance in recognition of specific responsibilities (£500) as adopted 26/04/21 Min No 121

Resolved: That the Senior Role Allowance be paid to the Chair of the Human Resources Committee, Cllr Sally Raggett.

- 29.8.b To confirm payment value of IRPW Chair and Vice Chair Allowances as adopted 26/04/21 Min No 121

Resolved: That an IRPW Chair Allowance of £1000, and IRPW Vice Chair Allowance of £500 be paid respectively to Cllrs Cook and Crook.

30 Internal Audit & Annual Return & Governance Statement for Year Ending 31st March 2021

Cllr Taylor had written in asking that this item be deferred claiming some of the items in the Internal Auditors report were inaccurate, and that Councillors had not seen a copy of the WAO Draft report.

The clerk confirmed that members had been issued with a copy of the WAO draft report in March 2020 and had actually commented on the contents for onwards forwarding to the WAO. The document would be forwarded to members again.

The clerk reminded members of the deadline for the submission of the Annual Return and Annual Governance Statement for submission to Wales Audit Office by 30.06.2021 and that deferral would result in a very tight timescale to meet the submission date.

A proposal to defer the agenda items was received and seconded. A vote ensued.

Resolved: To defer all items under this agenda heading, calling an extraordinary meeting prior to the Planning Committee Meeting on 28th June 2021

Cllr Mario Bisi wished it recorded that he objected to the decision to defer the agenda item, having spent considerable time preparing as all Councillors are duty bound to do for a

meeting and the agenda items to be discussed.

- 30.1 **To receive Internal Audit Report from Auditing Solutions Ltd. and consider any recommendations**
Deferred
- 30.2 **To receive Annual Return for the Year Ended 31 March 2021**
Deferred
- 30.3 **To consider Annual Governance Statement (Parts 1/2) of Annual Return for the Year Ended 31 March 2021**
Deferred
- 30.4 **To approve Annual Return and Annual Governance Statement for submission to Wales Audit Office by 30.06.2021**
Deferred
- 30.4.a **Chair to sign the Annual Return and Annual Governance Statement**
Deferred
- 31 Correspondence**
- 31.1 **To note miscellaneous correspondence emailed direct to Members as appropriate during remote working conditions**
Noted.
- 31.2 **To receive a request from Magor Undy Community Hub Group (MUCH) to provide a litter bin for the Community Orchard and pick up any cost/arrange for emptying.**
[Cllrs Cook and Raggett declared an interest](#)
The MUCH group would arrange for a base for the bin to sit on. Council noted they had no budget for litter bins.
- i. **Resolved:** *To purchase a dual bin (recycling and general waste), from Wybone (ref MLB/160R) at the approximate cost of £450 plus delivery, and when installed to arrange for Mon CC Waste and recycling dept. to empty on a weekly basis.*
- ii. **Resolved:** *To vire sufficient monies to pay for the bin and delivery costs from the Car Park budget.*
- 32 Planning Committee - View applications at <http://www.monmouthshire.gov.uk/planning>**
- 32.1 **To consider:**
- 32.1.a **DM/2021/00620: To heighten front wall, this would be created by wood and up to 70cm in height approx. At present the wall is 96cm high, after the proposed work it would be 170cm high max – The Halt, Main Road, Undy**
- Resolved:** *To recommend approval of Planning Application DM/2021/00620 – no comment*
- 32.1.b **DM/2021/00850: Notification only: Building works for a rear single storey extension as per drawing 1132 20-200 – 7 The Greenways, Magor**
Noted.
- 32.1.c **DM/2021/00859: Single storey front extension containing porch. Single storey rear extension containing lobby. single storey front extension containing games room. Replacement roof over rear study/office. Replacement of roof tiles and various internal**

alterations – 1 Brookside, Sycamore Terrace, Magor

Cllr Cook declared an interest

Resolved: To recommend approval of Planning Application DM/2021/00859 – no comment

32.2 Pre-Planning Consultation: Proposed base station installation upgrade at Cornerstone 12393921 – Cellnet mast, Magor NP26 3NN (NGR: 343325E, 187620N)

Cllr Crook declared an interest

Resolved: To support the ‘pre-planning’ consultation to upgrade a Cellnet mast at Vinegar Hill, prior to its’ submission for planning approval.

