

**Council Meeting
Agenda**

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **FULL COUNCIL** on the Monday, November 11, 2024, which will be held at the Roy Underdown Pavilion for the transaction of business as set out in the agenda below.

This meeting is open to members of the public. If you wish to participate you should contact the Clerk at Parish Office via clerk@hambleparishcouncil.gov.uk

Minute reference for the meeting will follow the following format (DD/MM/YYYY)+item number.

AGENDA

1 - Welcome

Apologies for absence.
Dispensations/interests

2 - Approve Minutes

To approve the minutes from 14th October 2024

Chris Jones

3 - Public Participation.

Chris Jones

4 - Neighbourhood/Parish Plan

Update on the latest Community Engagement and the Parish Councils role within this process

Chris Jones, Claire Price

5 - Committees & Working Groups

*Ian Underdown, Tony
Moody, Mark Venables*

To receive updates and recommendations

5.1 - Chair Update

Chris Jones

To receive an update from the Chair including the appointment of a representative from the Parish Council to take over from the Chair on the Memorial Hall Committee
VE Day and Remembrance Events

5.2 - Assets Update

Tony Moody

Update from Cllr Moody Chair of Assets including the approval of the Current Assets Register
To approve the updated Bench costings and T & C's and the updated Costing for MUGA markings

5.3 - Planning Update

Ian Underdown

Update from Cllr Underdown, Chair of Planning.

5.4 - Functions Working Group Update

*Claire Price, Mark
Venables*

HR Update including the Local Government pay award and to agree the continuation of the Employee Assistance Programme for staff
Update on Caretaker Vacancy
Finance update from Functions Working Group on finance matters

Update on Comms from Smart Marketing

5.5 - BHH & LAC

Malcolm Cross

Update from Cllr Cross

5.6 - Foreshore Facilities Working Group

Sue Kendall

To receive an update from the Working Group

6 - Standing Items

6.1 - Health & Safety

Chris Jones

To minute that there have been no incidents or accidents to report

6.2 - Operational Finance

Chris Jones

Refer to current spreadsheet

7 - Budget/Fees & Charges/Priorities

Chris Jones

To receive updates and recommendations from both the Finance Working Group and Assets Committee in relation to priorities and Fees & Charges that feed into the 25/26 budget

8 - Policies and Terms of Reference

Clerk - Hamble Parish Council, Chris Jones

To agree to re-adopt the current Equality & Diversity Policy
To approve the recently revised TOR for the Review Panel

9 - Accounts and Financial Reports

Chris Jones

To approve the monthly financial reports and information

10 - Exempt Business

To consider passing a resolution under section 100a(4) of the local government act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of part 1 of schedule 12a of the act. the schedule 12a categories have been amended and are now subject to the public interest test, in accordance with the freedom of information act 2000. this came into effect on 1st March 2006. it is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

11 - Encroachment on Council Land

Clerk - Hamble Parish Council, Chris Jones

To receive update

12 - Council Leases

Chris Jones, Clerk - Hamble Parish Council

To receive updates on several Council leases

13 - ROW 5

Chris Jones

To update

APPENDICES

[2024-10-14 - Full Council - Minutes.docx](#)
[Equality-and-Diversity 2024.docx](#)
[Review Panel - TERMS OF REFERENCE 2024.docx](#)
[Quote QU0039.pdf](#)
[Asset List.PDF](#)
[Bank rec 1 M7.pdf](#)
[Bank rec 3 M7.pdf](#)
[Bank rec 4 M7.pdf](#)
[Bank rec 5 M7.pdf](#)
[Cashbook 1 M7.PDF](#)
[Cashbook 3 M7.PDF](#)
[Cashbook 4 M7.PDF](#)
[Cashbook 5 M7.PDF](#)
[Payments list M7.PDF](#)
[Purchase ledger M7.PDF](#)
[Salaries Oct 2024.pdf](#)
[Sales ledger M7.PDF](#)
[Income expenditure table HPC 2024-25.xlsx](#)
[Foreshore bench Sponsorship and ownership 2025.docx](#)

Dated: Friday, 08 November 2024

Signed: Helen Robinson, Clerk,

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton
SO31 4JE. 023 8045 3422.

Council Meeting

Minutes

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

Minutes of the **Full Council** of **HAMBLE PARISH COUNCIL**

Meeting held on **Monday, October 14, 2024** at **19:00 - 21:30** in the **Roy Underdown Pavilion**

Present: Chair Chris Jones, Simon Hand, Trevor Dann, Ian Underdown, Michelle Nicholson, Serena Alexander, Sue Kendall, Malcolm Cross, Mark Venables,

Apologies: Nick O'Donnel, Shareen Benton, Tony Moody

Staff In Attendance: Clerk and Finance & Administration Officer

Partners and Consultants: Claire Price Smart Marketing

The minute reference for the meeting is the following format (DD/MM/YYYY) followed by the minute reference

MINUTES

1 WELCOME

The Chair welcomed everyone.

Apologies from Cllr Moody, Cllr O'Donnell and Cllr Benton.

Dispensation for Cemex for Cllr Underdown, Cllr Venables, Cllr Dann and Cllr Alexander.

Interests RSrnYC Cllr Jones, Cllr Hand, Cllr Nicholson, Cllr Alexander. Cllr Alexander Hamble Valley Regatta and Hamble River Sailing Club.

2 APPROVE MINUTES

Resolved to approve the minutes of the Full Council meeting held on 9th September 2024 (and not July as stated on the agenda). Proposed by Cllr Underdown seconded by Cllr Trevor and all in favour

3 PUBLIC PARTICIPATION.

There were three members of the public present. One to discuss electric charging point infrastructure and two in relation to Item 7 Neighbourhood Plan.

There was a presentation from the member of the public about EV Charging which highlighted the current HCC strategy and to ask the Parish for support on communication with the public about demand for this and help seek any funding sources.

Councillors raised a number of questions including capability and capacity of outputs at lamp posts.

The Chair mentioned that Hampshire Highways plan was about to be revised as well as the Local Plan options and appraisals review and this should feed into those.

Cllr Dann added that Hamble is a Conservation area and this needed to be considered within any strategy.

Cllr Venables suggested that the Parish needed to be on the front foot.

Cllr Nicholson mentioned support from Communications group and also to consider Officer time. The Chair suggested that this item should be dealt with by the Planning Committee.

4 COMMITTEES & WORKING GROUPS

4.1 CHAIR UPDATE

The Chair mentioned that the projects list which was later on the agenda needed focus and that any item should have the support of one Councillor to lead.

He congratulated Cllr Underdown and the Planning committee on the letter sent to Highways which had confirmed some conditions had not been followed and had created some very positive dialogue with Officers from Highways and the Clerk and had resulted in some hedging overhanging footpaths being addressed.

He highlighted that it was important in order for the Council to do the very best job for the community that they needed to commit to available training, particularly for the newer Cllrs.

4.2 ASSETS UPDATE

As Cllr Moody was absent and as there had been no Assets meeting there was no update.

4.3 PLANNING UPDATE

Cllr Underdown reiterated the Hampshire Highways issues and success. He confirmed the deadline date for the Cemex appeal is 22nd November 2024

He confirmed that he had undertaken the Footpath Inspections over two days and had been accompanied by the Grounds staff, Clerk and also Cllr Alexander, who added she highly recommended this as it was also a great opportunity to learn the history.

4.4 FUNCTIONS WORKING GROUP UPDATE

Human Resources - The Chair of the Functions Working Group confirmed that after a very successful recruitment drive, they had appointed a Caretaker and Maintenance Operative and was delighted to report he was joining on Monday 21st October.

The Team Building Day for staff had taken place today but there'd not be an opportunity for feedback but the Clerk had confirmed it was very positive.

The Chair confirmed that the Clerk had commenced her CiLCA qualification.

Communications – The latest Mount Pleasant survey results had been received and Claire from SmartMarketing confirmed that there were over 200 which had been sent to the Clerk for including in the Invitation to Tender.

She finally mentioned that following a meeting with the Hamble Peninsular Residents Group that she along with SmartMarketing would start to think about timing for the weekly Cemex updates to restart.

4.5 BHH & LAC

Cllr Cross said there was nothing to report from BHH.

5 STANDING ITEMS

5.1 HEALTH & SAFETY

The Chair confirmed that there were no incidents or accidents to report.

5.2 OPERATIONAL FINANCE

The Chair said this item would be covered under Budgets and Projects.

6 COMMUNITY GRANTS

Resolved to Approve the grant for the Mercury Area Residents Association of £207 for the annual clearance of the area and hire of a skip. Cllr Hand Proposed and Seconded Cllr Nicholson and all in favour

7 NEIGHBOURHOOD/PARISH PLAN

Following the campaign over the use of Hamble Airfield, some interest has been expressed in certain areas of the village to develop a Parish Plan to capture what would be the interests and the priorities for the development of Hamble in the future. The Chair presented to Council a strategy which included Objectives, Approach and next steps.

HPC will support the first consultation step to determine with evidence what the level of support is. This step has already been approved by the Council and may cost up to £1000.

HPC understands that if there is sufficient support and we decide to proceed with the plan it may cost a further £10k over 18 months, although we would expect this to be offset by grants and would need further approval.

Cllr Underdown said he wasn't opposed to a plan but we understand the new Government planning intentions which feed into the Local Plan and also until we have confirmation as to whether Cemex are appealing he felt any more progression should be paused.

8 MOUNT PLEASANT SUB-COMMITTEE

Cllr Hand left the meeting at 19.51pm and returned at 19.52pm

Claire from Smart Marketing advised that the main feedback from the survey had been that a natural play park was most desired and that the favourite piece of equipment was the zip line. She also mentioned that the age range had come back as school years 1-3 and this may require some additional comms as when the park at Bartletts Park had been installed the vision was for this to appeal to the younger audiences, however, this was not the case.

The Clerk asked for a thanks be noted to Cllr Benton and Cllr Alexander for their help with getting surveys.

The Clerk also confirmed that the Invitation to Tender was live on contracts finder.

9 FORESHORE WORKING GROUP

The Chair confirmed that the first meeting had taken place and the minutes of this had been circulated but would not be noted today as there was a minor amendment.

The Terms of Reference were resolved to agree by Cllr Underdown and Cllr Alexander seconded. The Co-Chairing of this group by Cllr Dann and Cllr Kendall was then resolved to agree and proposed by Cllr Nicholson seconded by Cllr Jones and all in favour

10 BUDGET PLANNING & PROJECTS 25/26

The Chair talked about the overall budget and that the Clerk and Finance & Administration Officer had made a start on looking at the headlines. There was discussion about the Income & Expenditure report and the Chair said he felt that good progress had been made to get it to this point. There was discussion about additional columns and the merits of these. It was reiterated that now the Finance element of the Functions working group were meeting more regularly, they would feed information back to Council.

He talked about the need to budget for ongoing maintenance of Assets and outlined the duty of the Parish to properly maintain them, he gave examples of lines in the 'cages', the Mount Pleasant Pavilion and that the Clerk needed to understand priorities in order to inform the budget. Cllr Cross talked about the CIPs list and how monies can be requested from the Borough for certain projects.

Cllr Underdown added that when looking at Assets, we needed to ensure that tenants were upholding their responsibilities within our leases.

