



Rushmere St. Andrew Parish Council

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Minutes of the Parish Council meeting held on 6th March 2025 at 7.30pm at St Andrew's Church Hall

CHAIR:	Cllr R Whiting
PRESENT:	Cllr R Whiting, Cllr P Blundell, Cllr M Newton, Cllr J Wright, Cllr M Brown, Cllr S Taylor, Cllr K Driver, Cllr B Ward. Cllr Phillpot, Cllr K Barber, Cllr Nunn
APOLOGIES:	Cllr D Francis (unwell) Cllr Westrup (unwell) Cllr M Odam (another commitment)
OTHER PRESENT:	None
CLERK:	Mr P Massey Clerk, Mrs S Stannard Assistant Clerk. Minutes taken by Mr P Massey
ALSO PRESENT:	0 Members of the public

1. APOLOGIES, APPROVAL OF ABSENCE, PROTOCOL & CONDUCT REMINDERS

The Chairman welcomed everyone to the meeting. The Chairman reminded Councillors of the Code of Conduct for the meeting. Apologies were received as above. Cllr Nunn proposed that the apologies be accepted, seconded by Cllr Wright. Resolved with MAJORITY in favour.

2. DECLARATIONS OF COUNCILLOR INTEREST

Cllr Wright declared a non-pecuniary interest in KJ Fencing and SCL Landscape Management Ltd.

Cllr Barber declared a non-pecuniary interest in the allotments as an allotment holder.

Cllr Driver declared a non-pecuniary interest in the allotments as an allotment holder.

3. TO SIGN, AS A CORRECT RECORD, THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6TH FEBRUARY 2025

Cllr Taylor proposed acceptance of the Parish Council minutes with no amendments, seconded by Cllr Ward. Resolved with ALL in favour. The minutes were duly signed as a correct record.

4. TO INFORM COUNCILLORS OF RESIGNATION OF MR CHRIS GRIGGS AND VACANCY IN BEECH WARD

The Chairman informed councillors that a vacancy in Beech Ward arose following the resignation of Mr. Griggs. The notice of the vacancy has been displayed on the parish noticeboards and the Parish Council website. On the 17th February 2025 East Suffolk Council informed the Parish Council that a by-election was not required and that the vacancy can now be filled through co-option.

The Chairman acknowledged the valuable contributions Mr Griggs made whilst he was a Parish Councillor, particularly his considerable advice in cemetery management.

Councillors noted this.

5. PUBLIC PARTICIPATION

a. **Members of Public/Parish Councillors may Raise Items Relating to this Agenda or any Matter Concerning the Parish**

Cllr Wright reported that during the latest Speedwatch sessions, the average number of speeding vehicles decreased. An update was provided on the SID (Speed Indicator Device) machines, along with the announcement of a new recruit joining the Speedwatch team.

Cllr Ward and Cllr Driver highlighted concerns over Suffolk County Council's proposals relating to Suffolk Libraries. The matter was discussed by Councillors.

Cllr Ward proposed that a letter be formulated by the officers to Suffolk County Council advocating the Parish Council's support for Suffolk Libraries. Seconded by Cllr Wright. Resolved with ALL in favour.

b. **County Councillor Report**

A County Councillor's report was not available for distribution. Matters arising: None.

c. **District Councillor Report**

A District Councillor's report was made available prior to the meeting and its contents were discussed. Matters arising: None

6. FINANCE

a. **To note expenditure authorised under delegated authority**

The Assistant Clerk reported that £87.36 + VAT was spent on three high visibility jackets for the Speedwatch team. For health and safety reasons, delegated authority for this purchase was granted by the Chairman and the Clerk. Councillors noted this.

b. **To Consider and Approve the writing off of assets no longer fit for purpose**

The Assistant Clerk informed Councillors that a number of the assets on the asset register are no longer fit for purpose including:

- 2 recycled plastic noticeboards single door (allotments) - £680
- Noticeboard (parish storage room) - £10
- 4 Draw filing cabinets 7 item group (parish storage room) - £900
- Dell Latitude 15 3000 3550 LT laptop (parish office) - £339
- iOCHOW auto feed paper shredder - £248
- Public noticeboard (allotments) - £700
- Public noticeboard (Broadlands Way) -£700
- Public noticeboard (Foxhall road x2) - £700 & £670
- Public noticeboard (Chatsworth Drive) - £700
- Dog poop scoop bag holder (Tower Lane) - £85

Cllr Phillpot proposed that the above assets be written off the register as they are no longer fit for purpose. Seconded by Cllr Taylor. Resolved with ALL in favour.

c. **To Consider and Approve Asset Register for Year Ending 31st March 2025**

A revised asset register/ insurance schedule- issue 37 had been made available to Councillors prior to the meeting. The Assistant Clerk advised that the additions since it was last approved in March 2024 include:

- 3 areas of land adjacent Foxhall Road
- Open area between Chatsworth Drive and Hardwick Close

- Various areas along Brookhill Way
- Land between Bixley Lane and Kelvedon Drive
- Various areas along Brendon Drive
- Path between Ickworth Crescent and Euston Avenue
- Kukka log cabin gazebo 7m x 3.5 at allotments
- Dell Inspiron 15 15.6" laptop
- iOCHOW auto feed paper shredder
- 98" Vestal LED television screen
- Mahogany-like self-standing noticeboard at Village Hall
- Bodmin seat at The Street opposite the Baptist Church
- Dog bin Salehurst Road
- Dog bin Bixley Drive/ Sandlings Crescent
- Dog bin Broadlands Way x2
- Dog bin Hardwick Close
- Dog bin Kelvedon Drive
- Dog bin Sandlings Crescent x2
- Dog bin St Andrews Walk x2
- Gateway signs polyurethane metal cast x8

The asset register now has an asset valuation of £195,820 (purchase value).

The Assistant Clerk reported that the Parish Council's insurance coverage, provided by Community Action Suffolk, is in line with the asset register and includes fidelity cover of £500,000. The fidelity cover meets the required level. Councillors noted this.

Cllr Taylor proposed approval of the asset register dated 31st March 2025 for the 2024/25 financial year (issue 37) with a purchase value of £195,820. Seconded by Cllr Wright. Resolved with ALL in favour.

d. To Agree Invoice for Lawn Cemetery

The Chairman removed this item from the agenda, as prior authorisation had already been granted, and the invoice amount was lower than anticipated.

e. Other Matters

No matters arising.

7. TO CONSIDER AND APPROVE FINANCIAL REGULATIONS

This item was deferred to a future meeting as NALC have not yet issued an update on the regulations.

8. TO CONSIDER AND APPROVE RECOMMENDATIONS FROM THE ENVIRONMENT AND SERVICES COMMITTEE REGARDING ALLOTMENTS

a. To approve tenancy agreement to apply from October 2025

The updated tenancy agreement was circulated prior to the meeting. Councillors discussed this and the recommendations from the Environment and Services Committee.

Cllr Wright proposed that the new tenancy agreement be approved and circulated to tenants to apply from October 2025. Seconded by Cllr Newton. Resolved with MAJORITY in favour.

b. To approve allotment fees for April 2026- March 2027

The Chairman and Vice-Chairman informed Councillors that it is a legal requirement to provide tenants with 12 months' notice of any changes to allotment fees. As fees are charged in advance, the Council must agree on the tenancy fees for the April 2026 – March 2027 period.

Currently, fees stand at £40 for a half plot, £80 for a full plot, and £10 for a manure bin. The new tenancy agreement incorporates water charges, estimated at £8 for a half plot and £16 for a full plot.

A discussion on the fees followed. Cllr Wright proposed that the tenancy fees for April 2026 – March 2027 be set at £48 for a half plot and £96 for a full plot, inclusive of water charges. This was seconded by Cllr Blundell. Resolved with MAJORITY in favour.

c. Allotment Tenants Consultation Letters

The Chairman informed Councillors that draft letters outlining changes for allotment holders were made available before the meeting. These letters provide all relevant details regarding amendments to the tenancy agreement and possible modifications to the allotment site.