32.3 To note Mon CC weekly new and decided planning lists

<https://www.monmouthshire.gov.uk/planning-3/weekly-planning-lists/>

Noted.

32.4 To note request from Monmouthshire County Council for details of any land the Community Council has to sell for planning/building development.

Members noted that Council did not have/own any land suitable to sell for planning and building development.

33 Sycamore Playing Fields

33.1 To receive notes and recommendations from the Sycamore Playing Fields Working Group meeting held 26th May 2021 and agree any actions required.

Members noted the report and recommendations and agreed that Council should maintain a regular dialogue with Magor Church in Wales Primary School Governing body. Council will revisit the recommendations.

33.2 To note that complaints have been received that the gates to the Sycamore Playing Field are not being opened in line with the agreements, and that the access via the gateways is unacceptable and discriminatory.

Noted.

33.3 To consider work required to repair/make good access to the Playing Field through the two gateways.

Members acknowledged the issues with the access points/gateways to the Playing Field.

33.3.1 To consider whether to cover the cost of any works (subject to approval of Mon CC Estates Dept.), to repair/make good the access to the field, and if so, which budget to use.

Members noted the upkeep of the field was not their responsibility, but as a gesture of good faith agreed to fund the repairs required as the playing field is used by the community on a regular basis.

Resolved: To undertake repairs to the two access points/gateways and vire monies from the Car Park budget to cover the cost. (under PHA 1875 s.164 & OSA 1906 ss9, 10)

33.3.2 To consider quotations received for works to repair/make good the access through the gateways into the Sycamore Playing Field.

Members consider three quotations.

Resolved: *To accept the quotation from South Wales Sportsgrounds at the cost of £1050 (under PHA 1875 s.164 & OSA 1906 ss9, 10)*

34 Sycamore Play Park

34.1 To note/receive feedback on an issue with old safety surfacing identified following the completion of phase 2 refurbishment.

There had been a misunderstanding between the clerk and Sutcliffe Play following the site meeting to discuss phase two refurbishment. When the quote was received Council nor the clerk picked up the error, which resulted in some of the old safety surfacing not being removed. Council had only paid for the work that had been quoted for and completed.

34.2 To consider a quote from Sutcliffe Play South West to rectify the problem regarding old safety surfacing and consider a budget.

A quote to pick up the areas missed during phase two had been received for the sum of £7003.

Resolved: *To proceed with the works to complete the Play Park refurbishment at the cost of £7003, but that Cllr Crook would make contact with the Sutcliffe Play South West to see if they could offer some discount as they had with phases 1 & 2.*

35 County Councillor Lisa Dymock

35.1 To note that County Councillor Lisa Dymock has been appointed as Monmouthshire County Council Cabinet member for Community Wellbeing and Social Justice.

Noted

35.2 To note County Councillor Lisa Dymock's recent message as Cabinet member:

<https://www.facebook.com/MonmouthshireCC/videos/986230521912436/>

Noted

35.3 To note a request from County Councillor Lisa Dymock that Council consider participating in the 'Queens Green Canopy' <https://www.princeofwales.gov.uk/launch-queens-green-canopy>

Members noted the request, and agreed that the plans already in place and underway to landscape and plant trees on the land adjacent to the MUGA courts fell well into the category for the 'Queens Green Canopy'

[Cllr Taylor joined the meeting](#)

36 Allotments

36.1 To note report from Cllrs Crook and Plow (part of allotments working group) following a site visit to all three of the Council's allotment sites, and to agree any actions required.

The report was noted and the recommendations accepted.