11 V E DAY

The RSrnYC had approached Council in relation to a VE Day celebration following their organization of the 80 D-Day event. The Clerk had met with them and they had asked for the support of the Council in relation to this but are happy to lead on the event in collaboration with the Council, however, it was considered that Council should gauge feedback from the community and also other businesses as to understand the appetite for this before agreeing to anything.

12 CONTINUING APPOINTMENT OF AUDITOR

The letter had been circulated prior to the meeting and confirmed that Lightatouch is completely independent of Council. Cllr Nicholson Proposed and Cllr Underdown seconded and all in favour to agree the continuing appointment of the Auditor

13 ACCOUNTS AND FINANCIAL REPORTS

Resolved: Cllr Venables proposed and Cllr Kendall seconded and it was resolved to agree the Monthly accounts and financial information for July and August

14 EXEMPT BUSINESS

To consider passing a resolution under section 100a(4) of the local government act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of part 1 of schedule 12a of the act. the schedule 12a categories have been amended and are now subject to the public interest test, in accordance with the freedom of information act 2000. this came into effect on 1st March 2006. it is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

Cllr Underdown Proposed and Cllr Venables seconded and all in favour to move to Exempt Business

15 ENCROACHMENT ON COUNCIL LAND

Cllr Dann updated Council

16 COUNCIL LEASES

There was a resolution agreed by Council but due to the confidential nature of this item, the minutes are recorded separately and are not available to the public.

17 ROW 5

The Chair deferred this item, however, as previously arranged a background/history video would be shown to members at the close of the meeting.

18 H R UPDATE

Cllr Nicholson gave an update and due to the confidential nature, the minutes of this discussion are recorded separately and not available to the public.

Meeting ended at **21:03**

CHAIR _____

Equality and Diversity Policy

INTRODUCTION

1. The aim of this policy is to communicate the commitment of the Hamble le Rice Parish Council, its Members and Officer(s) to meeting the its Equality Duty, which came into force on 5 April 2011. The Equality Duty applies to public bodies and others carrying out public functions.
2. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies, representation and services which are efficient and effective; which meet different people's needs; as well as the promotion of equality and diversity in relation to Hamble le Rice Parish Council functions and activities.

CONTENT

3. It is our policy to provide, information, facilities, services employment and representation to all in our community irrespective of:
 - Gender, including gender reassignment
 - Marital or civil partnership status
 - Being pregnant or having just had a baby
 - Having or not having dependents
 - Religious belief or political opinion
 - Race (including colour, nationality, ethnic or national origins)
 - Disability
 - Sexual orientation
 - Age
4. The Council is opposed to all forms of unlawful and unfair discrimination. All people and employees will be treated fairly and will not be discriminated against on any of the above grounds. All decisions will be made objectively and without prejudice or unlawful discrimination.
5. Hamble le Rice Parish Council recognises that supporting and promoting equality is of primary importance. This policy will help all those who are Council Members or work for the Council to develop sound and effective policies that impact on the village, community and surrounding areas.

6. The Council aims to create a culture that respects and values each other's differences, that promotes dignity, equality and diversity. We aim to remove barriers, bias or discrimination that prevents individuals or groups from realising their potential and contributing fully to the community to develop a culture that positively values diversity.
7. Hamble le Rice Parish Council will challenge discrimination. It aims to provide equality and fairness to all in the community and expects all Members and Officers to be aware and understand the Equality Act 2010.

EQUALITY COMMITMENTS

8. Hamble le Rice Parish Council is committed to:
 - Promoting equality of opportunity for all persons.
 - Promoting a good and harmonious environment in which all persons are treated with respect.
 - Preventing occurrences of unlawful direct discrimination, indirect discrimination, harassment and victimization
 - Fulfilling our legal obligations under equality legislation and associated codes of practice.
 - Complying with our own equal opportunities policy and associated policies.
 - Taking lawful affirmative and positive action where appropriate.
9. This policy is fully supported by all Members of **Hamble le Rice Parish Council** and will be approved annually, usually at the Annual Meeting in May

Reviewed by Council: 13.05.19

Review date: 11.05.20

Reviewed by Council: 10.05.21

Reviewed by Council: 9.05.22

Reviewed by Council: 11.11.24

REVIEW & APPEALS PANEL

TERMS OF REFERENCE

Membership

A Review Panel will consist of 3 members which are usually appointed at the Annual Council Meeting. The chair will be appointed at the same meeting.

To be Quorate no less than three members need to be present.

The Review Panel members should be totally impartial and should not be members of a Committee dealing with an ongoing complaint. If this is the case they will be asked not to serve on the Panel and if the Panel is not Quorate an alternative member will be sought.

Aims

To provide a mechanism for dealing with complaints and appeals in a fair, consistent and timely manner

Objectives

The purpose of the Review Panel is to examine all the written and oral evidence presented by relevant parties before making a decision.

Meetings

The Clerk will call meetings of the Review Panel as and when necessary. Members will be asked to attend meetings in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972.

Documentation

Minutes of all meetings will be recorded and recommendations referred to Council and the relevant Committee where appropriate. However, due to their nature these minutes will usually be Exempt.

Accountability

The Review Panel has delegated powers to act on behalf of the full council in accordance with these terms of reference and any decision(s) made by the Review Panel will be final.

Formal Complaints and Appeals

The Review Panel will consider where a decision or action has taken place, it has been reviewed by the Clerk (or members of the team) and there remains an outstanding issue that cannot be resolved. In particular it will consider whether the complaint has been dealt with fully and correctly, in part, not at all or incorrectly. It will not usually reconsider the facts, simply ensure that policy and procedure has been followed.

Complaints or those wishing to have a decision reviewed should be made aware of the Review Panel and be consulted on the date and time of the meeting to enable them to attend if they express a wish to do so.

Where the complaint or appeal refers to personal or confidential information consideration will be given to the exclusion of the public and press when the meeting is held.

Procedure for the meeting

Chairman to introduce everyone and the procedure for the meeting.
Move to exclude the public and press if needed.

The person will be invited to outline their case and the grounds for Complaint or Appeal.

The Clerk and/or the Chair of the relevant Committee will explain the Councils policy, the factors that were considered (and those that were dismissed) and the basis for the decision.

Panel members can ask questions of both parties

Clerk/Committee Chair and/or complainant will be offered the opportunity of the last word (in this order) and will then leave the meeting.

The Review Panel will then deliberate. Should they need further advice on the Councils policy or procedure or the impact of the decision they can seek advice from the Clerk.

Decision will be confirmed in writing within seven working days together with details of any action to be taken.

Where the decision requires a change to the Councils policy this will be referred to Council and the Chair of the Committee will be advised of the proposed changes.

Decisions that exceed £500 in value will need to be formally approved by the Council.

The letter will normally be prepared by the Clerk and signed by the Chair of the Panel.

Resolution

The aim in dealing with all complaints or appeals is to reach a resolution whether it is the resolution they were originally seeking or not. Where a complaint or an appeal is found upheld the Panel will be asked to identify an appropriate remedy, learning points and a recommendation to Council that incorporates both.

Disciplinary And Grievance Appeals - refer to the Councils disciplinary policy.

An employee has a right of appeal under the Councils disciplinary and grievance policy.

An employee who wishes to appeal against a disciplinary or a grievance decision should inform the Chair of Human Resource Working Group unless stated otherwise in the Disciplinary outcome letter. This should be in writing and giving reasons for the appeal.

An Appeal may be raised if:

The employee thinks the finding or penalty is unfair

New evidence has come to light

The employee thinks that the procedure was not applied properly

Where possible the Appeal will be heard by a separate panel of elected members who have not been involved in the original disciplinary or grievance hearing to ensure impartiality. The employee will have the right to be accompanied by an advocate at the Review Panel. The outcome of the appeal and reasons for it will be advised to the employee as soon as possible after the meeting and be confirmed in writing.

At the Review Panel any disciplinary penalty imposed will be reviewed but it cannot be increased. The decision taken at the Appeal hearing will be final.

Version control 0.1

Approved 09/07/18 minute 186/71/18

Revised 10/10/24

Approved



QUOTE

Hamble Parish Council

Date
5 Nov 2024

Expiry
5 Dec 2024

Quote Number
QU-0039

VAT Number
449444564

J Lining Ltd
12 Beech Grove
Hayling Island
Hampshire
PO11 9DP

Description	Quantity	Unit Price	VAT	Amount GBP
Installation of 2 Tennis, 1 Basketball and 1 Football Court in Sports Grade Spray	1.00	1,050.00	20%	1,050.00
The surface must be clean and sound				
			Subtotal	1,050.00
			TOTAL VAT 20%	210.00
			TOTAL GBP	1,260.00

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
Buildings				
BL001	Pavilion - MP	294,331.00	294,331.00	0.00
BL002	Shed	5,000.00	5,000.00	0.00
BL003	Shed	5,000.00	5,000.00	0.00
BL004	Garage	10,000.00	10,000.00	0.00
BL005	Squash Courts	76,553.00	76,553.00	0.00
BL006	Squash Courts - Contents	2,376.00	2,376.00	0.00
BL007	Roy Underdown Pavilion & Contents	305,000.00	305,000.00	0.00
BL008	Roy Underdown Pavilion - Committee Refit	1,900.00	1,900.00	0.00
BL009	Scout Headquarters - insured & maintaied by Scouts	1.00	1.00	0.00
BL010	Garage	2,638.00	2,638.00	0.00
BL011	Storage Building	6,000.00	6,000.00	0.00
BL012	Purpose Built Storage Building	34,000.00	34,000.00	0.00
BL013	Tennis Courts / MUGA	112,000.00	112,000.00	0.00
BL014	Roy Underdown Pavilion - Stairlift	32,900.00	32,900.00	0.00
BL015	Toilet Door Time locks - 3 sets	2,350.00	2,350.00	3,500.00
TOTAL FOR Buildings		890,049.00	890,049.00	3,500.00
Civic				
CV001	Chairman's Chain of Office and Badge	5,000.00	5,000.00	0.00
CV002	Portable Induction loop	375.00	375.00	0.00
OF001	Microwave x2	80.00	80.00	0.00
OF002	Fridge x2	300.00	300.00	0.00
OF003	Washer Dryer	350.00	350.00	0.00
OF004	Vacuum	70.00	70.00	0.00
OF005	Nespresso Coffee Machine - Office	350.00	350.00	0.00
OF006	Nespresso Coffee Machine - RUP	1,095.00	1,095.00	0.00
OF007	Furniture	750.00	750.00	0.00
OF008	Reception Desk	350.00	350.00	0.00
OF009	Richo Capilia Camera	103.00	103.00	0.00
OF010	Fire safe	411.00	411.00	0.00
OF011	Coin Counter	320.00	320.00	0.00
OF012	Coin Counter	150.00	150.00	0.00
OF013	AED 3 Defribulator	1,800.00	1,800.00	1,800.00
TOTAL FOR Civic		11,504.00	11,504.00	1,800.00
Computers				
CM014	CCTV Camera & Recorder	1,950.00	1,950.00	0.00
CM015	CCTV Camera & Recorder	2,500.00	2,500.00	0.00
CM016	CCTV Camera, Recorder, Remote access	2,268.00	2,268.00	0.00
CM017	iPad x2	1.00	1.00	700.00
CM018	Izettle Payment Machine	79.00	79.00	0.00
CM20	Samsung Flat Screen	125.00	125.00	125.00
CM021	Verandha CCTV, concealed cameras	1,046.00	1,046.00	0.00
CM022	Logitech Rally Bar	3,599.00	3,599.00	3,599.00
CM023	Optoma Projector	874.00	874.00	874.00
CM024	Logitech Mic Pod	698.00	698.00	698.00
CM025	Rally Bar Accesories	319.00	319.00	319.00
TOTAL FOR Computers		13,459.00	13,459.00	6,315.00
Land				
LA001	Hamble Foreshore (Northern, Southern Quay, Central Area, Dinghy & Car Park)	1.00	1.00	0.00
LA002	Bartlett's Field Recreation Ground	1.00	1.00	0.00
LA003	Westfield Common Lozenge	1.00	1.00	0.00
LA004	St Andrew's (Cemetery rear area)	1.00	1.00	0.00