Cllr Ward proposed acceptance of the consultation letters to be sent allotment holders. Seconded by Cllr Phillpot. Resolved with MAJORITY in favour.

9. TO CONSIDER AND APPROVE SUBMISSION OF SECTION 8 APPLICATION AND CORRESPONDENCE TO ALLOTMENT HOLDERS

The Chairman updated Councillors on the pre-application advice received from East Suffolk Council and Suffolk County Council. This was followed by a discussion on the requirements, details, and justification for submitting a Section 8 application to the Secretary of State.

Cllr Driver proposed that the Parish Council proceed with a Section 8 application for the disposal of a small portion of the allotment land to accommodate a multi-purpose building, which would provide facilities for allotment holders and serve as a replacement office. To ensure there is no net loss of allotment plots, additional plots will be created on-site. The proposal included seeking approval from the National Allotment Society before submission to the Secretary of State. Seconded by Cllr Phillpot. Resolved with ALL in favour.

10. TO CONSIDER AND APPROVE ADDITIONAL HORNBEAM HEDGING AT THE LAWN CEMETERY

Cllr Whiting informed Councillors that there are some gaps in the Hornbeam hedge at the Lawn Cemetery, and planting additional hedgerow plants would be beneficial. Quotes were sourced from SCL Landscape Management Ltd, Dobbies Nursey and Hedges Direct, but only a quote from SCL Landscape Management Ltd provided a response. Their quote offered two options: £210 + VAT for 16 whips at a height of 1.8-2m or £95 + VAT for 20 whips at a height of 0.9-1.20m.

Cllr Wright noted that 16 whips might be excessive and suggested a smaller number may be more appropriate.

Cllr Ward proposed appointing SCL Landscape Management Ltd to source and supply Hornbeam plants for the Lawn Cemetery hedge, with a maximum budget of £200 + VAT. It was agreed that Cllr Wright would have delegated authority to determine the required number of whips and the most suitable plant height following a site meeting with SCL Landscape Management on site. Seconded by Cllr Taylor. Resolved with ALL in favour.

11. TO FORMULATE RESPONSE ON THE BUS SERVICE IMPROVEMENT PLAN

Cllr Wright updated Councillors on the Bus Service Improvement Plan (BSIP) project and the recent meeting with Ipswich Buses regarding Service No. 4. It was noted that this initiative would not incur any cost implications for the Parish Council.

Cllr Blundell proposed that the Parish Council formally support the BSIP in relation to Service No. 4. It was further proposed that Cllr Wright be given delegated authority to draft and submit a letter of support to Ipswich Borough Council. Seconded by Cllr Taylor. Resolved with ALL in favour.

12. GENERAL PARISH MATTERS & CORRESPONDENCE

a. Correspondence Received

The Clerk made Councillors aware that the following correspondence were received:

- an email of appreciation was received regarding recent pathway improvements in The Street, along with concerns about the fence adjacent to the pathway leading from Humber Doucy Lane to St Andrew's Church. The Clerk will report the fence issues using the Highways reporting tool and notify the Rights of Way Officer; and
- a proposal from the Baptist Church regarding the use of the Allotment Hut was received and approved. The Clerk will confirm the agreement with the Baptist Church and inform the Allotment Manager accordingly.

13. DETERMINATION OF ITEMS FOR FUTURE AGENDA

TO FILL PARISH COUNCIL VANCANCY IN BEECH WARD BY CO-OPTION.

ITEMS WERE MENTIONED AND NOTED FOR FORWARD PLANNING PANEL TO DISCUSS.

14. CLOSE OF MEETING

The Chairman closed the meeting at 8:23pm

Rushmere St Andrew Parish Council

Listing of Payments in each Code for All Cost Centres (Between 01-04-2024 and 28-02-2025)

18	30/04/2024	NA40/2024	11/04/2024	Barclays- Genera	Annual membership 2024/25 - NAS National Allotment Society	E	1.00		1.00	
							Subtotal for Code: Subscriptions	£1,629.14	£11.00	£1,640.14

Code Number 39 Telephone, internet and website

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
93	03/07/2024	382137	08/02/2024	Barclays- Genera		Contract phone calls - May 2024	T2K Voice and Data	S	43.95	8.79	52.74
198	22/08/2024	10128150501	08/06/2023	Barclays- Cemete		Mobile Phone Contracts - August	H3G	S	79.40	15.88	95.28
311	01/11/2024	552541	14/12/2023	Barclays- Genera		Web hosting Oct 2024- Oct 2025	Communities Action Suffolk	S	50.00	10.00	60.00
370	25/04/2024		08/02/2024	Barclays- Genera		Refund from BT - land line	BT	X	-66.27		-66.27
							Subtotal for Code: Telephone, internet and		£107.08	£34.67	£141.75

Code Number 54 IT, printer and office equipment

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
27	15/05/2024	INV-5536	08/02/2024	Barclays- Genera		Scribe set up and account	Starboard Systems	S	1,293.00	258.60	1,551.60
178	26/08/2024	007751	14/12/2023	Barclays- Cemete		Printing and Printer Contract	Evolve Business Solutions	S	73.17	14.64	87.81
263	26/10/2024	17102024-09	14/12/2023	Barclays- Genera		Microsoft 365 subscriptions Oct, Nov,	CloudFlex Systems	S	251.85	50.37	302.22
291	18/11/2024	008678	14/12/2023	Barclays- Genera		Printer contract	Evolve Business Solutions	S	146.78	29.35	176.13
371	14/02/2025	009622	14/12/2023	Barclays- Genera		Printer contract	Evolve Business Solutions	S	104.36	20.87	125.23
							Subtotal for Code: IT, printer and office		£1,869.16	£373.83	£2,242.99

Code Number 58 Audit and Accounting Software

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
23	15/05/2024		11/05/2023	Barclays- Genera		Internal audit year ending 31 March	Heelis and Lodge	X	320.00		320.00
220	27/09/2024	SB20242618	10/10/2024	Barclays- Genera		External audit 2023-2024	PKF- Littlejohn LLP	S	630.00	126.00	756.00
365	06/02/2025	INV-8573	06/02/2025	Barclays- Genera		Accounts Renewal 2025	Starboard Systems	S	744.00	148.80	892.80
							Subtotal for Code: Audit and Accounting		£1,694.00	£274.80	£1,968.80

Code Number 59 Bank charges

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
10	08/04/2024		14/12/2023	Barclays- Genera		Bank Charges - March 2024	Barclays	E	8.50		8.50
85	04/06/2024		14/12/2023	Barclays- Genera		Bank charges - May 2024	Barclays	E	8.50		8.50
196	09/09/2024		14/12/2023	Barclays- Genera		Bank charges - August 2024	Barclays	E	8.50		8.50
227	05/07/2024		14/12/2023	Barclays- Genera		Bank Charges - June 2024	Barclays	E	8.50		8.50
228	05/08/2024		14/12/2023	Barclays- Genera		bank charges - July 2024	Barclays	E	8.50		8.50
266	07/10/2024		14/12/2023	Barclays- Genera		Bank charges - September 2024	Barclays	E	8.50		8.50
312	04/11/2024		14/12/2023	Barclays- Genera		Bank charges - October 2024	Barclays	E	8.50		8.50
317	05/12/2024		14/12/2023	Barclays- Genera		Bank charges - November 2024	Barclays	E	13.30		13.30
341	09/01/2025		14/12/2023	Barclays- Genera		Bank charges - January 2025	Barclays	E	8.50		8.50
386	03/02/2025		14/12/2023	Barclays- Genera		Bank charges - February 2025	Barclays	Z	10.90		10.90
							Subtotal for Code: Bank charges		£92.20		£92.20