Greenmoor:-

- i. **Resolved:** *To seek quotes to install a fence and new gate, clear lower car park and make good the trackway.*
- ii. **Resolved:** *To leave those plots earmarked for compulsory purchase as dormant until the next financial year.*
- iii. **Resolved:** *Not to take any action or serve notice on the untidy plot as the tenant has already made an effort to start working the plot, and there were mitigating circumstances.*

Sycamore:

- iv. **Resolved:** *To pay for the hire of a skip, to enable the Scouts to remove all the rubbish cleared up on their plot*

Undy:

- v. **Resolved:** *Not to take any action or serve notice against the tenant whose plot is not being worked due to ill-health*
- vi. **Resolved:** *That Bellway Homes be approached about repairing their section of fence-line*
- vii. **Resolved:** *That Cllr Crook continues to liaise with Mon CC/NRW about the flooding of the plots.*

Cllr James questioned the issue regarding play equipment on allotment plots at the Undy Site. Cllrs Crook and Plow responded that they had looked at the equipment, which appeared on one well-kept, well-worked plot obviously used to keep very young children occupied whilst tenants were working their plot.

- viii. **Resolved:** *To enquire with the Council's Insurers where it stands in respect of an allotment tenant putting items of children's play equipment/table & chairs on the plot that they rent from the Council.*
- ix. **Resolved:** *That the working group revisit the allotment policy (tenancy agreement) and bring any recommendations for amendments/alterations back to Council.*

37 Dog Bins

37.1 To note that the Council are experiencing problems with the emptying of their 30 dog waste bins, due to problems encountered by the contractor, resulting in complaints from members of the public.

Members noted the current problems and volume of complaints and the fact that an alternative contractor may be available in the future (being looked at by Monmouthshire County Council).

Resolved: *To continue to try and educate residents via social media on how to report issues, what to do when a bin is full etc.*

[Cllr Hopkins left meeting at 8.45pm](#)

38 Policies

38.1 To confirm and adopt amendments to the 'Virtual Public Meetings Protocol' as per OM 10/05/21 Minute No. 20.1

It was suggested that this policy needs to be further revised in respect of the section on 'Access to Agendas and Supporting Documents' as some Councillors required paper/hard copies of documents, minutes and agendas. Printing and handling of documents was briefly discussed. Members to let clerk know if they require hard copies of agendas and supporting

documents.

- i. **Resolved:** *That a printer be purchased to allow the clerk to print (at home) the volumes required to provide hard copies of documents to Councillors.*
- ii. **Resolved:** *To defer this item, and others under the agenda heading 'Policies' to the Extraordinary Meeting on 28th June 2021.*

38.2 **To consider 'draft' Terms of Reference for Working Groups (General)**
Deferred.

38.3 **To consider 'draft' Terms of Reference for Working Groups (Specific)**
Deferred.

38.4 **To consider 'draft' Lone Working Policy**
Deferred.

Chair invoked Standing Order No 3.v to extend the meeting beyond 2 hours.

39 Consultations

39.1 **Monmouthshire County Council: Establishment of all-through School (4-19) and Specialist Provision for Pupils with Complex Neurodevelopmental and Learning Needs in Abergavenny– closing date 25/06/21**
https://www.monmouthshire.gov.uk/app/uploads/2021/04/ConsultationDocument_210423-2.pdf

Resolved: Members should forward any observations and comments to the Clerk, for collation, no later than 22nd June 2021.

40 Procurators House

40.1 **To note that repair/restoration works have been completed on the Procurators House, and to consider recommendations for a maintenance plan and agree any actions.**

Resolved: *To defer this item to the Extraordinary Meeting on 28th June 2021.*

41 Members Items of Business (*subject to receipt of background papers*)

Chair stated that as yet no background papers had been received for the items under this agenda heading.