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
LA005	Land for car parking at Memorial Hall	1.00	1.00	0.00
LA006	Mount Pleasant Recreation Ground	1.00	1.00	0.00
LA007	Mount Pleasant car park (Non NCC)	36,000.00	36,000.00	0.00
LA008	Public Hard	4,899.00	4,899.00	0.00
LA009	Southampton Water Foreshore	10,000.00	10,000.00	0.00
LA010	Pink ferry Lease	0.00	0.00	0.00
LA011	Westfield Common	1.00	1.00	0.00
LA012	Open Space Spitfire Way (Barton Drive, Baron Road, Aquila Way & Hamble Lane)	1.00	1.00	0.00
LA013	Open space around the Mercury Estate	1.00	1.00	0.00
LA014	Village green	1.00	1.00	0.00
LA015	Donkey Derby Field	1.00	1.00	0.00
LA016	Heather Gardens	1.00	1.00	0.00
LA017	Copse Lane	1.00	1.00	0.00
LA018	Avro Court	1.00	1.00	0.00
LA019	Astral Gardens	1.00	1.00	0.00
LA020	Sylvan Lane	1.00	1.00	0.00
LA021	Meadow Lane	1.00	1.00	0.00
LA022	Hamble Parish Community Facilities	1.00	1.00	0.00
LA023	Allotments Hamble Lane (Lease HCC)	1,250.00	1,250.00	0.00
LA024	Allotments, disused (Hamble Holt)	1,000.00	1,000.00	0.00
LA025	Collage Playing Field (Lease)	1.00	1.00	0.00
LA026	Mercury Libarary - DISPOSAL	1.00	1.00	0.00
LA027	Footpath 1	1.00	1.00	0.00
LA028	Rail Trial	1.00	1.00	0.00
LA029	Hamble House Gardens	1.00	1.00	0.00
LA030	Woodpecker walk	1.00	1.00	0.00
LA031	Foreshore Hamble Lifeboat - LEASE (99 Years)	1.00	1.00	0.00
LA032	Forshore Beach Café - LEASE (99 years)	3,250.00	3,250.00	0.00
LA033	Hamble Football Club -LEASE (25 Years)	1.00	1.00	0.00
LA034	Squash Club - LEASE (25 Years)	1.00	1.00	0.00
LA035	Sports Ground LEASE 25 Years)	1.00	1.00	0.00
LA036	Scouts Hall - LEASE - (25 Years)	1.00	1.00	0.00
TOTAL FOR Land		56,428.00	56,428.00	0.00
Memorial				
MM001	Memorial	1.00	1.00	500.00
MM002	Plane Statue	1.00	1.00	25,000.00
MM003	ATA Memorial	1.00	1.00	15,000.00
MM004	ATA Information Board	1,500.00	1,500.00	2,000.00
TOTAL FOR Memorial		1,503.00	1,503.00	42,500.00
Misc				
MS001	Christmas Lights	1,136.00	1,136.00	4,000.00
MS002	Road Sign - Welcome to Hamble	1,000.00	1,000.00	200.00
MS003	Noticeboard	1.00	1.00	600.00
MS004	Noticeboard	1.00	1.00	600.00
MS005	Noticeboard	200.00	200.00	600.00
MS006	Mine	1.00	1.00	10,000.00
MS007	Anchor - 2 sets	1.00	1.00	3,000.00
MS008	Parish Sign	1.00	1.00	50.00
MS009	Public Art	1.00	1.00	70,000.00
MS010	Lifebuoy holder - 3 sets	3.00	3.00	450.00
MS011	Youth Shelter	2,995.00	2,995.00	10,000.00
MS012	Youth Shelter	2,000.00	2,000.00	10,000.00
MS013	Bund Tank	1.00	1.00	500.00
MS014	Bike Rack - 2 sets	240.00	240.00	1,000.00

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
MS015	Bike Rack	120.00	120.00	500.00
MS016	Storage Racking	114.00	114.00	150.00
MS017	Storage Racking	228.00	228.00	300.00
MS018	Hazardeous sustance cupboard	285.00	285.00	350.00
MS019	Chainsaw PPE	333.73	333.73	500.00
MS020	Quay Ladders - 2 sets	7,775.00	7,775.00	10,000.00
MS021	Floral Fountain Planter x 7	2,310.00	2,310.00	2,500.00
TOTAL FOR Misc		18,746.73	18,746.73	125,300.00
Parking				
PK002	Height Barrier 2 set	2.00	2.00	5,000.00
PK003	Height Barrier	1,180.00	1,180.00	2,500.00
PK004	Height Barrier	1,000.00	1,000.00	2,500.00
PK005	Car Park entrance sign	1,000.00	1,000.00	200.00
PK006	Car Park gate	200.00	200.00	2,500.00
PK007	Pay & Display Machines	7,834.00	7,834.00	12,000.00
TOTAL FOR Parking		11,216.00	11,216.00	24,700.00
Plant				
PL001	Leaf Collector	1,000.00	1,000.00	0.00
PL002	Line Marker	700.00	700.00	0.00
PL003	Line Marker	700.00	700.00	0.00
PL004	Fertilizer Spreader	1,206.00	1,206.00	0.00
PL005	Cement Mixer	498.00	498.00	0.00
PL006	Floor Buffer	419.25	419.25	0.00
PL007	Pedestrian Brush	2,595.00	2,595.00	0.00
PL008	Trailer	400.00	400.00	0.00
PL009	Spiker	3,090.00	3,090.00	0.00
PL010	Roof ladder	220.00	220.00	0.00
PL011	Petrol Vacuum	900.00	900.00	0.00
PL012	Transport Box	800.00	800.00	0.00
PL013	Finishing Mower	1,195.00	1,195.00	0.00
PL014	Chipper	3,520.00	3,520.00	0.00
PL015	Salt spreader	200.00	200.00	0.00
PL016	Snow Plough	914.00	914.00	0.00
PL017	Chainsaw	354.00	354.00	0.00
PL018	Smartfit Strimmer	334.00	334.00	0.00
PL019	Tractor Mounted Brush	2,900.00	2,900.00	0.00
PL020	Hedge Cutter	250.00	250.00	0.00
PL021	Mower	1,500.00	1,500.00	0.00
PL022	Battery	1,425.00	1,425.00	0.00
PL023	Long Reach Hedge Cutter	550.00	550.00	0.00
PL024	Electric Hedge cutter	280.95	280.95	0.00
PL025	Electric Hedge cutter	281.95	281.95	0.00
PL026	Electric Strimmer	247.20	247.20	0.00
PL027	Electric Strimmer	247.20	247.20	0.00
PL028	Electric Chain Saw	312.64	312.64	0.00
PL029	Electric Brush Cutter	259.20	259.20	0.00
PL030	Electric Brush Cutter	260.20	260.20	0.00
PL031	Mower	442.80	442.80	0.00
PL032	Electric Long Reach Hedge cutter	289.40	289.40	0.00
PL033	Mower	290.40	290.40	0.00
PL034	Mower	291.40	291.40	0.00
PL035	Battery BLI200	1,785.65	1,785.65	0.00
PL036	Battery BLI200	1,785.65	1,785.65	0.00
PL037	Battery BLI200	1,785.65	1,785.65	0.00
PL038	Battery Back Pack	864.00	864.00	0.00

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
PL039	Battery Charger QC330	71.24	71.24	0.00
PL040	Battery Charger QC330	71.24	71.24	0.00
PL041	Battery Charger QC330	71.24	71.24	0.00
PL042	Battery Charger QC500	94.80	94.80	0.00
PL043	Grinder	120.00	120.00	0.00
PL044	Pallet forks	151.00	151.00	0.00
PL045	Brush Cutter FS 94	354.00	354.00	0.00
PL046	Electric Blower	357.50	357.50	0.00
PL047	Husqvarna Battery	299.25	299.25	299.25
PL048	Electric Blower	450.00	450.00	450.00
PL049	Glider Line Marking Machine	630.00	630.00	750.00
PL050	Screwfix Water Pump	84.00	84.00	84.00
PL51	Fuel Tank Deso V1340DD	1,900.00	1,900.00	1,900.00
TOTAL FOR Plant		39,748.81	39,748.81	3,483.25
Play Equipment				
PE001	Kiddies Playground Equipment	64,000.00	64,000.00	85,000.00
PE002	Kiddies Playground Equipment	47,000.00	47,000.00	150,000.00
PE003	Senior Goals - 3 sets	600.00	600.00	2,400.00
PE004	Senior/junior Goals - 2 sets	931.00	931.00	2,400.00
PE005	Tennis Posts & Nets - 2 sets	600.00	600.00	1,000.00
PE006	Kiddies Playground Equipment	5.00	5.00	50,000.00
PE007	Skate Ramp	60,123.00	60,123.00	120,000.00
TOTAL FOR Play Equipment		173,259.00	173,259.00	410,800.00
Public Realm				
PR001	Baltimore Seats - 16 sets	31,744.00	31,744.00	31,744.00
PR002	Southampton Seats - 10 sets	2,000.00	2,000.00	20,000.00
PR003	Baltimore Seat - 15 Sets	2,892.90	2,892.90	29,760.00
PR004	Southampton Seats	200.00	200.00	2,000.00
PR005	Southampton Seats	200.00	200.00	2,000.00
PR006	Southampton Seats	200.00	200.00	2,000.00
PR007	Southampton Seats	200.00	200.00	2,000.00
PR008	Southampton Seats	200.00	200.00	2,000.00
PR009	Southampton Seats	200.00	200.00	2,000.00
PR010	Southampton Seats	200.00	200.00	2,000.00
PR011	Southampton Seats	200.00	200.00	2,000.00
PR012	Southampton Seats	200.00	200.00	2,000.00
PR013	Southampton Seats	200.00	200.00	2,000.00
PR014	Southampton Seats	200.00	200.00	2,000.00
PR015	Southampton Seats	200.00	200.00	2,000.00
PR016	Southampton Seats	200.00	200.00	2,000.00
PR017	Southampton Seats	200.00	200.00	2,000.00
PR018	Southampton Seats	200.00	200.00	2,000.00
PR019	Metal Bench - 10 Sets	5,000.00	5,000.00	8,000.00
PR020	Metal Bench - 2 sets	500.00	500.00	1,600.00
PR021	Wooden Bench 2 sets	1.00	1.00	1,600.00
PR022	Southampton Seats	1,000.00	1,000.00	1,000.00
PR023	Renovation Baltimore Seats Northern quay	13,116.00	13,116.00	0.00
PR024	Baltimore seat	200.00	200.00	1,984.00
PR025	Neptune Bench	200.00	200.00	1,984.00
PR026	Southampton Benches - 2 sets	400.00	400.00	4,000.00
PR027	Metal Bench - 3 sets	1,500.00	1,500.00	2,400.00
PR028	Metal Bench - 2 sets	200.00	200.00	1,000.00
PR029	Wooden Bench - 3 sets	1,400.00	1,400.00	2,000.00
PR030	Metal Bench - 2 sets	1.00	1.00	1,600.00
PR031	Neptune Bench	300.00	300.00	800.00