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Sequence No PC 116

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Initialled as a true record: *REW*

Date: *3rd*

Code Number 66 Hire charges office and meeting

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
19	30/04/2024		14/03/2024	Barclays- Genera		Hire fees for parish office and halls	Parish Halls- Rushmere St Andrew	X	3,580.67		3,580.67
237	03/10/2024		14/03/2024	Barclays- Genera		Hire charges for parish office and	Parish Halls- Rushmere St Andrew	X	3,780.00		3,780.00

Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2024 and 28-02-2025)

268	04/11/2024	27/06/2024	Barclays- Genera	Hire of Baptist Church for AGM	Rushmere Baptist Church	X	35.00		35.00
368	06/02/2025	27/06/2024	Barclays- Genera	Hire of hall for public consultation on	PP St Andrew Rushmere	X	30.00		30.00
Subtotal for Code: Hire charges office and							£7,425.67		£7,425.67

Code Number 67 S19 Loan Repayments

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
24	10/05/2024	09/05/2024	Barclays- Genera	Repayment of loan Tower Hall - final	PWLB			E	10,665.30		10,665.30
Subtotal for Code: S19 Loan Repayments							£10,665.30		£10,665.30		

Code Number 88 Remembrance Wreath

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
247	07/10/2024	06/06/2024	Barclays- Genera	Wreaths for remembrance service	Sylvia Stannard			X	53.00		53.00
Subtotal for Code: Remembrance Wreath							£53.00		£53.00		

Code Number 104 Insurance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
348	20/01/2025	12/12/2024	Barclays- Genera	Insurance	James Hallam Insurance (CAS)			E	1,441.72		1,441.72
Subtotal for Code: Insurance							£1,441.72		£1,441.72		

Code Number 106 S137 Donations and grants

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
110	25/06/2024	06/06/2024	Barclays- Genera	Donation 2024/25	PCC St Andrews			X	400.00		400.00
372	14/02/2025	06/02/2025	Barclays- Genera	Donation 2024/25	Kesgrave Library Community Group			X	350.00		350.00
373	14/02/2025	06/02/2025	Barclays- Genera	Donation 2024/25	Rushmere Baptist Church			X	500.00		500.00
Subtotal for Code: S137 Donations and grants							£1,250.00		£1,250.00		
Subtotal for Cost Centre: 02 Administration							27,416.21	902.45	28,318.66		

Cost Centre 03 Salaries

Code Number 03 Salaries

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Subtotal for Cost Centre: 03 Salaries							71,047.14		71,047.14		

Cost Centre 04 Environment, assets and grounds

Code Number 20 Pond maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	02/04/2024	3826	08/12/2022	Barclays- Genera		Maintenance Ponds - March 2024	S.C.L Landscape Management	S	60.00	12.00	72.00
25	15/05/2024	3849	08/12/2022	Barclays- Genera		Maintenance Ponds - April 2024	S.C.L Landscape Management	S	60.00	12.00	72.00
80	11/06/2024	Invoice 3868	08/12/2022	Barclays- Genera		Maintenance ponds - May 2024	S.C.L Landscape Management	S	120.00	24.00	144.00
128	15/07/2024	Invoice 3901	08/12/2022	Barclays- Genera		Maintenance ponds - June 2024	S.C.L Landscape Management	S	60.00	12.00	72.00
165	26/08/2024	Invoice 3923	08/12/2022	Barclays- Genera		Maintenance ponds - July 2024	S.C.L Landscape Management	S	180.00	36.00	216.00
166	26/08/2024	GB411V0SA	14/12/2023	Barclays- Genera		Combination lock popd	Amazon	S	23.15	4.63	27.78
181	09/09/2024	Invoice 3956	08/12/2022	Barclays- Genera		Maintenance ponds - August 2024	S.C.L Landscape Management	S	60.00	12.00	72.00
234	03/10/2024	Invoice 3982	08/12/2022	Barclays- Genera		Maintenance Ponds - September	S.C.L Landscape Management	S	120.00	24.00	144.00

Rushmere St Andrew Parish Council

Listing of Payments in each Code for All Cost Centres (Between 01-04-2024 and 28-02-2025)

281	07/11/2024	Invoice 3982	08/12/2022	Barclays- Genera	Maintenance Ponds - October 2024	S.C.L Landscape Management	S	120.00	24.00	144.00	
								Subtotal for Code: Pond maintenance	£803.15	£160.63	£963.78

Code Number 21 Play Areas Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	02/04/2024	3825	20/01/2022	Barclays- Genera		Maintenance Play Areas - March	S.C.L Landscape Management	S	216.50	43.30	259.80
26	15/05/2024	3851	20/01/2022	Barclays- Genera		Maintenance Play Areas - April 2024	S.C.L Landscape Management	S	312.00	62.40	374.40
77	11/06/2024		14/12/2023	Barclays- Genera		Keys Broke Hall Playing Field	James Wright	X	28.30		28.30
79	11/06/2024	Inovice 3866	20/01/2022	Barclays- Genera		Maintenance play areas - May 2024	S.C.L Landscape Management	S	433.00	86.60	519.60
130	15/07/2024	Invoice 3899	20/01/2022	Barclays- Genera		Maintenance play areas - June 2024	S.C.L Landscape Management	S	216.50	43.30	259.80
142	23/07/2024	Kelvedon	11/01/2024	Barclays- Genera		Repointing of wall at Kelvedon Play	Wood Worx	S	416.47	83.30	499.77
164	26/08/2024	Invoice 3921	20/01/2022	Barclays- Genera		Maintenance play areas - July 2024	S.C.L Landscape Management	S	784.00	156.80	940.80
180	09/09/2024	Invoice 3958	20/01/2022	Barclays- Genera		Maintenance play areas - August	S.C.L Landscape Management	S	371.50	74.30	445.80
184	09/09/2024	Invoice 3953	20/01/2022	Barclays- Genera		Play Area maintenance remove	S.C.L Landscape Management	S	80.00	16.00	96.00
235	03/10/2024	Invoice 3984	20/01/2022	Barclays- Genera		Maintenance Play	S.C.L Landscape Management	S	433.00	86.60	519.60
265	26/10/2024	DS-AEU-INV-	06/03/2025	Barclays- Genera		High visibility jacket monthly play	Amazon	S	19.98	4.00	23.98
282	07/11/2024	Invoice 4010	20/01/2022	Barclays- Genera		Maintenance Play Areas - October	S.C.L Landscape Management	S	567.50	113.50	681.00
302	13/12/2024	XWW844894	14/12/2023	Barclays- Genera		Locks for Broke Hall Playing Field	Toolstation	S	64.15	12.83	76.98
331	13/01/2025		06/06/2024	Barclays- Genera		Parish handyman materials wildlife	JN Jim	X	39.53		39.53
367	06/02/2025	Invoice 4057	20/01/2022	Barclays- Genera		Play Area Maintenance - January	S.C.L Landscape Management	S	45.00	9.00	54.00
								Subtotal for Code: Play Areas Maintenance	£4,027.43	£791.93	£4,819.36

