



Rushmere St. Andrew Parish Council

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Minutes of the Parish Council meeting held on 11th September 2025 at 7.30pm at St Andrew's Church Hall

CHAIRMAN: Cllr R Whiting

PRESENT: Cllr R Whiting, Cllr M Newton, Cllr B Ward, Cllr R Nunn, Cllr M Odam, Cllr J Westrup, Cllr N Barber, Cllr K Barber, Cllr J Wright

APOLOGIES: Cllr K Driver, Cllr M Brown, Cllr D Francis, Cllr P Phillpot, Cllr P Blundell

OTHER PRESENT:
Cllr Dan Clery

OTHER APOLOGIES:

CLERK: Mrs S Stannard Assistant Clerk.
Minutes taken by Mrs S Stannard.

ALSO PRESENT: 0 Members of the public

1. APOLOGIES & APPROVAL FOR REASONS OF ABSENCE

RESOLVED: Apologies for absence approved as above.

2. DECLARATIONS OF COUNCILLOR INTEREST

3. Cllr Wright declared a non-pecuniary interest in Acorn Trees and SCL Landscape Management Ltd.

4. TO SIGN, AS A CORRECT RECORD, THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10TH JULY 2025

RESOLVED: that the minutes of the Parish Council meeting held on 10th July 2025 be signed by the Chairman as a true record and adopted by the Council.

5. PUBLIC PARTICIPATION

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

Cllr Odam informed councillors that she had received positive feedback from a resident regarding the community events organised by the Parish Council.

Cllr Wright reported on the recent SAVID meeting he attended, as well as on matters relating to Community Speedwatch.

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 distributed prior to the meeting.
Matters arising: None.

6. FINANCE

a. To note expenditure authorised under delegated authority

NOTED: The following expenditure was authorised under delegated authority for safety reasons:

- Clearing of land at Rush Close – SCL Landscape Management - £75+ VAT
- SID Battery – Leoch Battery Ltd - £128.88 + VAT

b. To consider and approve reconciliation and budget monitoring 31 August 2025

The bank reconciliations for July and August 2025 were provided in advance of the meeting. The budget monitoring report, covering the period up to the end of August 2025, was also made available beforehand.

RESOLVED: That the bank reconciliation for July and August 2025 be approved.

That the budget monitoring up to the end of August 2025 be approved.

c. To consider and approve the external audit for the year ending 31st March 2025

The external audit for the year ending 31st March 2025 were made available prior to the meeting. The audit report stated that in the auditor's opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. No other matters were drawn to the attention of the Parish Council.

RESOLVED: To approve the external auditor report and there are no recommendations or actions to take.

Cllr Wright thanked the Responsible Financial Officer for her work on the audits for the year.

d. Other matters

None.

7. REPORT BACK ON VJ DAY COMMEMORATIONS

a. To consider and approve arrangements for Remembrance Day

Councillor Whiting provided feedback on the event and expenditure on the event. The total is estimated at £807.72 (some invoices still to be received and paid).

NOTED.

8. TO CONSIDER AND APPROVE ARRANGEMENTS FOR REMEMBRANCE DAY

Arrangements for Remembrance Day was discussed.

RESOLVED: To approve £500 for the Remembrance Day Commemorations on the 11th November at St Andrew's Church. This will include the following refreshments, entertainment by Annika Rands, bugler, poppy displays, civil service, wreath laying and provision of a programme for the event.

9. TO CONSIDER AND APPROVE 2026 DATES

Draft dates for 2026 were distributed prior to the meeting.

RESOLVED: To approve the 2026 dates at the St Andrew's Church Hall.

Allotment Panel dates for 2026 to be considered at the next allotment meeting.

10. TO CONSIDER AND APPROVE ACTIONS FOR KELVEDON SENSORY GARDEN

Report circulated by Cllr J Wright and verbal updated provided at the meeting.