Resolved: *To defer these items to the Extraordinary Meeting on 28th June 2021*

41.1 **State of road signs (old, dirty & illegible) – Cllr Keith Plow (*Papers awaited*)**
Deferred

41.2 **Reinstatement of flower pots at war memorial – Cllr Carole Hopkins (*Papers awaited*)**
Deferred

41.3 **State of village – Cllr Keith Plow (*Papers awaited*)**
Deferred

- 42 Flooding**
To receive any reports in respect of flooding issues in the area, and agree any actions required.
Written report noted.
- 43 Reports**
43.1 **To receive the Clerk’s written Report and any verbal update in respect of on-going issues and agree any actions**
Noted. The Clerk verbally advised that when attempting to order the Rustic Bench for the Community Orchard the cost had increased from £370 plus delivery to £420 plus delivery.
- Resolved:** *That the bench is ordered, at the cost of £420 plus delivery.*
- 43.2 **To receive a report/notes from the One Voice Wales, SLCC joint conference**
Noted.
- 43.3 **To receive any reports from Council representatives on outside bodies and agree any actions.**
a. **CAB – Cllr Raggett (verbal)**
Cllr Raggett confirmed she had attended a meeting, but had no substantial feedback for Council.
- 43.4 **To receive a copy of the on-going action plan and note the current status**
Noted
- 44 Future Meeting Content**
44.1 **To accept proposals from Councillors for items to be included at future meetings**
No new items were proposed.
- 45 Meeting Dates**
45.1 **Extraordinary Meeting – Monday 28th June 2021 7pm**
45.2 **Planning Committee – Monday 28th June 2021 (to follow Extraordinary Meeting)**
45.3 **Ordinary Meeting – Monday 12th July 2021 at 6pm**

MEETING CLOSED AT 21.07PM

Signed: _____
Chair to the Council

APPENDICES follow:

Date: 11/06/2021
Time: 12:41

Magor with Undy Community Council
Bank Reconciliation Statement as at 31/05/2021
for Cashbook 1 - Current Bank A/c

Page 1
User: BEVERLY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/05/2021		4,108.43
			<u>4,108.43</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	<u>0.00</u>
			4,108.43
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	<u>0.00</u>
			4,108.43
		Balance per Cash Book is :-	4,108.43
		Difference is :-	0.00

Date: 11/06/2021
Time: 12:50

Magor with Undy Community Council
Bank Reconciliation Statement as at 31/05/2021
for Cashbook 2 - General/Reserve

Page 1
User: BEVERLY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
General Reserve Fund	31/05/2021		234,746.96
			<u>234,746.96</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	<u>0.00</u>
			234,746.96
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	<u>0.00</u>
			234,746.96
		Balance per Cash Book is :-	234,746.96
		Difference is :-	0.00

Bank Reconciliation up to 31/05/2021 for Cashbook No 1 - Current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
05/05/2021	DRCRD0003	14.39		14.39		R	Zoom Video Communications
06/05/2021	000041	90,000.00		90,000.00		R	General/Reserve
06/05/2021	COMM0000	22.75		22.75		R	Barclays Bank
06/05/2021	COMM000066		4.19	4.19		R	Receipt(s) Banked
07/05/2021	FP000055		1,424.68	1,424.68		R	Receipt(s) Banked
10/05/2021	DD000062	111.13		111.13		R	SSE/SWALEC
11/05/2021	DD000063	49.65		49.65		R	British Telecom
20/05/2021	BACS000040	20.00		20.00		R	Undy Magor Memorial Hall
20/05/2021	BACS000039	100.00		100.00		R	Clr G Cook
20/05/2021	BACS000036	1,390.80		1,390.80		R	Chew Valley Trees Ltd
20/05/2021	BACS000034	3,397.55		3,397.55		R	Marsh & Co Tredegar
20/05/2021	BACS000035	845.40		845.40		R	Morgan Horowskyj Architects Lt
20/05/2021	BACS000033	402.00		402.00		R	Auditing Solutions
20/05/2021	BACS000032	600.00		600.00		R	Merlin Waste
20/05/2021	BACS000031	270.00		270.00		R	Pear Technology Services Ltd
20/05/2021	000042		2,000.00	2,000.00		R	Receipt(s) Banked
24/05/2021	DD000054	130.78		130.78		R	Solutions in Technology
26/05/2021	BACS000038	2,266.56		2,266.56		R	Zurich Municipal
26/05/2021	BACS000049	121.28		121.28		R	Zurich Municipal
26/05/2021	BACS000047	3,094.80		3,094.80		R	Ellis Whittam
26/05/2021	BACS000048	39,601.20		39,601.20		R	Sutcliffe Play South West
26/05/2021	INT TFR		50,000.00	50,000.00		R	Receipt(s) Banked
28/05/2021	BACS000043	3,786.20		3,786.20		R	Salaries
28/05/2021	BACS000044	1,384.66		1,384.66		R	HMRC
28/05/2021	BACS000045	1,035.58		1,035.58		R	Torfaen CBC
28/05/2021	BACS000046	32.00		32.00		R	Chepstow Accountancy
		<u>145,676.73</u>	<u>53,428.87</u>				