Code Number 29 Maintenance LNRs, POS, Paths

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
126	15/07/2024	Invoice 3904	06/06/2024	Barclays- Genera		Maintenance Woodbridge	S.C.L Landscape Management	S	40.00	8.00	48.00
162	26/08/2024	Invoice 3926	06/06/2024	Barclays- Genera		Maintenance Woodbridge	S.C.L Landscape Management	S	105.00	21.00	126.00
179	09/09/2024	Invoice	06/06/2024	Barclays- Genera		Maintenance Woodbridge Road May	S.C.L Landscape Management	S	25.84	5.17	31.01
186	09/09/2024	Invoice 3950	06/06/2024	Barclays- Genera		Maintenance Woodbridge	S.C.L Landscape Management	S	40.00	8.00	48.00
236	03/10/2024	Invoice 3979	06/06/2024	Barclays- Genera		Maintenance Woodbridge	S.C.L Landscape Management	S	40.00	8.00	48.00
279	07/11/2024	Invoice 3979	06/06/2024	Barclays- Genera		Maintenance Woodbridge	S.C.L Landscape Management	S	40.00	8.00	48.00
343	20/01/2025	50509537	14/12/2023	Barclays- Genera		Annual management of Mill Stream,	Ipswich Borough Council	S	5,255.00	1,051.00	6,306.00
366	06/02/2025	Invoice 4054	06/02/2025	Barclays- Genera		Clear piles of cut hedging and tidy	S.C.L Landscape Management	S	175.00	35.00	210.00
								Subtotal for Code: Maintenance LNRs, POS,	£5,720.84	£1,144.17	£6,865.01

Code Number 32 Play Inspection Reports

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
202	13/09/2024	GB416016AB	06/06/2024	Barclays- Genera		Play Inspections - monthly and	Amazon	S	17.82	3.57	21.39
219	27/09/2024	83729	12/09/2024	Barclays- Genera		Play ground annual safety	ROSPA- Play Safety	S	380.00	76.00	456.00
								Subtotal for Code: Play Inspection Reports	£397.82	£79.57	£477.39

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Sequence No PC 116

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Initialled as a true record: *REW*

Date: *3rd*

Code Number 56 Tree Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
141	23/07/2024	Invoice 3898	14/09/2023	Barclays- Genera		Work at Kelvedon Play area and	S.C.L Landscape Management	S	2,825.00	565.00	3,390.00
199	13/09/2024		15/08/2024	Barclays- Genera		Tree safety survey report 2024	Arboreal Associates	X	1,975.00		1,975.00

Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2024 and 28-02-2025)

Subtotal for Code: Tree Maintenance £4,800.00 £565.00 £5,365.00

Code Number 70 Streetfurniture (seats, bins,

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	09/04/2024	18647	11/01/2024	Barclays- Genera		Replacement seat The Street	KBS Depot	S	548.00	109.60	657.60
53	17/05/2024	111534	14/03/2023	Barclays- Genera		Purchase, Installation Doggie Bin	East Suffolk Council	S	229.31	45.86	275.17
92	14/06/2024	Invoice 18275	06/06/2024	Barclays- Genera		Replacement posts noticeboard	Greenbarnes	S	302.95	60.59	363.54
182	09/09/2024	Invoice 3955	11/01/2024	Barclays- Genera		Installation of bench opposite Baptist	S.C.L Landscape Management	S	190.00	38.00	228.00
353	24/01/2025		11/07/2024	Barclays- Genera		Streetfurniture application Salehurst	East Suffolk Council	E	160.00		160.00
378	24/02/2025		06/06/2024	Barclays- Genera		Materials noticeboards	JN Jim	X	8.99		8.99
379	24/02/2025		06/06/2024	Barclays- Genera		Equipment for moving noticeboards	JN Jim	X	65.99		65.99

Subtotal for Code: Streetfurniture (seats, bins, £1,505.24 £254.05 £1,759.29

Code Number 107 Defibrillators

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
20	15/05/2024	81302	18/07/24	Barclays- Genera		New defibrillators pads	Jax First Aid Supplies	S	180.99	36.20	217.19
167	26/08/2024	86530	18/07/2024	Barclays- Genera		Battery defibrillator	Jax First Aid Supplies	S	226.99	45.40	272.39

Subtotal for Code: Defibrillators £407.98 £81.60 £489.58

Code Number 115 Parish handyman

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	02/04/2024		06/06/2024	Barclays- Genera		Parish handyman weekly	JN Jim	Z	75.00		75.00
117	03/07/2024		06/06/2024	Barclays- Genera		parish handyman weekly	JN Jim	X	323.89		323.89
239	03/10/2024		06/06/2024	Barclays- Genera		Parish handyman weekly	JN Jim	X	251.25		251.25
269	04/11/2024		06/06/2024	Barclays- Genera		Parish handyman weekly	JN Jim	X	213.75		213.75
296	20/11/2024		06/06/2024	Barclays- Genera		Parish handyman weekly	JN Jim	X	117.50		117.50
327	02/01/2025		06/06/2024	Barclays- Genera		Parish handyman	JN Jim	X	86.25		86.25
355	03/02/2025		06/06/2024	Barclays- Genera		Parish handyman weekly	JN Jim	X	168.79		168.79

Subtotal for Code: Parish handyman £1,236.43 £1,236.43

Subtotal for Cost Centre: 04 Environment, assets and 18,898.89 3,076.95 21,975.84

Cost Centre 05 Earmarked Reserves

Code Number 120 Tower Hall Play Equipment

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
88	14/06/2024	RPC1001	14/12/2023	Barclays- Genera		Painting of fence at Tower Hall Play	Wood Worx	S	1,205.42	241.08	1,446.50

Subtotal for Code: Tower Hall Play Equipment £1,205.42 £241.08 £1,446.50

Code Number 125 Public Open Space Bixley Farm

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
253	09/10/2024	INV-2995	15/08/2024	Barclays- Genera		Fell Maple and prune branches trees Acorn Trees	Acorn Trees	S	1,200.00	240.00	1,440.00

Subtotal for Code: Public Open Space Bixley £1,200.00 £240.00 £1,440.00

Code Number 127 Community Events

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
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Subtotal for Code: Consider Draft until signed

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Listing of Payments in each Code for All Cost Centres
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57	22/05/2024		14/12/2023	Barclays- Genera		Refreshments Annual Meeting	Peter Massey	Z	102.92		102.92
90	14/06/2024		11/01/2024	Barclays- Genera		Chinwag events 2024	Communities Together East Anglia	X	5,105.78		5,105.78
271	04/11/2024		06/06/2024	Barclays- Genera		Refreshments Remembrance	Peter Massey	Z	68.00		68.00
288	12/11/2024		06/06/2024	Barclays- Genera		Refreshments Remembrance Event	Peter Massey	Z	73.60		73.60
303	13/12/2024		10/10/2024	Barclays- Genera		Refreshments Partnership Meeting	Sylvia Stannard	Z	104.00		104.00
304	13/12/2024		10/10/2024	Barclays- Genera		Refreshments Partnership Meeting	Sylvia Stannard	Z	128.27		128.27
305	13/12/2024		10/10/2024	Barclays- Genera		Refreshments Partnership Meeting	Sylvia Stannard	Z	44.03		44.03
306	13/12/2024	1961	10/10/2024	Barclays- Genera		Refreshments Partnership Meeting	East of England Co-op	S	6.50	1.30	7.80
Subtotal for Code: Community Events									£5,633.10	£1.30	£5,634.40

Code Number 128 Play Areas

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
251	09/10/2024	Invoice	09/11/2023	Barclays- Genera		Painting of fence at Tower Hall Play	Wood Worx	S	747.50	149.50	897.00
Subtotal for Code: Play Areas									£747.50	£149.50	£897.00

Code Number 129 Replacement Office

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
320	19/12/2024	23160	12/12/2024	Barclays- Genera		Fee for pre-application advice East	East Suffolk Council	S	185.00	37.00	222.00
337	13/01/2025	84604	12/12/2024	Barclays- Genera		Pre application fees - parish	East Suffolk Council	S	123.33	24.67	148.00
344	20/01/2025	22501	16/01/2025	Barclays- Genera		Pre-application advice highways	Suffolk County Council	S	450.00	90.00	540.00
Subtotal for Code: Replacement Office									£758.33	£151.67	£910.00
Subtotal for Cost Centre: 05 Earmarked Reserves									9,544.35	783.55	10,327.90