RESOLVED: To appoint SCL Landscape Management at a cost of up to £2,000 to prepare the sensory garden for opening. Works will include the removal of poisonous and invasive

plants, elimination of trip hazards, removal of the water tank and loose turf, clearance of the site, and removal of the Heras fencing.

Delegated authority is granted to the Vice-Chairman to decide whether to install shingle and water-resistant plants or attempt to re-establish turf.

Other quotations were not sought, as SCL Landscape Management was involved in earlier phases of the project and is considered best placed to complete the work.

11. TO CONSIDER AND APPROVE ACTIONS FROM TREE SAFETY REPORT 2025

The tree safety survey report was made available prior to the meeting. Quotations were requested from three contractors—Acorn Trees, SCL Landscape Management, and JL Tree Services—for the implementation of the report's recommendations. Two quotations were received: Acorn Trees submitted a quote of £1,565 + VAT, and SCL Landscape Management quoted £675 + VAT.

RESOLVED: To appoint Acorn Trees at a cost of £1,565 + VAT to carry out the recommended works outlined in the tree safety report. This decision was based on Acorn Trees' qualifications as experienced tree surgeons and the detailed nature of their quotation, which demonstrated their ability to complete the required actions thoroughly and professionally.

12. TO WRITE OFF PLAY EQUIPMENT FROM ASSET REGISTER

A swing, slide, and rocker were recently removed from Kelvedon Play Area prior to the establishment of the Sensory Garden. The swing and slide were assessed and deemed unfit for re-use elsewhere. It is therefore recommended that both items be written off the Parish Council's Asset Register. The purchase value of the slide is £3,121 and the swing with two seats is £2,601.

RESOLVED: To write off the slide and swing removed from Kelvedon Play Area from the Parish Council's Asset Register due to their condition and unsuitability for further use.

13. TO CONSIDER AND APPROVE REPLACEMENT SWING SEATS AT YEW TREE PLAY AREA

RESOLVED: Deferred to future meeting of Environment and Services meeting.

14. GENERAL PARISH MATTERS & CORRESPONDENCE

a. General Parish Matters

None

b. Correspondence received

Cllr Whiting provided an update on Suffolk's devolution and local government reorganisation process for Suffolk.

RESOLVED: Councillors were invited to submit individual comments on the devolution proposals and reorganisation plans if they wished.

Correspondence received will be discussed at the forthcoming E&S Committee.

15. DETERMINATION OF ITEMS FOR FUTURE AGENDA

None

16. CLOSE OF MEETING

The Chairman closed the meeting at 20.12pm

Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2025 and 15-09-2025)

Cost Centre 02 Administration

Code Number 4 Office Administration

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
20	02/05/2025		12/12/24	Barclays- Genera	Internet	Stamps office	Peter Massey	E	6.96		6.96
62	09/06/2025			Barclays- Genera	Internet	Title Deed search - land off The	Peter Massey	X	7.00		7.00
98	11/07/2025		14/12/2023	Barclays- Genera	Internet	Title deed and map Ipswich Sports	Sylvia Stannard	X	14.00		14.00
103	16/07/2025		14/12/2023	Barclays- Genera	Internet	Refreshments meeting	Sylvia Stannard	E	1.75		1.75
107	23/07/2025	GB511ZV4AB	14/12/2023	Barclays- Genera	Internet	Cups events	Amazon	S	4.16	0.83	4.99
109	23/07/2025	GB511Y06AB	14/12/2023	Barclays- Genera	Internet	Paper for office	Amazon	S	16.46	3.29	19.75
139	24/08/2025		12/12/24	Barclays- Genera	Internet	Office stationary	Sylvia Stannard	E	7.60		7.60
145	03/09/2025	GB57F32ZAB	12/12/24	Barclays- Genera	Internet	Office stationary	Amazon	S	3.79	0.76	4.55
165	09/09/2025	GB51TC7BA	14/12/2023	Barclays- Genera	Internet	Office stationary	Amazon	S	14.14	2.82	16.96
168	09/09/2025	DS-AEU-INV-	14/12/2023	Barclays- Genera	Internet	Office stationary	Amazon	S	14.99	3.00	17.99
Subtotal for Code: Office Administration									£90.85	£10.70	£101.55