Bank Reconciliation up to 31/05/2021 for Cashbook No 2 - General/Reserve

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
06/05/2021	000041		90,000.00	90,000.00		R	Receipt(s) Banked
20/05/2021	000042	2,000.00		2,000.00		R	Current Bank A/c
26/05/2021	INT TFR	50,000.00		50,000.00		R	Current Bank A/c
		<u>52,000.00</u>	<u>90,000.00</u>				

Magor with Undy Community Council

Expected Payments & Receipts for June 2021

PAYMENTS

Payee	Description	Net	VAT	Gross
Solutions In Technology	telephony	108.98	21.80	£130.78
GCL Products	Grass Reinforcement Mesh	1,104.00	220.80	£1,324.80
Zoom GB	monthly fee	14.39		£14.39
Microshade Business Consults	off-site data storage (june)	54.45	10.89	£65.34
Microshade Business Consults	off-site data storage (may)	54.45	10.45	£64.90
Vision ICT	x1 hosted email account	18.00	3.60	£21.60
Konica Minolta Business Solutions	photocopier lease	143.31	28.66	£171.97
Konica Minolta Business Solutions	photocopier print	24.49	29.39	£53.88
Merlin Waste	dog bin maintenance	480.00		£480.00
Geoff Cook	plants	69.00		£69.00
Pearce Seeds LLP	wildflower seed	1,080.00	216.00	£1,296.00
Cllr N Baicher	Remuneration	37.50		£37.50
Cllr S Bailey	Remuneration	37.50		£37.50
Cllr Mario Bisi	Remuneration	37.50		£37.50
Cllr G Cook	Remuneration	37.50		£37.50
Cllr J Crook	Remuneration	37.50		£37.50
Cllr C Hopkins	Remuneration	37.50		£37.50
Cllr D James	Remuneration	37.50		£37.50
Cllr P Kirkham	Remuneration	37.50		£37.50
Cllr K Plow	Remuneration	37.50		£37.50
Cllr S Raggett	Remuneration	37.50		£37.50
Cllr F Taylor	Remuneration	37.50		£37.50
Cllr J Wilson	Remuneration	37.50		£37.50
Cllr A Zagozda	Remuneration	37.50		£37.50
Cllr G Cook	Remuneration chair allowance	250.00		£250.00
Cllr J Crook*	Remuneration vice chair allowance	0.00		£0.00
Cllr S Raggett	Remuneration senior allowance	125.00		£125.00
British Telecom	telephony	41.38	8.27	£49.65
Various	Salaries			£0.00
Various	statutory payments			£0.00
Chepstow Accountancy	Salary admin	22.00		£22.00
Barclays Bank	commission	16.50		£16.50
SWSG	retention monies re MUGA	3,180.26	636.05	£3,816.31
TOTAL INVOICES				£8,459.62

RECEIPTS

	Description	Gross
Kari Davies Tennis	court fees	1,005.00
Barclays Bank	Loyalty Reward	2.63
Nichola Bartlett	court fees	32.50
Matt Elliott	Allotment Rent	12.00
B2WFitness	court fees	80.00
Magor Undy Tennis Club	court fees	260.00
TOTAL RECEIPTS		£1,392.13