<u>Asset Code</u>	<u>Description</u>	<u>Original Cost</u>	<u>Current Value</u>	<u>Insurance Value</u>
PR032	Southampton Seats - 3 sets	400.00	400.00	6,000.00
PR033	Wooden Benches - 2 sets	1.00	1.00	1,600.00
PR034	Picnic Bench - 3 sets	400.00	400.00	6,600.00
PR035	Picnic Bench - 2 sets	200.00	200.00	4,400.00
PR036	Foreshore Bollards 6 sets	3,658.00	3,658.00	7,200.00
PR037	4 Bollards-3 fixed, 1 removable	1,000.00	1,000.00	1,200.00
PR039	Dog Poop Stations x 4	1,000.00	1,000.00	1,000.00
PRO38	Baltimore heavy duty Seats x 10	18,730.00	18,730.00	20,000.00
TOTAL FOR Public Realm		88,843.90	88,843.90	187,472.00
Vehicles				
VE001	Ride on Mower	17,232.00	17,232.00	0.00
VE002	Tractor	16,350.00	16,350.00	0.00
TOTAL FOR Vehicles		33,582.00	33,582.00	0.00
Waste Bins				
WB001	Metal Bin - 6 sets	205.00	205.00	3,000.00
WB002	Large Plastic Bin - 2 sets	200.00	200.00	1,400.00
WB003	Concrete Bins - 2 sets	1.00	1.00	2,500.00
WB004	Large Plastic Bin - 6 sets	1,200.00	1,200.00	4,200.00
WB005	Dog Bin - 3 sets	900.00	900.00	1,500.00
WB006	Large Plastic Bin - 2 sets	100.00	100.00	1,400.00
WB007	Dog Bin	1.00	1.00	500.00
WB008	Plastic Bin	200.00	200.00	700.00
WB009	Wooden Bin 3 Sets	810.00	810.00	1,500.00
WB010	Dog Bin	1.00	1.00	500.00
WB011	Plastic Bin	1.00	1.00	700.00
WB012	Metal Bin - 2 sets	1.00	1.00	1,400.00
WB013	Plastic Bin	1.00	1.00	700.00
WB014	Dog Bin - 2 sets	1.00	1.00	1,000.00
WB015	Waste Storage Shed - 2 sets	10,654.00	10,654.00	12,500.00
WB016	Waste Storage Shed	5,327.00	5,327.00	6,250.00
WB017	Metal Bin	595.00	595.00	700.00
WB018	Concrete Bin	420.00	420.00	700.00
WB019	Concrete Bins - 2 sets	840.00	840.00	1,400.00
WB020	Metal Bin	355.00	355.00	700.00
WB021	Metal Bin	356.00	356.00	700.00
TOTAL FOR Waste Bins		22,169.00	22,169.00	43,950.00
TOTAL		1,360,508.44	1,360,508.44	849,820.25

Bank Reconciliation Statement as at 31/10/2024
for Cashbook 1 - Barclays Current A/C 070978787

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
BARCLAYS	31/10/2024		4,487.38
			<u>4,487.38</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4,487.38
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			4,487.38
		Balance per Cash Book is :-	4,487.38
		Difference is :-	0.00

Signatory 1:

Name H C ROBINSON Signed  Date 8/11/24

Signatory 2:

Name J. James Signed  Date 08/11/24

THE OFFICIALS
HAMBLE-LE-RICE PARISH COUNCIL
PARISH COUNCIL OFFICE
MEMORIAL HALL
HAMBLE-LE-RICE
SOUTHAMPTON
SO31 4JE

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 . .

Your balances on 31 October 2024

Business Current Accounts

Business Current Account Statement	£4,487.38
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Sort Code 20-79-29 • Account No 70978787

Business Savings Accounts

Business Premium Account	£4,364.93
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Sort Code 20-79-29 • Account No 60854980

This is the end of your account summary.



Bank Reconciliation Statement as at 31/10/2024
for Cashbook 3 - Barclays Premium Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
BUSINESS PREMIUM	31/10/2024		4,364.93
			<u>4,364.93</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4,364.93
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			4,364.93
		Balance per Cash Book is :-	4,364.93
		Difference is :-	0.00

Signatory 1:

Name H C ROBINSON Signed [Signature] Date 08/11/24

Signatory 2:

Name J. James Signed [Signature] Date 08/11/24

THE OFFICIALS
HAMBLE-LE-RICE PARISH COUNCIL
PARISH COUNCIL OFFICE
MEMORIAL HALL
HAMBLE-LE-RICE
SOUTHAMPTON
SO31 4JE

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 31 October 2024

Business Current Accounts

Business Current Account Statement	£4,487.38
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Sort Code 20-79-29 • Account No 70978787

Business Savings Accounts

Business Premium Account	£4,364.93
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Sort Code 20-79-29 • Account No 60854980

This is the end of your account summary.



Bank Reconciliation Statement as at 31/10/2024
for Cashbook 4 - EBC High Interest Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
EBC High Interest	01/10/2024		130,874.05
			<u>130,874.05</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			130,874.05
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			130,874.05
		Balance per Cash Book is :-	130,874.05
		Difference is :-	0.00

Signatory 1:

Name H. ROBINSON Signed  Date 2/11/24

Signatory 2:

Name J. James Signed  Date 08/11/24



Helen Robinson
Parish Clerk
Hamble-Le-Rice Parish Council
Memorial Hall
Hamble-Le-Rice
Southampton
Hampshire
SO31 4JE

Our Ref: RM/Other Loans
Your Ref: L5386
Contact: Rebecca Moore
Direct Dial: 02380 688085
Email: rebecca.moore@eastleigh.gov.uk

01/10/2024

Dear Helen

Temporary Loan L5386

Please find below details of your loan with the Borough Council.

Opening balance as at 01/04/24	£128,042.48
Investments/Withdrawals during the period	£0.00
Interest Accrued during the period	£2,831.57
Closing Balance	£130,874.05

Your new balance is £130,874.05 as at 1st October 2024.

*The council policy is to provide interest at 0.75% below the Bank of England Base Rate. As the Bank of England Base Rate was below 1.25% for the period to 16/06/2022, the Council opted to pay interest at 0.5% during this period. The interest rate from the 16/06/2022 then reverted to 0.75% below the Bank of England Base Rate.

Yours sincerely

Rebecca Moore
Senior Finance Assistant
Financial Services

Bank Reconciliation Statement as at 31/10/2024
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CCLA Deposit Fund	31/10/2024		166,088.84
			<u>166,088.84</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			166,088.84
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			166,088.84
		Balance per Cash Book is :-	166,088.84
		Difference is :-	0.00

Signatory 1:

Name H ROBINSON Signed [Signature] Date 2/11/24

Signatory 2:

Name J. James Signed [Signature] Date 08/11/24

Statement of Account

Mrs H Robinson
Hamble Parish Council
Memorial Hall
Hamble
Southampton
SO31 4JE

5 November 2024

Account name: **HAMBLE LE RICE PARISH COUNCIL**
Account number: **PS1007331-001**
Statement period: **30/09/2024 to 31/10/2024**

Account summary

Total valuation as at 31 October 2024 **£166,088.84**
Total valuation as at last statement at 30 September 2024 **£25,919.54**

Holdings as at 31 October 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	166,088.8400	£1.00	£166,088.84
			Total value
			£166,088.84

Transactions for the period from 30 September 2024 to 31 October 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/10/2024	Income Reinvestment	169.3000	£1.0000	£169.30
04/10/2024	Deposit	90,000.0000	£1.0000	£90,000.00
18/10/2024	Deposit	50,000.0000	£1.0000	£50,000.00

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	9,635.24					9,635.24	
	Banked 01/10/2024	21.58						
	Pay & Display Foreshore	21.58		3.60	1140	104	17.98	Pay & Display Foreshore
	Banked 01/10/2024	120.00						
	Pay & Display Foreshore	120.00		20.00	1140	104	100.00	Pay & Display Foreshore
	Banked 01/10/2024	171.84						
	Pay & Display Foreshore	171.84		28.64	1140	104	143.20	Pay & Display Foreshore
	Banked 01/10/2024	194.80						
	Pay & Display Foreshore	194.80		32.47	1140	104	162.33	Pay & Display Foreshore
	Banked 02/10/2024	32.10						
	Pay & Display Foreshore	32.10		5.35	1140	104	26.75	Pay & Display Foreshore
	Banked 02/10/2024	490.00						
	Sales Recpts Page 2371	490.00	490.00		100			Sales Recpts Page 2371
	Banked 02/10/2024	70.75						
	Sales Recpts Page 2372	70.75	70.75		100			Sales Recpts Page 2372
	Banked 02/10/2024	60.75						
	Sales Recpts Page 2373	60.75	60.75		100			Sales Recpts Page 2373
	Banked 03/10/2024	31.95						
	Pay & Display Foreshore	31.95		5.32	1140	104	26.63	Pay & Display Foreshore
	Banked 03/10/2024	33.75						
	Sales Recpts Page 2374	33.75	33.75		100			Sales Recpts Page 2374
	Banked 03/10/2024	150.00						
	Sales Recpts Page 2375	150.00	150.00		100			Sales Recpts Page 2375
	Banked 03/10/2024	130,000.00						
Savings	Barclays Premium Account	130,000.00			205		130,000.00	For CCLA
	Banked 04/10/2024	21.00						
	Pay & Display Foreshore	21.00		3.50	1140	104	17.50	Pay & Display Foreshore
	Banked 04/10/2024	100.00						
	Sales Recpts Page 2376	100.00	100.00		100			Sales Recpts Page 2376
	Banked 04/10/2024	200.00						
	Sales Recpts Page 2377	200.00	200.00		100			Sales Recpts Page 2377
	Banked 07/10/2024	72.50						
	Pay & Display Foreshore	72.50		12.08	1140	104	60.42	Pay & Display Foreshore
	Banked 08/10/2024	51.26						
	Pay & Display Foreshore	51.26		8.54	1140	104	42.72	Pay & Display Foreshore
	Banked 08/10/2024	122.46						
	Pay & Display Foreshore	122.46		20.41	1140	104	102.05	Pay & Display Foreshore