Cost Centre 06 Grant Funding

Code Number 97 Bee Cafes

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
104	03/07/2024		11/07/2024	Barclays- Genera		Streetfurniture licence land opposite	Sylvia Stannard	E	160.00		160.00
246	07/10/2024	50497164	11/07/2024	Barclays- Genera		Greenways project - supply and	Ipswich Borough Council	S	1,415.00	283.00	1,698.00
321	19/12/2024	INV-66016	11/01/2024	Barclays- Genera		Plaque seat at land opposite Baptist	Anglia Sign Casting	S	118.52	23.70	142.22
Subtotal for Code: Bee Cafes									£1,693.52	£306.70	£2,000.22

Code Number 111 30 Days Wilder

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
74	11/06/2024	INV-GB-1484	09/05/2024	Barclays- Genera		Seedbombs for Community Picnic 30	Amazon	S	24.82	4.96	29.78
75	11/06/2024	INV-GB-1484	09/05/2024	Barclays- Genera		Seedbombs for Community Picnic 30	Amazon	S	12.49	2.50	14.99
76	11/06/2024	INV-GB-1534	09/05/2024	Barclays- Genera		Seedbombs for Community Picnic 30	Amazon	S	7.62	1.53	9.15
94	03/07/2024	GB4PN15AB	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	7.14	1.42	8.56
95	03/07/2024	DS-ASE-INV-	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	4.99	1.00	5.99
96	03/07/2024	DS-ASE-INV-	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	9.99	2.00	11.99
97	03/07/2024	GB4PLG0AB	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	13.43	2.69	16.12
98	03/07/2024	DS-ASE-INV-	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	3.57	0.72	4.29
99	03/07/2024	DS-ASE-INV-	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	17.54	3.75	21.29
100	03/07/2024	DS-ASE-INV-	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	10.40	2.21	12.61

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Listing of Payments in each Code for All Cost Centres
Rushmere St Andrew Parish Council
(Between 01-04-2024 and 28-02-2025)

105	03/07/2024	5160404178	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Hobbycraft	S	4.17	0.83	5.00
106	03/07/2024	INV-GB-1379	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	16.64	3.34	19.98
107	25/06/2024		09/05/2024	Barclays- Genera		Storytelling 30 Days Wild event	Bards Aloud	X	50.00		50.00
109	25/06/2024		09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Sylvia Stannard	X	11.75		11.75
119	03/07/2024		09/05/2024	Barclays- Genera		creation of new content 30 days	Rubbish Walks	Z	140.00		140.00
125	15/07/2024	INV-GB-1050	09/05/2024	Barclays- Genera		Crafts 30 Days Wilder	Amazon	S	8.32	1.67	9.99
158	07/08/2024		09/05/2024	Barclays- Genera		Supply of wildlife homes for 30 days	Ipswich Wildlife Group	X	150.00		150.00
226	26/06/2024	GB15856667	09/05/2024	Barclays- Genera		30 Days Wilder Event Crafts	Amazon	S	5.82	1.16	6.98
Subtotal for Code: 30 Days Wilder									£498.69	£29.78	£528.47

Code Number 113 Kelvedon Sensory Garden

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
120	09/07/2024	Invoice 25377	27/06/2024	Barclays- Genera		Topographical Survey Kelvedon Play	EDI Surveys	S	580.00	116.00	696.00
238	03/10/2024		27/06/2024	Barclays- Genera		Stage 1-3 Landscape Design	Lee Anne Van Wyk Chartered	X	1,610.00		1,610.00
276	07/11/2024		27/06/2024	Barclays- Genera		Remaining payment Stage 1-3	Lee Anne Van Wyk Chartered	E	690.00		690.00
368	06/02/2025		27/06/2024	Barclays- Genera		Hire of hall for public consultation on	PP St Andrew Rushmere	X	82.50		82.50
375	24/02/2025		27/06/2024	Barclays- Genera		Refreshments Kelvedon Sensory	Sylvia Stannard	Z	4.00		4.00
Subtotal for Code: Kelvedon Sensory Garden									£2,966.50	£116.00	£3,082.50

Code Number 116 Remembrance Events

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
123	10/07/2024		06/06/2024	Barclays- Genera		Stanley's War for Remembrance	Peter Massey	E	5.95		5.95
272	04/11/2024	GB41HP03A	06/06/2024	Barclays- Genera		Crafts Remembrance Events	Amazon	S	12.48	2.50	14.98
273	04/11/2024	INV-GB-1144	06/06/2024	Barclays- Genera		Crafts Remembrance Events	Amazon	S	19.12	3.83	22.95
277	07/11/2024	DS-AEU-INV-	06/06/2024	Barclays- Genera		Crafts Remembrance Events	Amazon	S	5.82	1.17	6.99
278	07/11/2024	GB41U56AB	06/06/2024	Barclays- Genera		Crafts Remembrance Events	Amazon	S	4.67	0.93	5.60
289	12/11/2024		06/06/2024	Barclays- Genera		Entertainment Remembrance Events	Bruce Aldred Entertainment	X	100.00		100.00
297	20/11/2024	2425299	06/06/2024	Barclays- Genera		Remembrance Projection	TM Services Audio Visual Ltd	S	500.00	100.00	600.00
298	26/11/2024		06/06/2024	Barclays- Genera		Bugler for Remembrance Day	Fergus Odam	X	50.00		50.00
Subtotal for Code: Remembrance Events									£698.04	£108.43	£806.47

Code Number 117 Gateway Signs

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
151	07/08/2024		14/03/2024	Barclays- Genera		land ownership search gateway sign	Peter Massey	Z	3.00		3.00
152	07/08/2024	36261	14/03/2024	Barclays- Genera		Manufacture of 8 gateway signs and	Signs of the Times Ltd	S	16,296.84	3,259.37	19,556.21
188	09/09/2024	DS-AEU-INV-	14/03/2024	Barclays- Genera		Gateway signs unveiling -ribbon	Amazon	S	4.41	0.88	5.29
189	09/09/2024	GB414F5LAB	14/03/2024	Barclays- Genera		Gateway signs unveiling - fabric	Amazon	S	10.92	2.18	13.10
190	09/09/2024	INV-GB-1646	14/03/2024	Barclays- Genera		Gateway signs unveiling	Amazon	S	8.32	1.67	9.99
191	09/09/2024	2843	14/03/2024	Barclays- Genera		Gateway signs plants	Kiln Farm Nursery	S	49.47	9.90	59.37
192	09/09/2024		14/03/2024	Barclays- Genera		Gateway signs unveiling	Peter Massey	Z	1.45		1.45
195	09/09/2024		14/03/2024	Barclays- Genera		Gateway signs unveiling	Sylvia Stannard	Z	12.85		12.85
Subtotal for Code: Gateway Signs									£16,387.26	£3,274.00	£19,661.26

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Code Number		118 Nature Watch									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	02/04/2024		09/05/2024	Barclays- Genera		Crafts/ refreshments for promotion of	Sylvia Stannard	Z	54.97		54.97
Subtotal for Code: Nature Watch									£54.97		£54.97

Code Number		132 Climbing walls									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
357	03/02/2025	Invoice 9427	12/12/2024	Barclays- Genera		Replacements of climbing wall with	Playquip	S	2,682.00	536.40	3,218.40
Subtotal for Code: Climbing walls									£2,682.00	£536.40	£3,218.40
Subtotal for Cost Centre: 06 Grant Funding									24,980.98	4,371.31	29,352.29

Cost Centre 07 CIL

Code Number		121 Kelvedon Sensory Garden									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
22	09/05/2024	kpa1001	11/01/2024	Barclays- Genera		Repointing of wall at Kelvedon Play	Wood Worx	S	4,166.67	833.33	5,000.00
142	23/07/2024	Kelvedon	11/01/2024	Barclays- Genera		Repointing of wall at Kelvedon Play	Wood Worx	S	319.67	63.93	383.60
Subtotal for Code: Kelvedon Sensory Garden									£4,486.34	£897.26	£5,383.60