Code Number 7 Subscriptions

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
8	10/04/2025	Invoice no	03/04/2025	Barclays- Genera	Internet	SALC Membership Subscription	SALC	E	1,279.74		1,279.74
17	02/05/2025		03/04/2025	Barclays- Genera	Internet	Annual membership 2025/26	SLCC	E	300.00		300.00
18	02/05/2025		03/04/2025	Barclays- Genera	Internet	Subscription fee 2025/2026	National Allotment Society	E	84.00		84.00
104	16/07/2025	AEU-INV-GB-	14/12/2023	Barclays- Cemete	Internet	Amazon Prime Annual Membership	Amazon	S	95.00	19.00	114.00
Subtotal for Code: Subscriptions									£1,758.74	£19.00	£1,777.74

Code Number 8 Telephone, internet & website

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
35	01/05/2025			Barclays- Genera		Phone calls transfer office number &	T2K Voice and Data	S	55.22	11.04	66.26
38	01/04/2025			Barclays- Genera		Phone calls transfer office number &	T2K Voice and Data	S	52.17	10.43	62.60
92	02/06/2025			Barclays- Genera		Transfer calls office to mobile and	T2K Voice and Data	S	49.83	9.97	59.80
96	01/07/2025			Barclays- Genera		Phone calls transfer office number &	T2K Voice and Data	S	50.38	10.08	60.46
116	01/08/2025			Barclays- Genera		Phone calls transfer office number &	T2K Voice and Data	S	82.94	16.59	99.53
Subtotal for Code: Telephone, internet & website									£290.54	£58.11	£348.65

Code Number 9 IT, printer and office equipment

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
40	19/05/2025	010667	12/12/24	Barclays- Genera	S40	Printer contract	Evolve Business Solutions	S	107.63	21.53	129.16
51	09/06/2025	27052025-10		Barclays- Genera	S51	Microsoft Office 365	CloudFlex Systems	S	235.50	47.10	282.60
63	24/06/2025			Barclays- Cemete		Parish online June 2025- June 2026	Parish Online	S	240.00	48.00	288.00
124	13/08/2025	011624	14/12/2023	Barclays- Genera	Internet	Printer contract	Evolve Business Solutions	S	60.00	12.00	72.00
Subtotal for Code: IT, printer and office									£643.13	£128.63	£771.76

Code Number 10 Audit & accounting software

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	10/04/2025	INV-9060	16/01/2025	Barclays- Genera	Internet	Scribe set up fee and subscription	Starboard Systems	S	557.00	111.40	668.40

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Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2025 and 15-09-2025)

15 September 2025 (2025-2026)

19	02/05/2025	HL9552	09/05/2024	Barclays- Genera	Internet	Internal audit for year ending 31	Heelis and Lodge	X	400.00		400.00
122	13/08/2025	SB20250562	14/12/2023	Barclays- Genera	Internet	External audit for year ending 31	PKF- Littlejohn LLP	S	630.00	126.00	756.00
Subtotal for Code: Audit & accounting software									£1,587.00	£237.40	£1,824.40

Code Number 11 Bank charges

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
39	04/04/2025			Barclays- Genera		Bank charges - March 2025	Barclays	E	8.50		8.50
42	08/05/2025		12/12/24	Barclays- Genera		Bank charges May 2025	Barclays	E	8.50		8.50
93	05/06/2025			Barclays- Genera		Bank charges - June 2025	Barclays	X	8.50		8.50
97	07/07/2025		14/12/2023	Barclays- Genera	Internet	Bank charges - July 2025	Barclays	X	8.50		8.50
115	04/08/2025			Barclays- Genera		Bank charges - Aug 2025	Barclays	X	8.50		8.50
Subtotal for Code: Bank charges									£42.50		£42.50