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked 08/10/2024	168.28						
	Pay & Display Foreshore	168.28		28.05	1140	104	140.23	Pay & Display Foreshore
	Banked 08/10/2024	196.50						
	Dinghy Park Income	196.50		32.75	1260	301	163.75	Dinghy park income
	Banked 08/10/2024	150.00						
	Sales Recpts Page 2378	150.00	150.00		100			Sales Recpts Page 2378
	Banked 09/10/2024	27.00						
	Pay & Display Foreshore	27.00		4.50	1140	104	22.50	Pay & Display Foreshore
	Banked 09/10/2024	100.00						
	Sales Recpts Page 2379	100.00	100.00		100			Sales Recpts Page 2379
	Banked 09/10/2024	300.00						
	Sales Recpts Page 2380	300.00	300.00		100			Sales Recpts Page 2380
	Banked 09/10/2024	300.00						
	Sales Recpts Page 2381	300.00	300.00		100			Sales Recpts Page 2381
	Banked 09/10/2024	9.82						
	Paypal	9.82		1.64	1142	104	8.18	Clock permit
	Banked 10/10/2024	46.68						
	Pay & Display Foreshore	46.68		7.78	1140	104	38.90	Pay & Display Foreshore
	Banked 10/10/2024	10,655.50						
	Eastleigh Borough Council	10,655.50		1,775.92	1140	104	8,879.58	RingGo income June-Aug
	Banked 10/10/2024	56.08						
	Pay & Display Foreshore	56.08		9.35	1140	104	46.73	Pay & Display Foreshore
	Banked 11/10/2024	1,000.00						
	Sales Recpts Page 2382	1,000.00	1,000.00		100			Sales Recpts Page 2382
	Banked 11/10/2024	468.20						
	Pay & Display Foreshore	468.20		78.03	1140	104	390.17	Pay & Display Foreshore
	Banked 11/10/2024	57.12						
	Pay & Display Foreshore	57.12		9.52	1140	104	47.60	Pay & Display Foreshore
	Banked 14/10/2024	43.75						
	Sales Recpts Page 2383	43.75	43.75		100			Sales Recpts Page 2383
	Banked 15/10/2024	34.42						
	Pay & Display Foreshore	34.42		5.74	1140	104	28.68	Pay & Display Foreshore
	Banked 15/10/2024	53.87						
	Pay & Display Foreshore	53.87		8.98	1140	104	44.89	Pay & Display Foreshore
	Banked 15/10/2024	78.90						
	Pay & Display Foreshore	78.90		13.15	1140	104	65.75	Pay & Display Foreshore

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked 16/10/2024	11.49						
	Pay & Display Foreshore	11.49		1.92	1140	104	9.57	Pay & Display Foreshore
	Banked 17/10/2024	28.76						
	Pay & Display Foreshore	28.76		4.79	1140	104	23.97	Pay & Display Foreshore
	Banked 17/10/2024	35.45						
	HMRC VAT	35.45			105		35.45	HMRC VAT Quarter 2
	Banked 17/10/2024	15,000.00						
Savings tr	Barclays Premium Account	15,000.00			205		15,000.00	For CCLA deposit transfer
	Banked 18/10/2024	43.43						
	Pay & Display Foreshore	43.43		7.24	1140	104	36.19	Pay & Display Foreshore
	Banked 18/10/2024	150.00						
	Sales Recpts Page 2384	150.00	150.00		100			Sales Recpts Page 2384
	Banked 21/10/2024	22.08						
	Pay & Display Foreshore	22.08		3.68	1140	104	18.40	Pay & Display Foreshore
	Banked 22/10/2024	23.03						
	Pay & Display Foreshore	23.03		3.84	1140	104	19.19	Pay & Display Foreshore
	Banked 22/10/2024	52.84						
	Pay & Display Foreshore	52.84		8.81	1140	104	44.03	Pay & Display Foreshore
	Banked 22/10/2024	280.79						
	Pay & Display Foreshore	280.79		46.80	1140	104	233.99	Pay & Display Foreshore
	Banked 22/10/2024	68.77						
	Dinghy Park Income	68.77		11.46	1260	301	57.31	Dinghy Park Income
	Banked 22/10/2024	6,000.00						
savings tr	Barclays Premium Account	6,000.00			205		6,000.00	Savings transfer
	Banked 23/10/2024	16.87						
	Pay & Display Foreshore	16.87		2.81	1140	104	14.06	Pay & Display Foreshore
	Banked 24/10/2024	35.74						
	Pay & Display Foreshore	35.74		5.96	1140	104	29.78	Pay & Display Foreshore
	Banked 25/10/2024	32.62						
	Pay & Display Foreshore	32.62		5.44	1140	104	27.18	Pay & Display Foreshore
	Banked 25/10/2024	19.64						
	Clock Permits	19.64		3.27	1142	104	16.37	Car Park Income
	Banked 28/10/2024	50.50						
	Sales Recpts Page 2385	50.50	50.50		100			Sales Recpts Page 2385
	Banked 29/10/2024	52.02						
	Pay & Display Foreshore	52.02		8.67	1140	104	43.35	Pay & Display Foreshore

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked 29/10/2024	53.84						
	Pay & Display Foreshore	53.84		8.97	1140	104	44.87	Pay & Display Foreshore
	Banked 29/10/2024	85.30						
	Pay & Display Foreshore	85.30		14.22	1140	104	71.08	Pay & Display Foreshore
	Banked 29/10/2024	149.86						
	Pay & Display Foreshore	149.86		24.98	1140	104	124.88	Pay & Display Foreshore
	Banked 29/10/2024	120.00						
	Sales Recpts Page 2386	120.00	120.00		100			Sales Recpts Page 2386
	Banked 30/10/2024	37.78						
	Pay & Display Foreshore	37.78		6.30	1140	104	31.48	Pay & Display Foreshore
	Banked 31/10/2024	49.79						
	Pay & Display Foreshore	49.79		8.30	1140	104	41.49	Pay & Display Foreshore
	Total Receipts for Month	168,111.46	3,319.50	2,292.78			162,499.18	
	Cashbook Totals	<u>177,746.70</u>	<u>3,319.50</u>	<u>2,292.78</u>			<u>172,134.42</u>	

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/10/2024	Amazon.co.uk	gb45vaghab	14.03	14.03		500			2x office flipchart pad
02/10/2024	Amazon.co.uk	gb45vuyiab	15.43	15.43		500			3x mouse mat
02/10/2024	Paypal	O/LINE	1.06			4009	101	1.06	Paypal charges
04/10/2024	Amazon.co.uk	GB45XZHKAB	37.98	37.98		500			daffodil bulbs 10kg
07/10/2024	Amazon.co.uk	GB45Z13ZAB	19.99	19.99		500			tulip bulbs x100
07/10/2024	Bank charges	BACS	17.60		2.93	4105	101	14.67	Bank charges/ commission charg
07/10/2024	ENGRAVING & SIGN SOLUTIONS LTD	5875	4.80	4.80		500			printed name insert
07/10/2024	AEldridge	BACS	10.00			1251	205	10.00	Allotment tap key refund
07/10/2024	Flowbird Smart City UK Ltd	UI00011818	34.66	34.66		500			Transact fee 01/08/24-31/08/24
07/10/2024	HAMPSHIRE COUNTY COUNCIL	3910042431	40.00	40.00		500			Allot rent sep24-sep25
07/10/2024	TUDOR ENVIRONMENTAL	IN0345353	45.05	45.05		500			2x ear defender , wooden squee
07/10/2024	J Humphrey Associates	4633	48.00	48.00		500			payroll september 2024
07/10/2024	Southampton Trophies and Engra	7136	58.80	58.80		500			bench plaque r fielder
07/10/2024	HAMPSHIRE COUNTY COUNCIL	58300475	74.28	74.28		500			cleaning materials
07/10/2024	AXIS FIRE & SECURITY SERVICES	102105	79.20	79.20		500			maint alarm 24/25 grounds stor
07/10/2024	AXIS FIRE & SECURITY SERVICES	102106	92.40	92.40		500			maint CCTV 24/25 grounds store
07/10/2024	Mitchell Robinson	01/10/2024	97.50	97.50		500			October newsletter delivery
07/10/2024	Finn Whitaker Veryard	03/10/2024	97.50	97.50		500			October newsletter delivery
07/10/2024	Stolle Surveys Ltd	202438	150.00	150.00		500			boundary plan& notes
07/10/2024	PAT Test Solutions	363	171.65	171.65		500			PAT testing 30/09 RUP, office
07/10/2024	DWP	SALARIES	173.57			520		173.57	DWP Oct 24
07/10/2024	Emma Abrahams	01/10/2024	195.00	195.00		500			Sep&Oct newsletter delivery
07/10/2024	AXIS FIRE & SECURITY SERVICES	102107	290.40	290.40		500			maint alarm 24/25 Office
07/10/2024	DESIGN & PRINT	2409/63	639.00	639.00		500			2000 a4 newsletters october
07/10/2024	CLOUDY GROUP LTD	05051	747.12	747.12		500			It support Oct 2024
07/10/2024	GOOD DIRECTIONS LTD	23899	786.00	786.00		500			southampton bench seat
07/10/2024	Domestic Darlings - Susan Mehe	28039	990.00	990.00		500			cleaning sep 24
07/10/2024	HAMBLE VILLAGE MEMORIAL HALL	5184	1,477.13	1,477.13		500			office rent Oct-Dec 24
07/10/2024	CCLA Deposit Fund	ccla depos	40,000.00			225		40,000.00	CCLA deposit transfer
07/10/2024	CCLA Deposit Fund	ccla depos	50,000.00			225		50,000.00	CCLA deposit transfer
16/10/2024	Barclaycard Commercial	DD	696.21			4013	101	4.45	Office refreshments
						4025	101	45.00	Timpson, key cutting
						4398	108	609.00	Hedges direct
						4013	101	12.80	Co-op office refreshments
						4025	101	31.96	WHSmith practioners guide
						1090	101	-7.00	Barclaycard Commercial Oct 24

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
18/10/2024	R Back	BACS	70.75			1250	205	70.75	Allotment refund
18/10/2024	BRITISH GAS BUSINESS	8924911	39.02	39.02		500			gas bill Sep 24 RUP
18/10/2024	TUDOR ENVIRONMENTAL	IN0348187	45.26	45.26		500			anti cimb paint sign x4
18/10/2024	EASTLEIGH BOROUGH COUNCIL	029899450	60.48	60.48		500			dog waste bin empty Sep 24
18/10/2024	EWS Plumbing	Invoice 3	90.00	90.00		500			RUP leak pipes, disabled toile
18/10/2024	Vicky Mansfield	27/09/2024	97.50	97.50		500			October newsletter delivery
18/10/2024	ZURICH MUNICIPAL	538181811	399.27	399.27		500			policy increase vehicle insura
18/10/2024	EASTLEIGH BOROUGH COUNCIL	03004945	694.03	694.03		500			Refuse collect MP Sep 24
18/10/2024	Smart MarketingManagement Limi	3589	960.00	960.00		500			Marketing&comms support sep 24
18/10/2024	Kaz White Limited	20240028	1,000.00	1,000.00		500			Team building 14/10/2024
18/10/2024	EASTLEIGH BOROUGH COUNCIL	03003957	1,518.30	1,518.30		500			F/S refuse collect 01/07-30/09
18/10/2024	HMRC PAYE/NIC	BACS	3,181.95			4001	100	3,181.95	HMRC PAYE/NIC Sep 24
18/10/2024	Hampshire Pension	BACS	4,184.79			4002	100	4,184.79	Hampshire Pension Sep 24
18/10/2024	CCLA Deposit Fund	Deposit tr	50,000.00			225		50,000.00	CCLA deposit transfer
22/10/2024	R Baker - MARA	BACS	207.00			4280	107	207.00	Grant S137- MARA public liabil
22/10/2024	Stolle Surveys Ltd	202438.1	1,131.44	1,131.44		500			Boundary plan
23/10/2024	TELEFONICA UK LTD	33233162	138.18	138.18		500			O2 September 24
24/10/2024	Everflow Utilities	3697117	222.92	222.92		500			Water bill 16/11/24-15/12/24
24/10/2024	Amazon.co.uk	gb46ibg6ab	19.19	19.19		500			gorilla glue 250ml
25/10/2024	CANON UK LTD	11651975	117.54	117.54		500			Canon rent 01/09-30/11/24
25/10/2024	Salaries	SALARIES	11,204.59			520		11,204.59	Salaries october 2024
28/10/2024	John Deere Bank	DD	540.92		90.15	4360	108	450.77	Vehicle Hire October 2024
28/10/2024	BRITISH GAS BUSINESS	9010537	222.44	222.44		500			elec MP oct 24
28/10/2024	Amazon.co.uk	gb46kcmuab	9.39	9.39		500			casio calculator
Total Payments for Month			173,259.32	12,970.88	93.08			160,195.36	
Balance Carried Fwd			4,487.38						
Cashbook Totals			177,746.70	12,970.88	93.08			164,682.74	