Code Number		131 Television Screen Hall									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
332	13/01/2025	2425318	16/01/2025	Barclays- Genera		Supply and installation of tv screen at	TM Services Audio Visual Ltd	S	7,660.00	1,532.00	9,192.00
Subtotal for Code: Television Screen Hall									£7,660.00	£1,532.00	£9,192.00
Subtotal for Cost Centre: 07 CIL									12,146.34	2,429.26	14,575.60

Cost Centre 08 Allotments

Code Number		61 Allotments Maintenance, Hedges,									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
28	02/04/2024	3820	08/02/2024	Barclays- Genera		Clearance of Plot 9D, 14B and 15B	S.C.L Landscape Management	S	785.00	157.00	942.00
29	02/04/2024	3822	20/01/2022	Barclays- Genera		Maintenance Allotments - March	S.C.L Landscape Management	S	88.50	17.70	106.20
30	15/05/2024	3848	20/01/2022	Barclays- Genera		Maintenance Allotments - April 2024	S.C.L Landscape Management	S	128.50	25.70	154.20
81	11/06/2024		20/01/2022	Barclays- Genera		Maintenance allotments - May 2024	S.C.L Landscape Management	S	177.00	35.40	212.40
127	15/07/2024	Invoice 3902	20/01/2022	Barclays- Genera		Maintenance allotments - June 2024	S.C.L Landscape Management	S	171.00	34.20	205.20
163	26/08/2024	Invoice 3924	20/01/2022	Barclays- Genera		Maintenance allotments -July 2024	S.C.L Landscape Management	S	265.50	53.10	318.60
185	09/09/2024	Invoice 3952	20/01/2022	Barclays- Genera		Maintenance allotments - August	S.C.L Landscape Management	S	88.50	17.70	106.20
233	03/10/2024	Invoice 3981	20/01/2022	Barclays- Genera		Maintenance Allotments - September	S.C.L Landscape Management	S	222.00	44.40	266.40
280	07/11/2024	Invoice 4007	20/01/2022	Barclays- Genera		Maintenance Allotments - October	S.C.L Landscape Management	S	214.50	42.90	257.40
Subtotal for Code: Allotments Maintenance,									£2,140.50	£428.10	£2,568.60

Code Number		65 Allotments Fence, Gates, Track,									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
78	11/06/2024	Invoice 3877	09/02/2023	Barclays- Genera		Supply and install water tank	S.C.L Landscape Management	S	85.00	17.00	102.00
161	26/08/2024	Invoice 3929	14/12/2023	Barclays- Genera		Extra works fill potholes and lift tree	S.C.L Landscape Management	S	360.00	72.00	432.00

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183	09/09/2024	Invoice 3954	20/01/2022	Barclays- Genera		Replace damaged fence posts and	S.C.L Landscape Management	S	375.00	75.00	450.00		
201	13/09/2024		14/12/2023	Barclays- Genera		Replacement signs car park at	Peter Massey	Z	25.94		25.94		
									Subtotal for Code:	Allotments Fence, Gates,	£845.94	£164.00	£1,009.94

Code Number 109 Allotment hut

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
7	08/04/2024	116544	08/02/2024	Barclays- Genera		Community Shed allotments	Tuin Ltd	S	2,928.91	585.78	3,514.69		
118	03/07/2024	Invoice 11322	14/03/2024	Barclays- Genera		Construction and laying of concrete	D J Moyse Surfacing Ltd	S	2,000.00	400.00	2,400.00		
137	23/07/2024		14/03/2024	Barclays- Genera		Equipment community hut	Peter Massey	Z	5.50		5.50		
138	23/07/2024		14/03/2024	Barclays- Genera		Equipment community hut	Peter Massey	Z	108.00		108.00		
168	26/08/2024	A1877162281	14/03/2024	Barclays- Genera		Paint community hut allotment	Screwfix	S	26.22	5.25	31.47		
									Subtotal for Code:	Allotment hut	£5,068.63	£991.03	£6,059.66
									Subtotal for Cost Centre:	08 Allotments	8,055.07	1,583.13	9,638.20

Cost Centre 09 Cemetery

Code Number 23 Cemetery Administration

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
21	09/05/2024		14/12/2023	Barclays- Genera		Bank charges - April 2024	Barclays	E	8.50		8.50
33	08/04/2024		14/12/2023	Barclays- Cemete		Bank Charges - March 2024	Barclays	E	10.00		10.00
34	22/04/2024	10128150501	08/06/2023	Barclays- Cemete		Mobile phone contracts - April 2024	H3G	S	79.40	15.88	95.28
35	23/04/2024	16042024-09	14/12/2023	Barclays- Cemete		Microsoft 365 subscriptions 2024	CloudFlex Systems	S	368.35	73.67	442.02
36	25/04/2024		11/04/2024	Barclays- Cemete		Annual Membership 2024/25 - ICCM	ICCM	E	100.00		100.00
38	23/04/2024		06/06/2024	Barclays- Cemete		Registrar of Burials - March 2024	Kevin Braizer	X	155.25		155.25
41	07/05/2024		14/12/2023	Barclays- Cemete		Bank charges - April 2024	Barclays	E	8.50		8.50
42	09/05/2024		14/03/2024	Barclays- Cemete		Cemetery consecration refreshments	Peter Massey	Z	27.00		27.00
43	09/05/2024		14/03/2024	Barclays- Cemete		Cemetery consecration refreshments	Peter Massey	Z	14.00		14.00
44	09/05/2024	arc5159-0006	14/12/2023	Barclays- Cemete		Backup of cemetery archives	TownsWebArchiving	S	144.21	28.84	173.05
46	09/05/2024		06/06/2024	Barclays- Cemete		Registrar of burials - April 2024	Kevin Braizer	X	256.50		256.50
49	15/05/2024	381596	08/02/2024	Barclays- Cemete		Phone calls and setup - April 2024	T2K Voice and Data	S	99.71	19.94	119.65
50	15/05/2024		14/03/2024	Barclays- Cemete		Cemetery consecration refreshments	Peter Massey	Z	70.00		70.00
51	15/05/2024		14/12/2023	Barclays- Cemete		Stamps cemetery	Peter Massey	E	13.60		13.60
54	22/05/2024	006895	14/12/2023	Barclays- Cemete		Printing and printer contract	Evolve Business Solutions	S	387.52	77.51	465.03
58	22/05/2024		14/03/2024	Barclays- Cemete		Event consecration of cemetery	Peter Massey	Z	24.80		24.80
59	22/05/2024		14/03/2024	Barclays- Cemete		Event consecration of cemetery	Peter Massey	Z	8.28		8.28
86	04/06/2024		14/12/2023	Barclays- Cemete		Bank charges - May 2024	Barclays	E	8.50		8.50
87	14/06/2024		08/02/2024	Barclays- Cemete		Recorded delivery letter posted to Mr	Sylvia Stannard	E	7.95		7.95
91	14/06/2024	13062024-09	08/06/2023	Barclays- Cemete		Provision and setting up of laptop	CloudFlex Systems	S	941.04	188.21	1,129.25
101	03/07/2024	GB30563422	14/12/2023	Barclays- Genera		Stationary cemetery	Amazon	S	27.48	5.50	32.98
103	20/06/2024	42UG086-00	06/06/2024	Barclays- Cemete		parish online subscription 24-25	Parish Online	S	240.00	48.00	288.00
108	25/06/2024	Invoice 12821	08/02/2024	Barclays- Cemete		Drainage report cemetery	O A Chapman & Son Ltd	S	600.00	120.00	720.00
122	09/07/2024		06/06/2024	Barclays- Cemete		Registrar of burials - June 2024	Kevin Braizer	X	87.75		87.75

