



ANNUAL FULL COUNCIL MEETING

Minutes of the Annual Full Council Meeting of Newhaven Town Council
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday May 14th 2024 at 7.15pm**

PRESENT: Councillors: Julie Carr (Chair & Town Mayor)
Lesley Boniface (Chair of Environment & Amenities)
Lindsey Macleod (Chair of Personnel)
Pinky McLean-Knight (Chair of Planning & Development)
Christoph Von Kurthy (Chair of Audit)
Sean Macleod (Chair of Strategy & Regeneration)
Kim Bishop
Graham Amy
Steve Saunders
Linda Thomas
Shaun Boniface
Krissy Taylor
Mark Wardle
Corina Watts
Jan Woodling

ALSO ATTENDING: Ken Dry, Town Clerk
Alison Campbell, Responsible Finance Officer (RFO)
Steph Georgalakis, Events & Communications Officer
15 members of the public

C001/24 The Chairman opened the meeting and stated that the meeting was being recorded and that the recording would be made publicly available on the Newhaven Town Council website for 28 days followed by its removal and deletion.

C002/24 **TO ELECT THE TOWN MAYOR FOR THE ENSUING YEAR AND TO RECEIVE THEIR DECLARATION OF ACCEPTANCE OF OFFICE.**

Cllr. S. Macleod,

NOMINATED Cllr. Pinky McLean-Knight to be elected Town Mayor for the ensuing year,
SECONDED by Cllr. Saunders.

As there were no other nominees, it was

RESOLVED unanimously, that Cllr. Pinky McLean-Knight to be elected Town Mayor for the ensuing year.

Cllr. Carr invested Cllr. Pinky McLean-Knight with the Mayoral Chain. Cllr. Pinky McLean-Knight then made her declaration of acceptance of office and presented Cllr Carr with her Past Mayors badge.

C003/24 **TO ELECT THE DEPUTY TOWN MAYOR FOR THE ENSUING YEAR AND TO RECEIVE THEIR DECLARATION OF ACCEPTANCE OF OFFICE.**

Cllr. Wardle,

NOMINATED Cllr. Sean Macleod to be elected Deputy Town Mayor for the ensuing year,
SECONDED by Cllr Taylor.

As there were no other nominees, it was

RESOLVED unanimously, that Cllr. S. Macleod to be elected Deputy Town Mayor for the ensuing year

Cllr. Bishop invested Cllr. S. Macleod with the chain of Deputy Town Mayor. Cllr. S. Macleod then made his declaration of acceptance of office.

C004/24 **APOLOGIES FOR ABSENCE**

None received.

C005/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

Cllr. S. Macleod declared an interest in Item 13 of the Agenda in that he positions on the Boards of ESALC & LDALC

C006/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 19TH MARCH 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

RESOLVED:

That these minutes be signed by the Chairman as a true record of the proceedings.

C007/24 **PETITIONS AND PUBLIC QUESTIONS.**

None received.

C008/24 **TO AGREE THE TERMS OF REFERENCE FOR THE COUNCIL'S COMMITTEES.**

Cllr. L. Boniface,

PROPOSED that these be acknowledge and adopted, this was
SECONDED by Cllr. Amy.

RESOLVED unanimously.

C009/24 **TO AGREE THE MEMBERSHIP OF COMMITTEES AND WORKING GROUPS.**

The Town Clerk informed the meeting that the controlling group of the council (Lib Dems) had proposed a list of members for the councils' standing committees which still left a number of 'vacancies' to be filled by the other political groups.

Following discussion and agreement by all individual councillors concerned, it was

RESOLVED unanimously that the standing committee membership would be as follows,

2024-2025	Chairman	Member	Member	Member	Member	Member	Member
Environment & Amenities	Cllr L Boniface	Cllr. Amy	Cllr. L. Macleod	Cllr. Watts	Cllr. Taylor	Cllr. Bishop	Cllr. Woodling
Promotion Partnership & Finance	Cllr. Wardle	Cllr. Carr	Cllr L Boniface	Cllr. L. Macleod	Cllr. S. Boniface	Cllr. Watts	Cllr. Saunders
Strategy & Regeneration	Cllr. S. Macleod	Cllr L Boniface	Cllr. S. Boniface	Cllr. Wardle	Cllr. Taylor	Cllr. Bishop	Cllr Woodling
Audit	Cllr. S. Boniface	Cllr. K. Bishop	Cllr. Taylor	Cllr. Thomas	Cllr G. Amy		
Personnel	Cllr. L. Macleod	Cllr. Bishop	Cllr. Watts	Cllr. Carr	Cllr. Thomas	Cllr. S. Boniface	Cllr. Saunders
Planning & Development	Cllr. McLean-Knight	Cllr. Amy	Cllr. Bishop	Cllr. S. Boniface	Cllr L Boniface	Cllr. Taylor	Cllr. Saunders

The Chairman of the Council and those Chairs of standing Committees cannot be members of the Audit Committee.