Code Number 12 Hire charges and meeting rooms

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
10	24/04/2025	Invoice	12/12/24	Barclays- Genera	Internet	Hire of Meeting Rooms - April 2025	PCC St Andrews	X	90.00		90.00
21	07/05/2025	6032 TH		Barclays- Genera	Internet	Hire of Tower Hall	Parish Halls- Rushmere St Andrew	X	1,825.00		1,825.00
41	19/05/2025	021A/2025	12/12/24	Barclays- Genera	Internet	Hire of meeting rooms - May 2025	PCC St Andrews	X	60.00		60.00
64	24/06/2025			Barclays- Genera		Hall hire meetings June 2025	PCC St Andrews	X	60.00		60.00
102	16/07/2025	6111	14/12/2023	Barclays- Genera	Internet	Hire of Tower Hall Parish	Parish Halls- Rushmere St Andrew	X	1,825.00		1,825.00
121	13/08/2025	029A/2025	14/12/2023	Barclays- Genera	Internet	Hire of meeting rooms - July 2025	PCC St Andrews	X	30.00		30.00
164	09/09/2025	033/2025	14/12/2023	Barclays- Genera	Internet	Hire of meeting rooms - August 2025	PCC St Andrews	X	60.00		60.00
Subtotal for Code: Hire charges and meeting									£3,950.00		£3,950.00
Subtotal for Cost Centre: 02 Administration									8,362.76	453.84	8,816.60

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									24,519.83		24,519.83

Cost Centre 04 Environment, assets and grounds

Code Number 25 Pond Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
28	07/05/2025	Invoice 4124		Barclays- Genera	Internet	Pond Maintenance - April 2025	S.C.L Landscape Management	S	120.00	24.00	144.00
53	09/06/2025	Invoice 4150		Barclays- Genera	Internet	Maintenance ponds - May 2025	S.C.L Landscape Management	S	60.00	12.00	72.00
83	07/07/2025	4185	14/12/2023	Barclays- Genera	Internet	Maintenance Ponds - June 2025	S.C.L Landscape Management	S	60.00	12.00	72.00
126	13/08/2025	4210	14/12/2023	Barclays- Genera	Internet	Pond maintenance - July 2025	S.C.L Landscape Management	S	120.00	24.00	144.00
156	09/09/2025	Invoice 4239	14/12/2023	Barclays- Genera	Internet	Maintenance ponds - August 2025	S.C.L Landscape Management	S	60.00	12.00	72.00

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Subtotal for Code: 25 Pond Maintenance - Page 5 of 10

£420.00 £84.00 £504.00

Code Number 26 Play Area Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
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Consider Draft until Signed. Signed as a true record RE Whiting

Date: 06/11/2025

Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2025 and 15-09-2025)

15 September 2025 (2025-2026)

24	07/05/2025	Invoice 4128	01/05/2025	Barclays- Genera	Internet	Replacement of gate locking system	S.C.L Landscape Management	S	210.00	42.00	252.00
27	07/05/2025	Invoice 4122		Barclays- Genera	Internet	Play Area Maintenance - April 2025	S.C.L Landscape Management	S	360.06	72.01	432.07
80	07/07/2025	4189	05/06/2025	Barclays- Genera	Internet	Maintenance - Sensory Garden &	S.C.L Landscape Management	S	280.00	56.00	336.00
84	07/07/2025	4187	14/12/2023	Barclays- Genera	Internet	Maintenance Play Areas - June 2025	S.C.L Landscape Management	S	251.43	50.29	301.72
130	13/08/2025	4214	14/12/2023	Barclays- Genera	Internet	Maintenance Play Areas - July 2025	S.C.L Landscape Management	S	180.03	36.01	216.04
147	03/09/2025	7958	12/12/24	Barclays- Genera	Internet	Key for Broke Hall Playing Field	Sylvia Stannard	E	9.85		9.85
158	09/09/2025	Invoice 4243	14/12/2023	Barclays- Genera	Internet	Maintenance play areas - August	S.C.L Landscape Management	S	180.03	36.01	216.04
160	09/09/2025	Invoice 70	14/12/2023	Barclays- Genera	Internet	Play Area Inspections Monthly and	Kevin Braizer	X	17.00		17.00
Subtotal for Code: Play Area Maintenance									£1,488.40	£292.32	£1,780.72