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Rushmere St Andrew Parish Council
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132	16/07/2024		14/12/2023	Barclays- Cemete	Bank Charges - June 2024	Barclays	E	11.50		11.50
134	22/07/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts - July 2024	H3G	S	79.40	15.88	95.28
135	24/06/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile Phone Contracts - June 2024	H3G	S	79.40	15.88	95.28
140	23/07/2024	GB4W30CAB	14/12/2023	Barclays- Cemete	Paper cemetery	Amazon	S	19.15	3.83	22.98
153	07/08/2024	AKR16AATIF	14/12/2023	Barclays- Cemete	Cork noticeboard office	Amazon	S	21.86	4.37	26.23
155	07/08/2024		06/06/2024	Barclays- Cemete	Registrar of Burials - July 2024	Kevin Braizer	X	187.00		187.00
160	07/08/2024	05082024-09	14/12/2023	Barclays- Cemete	Mailbox subscriptions 365	CloudFlex Systems	S	251.85	50.37	302.22
193	09/09/2024		14/12/2023	Barclays- Cemete	Stamps cemetery	Peter Massey	E	1.55		1.55
197	05/08/2024		14/12/2023	Barclays- Cemete	bank charges - July 2024	Barclays	E	8.50		8.50
204	13/09/2024		06/06/2024	Barclays- Cemete	Registrar of Burials - August 2024	Kevin Braizer	X	119.00		119.00
206	13/09/2024		14/12/2023	Barclays- Cemete	Stationary cemetery	Kevin Braizer	X	16.99		16.99
222	27/09/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts September	H3G	S	79.40	15.88	95.28
229	22/05/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts - May 2024	H3G	S	79.40	15.88	95.28
242	03/10/2024		06/06/2024	Barclays- Cemete	Registrar of burials - September	Kevin Braizer	X	340.00		340.00
245	05/09/2024		14/12/2023	Barclays- Cemete	Bank charges - August 2024	Barclays	E	8.50		8.50
248	07/10/2024		14/12/2023	Barclays- Cemete	Fix fire resistant folder for cemetery	Kitty Martin Seamstress	X	25.00		25.00
254	05/10/2024		14/12/2023	Barclays- Cemete	Bank charges - September 2024	Barclays	E	8.50		8.50
264	26/10/2024	17102024-09	08/06/2023	Barclays- Cemete	Rebuild laptop	CloudFlex Systems	S	220.00	44.00	264.00
267	22/10/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts - October	H3G	S	79.40	15.88	95.28
285	07/11/2024		06/06/2024	Barclays- Cemete	Registrar of burials - October 2024	Kevin Braizer	X	255.00		255.00
286	07/11/2024		14/12/2023	Barclays- Cemete	Stationary cemetery	Kevin Braizer	X	13.60		13.60
290	12/11/2024		14/12/2023	Barclays- Cemete	Car parking paying in cheques	Sylvia Stannard	E	1.50		1.50
293	18/11/2024	GB41KZ46A	12/12/2024	Barclays- Cemete	Shredder - cemetery administration	Amazon	S	205.00	41.00	246.00
294	18/11/2024		14/12/2023	Barclays- Cemete	Parking cemetery cheques	Sylvia Stannard	E	2.45		2.45
295	20/11/2024		06/06/2024	Barclays- Cemete	Recorded delivery letter No 6 St	Sylvia Stannard	E	3.35		3.35
299	26/11/2024		14/12/2023	Barclays- Cemete	Stamps - cemetery administration	Sylvia Stannard	E	6.80		6.80
309	13/12/2024		06/06/2024	Barclays- Cemete	Administration lawn	Kevin Braizer	X	195.50		195.50
315	04/11/2024		14/12/2023	Barclays- Cemete	Bank charges - November 2024	Barclays	E	10.90		10.90
316	22/11/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts - November	H3G	S	79.40	15.88	95.28
319	05/12/2024		14/12/2023	Barclays- Cemete	Bank charges - November 2024	Barclays	E	8.50		8.50
326	02/01/2025	14058855	08/02/2024	Barclays- Cemete	Voicecalls - June - Nov 2024	T2K Voice and Data	S	263.70	52.74	316.44
330	23/12/2024	10128150501	08/06/2023	Barclays- Cemete	Mobile phone contracts - December	H3G	S	79.40	15.88	95.28
336	13/01/2025		14/12/2023	Barclays- Cemete	Parking for paying in cheques	Sylvia Stannard	E	1.50		1.50
339	14/01/2025		06/06/2024	Barclays- Cemete	Administration - Registrar of	Kevin Braizer	X	119.00		119.00
340	14/01/2025	386080	08/02/2024	Barclays- Cemete	Phone calls - December 2024	T2K Voice and Data	S	43.95	8.79	52.74
342	09/01/2025		14/12/2023	Barclays- Cemete	Bank charges - December 2024	Barclays	E	9.70		9.70
356	03/02/2025		14/12/2023	Barclays- Cemete	Stamps - cemetery administration	Sylvia Stannard	E	6.80		6.80
358	03/02/2025	27012025-09	14/12/2023	Barclays- Cemete	Bitdefender security software renewal 2025	CloudFlex Systems	S	69.50	13.90	83.40
359	22/01/2025	10128150519	08/06/2023	Barclays- Cemete	Mobile phone contracts - January	H3G	S	79.40	15.88	95.28
360	06/02/2025	INV-8736	16/01/2025	Barclays- Cemete	Scribe cemetery professional	Starboard Systems	S	799.00	159.80	958.80

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363	06/02/2025	06/06/2024	Barclays- Cemete	Registrar of burials - January 2025	Kevin Braizer	X	314.50		314.50
385	24/02/2025	14/12/2023	Barclays- Cemete	Parking fees paying in of cheques	Sylvia Stannard	E	1.50		1.50
387	03/02/2025	14/12/2023	Barclays- Cemete	Bank charges - February 2025	Barclays	E	8.50		8.50
388	24/02/2025	08/06/2023	Barclays- Cemete	Mobile phone contracts - February	H3G	S	79.40	15.88	95.28
Subtotal for Code: Cemetery Administration							£7,982.59	£1,099.27	£9,081.86

Code Number 42 Cemetery Water Charges

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
133	17/06/2024		09/05/2024	Barclays- Cemete		Water charges at lawn cemetery	Anglian Water	E	23.04		23.04
223	17/09/2024		09/05/2024	Barclays- Cemete		Water charges at lawn cemetery	Anglian Water	E	52.36		52.36
318	17/12/2024		09/05/2024	Barclays- Cemete		Water charges at lawn cemetery	Anglian Water	E	34.78		34.78
Subtotal for Code: Cemetery Water Charges							£110.18		£110.18		