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		155,364.93					155,364.93	
	Banked	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>155,364.93</u>	<u>0.00</u>	<u>0.00</u>			<u>155,364.93</u>	

Payments for Month 7**Nominal Ledger**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
03/10/2024	Barclays Current A/C 070978787	Savings	130,000.00			200		130,000.00	For CCLA
17/10/2024	Barclays Current A/C 070978787	Savings tr	15,000.00			200		15,000.00	For CCLA deposit transfer
22/10/2024	Barclays Current A/C 070978787	savings tr	6,000.00			200		6,000.00	Savings transfer
Total Payments for Month			151,000.00	0.00	0.00			151,000.00	
Balance Carried Fwd			4,364.93						
Cashbook Totals			<u>155,364.93</u>	0.00	0.00			<u>155,364.93</u>	

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		128,042.48					128,042.48	
	Banked 01/10/2024	2,831.57						
	EBC interest	2,831.57			1090	101	2,831.57	Interest received Apr-Sep

Total Receipts for Month 2,831.57 0.00 0.00 2,831.57

Cashbook Totals 130,874.05 0.00 0.00 130,874.05

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		130,874.05						
	Cashbook Totals		<u>130,874.05</u>	0.00	0.00			<u>130,874.05</u>	

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		25,919.54					25,919.54	
	Banked 02/10/2024	169.30						
	Income reinvestment	169.30			1090	101	169.30	Income reinvestment Oct 24
	Banked 07/10/2024	40,000.00						
ccla depos	Barclays Current A/C 070978787	40,000.00			200		40,000.00	CCLA deposit transfer
	Banked 07/10/2024	50,000.00						
ccla depos	Barclays Current A/C 070978787	50,000.00			200		50,000.00	CCLA deposit transfer
	Banked 18/10/2024	50,000.00						
Deposit tr	Barclays Current A/C 070978787	50,000.00			200		50,000.00	CCLA deposit transfer
Total Receipts for Month		140,169.30	0.00	0.00			140,169.30	
Cashbook Totals		<u>166,088.84</u>	<u>0.00</u>	<u>0.00</u>			<u>166,088.84</u>	

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		166,088.84						
	Cashbook Totals		<u>166,088.84</u>	0.00	0.00			<u>166,088.84</u>	

List of Payments made between 01/10/2024 and 31/10/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/10/2024	Amazon.co.uk	gb45vaghab	14.03		2x office flipchart pad
02/10/2024	Amazon.co.uk	gb45vuyiab	15.43		3x mouse mat
02/10/2024	Paypal	O/LINE	1.06		Paypal charges
04/10/2024	Amazon.co.uk	GB45XZHKAB	37.98		daffodil bulbs 10kg
07/10/2024	Amazon.co.uk	GB45Z13ZAB	19.99		tulip bulbs x100
07/10/2024	Bank charges	BACS	17.60		Bank charges/ commission charg
07/10/2024	ENGRAVING & SIGN	5875	4.80		printed name insert
07/10/2024	AEldridge	BACS	10.00		Allotment tap key refund
07/10/2024	Flowbird Smart City UK Ltd	UI00011818	34.66		Transact fee 01/08/24-31/08/24
07/10/2024	HAMPSHIRE COUNTY COUNCIL	3910042431	40.00		Allot rent sep24-sep25
07/10/2024	TUDOR ENVIRONMENTAL	IN0345353	45.05		2x ear defender , wooden squee
07/10/2024	J Humphrey Associates	4633	48.00		payroll september 2024
07/10/2024	Southampton Trophies and Engra	7136	58.80		bench plaque r fielder
07/10/2024	HAMPSHIRE COUNTY COUNCIL	58300475	74.28		cleaning materials
07/10/2024	AXIS FIRE & SECURITY	102105	79.20		maint alarm 24/25 grounds stor
07/10/2024	AXIS FIRE & SECURITY	102106	92.40		maint CCTV 24/25 grounds store
07/10/2024	Mitchell Robinson	01/10/2024	97.50		October newsletter delivery
07/10/2024	Finn Whitaker Veryard	03/10/2024	97.50		October newsletter delivery
07/10/2024	Stolle Surveys Ltd	202438	150.00		boundary plan& notes
07/10/2024	PAT Test Solutions	363	171.65		PAT testing 30/09 RUP, office
07/10/2024	DWP	SALARIES	173.57		DWP Oct 24
07/10/2024	Emma Abrahams	01/10/2024	195.00		Sep&Oct newsletter delivery
07/10/2024	AXIS FIRE & SECURITY	102107	290.40		maint alarm 24/25 Office
07/10/2024	DESIGN & PRINT	2409/63	639.00		2000 a4 newsletters october
07/10/2024	CLOUDY GROUP LTD	05051	747.12		It support Oct 2024
07/10/2024	GOOD DIRECTIONS LTD	23899	786.00		southampton bench seat
07/10/2024	Domestic Darlings - Susan Mehe	28039	990.00		cleaning sep 24
07/10/2024	HAMBLE VILLAGE MEMORIAL	5184	1,477.13		office rent Oct-Dec 24
07/10/2024	CCLA Deposit Fund	ccla depos	40,000.00		CCLA deposit transfer
07/10/2024	CCLA Deposit Fund	ccla depos	50,000.00		CCLA deposit transfer
16/10/2024	Barclaycard Commercial	DD	696.21		Barclaycard Commercial Oct 24
18/10/2024	R Back	BACS	70.75		Allotment refund
18/10/2024	BRITISH GAS BUSINESS	8924911	39.02		gas bill Sep 24 RUP
18/10/2024	TUDOR ENVIRONMENTAL	IN0348187	45.26		anti cimb paint sign x4
18/10/2024	EASTLEIGH BOROUGH COUNCIL	029899450	60.48		dog waste bin empty Sep 24
18/10/2024	EWS Plumbing	Invoice 3	90.00		RUP leak pipes, disabled toile
18/10/2024	Vicky Mansfield	27/09/2024	97.50		October newsletter delivery
18/10/2024	ZURICH MUNICIPAL	538181811	399.27		policy increase vehicle insura
18/10/2024	EASTLEIGH BOROUGH COUNCIL	03004945	694.03		Refuse collect MP Sep 24
18/10/2024	Smart MarketingManagement Limi	3589	960.00		Marketing&comms support sep 24
18/10/2024	Kaz White Limited	20240028	1,000.00		Team building 14/10/2024
18/10/2024	EASTLEIGH BOROUGH COUNCIL	03003957	1,518.30		F/S refuse collect 01/07-30/09
18/10/2024	HMRC PAYE/NIC	BACS	3,181.95		HMRC PAYE/NIC Sep 24
18/10/2024	Hampshire Pension	BACS	4,184.79		Hampshire Pension Sep 24
18/10/2024	CCLA Deposit Fund	Deposit tr	50,000.00		CCLA deposit transfer
22/10/2024	R Baker - MARA	BACS	207.00		Grant S137- MARA public liabil
22/10/2024	Stolle Surveys Ltd	202438.1	1,131.44		Boundary plan

List of Payments made between 01/10/2024 and 31/10/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
23/10/2024	TELEFONICA UK LTD	33233162	138.18		O2 September 24
24/10/2024	Everflow Utilities	3697117	222.92		Water bill 16/11/24-15/12/24
24/10/2024	Amazon.co.uk	gb46ibg6ab	19.19		gorilla glue 250ml
25/10/2024	CANON UK LTD	11651975	117.54		Canon rent 01/09-30/11/24
25/10/2024	Salaries	SALARIES	11,204.59		Salaries october 2024
28/10/2024	John Deere Bank	DD	540.92		Vehicle Hire October 2024
28/10/2024	BRITISH GAS BUSINESS	9010537	222.44		elec MP oct 24
28/10/2024	Amazon.co.uk	gb46kcmuab	9.39		casio calculator
Total Payments			<u>173,259.32</u>		