Code Number 27 LNRs, POS, Paths Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
55	09/06/2025	Invoice 4148		Barclays- Genera		Remove green waste on land	S.C.L Landscape Management	S	70.00	14.00	84.00
56	09/06/2025	Invoice 4153		Barclays- Genera	Internet	Cut front grass 1m back from	S.C.L Landscape Management	S	40.00	8.00	48.00
67	24/06/2025			Barclays- Genera		Aluminium signs rights of way Bixley	Signomatic	S	150.32	30.06	180.38
79	07/07/2025	4183	14/12/2023	Barclays- Genera	Internet	Maintenance - Woodbridge	S.C.L Landscape Management	S	40.00	8.00	48.00
125	13/08/2025	4213	14/12/2023	Barclays- Genera	Internet	Grass maintenance land opposite	S.C.L Landscape Management	S	15.00	3.00	18.00
128	13/08/2025	4207	14/12/2023	Barclays- Genera	Internet	Kelvedon Sensory Garden - water &	S.C.L Landscape Management	S	210.00	42.00	252.00
129	13/08/2025	4215	14/12/2023	Barclays- Genera	Internet	Maintenance Foxwood Rewilding	S.C.L Landscape Management	S	40.00	8.00	48.00
153	09/09/2025	Invoice 4247	12/12/24	Barclays- Genera	Internet	Kelvedon drive - extra work - August	S.C.L Landscape Management	S	45.00	9.00	54.00
154	09/09/2025	Invoice 4244	14/12/2023	Barclays- Genera	Internet	Woodbridge Road	S.C.L Landscape Management	S	40.00	8.00	48.00
157	09/09/2025	Invoice 4242	14/12/2023	Barclays- Genera	Internet	Maintenance The Street opposite	S.C.L Landscape Management	S	15.00	3.00	18.00
Subtotal for Code: LNRs, POS, Paths									£665.32	£133.06	£798.38

Code Number 28 Play Inspections

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	10/04/2025	58	06/06/2024	Barclays- Genera	Internet	Playground Inspections - March 2025	Kevin Braizer	X	68.00		68.00
22	07/05/2025	59	06/06/2024	Barclays- Genera	Internet	Play Area Inspections Monthly and	Kevin Braizer	X	93.50		93.50
57	09/06/2025	Invoice 4152		Barclays- Genera	Internet	Maintenance play areas - May 2025	S.C.L Landscape Management	S	180.03	36.01	216.04
81	07/07/2025	66	14/12/2023	Barclays- Genera	Internet	Play Area Inspections - June 2025	Kevin Braizer	X	17.00		17.00
111	04/08/2025	67	14/12/2023	Barclays- Genera	Internet	Play Area Inspections - July 2025	Kevin Braizer	X	34.00		34.00
Subtotal for Code: Play Inspections									£392.53	£36.01	£428.54

Code Number 30 Tree maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
23	07/05/2025	Invoice 4127	01/05/2025	Barclays- Genera	Internet	Removal of fallen dead tree lane	S.C.L Landscape Management	S	150.00	30.00	180.00
105	17/07/2025	RPC add	10/07/2025	Barclays- Genera	Internet	Tree safety report for additional land	Arboreal Associates	X	875.00		875.00
132	13/08/2025	4216	14/12/2023	Barclays- Genera	Internet	Reduction of Cherry Tree at	S.C.L Landscape Management	S	425.00	85.00	510.00
141	03/09/2025	INV-3384	12/12/24	Barclays- Genera	Internet	Fell Hazel Tree and grind stump	Acorn Trees	S	350.00	70.00	420.00
Subtotal for Code: Tree maintenance									£1,800.00	£185.00	£1,985.00