Code Number 49 Cemetery Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
32	02/04/2024	3824	08/09/2022	Barclays- Cemete		Maintenance Cemetery - March 2024	S.C.L Landscape Management	S	287.00	57.40	344.40
37	23/04/2024		06/06/2024	Barclays- Cemete		Gardening at lawn cemetery - March	Kevin Braizer	X	114.75		114.75
40	30/04/2024		06/06/2024	Barclays- Cemete		Parish handyman - April 2024	JN Jim	X	153.00		153.00
45	09/05/2024		06/06/2024	Barclays- Cemete		Gardening at lawn cemetery - April	Kevin Braizer	X	135.00		135.00
47	09/05/2024	INV-63633	09/11/2023	Barclays- Cemete		Plaque for seat at cemetery	Anglia Sign Casting	S	115.60	23.12	138.72
48	15/05/2024	3850	08/09/2022	Barclays- Cemete		Maintenance cemetery - April 2024	S.C.L Landscape Management	S	1,279.00	255.80	1,534.80
56	22/05/2024	2045835	12/10/2023	Barclays- Cemete		Signs Lawn Cemetery	Signomatic	S	268.02	53.60	321.62
72	30/05/2024		06/06/2024	Barclays- Cemete		Parish handyman weekly	JN Jim	X	224.20		224.20
73	30/05/2024		11/04/2024	Barclays- Cemete		Plants for lawn cemetery	Kevin Braizer	X	51.89		51.89
82	11/06/2024		08/09/2022	Barclays- Cemete		Maintenance cemetery - May 2024	S.C.L Landscape Management	S	554.00	110.80	664.80
83	11/06/2024	3876	08/09/2022	Barclays- Cemete		Maintenance cemetery - May 2024	S.C.L Landscape Management	S	14.16	2.83	16.99
84	11/06/2024		06/06/2024	Barclays- Cemete		Gardening at cemetery - May 2024	Kevin Braizer	X	263.25		263.25
121	13/06/2024		06/06/2024	Barclays- Cemete		Maintenance Lawn Cemetery - July	Kevin Braizer	X	182.25		182.25
129	15/07/2024	Invoice 3867	08/09/2022	Barclays- Cemete		Maintenance cemetery - June 2024	S.C.L Landscape Management	S	554.00	110.80	664.80
131	15/07/2024	Invoice 3897	11/04/2024	Barclays- Cemete		Preparation, purchase and planting	S.C.L Landscape Management	S	2,746.00	549.20	3,295.20
156	07/08/2024		06/06/2024	Barclays- Cemete		Gardening at lawn cemetery - July	Kevin Braizer	X	280.50		280.50
157	07/08/2024		06/06/2024	Barclays- Cemete		Parish handyman maintenance - July	JN Jim	X	441.75		441.75
177	26/08/2024	Invoice 3922	08/09/2022	Barclays- Cemete		Maintenance cemetery - July 2024	S.C.L Landscape Management	S	936.00	187.20	1,123.20
194	09/09/2024	Invoice 3957	08/09/2022	Barclays- Cemete		Maintenance cemetery - August	S.C.L Landscape Management	S	287.00	57.40	344.40
203	13/09/2024		06/06/2024	Barclays- Cemete		Gardening cemetery - August 2024	Kevin Braizer	X	153.00		153.00
205	13/09/2024		06/06/2024	Barclays- Cemete		Equipment cemetery	Kevin Braizer	X	33.73		33.73
217	20/09/2024	11355	11/01/2024	Barclays- Cemete		Construction oand laying of footpaths	D J Moyse Surfacing Ltd	S	15,000.00	3,000.00	18,000.00
218	24/09/2024		06/06/2024	Barclays- Cemete		Parish handyman rounds - August	JN Jim	X	288.75		288.75
221	27/09/2024		06/06/2024	Barclays- Cemete		Supply and fixing of fence and	KJ Fencing Services	X	5,300.00		5,300.00
232	15/07/2024		06/06/2024	Barclays- Cemete		Gardening at cemetery - June 2024	Kevin Braizer	X	182.25		182.25
243	03/10/2024		06/06/2024	Barclays- Cemete		Gardening at cemetery - September	Kevin Braizer	X	221.00		221.00
244	03/10/2024	Invoice 3983	08/09/2022	Barclays- Cemete		Maintenance cemetery - September	S.C.L Landscape Management	S	685.50	137.10	822.60

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283	07/11/2024	Invoice 4009	08/09/2022	Barclays- Cemete	Maintenance - Cemetery - October	S.C.L Landscape Management	S	614.00	122.80	736.80
284	07/11/2024		06/06/2024	Barclays- Cemete	Gardening at cemetery - October	Kevin Braizer	X	153.00		153.00
307	13/12/2024		06/06/2024	Barclays- Cemete	Gardening at cemetery - November	Kevin Braizer	X	136.00		136.00
308	13/12/2024		06/06/2024	Barclays- Cemete	Strimmer blades cemetery	Kevin Braizer	X	11.99		11.99
310	13/12/2024	Invoice 4027	08/09/2022	Barclays- Cemete	Maintenance Cemetery - November	S.C.L Landscape Management	S	522.50	104.50	627.00
333	13/01/2025	Invoice 11389	06/06/2024	Barclays- Cemete	Digging out ditch and removal of	D J Moyse Surfacing Ltd	S	4,240.00	848.00	5,088.00
334	13/01/2025	Invoice 4045	14/03/2024	Barclays- Cemete	Installation of signs	S.C.L Landscape Management	S	925.00	185.00	1,110.00
335	13/01/2025	Invoice 4041	08/09/2022	Barclays- Cemete	Maintenance cemetery - December	S.C.L Landscape Management	S	935.00	187.00	1,122.00
338	14/01/2025		06/06/2024	Barclays- Cemete	Gardening at cemetery - December	Kevin Braizer	X	85.00		85.00
347	20/01/2025	SI-159537	14/12/2023	Barclays- Cemete	Skip exchange 13/01/2025 Lawn	Sun Skips	S	233.33	46.67	280.00
361	06/02/2025	SI-162011	14/12/2023	Barclays- Cemete	Skip exchange 04/02/2025 at the	Sun Skips	S	233.33	46.67	280.00
362	06/02/2025	Invoice 4056	26/09/2024	Barclays- Cemete	Adjust pipework for tap to be moved	S.C.L Landscape Management	S	65.00	13.00	78.00
364	06/02/2025		06/06/2024	Barclays- Cemete	Gardening at cemetery - January	Kevin Braizer	X	144.50		144.50
374	14/02/2025	3805	14/09/2023	Barclays- Cemete	Removal of notice board/ reinstall	S.C.L Landscape Management	S	660.00	132.00	792.00
384	24/02/2025	GB5EFPDAB	14/12/2023	Barclays- Cemete	Tree guards Lawn Cemetery	Amazon	S	38.32	7.66	45.98
Subtotal for Code: Cemetery Maintenance								£39,748.57	£6,238.55	£45,987.12

Code Number 71 Cemetery Skips

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
39	30/04/2024	SI-128220	14/12/2023	Barclays- Cemete		Skip exchange at lawn	Sun Skips	S	233.33	46.67	280.00
55	22/05/2024	SI-130405	14/12/2023	Barclays- Cemete		Skip exchange at lawn cemetery	Sun Skips	S	233.33	46.67	280.00
89	14/06/2024	SI-132725	14/12/2023	Barclays- Cemete		Skip exchange lawn	Sun Skips	S	233.33	46.67	280.00
154	07/08/2024	SI-137517	14/12/2023	Barclays- Cemete		Skip exchange at lawn	Sun Skips	S	233.33	46.67	280.00
216	20/09/2024	SI-144083	14/12/2023	Barclays- Cemete		Skip exchange lawn	Sun Skips	S	233.33	46.67	280.00
252	09/10/2024	SI-144083	14/12/2023	Barclays- Cemete		Skip exchange at Lawn	Sun Skips	S	233.33	46.67	280.00
274	04/11/2024	SI-151478	14/12/2023	Barclays- Cemete		Skip exchange Lawn	Sun Skips	S	233.33	46.67	280.00
329	02/01/2025	SI-157804	14/12/2023	Barclays- Cemete		Skip exchange 19/12/2024 at Lawn	Sun Skips	S	233.33	46.67	280.00
Subtotal for Code: Cemetery Skips								£1,866.64	£373.36	£2,240.00	

Code Number 110 Cemetery Assets

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
31	02/04/2024	3821	09/11/2023	Barclays- Cemete		Installation of new bench at cemetery	S.C.L Landscape Management	S	150.00	30.00	180.00
Subtotal for Code: Cemetery Assets								£150.00	£30.00	£180.00	
Subtotal for Cost Centre: 09 Cemetery								49,857.98	7,741.18	57,599.16	

TOTALS £221,946.96 £20,887.83 £242,834.79