Bought Ledger 1 for Month No 7

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/10/2024	GB45VAGHABEI		AMAZON	AMAZON	11.69	2.34	14.03	4025	101	11.69	2x office flipchart pad
01/10/2024	202438		S SURVEYS	STOLLE	150.00	0.00	150.00	4111	101	150.00	boundary plan& notes
01/10/2024	363		PAT TEST	PT02	171.65	0.00	171.65	4381	306	171.65	PAT testing 30/09 RUP, office
02/10/2024	INV-7136		SOUTH TROPHIES	SOTREN 1	49.00	9.80	58.80	4205	102	49.00	bench plaque r fielder
01/10/2024	INV-D-05051		CLOUD IT	CLO8	622.60	124.52	747.12	4062	101	622.60	It support Oct 2024
02/10/2024	INV-5184		HVMH	H003	1,477.13	0.00	1,477.13	4041	101	1,477.13	office rent Oct-Dec 24
02/10/2024	102107		AXIS	AO2	242.00	48.40	290.40	4550	110	242.00	maint alarm 24/25 Office
01/10/2024	102105		AXIS	AO2	66.00	13.20	79.20	4078	306	66.00	maint alarm 24/25 grounds stor
01/10/2024	102106		AXIS	AO2	77.00	15.40	92.40	4075	306	77.00	maint CCTV 24/25 grounds store
01/10/2024	01/10/2024		MITCHELL ROBINSON	MROBINSON	97.50	0.00	97.50	4254	101	97.50	October newsletter delivery
01/10/2024	01/10/2024		ABRAHAMMS	EABR	195.00	0.00	195.00	4254	101	195.00	Sep&Oct newsletter delivery
03/10/2024	03/10/2024		F WHITAKER VERYARD	FWHV	97.50	0.00	97.50	4254	101	97.50	October newsletter delivery
16/10/2024	3697117		EVERFLOW	EVF1	222.92	0.00	222.92	4052	306	222.92	Water bill 16/11/24-15/12/24
08/10/2024	03004945		EBC	E02	694.03	0.00	694.03	4081	306	694.03	Refuse collect MP Sep 24
04/10/2024	8924911		BGAS	B04	37.16	1.86	39.02	4051	306	37.16	gas bill Sep 24 RUP
30/09/2024	02989450		EBC	E02	50.40	10.08	60.48	4370	108	50.40	dog waste bin empty Sep 24
07/10/2024	33233162		TELEFONICA	TE01	115.15	23.03	138.18	4060	101	115.15	O2 September 24
01/10/2024	GB45VUYIABEI		AMAZON	AMAZON	12.86	2.57	15.43	4025	101	12.86	3x mouse mat
04/10/2024	GB45Z13ZABEI		AMAZON	AMAZON	16.66	3.33	19.99	4382	108	16.66	tulip bulbs x100
03/10/2024	GB45XZHKABEI		AMAZON	AMAZON	31.65	6.33	37.98	4382	108	31.65	daffodil bulbs 10kg
27/09/2024	27/09/2024		VICKY MANSFIELD	VIXMANS	97.50	0.00	97.50	4254	101	97.50	October newsletter delivery
07/10/2024	IN0348187		TUDOR	T010	37.72	7.54	45.26	4381	306	37.72	anti cimb paint sign x4
10/10/2024	AG138133		AGRIGEM	AGR1	489.95	5.99	495.94	4382	306	489.95	premier grass seed 20kg x5
30/09/2024	INV-3589		SMART MARK	SMM1	800.00	160.00	960.00	4253	101	800.00	Marketing&comms support sep 24
05/10/2024	2408800172243		CANON	C07	5.96	1.19	7.15	4045	101	5.96	Canon rent 01/10/24-31/12/2024
06/10/2024	6203304		BUSINESS STREAM	BS02	19.83	0.00	19.83	4052	306	19.83	water allotment 11/07-05/10/24
15/10/2024	20240028		KAZ WHITE	KWHITE	1,000.00	0.00	1,000.00	4010	101	1,000.00	Team building 14/10/2024
10/09/2024	INVOICE 3		EWS PLUMBING	EWS1	90.00	0.00	90.00	4381	303	90.00	RUP leak pipes, disabled toile

Bought Ledger 1 for Month No 7

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
08/10/2024	03003957		EBC	E02	1,518.30	0.00	1,518.30	4081	306	1,518.30	F/S refuse collect 01/07-30/09
29/10/2024	Q718668		SAFETEC	ST01	198.77	39.75	238.52	4006	108	198.77	PPE, hi vis, thermals
27/10/2024	WRA2024-6		BURCOT FARM	BUR001	333.33	66.67	400.00	4203	102	333.33	20ft nordmann tree
31/10/2024	INV-28365		DOMESTIC DARLINGS	DD02	830.00	166.00	996.00	4100	306	830.00	Cleaning Oct 2024
31/10/2024	INV-2410/69		DESIGN & PRINT	D04	737.50	147.50	885.00	4250	103	737.50	2000x a4 newsletter Nov
31/10/2024	0000244351		SHOWCASE	SCPORT	91.21	18.24	109.45	4095	101	91.21	high back task chair on glides
29/10/2024	INV-6970		HALC	H07	98.00	19.60	117.60	4200	101	98.00	cllr training- core skills
18/10/2024	JPDCPC20241		JAMES	JDOB1	92.00	0.00	92.00	4382	205	92.00	hornet nest treatment & remova
18/10/2024	102349		AXIS	AO2	225.00	45.00	270.00	4075	306	225.00	call out fee- CCTV RUP
18/10/2024	58302600		HCC	H04	36.84	7.37	44.21	4101	306	36.84	mini jumbo roll
21/10/2024	202438.1		S SURVEYS	STOLLE	1,131.44	0.00	1,131.44	4110	101	1,131.44	Boundary plan
22/10/2024	1021766		RAREDMAN	RARED	78.75	15.75	94.50	4381	306	78.75	heating issues, labour 1 hr
25/10/2024	4677		J HUMPHRY ASSOC	HU01	40.00	8.00	48.00	4003	101	40.00	payroll october 2024
25/10/2024	3611866724		HCC	H04	800.00	160.00	960.00	4273	104	800.00	parking permits 2025 x200
24/10/2024	GB46IBG6ABEI		AMAZON	AMAZON	15.99	3.20	19.19	4381	306	15.99	gorilla glue 250ml
26/10/2024	GB46KCMUABEI		AMAZON	AMAZON	7.83	1.56	9.39	4025	101	7.83	casio calculator
24/10/2024	3611866634		HCC	H04	251.00	50.20	301.20	4111	101	251.00	legal advice disposal notices
16/10/2024	538181811		ZURICH	Z01	356.49	42.78	399.27	4065	101	356.49	policy increase vehicle insura
14/10/2024	9011170		BGAS	B04	107.86	5.39	113.25	4050	306	107.86	Electricity RUP Oct 24
14/10/2024	9010537		BGAS	B04	52.58	2.63	55.21	4050	306	52.58	Electricity F/S oct 24
14/10/2024	9013756		BGAS	B04	51.41	2.57	53.98	4050	306	51.41	elec MP oct 24
TOTAL INVOICES					<u>14,033.16</u>	<u>1,237.79</u>	<u>15,270.95</u>			<u>14,033.16</u>	

Payment Summary (Part 1) Landscape

Tax Month : 7 Week : 29 Payment Frequency: Monthly

Ee Ref	Employee Name	Total Gross	Taxable Gross	Pre-Tax Payment	Pre-Tax Ded'n	Student/Postgrad Loan	PAYE	Employee NIC	Employee Pension*	SSP	Parental Payments	Post-Tax Payment	Post-Tax Ded'n	BIF	CIF	Net Pay
25	A Fejzo	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
26	M Cowley	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
30	J James	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
31	HC Robinson	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
32	EL Abrahams	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
34	C Garley	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
35	BE Digweed	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
7	Employees	<u>14083.33</u>	<u>13226.96</u>	<u>14083.33</u>	<u>0.00</u>	<u>0.00</u>	<u>1245.80</u>	<u>599.30</u>	<u>856.37</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>177.27</u>	<u>0.00</u>	<u>0.00</u>	<u>11204.59</u>

*Please note this value does not include any contribution made to a salary sacrifice pension scheme.

SALES LEDGER INVOICE LISTING

Sales Ledger 1 for Month No 7

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Customer A/c Name	Customer A/c	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/10/2024	21-11030	J FIELDER	JFIE	408.33	81.67	490.00	1326	102	408.33	Invoice No:-21-11030
01/10/2024	21-11031	W CORNISH	WC02	300.00	0.00	300.00	1151	105	300.00	Invoice No:-21-11031
02/10/2024	21-11032	D FREEMAN	ALLOTDF	70.75	0.00	70.75	1250	205	60.75	Invoice No:-21-11032
							1251	205	10.00	Invoice No:-21-11032
03/10/2024	21-11033	RSYC	RS02	191.67	8.33	200.00	565	0	150.00	Invoice No:-21-11033
							1115	101	41.67	Invoice No:-21-11033
03/10/2024	21-11034	R BACK	ALLOTRB	33.75	0.00	33.75	1250	205	33.75	Invoice No:-21-11034
04/10/2024	21-11035	A MEHRABIAN	DPAM	97.22	19.44	116.66	1260	301	97.22	Invoice No:-21-11035
08/10/2024	21-11036	J BUNCE	ALLOTJB	43.75	0.00	43.75	1250	205	33.75	Invoice No:-21-11036
							1251	205	10.00	Invoice No:-21-11036
09/10/2024	21-11037	W CORNISH	WC02	100.00	0.00	100.00	1151	105	100.00	Invoice No:-21-11037
09/10/2024	21-11038	W CORNISH	WC02	300.00	0.00	300.00	1151	105	300.00	Invoice No:-21-11038
11/10/2024	21-11039	A H FREEMANTLE	AH1	1,000.00	0.00	1,000.00	1150	105	500.00	Invoice No:-21-11039
							1152	105	500.00	Invoice No:-21-11039
15/10/2024	21-11040	RORC RATING OFFICE	RORC	110.00	0.00	110.00	1202	306	60.00	Invoice No:-21-11040
							565	0	50.00	Invoice No:-21-11040
16/10/2024	21-11041	SOLENT VETS	S013	240.00	0.00	240.00	1200	201	240.00	Invoice No:-21-11041
16/10/2024	21-11042	SOLENT SPORT	SO1	1,275.00	0.00	1,275.00	1200	202	1,275.00	Invoice No:-21-11042
16/10/2024	21-11043	SOLENT SPORT	SO1	450.00	0.00	450.00	1200	202	450.00	Invoice No:-21-11043
16/10/2024	21-11044	SOLENT SPORT	SO1	300.00	0.00	300.00	1200	202	300.00	Invoice No:-21-11044
18/10/2024	21-11045	E KETLEY	ALLOTEK	50.50	0.00	50.50	1250	205	40.50	Invoice No:-21-11045
							1251	205	10.00	Invoice No:-21-11045
29/10/2024	21-11046	J WRIGHT	ALLOTJW	43.75	0.00	43.75	1250	205	33.75	Invoice No:-21-11046
							1251	205	10.00	Invoice No:-21-11046
TOTAL INVOICES				5,014.72	109.44	5,124.16			5,014.72	

Hamble Parish Council - Expenditure and Income table - FY ending 31 March 2025

	Actual to date	Budget	Variance
Expenditure			
Salaries	£70,716.00	£200,000.00	£129,284.00
Grounds maintenance	£3,504.00	£4,000.00	£496.00
Repairs & maintenance	£3,819.00	£1,000.00	-£2,819.00
Property maintenance	£2,222.00	£1,500.00	-£722.00
Cleaning	£3,820.00	£9,200.00	£5,380.00
Staff training	£685.00	£3,000.00	£2,315.00
Software costs	£9,725.00	£11,000.00	£1,275.00
Income			
Precept	£146,411.00	£292,823.00	£146,412.00
Pitch hire	£3,405.00	£6,200.00	£2,795.00
Car Park income	£21,387.00	£45,000.00	£23,613.00
Foreshore events	£1,198.00	£1,000.00	-£198.00
Committee room hire	£374.00	£2,000.00	£1,626.00
Dinghy Park	£1,639.00	£40,635.00	£38,996.00
Total income	£188,694.00	£410,578.00	£221,884.00
Total expenditure	£159,195.00	£410,280.00	£251,085.00

Forecast.	
Projected year end	% spent
£174,150.00	35%
£8,409.60	88%
	382%
£8,854.00	148%
£9,168.00	42%
£1,644.00	23%
£23,340.00	88%
£292,823.00	50%
£8,172.00	55%
£51,328.00	48%
£2,875.00	120%
£897.00	19%
£3,933.00	4% (Dinghy park income comes in January/February)
£452,865.00	46%
£382,068.00	39%

Hamble Parish Council - Expenditure and Income table - FY 2024-25 - ending 31 March 2025