Code Number 32 Highways & Traffic calming

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
123	13/08/2025	Order 14470	14/12/2023	Barclays- Genera	Internet	SID lithium battery	Leoch Battery UK Ltd	S	128.88	25.78	154.66

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Subtotal for Code: Tree maintenance

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Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2025 and 15-09-2025)

15 September 2025 (2025-2026)

Subtotal for Code: Highways & traffic calming £128.88 £25.78 £154.66

Code Number 34 Parish handyman

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
52	09/06/2025	60		Barclays- Genera	S52	Parish handyman rounds - May 2025	JN Jim	X	303.75		303.75
74	02/07/2025			Barclays- Genera		Parish handyman rounds - June	JN Jim	X	352.50		352.50
113	04/08/2025			Barclays- Genera		Parish handyman rounds - July 2025	JN Jim	X	298.24		298.24
142	03/09/2025	63	12/12/24	Barclays- Genera	Internet	Parish handyman rounds - August	JN Jim	X	75.00		75.00
Subtotal for Code: Parish handyman									£1,029.49		£1,029.49

Code Number 59 Rewilding

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
26	07/05/2025	Invoice 4129	01/05/2025	Barclays- Genera	Internet	Replacement of gate posts Foxwood	S.C.L Landscape Management	S	220.00	44.00	264.00
29	07/05/2025	Invoice 4125		Barclays- Genera	Internet	Maintenance Foxwood Rewilding	S.C.L Landscape Management	S	40.00	8.00	48.00
82	07/07/2025	4188	14/12/2023	Barclays- Genera	Internet	Maintenance The Street opposite	S.C.L Landscape Management	S	15.00	3.00	18.00
Subtotal for Code: Rewilding									£275.00	£55.00	£330.00
Subtotal for Cost Centre: 04 Environment, assets and									6,199.62	811.17	7,010.79

Cost Centre 05 Earmarked Reserves

Code Number 37 Community Events

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
31	07/05/2025			Barclays- Genera	Internet	Refreshments Annual Meeting	Sylvia Stannard	E	66.50		66.50
43	21/05/2025		12/12/24	Barclays- Genera	S43	Refreshments Annual Meeting	Sylvia Stannard	E	114.27		114.27
66	24/06/2025			Barclays- Genera		Ribbon Kelvedon Sensory Gardening	Amazon	S	8.32	1.67	9.99
77	07/07/2025	6436	24/04/2025	Barclays- Genera	Internet	Kelvedon Sensory Garden Opening	Suffolk Mind	X	156.00		156.00
99	11/07/2025	150825RW	10/07/2025	Barclays- Genera	Internet	Flower arrangement VJ Day	Kaye Souter Florist	S	41.67	8.33	50.00
106	21/07/2025	GB51W37AB	06/06/2025	Barclays- Genera	Internet	Crafts VJ Day Event	Amazon	S	31.91	6.38	38.29
108	23/07/2025	DS-AEU-INV-	05/06/2025	Barclays- Genera	Internet	Crafts VJ Day Event	Amazon	S	14.14	2.84	16.98
140	03/09/2025	003	12/12/24	Barclays- Genera	Internet	Buglar VJ Day Commemorations	Fergus Odam	E	20.00		20.00
Subtotal for Code: Community Events									£452.81	£19.22	£472.03

Code Number 39 Replacement Office

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
65	24/06/2025			Barclays- Genera		Equipment for displacement of tenant	Amazon	S	103.44	20.68	124.12
127	13/08/2025	4209	14/12/2023	Barclays- Genera	Internet	Grass maintenance and clearance of	S.C.L Landscape Management	S	95.00	19.00	114.00
Subtotal for Code: Replacement Office									£198.44	£39.68	£238.12
Subtotal for Cost Centre: 05 Earmarked Reserves									651.25	58.90	710.15

Cost Centre 06 Grant Funding

Code Number 40 Bee Cafes

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
30	07/05/2025			Barclays- Genera	Internet	Hosepipe Bee Cafes Foxwood	Elmers Hardware	S	127.47	25.50	152.97