	Actual to date	Budget	Forecast. Projected Year end(1)	Variance. Forecast against budget	% Forecast YE spend vs budget	% Variance vs budget	Notes
Expenditure							
Salaries	£84,757.00	£200,000.00	£180,014.00	-£19,986.00	90%	-10%	Incl: estimate for cost of living increase and caretaker role
Staff costs	£24,273.00	£62,000.00	£48,546.00	-£13,454.00	78%	-22%	Pension and NI.
Staff training	£1,231.00	£3,000.00	£2,462.00	-£538.00	82%	-18%	
Grounds maintenance	£4,264.00	£4,000.00	£8,528.00	£4,528.00	213%	113%	
Repairs & maintenance	£3,818.57	£1,000.00	£7,637.14	£6,637.14	764%	664%	
Property maintenance	£2,580.73	£1,500.00	£5,161.46	£3,661.46	344%	244%	
Vehicle Hire	£2,705.00	£17,000.00	£5,410.00	-£11,590.00	32%	-68%	
Cleaning	£4,645.00	£9,200.00	£9,290.00	£90.00	101%	1%	
Comms	£3,862.00	£10,000.00	£7,724.00	-£2,276.00	77%	-23%	
Software costs	£10,347.63	£11,000.00	£20,695.26	£9,695.26	188%	88%	Incl: CloudyIT (MS Office365), Rialtas (accounting), Worknest
Insurance	£9,056.00	£8,500.00	£9,056.00	£556.00	107%	7%	
All other expenditure	£32,506.07	£100,080.00	£65,012.14	-£35,067.86	65%	-35%	Incl: utilities, accountancy costs, PPE
Total	£184,046.00	£427,280.00	£369,536.00	-£57,744.00	86%	-14%	
Income							
Precept	£292,823.00	£292,823.00	£292,823.00	£0.00	100%	0%	
Pitch hire	£3,505.00	£6,200.00	£7,010.00	£810.00	113%	13%	
Car Park income	£23,813.00	£45,000.00	£47,626.00	£2,626.00	106%	6%	
Foreshore events	£1,198.00	£1,000.00	£1,198.00	£198.00	120%	20%	
Committee room hire	£612.00	£2,000.00	£1,224.00	-£776.00	61%	-39%	
Dinghy Park	£1,639.00	£40,635.00	£36,765.00	-£3,870.00	90%	-10%	
Clock permits	£461.00	£5,600.00	£4,625.00	-£975.00	83%	-17%	Estimate: for selling 185 clock permits (# sold in 2024)
Burial fees	£6,825.00	£7,700.00	£7,000.00	-£700.00	91%	-9%	
All other income	£14,840.00	£9,620.00	£20,000.00	£10,380.00	208%	108%	Incl: allotments, advertising, interest, admin fee, rental income.
Total	£345,716.00	£410,578.00	£418,271.00	£7,693.00	102%	2%	
Total expenditure	£184,046.00	£410,280.00	£359,037.00	-£51,243.00	88%	-12%	
Total income	£345,716.00	£410,578.00	£418,271.00	£7,693.00	102%	2%	

(1) Forecast. Projected Year end - estimate provided by Officers (Clerk-RFO and Finance Officer) - based on assumptions of variable income and exp. during the year.

Hamble Parish Council - Expenditure and Income table - FY 2024-25 - ending 31 March 2025

	Actual to date	Budget	Forecast. Projected Year end(1)	Variance. Forecast against budget	% Forecast YE spend vs budget
Expenditure					
Salaries	£98,841.00	£200,000.00	£179,941.71	-£20,058.29	90%
Staff costs	£35,862.00	£62,000.00	£61,477.71	-£522.29	99%
Staff training	£2,231.00	£3,000.00	£3,824.57	£824.57	127%
Grounds maintenance	£4,894.00	£4,000.00	£8,389.71	£4,389.71	210%
Repairs & maintenance	£3,818.57	£1,000.00	£6,546.12	£5,546.12	655%
Property maintenance	£2,826.00	£1,500.00	£4,844.57	£3,344.57	323%
Vehicle Hire	£3,155.00	£17,000.00	£5,408.57	-£11,591.43	32%
Cleaning	£5,475.00	£9,200.00	£9,385.71	£185.71	102%
Comms	£4,662.00	£10,000.00	£7,992.00	-£2,008.00	80%
Software costs	£10,970.00	£11,000.00	£18,805.71	£7,805.71	171%
Insurance	£9,413.00	£8,500.00	£9,413.00	£913.00	111%
Utilities	£4,283.00	£15,000.00	£7,342.29	-£7,657.71	49%
All other expenditure	£43,018.43	£68,080.00	£73,745.88	£5,665.88	108%
Total	£225,166.00	£410,280.00	£397,117.57	-£13,162.43	97%
Income					
Precept	£292,823.00	£292,823.00	£292,823.00	£0.00	100%
Pitch hire	£5,770.00	£6,200.00	£9,891.43	£3,691.43	160%
Car Park income	£35,032.00	£45,000.00	£60,054.86	£15,054.86	133%
Foreshore events	£1,198.00	£1,000.00	£2,053.71	£1,053.71	205%
Committee room hire	£672.00	£2,000.00	£1,152.00	-£848.00	58%
Dinghy Park	£1,639.00	£40,635.00	£2,809.71	-£37,825.29	7%
Clock permits	£486.00	£5,600.00	£833.14	£4,625.00	15%
Burial fees	£8,525.00	£7,700.00	£11,500.00	£3,800.00	149%
Interest	£4,502.00	£100.00	£7,717.71	£7,617.71	7718%
All other income	£14,332.00	£9,520.00	£24,569.14	£15,049.14	258%
Total	£364,979.00	£410,578.00	£413,404.71	£2,826.71	101%
Total expenditure	£225,166.00	£410,280.00	£359,037.00	-£51,243.00	88%
Total income	£364,979.00	£410,578.00	£413,404.71	£2,826.71	101%

(1) Forecast. Projected Year end - estimate provided by Officers (Clerk-RFO and Finance Officer) - based on a

% Variance vs budget	Notes
-10%	Incl: estimate for cost of living increase and caretaker role
-1%	Pension and NI.
27%	
110%	
555%	
223%	
-68%	
2%	
-20%	
71%	Incl: CloudyIT (MS Office365), Rialtas (accounting),
11%	Worknest
-51%	
8%	Incl: accountancy costs, PPE, CCTV
-3%	
0%	
60%	
33%	
105%	
-42%	
-93%	
-85%	Estimate: for selling 185 clock permits (# sold in 2024)
49%	
7618%	
158%	Incl: allotments, advertising, interest, rental income.
1%	
-12%	
1%	

assumptions of variable income and exp. during the year.

Foreshore bench Sponsorship and ownership 2025

Following the latest request for a memorial plaque, we have discussed in the office a number of ideas around bench sponsorship and ownership.

On Monday March 7th 2022 Assets meeting, the following was minuted:

“Sponsoring of benches 10 years – £450 and we do the plaques - £490 up to 4 per bench No private plaques. Sponsorship to be renewed after 10 years. No flowers or private memorials and up to four plaques per seat. Purchase of seat. Own it. One owner per seat. No maintenance charges. Comments to come back before Council.”

However, currently published on the website, is a £4500 charge for ownership. We can find no evidence of when this was agreed and it seems to be a deterrent for purchasing benches and not in line with any other parish councils charges.

Also, neither of the above charges have been added to our fees and charges list, so once agreed these will be added.

By lowering the purchase costs to a more affordable rate, it is more likely to encourage purchases which will in turn give us some much needed funding to install some of the benches that are currently in storage.

The wording for each scenario needs some work as there are different words such as: sponsorship, adoption or donation. However, the word ownership is misleading.

Our recommendation:

To agree to re-adopt the sponsorship of bench as below and the subsequent terms and conditions but to agree an exclusive sponsorship cost of the price of the bench plus a charge for the maintenance of the bench and a plaque.

Shared Sponsorship of bench:

Sponsorship for 10 years.	£490.00 for maintenance of bench and bench plaque	Same terms and conditions as before (in 2022- please see below)
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Exclusive Sponsorship of benches:

Adopting a bench for the lifetime of the bench.	Cost of the bench and installation (price to be confirmed on purchase, at date of application prices) plus £250 for the lifetime of the bench and plaque.	Please see new terms and conditions for ownership of bench (below).
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Exclusive Sponsorship of bench Terms & Conditions

Hamble Parish Council supports the principle of memorial bench installations within the open spaces it owns and controls but is mindful that these are shared spaces and therefore it is appropriate to manage and regulate such installations.

All applications for memorial benches must be completed on the official application form. All requests will be considered and where possible a positive response will be given if a suitable site is available. As sites are limited, priority will be given to requests where the individual(s) can demonstrate a strong connection to the local area.

Our current bench cost is between £700 and £1400 dependant on style and location. If a bench is currently in situ, the cost will be whatever the cost of the bench was when purchased, however age of the bench will be factored in. Decision for style and location will be with the parish council.

A request for a particular location for a memorial bench may be made but the final decision will rest with the Clerk or assets management committee according to the perceived impact that siting a bench on a particular location might have. At this moment, Hamble Parish Council have a list of locations that benches can be placed. Our priority benches are currently at the foreshore. This may be amended in the future.

The plaques will all be a standard size (15cm x 5cm), brass with 4 screws to attach to the seat, the cost includes 3 lines of engraving. The plaques must be purchased via HPC at the time of sponsorship. No private plaques will be accepted.

The engraving will reflect the wording provided by you in the above form. HPC will not be responsible for any errors made.

The parish council will be responsible for general maintenance of benches to ensure they meet health and safety requirements and will review the condition of benches on at least an annual basis. Benches are expected to have a serviceable life of 10-20 years. If the bench is still serviceable after this period, then it will be retained with the memorial plaque in situ until such time as it does reach the end of its serviceable period.

On reaching the end of its *serviceable life, a bench will unfortunately have to be removed - even if less than 10 years. If the original requestor can be contacted, then the memorial plaque will be returned to them, and they will be informed that the bench is to be removed due to its condition.

The requestor may make a request for a new replacement bench to be purchased and installed at their cost. The council cannot guarantee the long-term safety or security of the bench and is not responsible for the replacement of benches resulting from damage or deterioration with age. In the unlikely event the seat is stolen, the Council shall not be responsible for providing a replacement.

Flowers and memorabilia cannot be attached or left in the vicinity of the bench seat. Any attached or left will be removed by the estates team.

*The Parish Councils decision will be final.

The parish council reserves the right to relocate any benches where there is a need to do so. This may be temporary to allow works to be carried out or may be permanent where a particular issue with the siting of a bench becomes apparent over time.

Shared Sponsorship of bench Terms and Conditions

The plaques will all be a standard size (15cm x 5cm), brass with 4 screws to attach to the seat, the cost includes 3 lines of engraving.

The plaques must be purchased via HPC at the time of sponsorship.

No private plaques will be accepted.

The engraving will reflect the wording provided by you in the above form. HPC will not be responsible for any errors made.

You do not own the seat.

There will be no choice as to which bench seat is sponsored.

There will be up to 4 sponsors for 1 bench seat.

The seat is sponsored for 10 years after which time you will need to renew the sponsorship, or it will be passed to the next person on the list.

It will be your responsibility to contact the HPC to renew.

When your sponsorship expires the plaque will be removed and retained by the HPC for 6 months waiting for you to collect.

You will not be expected to pay for any maintenance or repairs of the seat.

Flowers and memorabilia cannot be attached or left in the vicinity of the bench seat. Any attached or left will be removed by the estates team.