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Rushmere St Andrew Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2025 and 15-09-2025)

15 September 2025 (2025-2026)

7	10/04/2025	INV-9060	16/01/2025	Barclays- Cemete	Internet	Scribe set up fee and subscription	Starboard Systems	S	597.00	119.40	716.40	
11	24/04/2025	4506/2025/26	03/04/2025	Barclays- Cemete	Internet	Subscription fee 2025/26	ICCM	E	105.00		105.00	
33	07/05/2025	61		Barclays- Cemete	Internet	Registrar of burials - April 2025	Kevin Braizer	X	110.50		110.50	
36	22/04/2025			Barclays- Cemete		Mobile phones contracts	H3G	S	82.96	16.59	99.55	
37	01/04/2025			Barclays- Cemete		Bank charges - March 2025	Barclays	E	9.10		9.10	
48	08/05/2025			Barclays- Cemete		Bank charges - May 2025	Barclays	E	8.50		8.50	
49	22/05/2025			Barclays- Cemete		Mobile phone contracts - May 2025	H3G	S	82.96	16.59	99.55	
60	09/06/2025			Barclays- Cemete		Hosepipe gardening cemetery	S.C.L Landscape Management	X	55.00		55.00	
72	24/06/2025			Barclays- Cemete		Registrar of burials - June 2025	Kevin Braizer	X	161.50		161.50	
76	02/07/2025			Barclays- Cemete		Transfer of exclusive rights	Lines	X	920.00		920.00	
86	07/07/2025	64	14/12/2023	Barclays- Cemete	Internet	Registrar of burials - June 2025	Kevin Braizer	X	178.50		178.50	
88	05/06/2025			Barclays- Cemete		Bank charges - June 2025	Barclays	X	8.50		8.50	
90	23/06/2025			Barclays- Cemete		Mobile phone contracts - June 2025	H3G	S	82.96	16.59	99.55	
95	07/07/2025		14/12/2023	Barclays- Cemete	Internet	Bank charges - July 2025	Barclays	X	8.50		8.50	
112	04/08/2025	69	14/12/2023	Barclays- Cemete	Internet	Registrar of Burials - July 2025	Kevin Braizer	X	263.50		263.50	
114	04/08/2025			Barclays- Cemete		Bank charges - Aug 2025	Barclays	X	9.10		9.10	
133	22/07/2025		14/12/2023	Barclays- Cemete	Internet	Mobile phone contracts - July 2025	H3G	S	82.96	16.59	99.55	
134	24/07/2025		14/12/2023	Barclays- Cemete	Internet	Parking payment cheques	Sylvia Stannard	E	1.60		1.60	
143	03/09/2025	GB57FNNKA	12/12/24	Barclays- Cemete	Internet	Paper for office	Amazon	S	16.75	3.35	20.10	
144	03/09/2025	GB51S8NJA	12/12/24	Barclays- Cemete	Internet	Office filling system	Amazon	S	8.70	1.74	10.44	
146	03/09/2025	DS-AEU-INV-		Internet	Barclays- Cemete	Internet	Office filling system	Amazon	S	6.32	1.26	7.58
148	22/08/2025		14/12/2023	Barclays- Cemete	Internet	Phone call transfer & internet - Aug	H3G	S	82.96	16.59	99.55	
162	09/09/2025	Invoice 72	14/12/2023	Barclays- Cemete	Internet	Registrar of burials - August 2025	Kevin Braizer	X	93.50		93.50	
163	09/09/2025	03092025-10	14/12/2023	Barclays- Cemete	Internet	Office 365 subscriptions - July, Aug,	CloudFlex Systems	S	235.50	47.10	282.60	
166	09/09/2025	DS-AEU-INV-	14/12/2023	Barclays- Cemete	Internet	Stationary cemetery	Amazon	S	4.17	0.84	5.01	
167	09/09/2025	GB57F30NA	14/12/2023	Barclays- Cemete	Internet	Stationary cemetery	Amazon	S	40.58	8.10	48.68	
Subtotal for Code: Cemetery administration									£3,401.12	£264.74	£3,665.86	

Code Number 56 Cemetery skips

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	10/04/2025	SI-168186	12/12/24	Barclays- Cemete	Internet	Skip exchange at Lawn	Sun Skips	S	254.34	50.87	305.21
61	09/06/2025			Barclays- Cemete		Skip exchange 12/06/2025	Sun Skips	S	254.34	50.87	305.21
100	11/07/2025	SI-181035	12/12/24	Barclays- Cemete	Internet	Skip exchange 07/07/2025 at Lawn	Sun Skips	S	254.34	50.87	305.21
Subtotal for Code: Cemetery skips									£763.02	£152.61	£915.63

Code Number 57 Cemetery maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	10/04/2025	57	06/06/2024	Barclays- Cemete	Internet	Gardening at Lawn	Kevin Braizer	X	153.00		153.00
12	24/04/2025	Invoice	05/06/2025	Barclays- Cemete	Internet	Planting Cemetery	S.C.L Landscape Management	S	105.89	21.18	127.07
32	07/05/2025	Invoice 411		Barclays- Cemete	Internet	Gardening at Lawn Cemetery	Kevin Braizer	X	306.00		306.00
34	07/05/2025	Invoice 4121		Barclays- Cemete	Internet	Maintenance Lawn Cemetery - April	S.C.L Landscape Management	S	594.00	118.80	712.80
58	09/06/2025	Invoice 4147		Barclays- Cemete	Internet	Planting at cemetery	S.C.L Landscape Management	S	895.00	179.00	1,074.00

Rushmere St Andrew Parish Council
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(Between 01-04-2025 and 15-09-2025)

15 September 2025 (2025-2026)

59	09/06/2025			Barclays- Cemete		Cemetery maintenance - May 2025	S.C.L Landscape Management	S	632.50	126.50	759.00
71	24/06/2025			Barclays- Cemete		Gardening - May 2025	Kevin Braizer	X	68.00		68.00
85	07/07/2025	4186	14/12/2023	Barclays- Cemete	Internet	Maintenance cemetery - June 2025	S.C.L Landscape Management	S	599.00	119.80	718.80
87	07/07/2025	65	14/12/2023	Barclays- Cemete	Internet	Gardening cemetery - June 2025	Kevin Braizer	X	306.00		306.00
110	04/08/2025	68	14/12/2023	Barclays- Cemete	Internet	Gardening cemetery - July 2025	Kevin Braizer	X	340.00		340.00
131	13/08/2025	4212	14/12/2023	Barclays- Cemete	Internet	Cemetery Maintenance - July 2025	S.C.L Landscape Management	S	554.00	110.80	664.80
138	24/08/2025	SI-186923	12/12/24	Barclays- Cemete	Internet	Skip exchange 21/08/2025 at lawn	Sun Skips	S	254.34	50.87	305.21
159	09/09/2025	Invoice 4241	14/12/2023	Barclays- Cemete	Internet	Maintenance cemetery - August	S.C.L Landscape Management	S	632.50	126.50	759.00
161	09/09/2025	Invoice 71	14/12/2023	Barclays- Cemete	Internet	Gardening at cemetery - August	Kevin Braizer	X	119.00		119.00
Subtotal for Code: Cemetery maintenance									£5,559.23	£853.45	£6,412.68

Code Number 58 Cemetery water

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
89	17/06/2025			Barclays- Cemete		Water charges - June 2025	Anglian Water	X	59.96		59.96
Subtotal for Code: Cemetery water									£59.96		£59.96
Subtotal for Cost Centre: 09 Cemetery									9,783.33	1,270.80	11,054.13
TOTALS									£113,592.58	£15,215.81	£128,808.39

Consider Draft until Signed

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 Signed as a true record RE Whiting

Date: 06/11/2025

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