C010/24 TO APPOINT COUNCILLORS TO SERVE AS REPRESENTATIVES OF THE TOWN COUNCIL ON THE FOLLOWING BODIES.

Following discussion, it was **RESOLVED** unanimously that the following councillors serve as representatives on these external bodies;

External Bodies	2024-25
Access in Seaford & Newhaven Committee	Cllr. L. Boniface
West Quay Day Centre (formerly Age Concern)	Vacant
Lewes District Citizens Advice	Vacant
South East Community Rail Partnership	Cllr. Saunders
CTLA	Cllr. Saunders
East Sussex Association of Local Councils	Cllr. S. Macleod
	plus 1
Egrets Way Committee	Cllr. L. Boniface
Friends of Riverside Park	Cllr. S. Boniface
Heat Network Board (Defunct?)	N/A
Joint Action Group	Cllr. S. Macleod
Lewes District Association of Local Councils	Cllr. S. Macleod
Newhaven Chamber of Commerce	Cllr. Von Kurthy
Hillcerest Centre	Cllr. Woodling
Parishes of the Lower Ouse	Cllr. L. Macleod
Newhaven Historical Society	Cllr. Amy
Uckfield Railway Parishes Committee	N/A

C011/24 TO AGREE THE MEETING SCHEDULE FOR THE FORTHCOMING CIVIC YEAR.

RESOLVED unanimously to adopt the proposed meeting schedule.

C012/24 TO ADOPT THE GOVERNANCE AND MANAGEMENT RISK REGISTER PREPARED BY THE CLERK.

The Town Clerk summarised the Register. Cllr. Saunders indicated his slight concern regarding item 4 of the Register (Loss of Clerk and/or RFO) particularly given the recent departure of the Deputy Town Clerk and the issues that may arise if the Town Clerk was incapacitated or resigned.

The Town Clerk indicated that there would be a limited initial impact should this indeed arise and that the Councils membership of ESALC, NALC and SLCC would mitigate key legislative and procedural issues and could additionally provide the services of a Locum Clerk until such a staffing issue was resolved.

Cllr. L. Macleod asked if this aspect could be brought before the Personnel Committee for further consideration.

RESOLVED unanimously that this matter be brought before the next Personnel Committee for consideration.

C013/24 TO AGREE THE ANNUAL INSURANCE PREMIUM FOR THE TOWN COUNCIL.

The Town Clerk summarised his report, and following discussion it was,

PROPOSED by Cllr. Saunders that the report recommendation be undertaken,

That the council notes the contents of this report and instructs the Town Clerk to take advantage of the recommendations of its Insurance Broker, James Hallam to achieve a total insurance cost of £18,061.12 for the insurance year 00:01 June 1st 2024 until May 31st 2025.

SECONDED by Cllr. S. Macleod

RESOLVED unanimously,

That the council notes the contents of this report and instructs the Town Clerk to take advantage of the recommendations of its Insurance Broker, James Hallam to achieve a total insurance cost of **£18,061.12** for the insurance year 00:01 June 1st 2024 until May 31st 2025.

C014/24 TO AGREE THE PAYMENT OF THE FOLLOWING ANNUAL SUBSCRIPTIONS – REPORT BY THE CLERK

Sussex Associations of Local Councils (includes National Association of Local Councils)

LCR Magazine subscription

Lewes District Association of Local and Parish Councils

Newhaven Chamber of Commerce

Society of Local Council Clerks

The Town Clerk summarised this report and following discussion, it was

PROPOSED by Cllr. L. Boniface that all subscriptions be maintained until the next review and Annual Full Council Meeting.

SECONDED by Cllr. Taylor

RESOLVED unanimously that all subscriptions be maintained until the next review and Annual Full Council Meeting.

C015/24 TO CONFIRM THAT AN EFFECTIVE SYSTEM OF INTERNAL AUDIT IS IN PLACE.

a) Internal Audit – Final Update Report

b) Internal Auditor – AGAR Certificate 2023-24

The Town Clerk drew the council's attention to the final Internal Audit Report and the completed AGAR Annual Internal Audit Report completed by the Internal Auditor, indicating that an effective system of Internal Audit is in place.

Having satisfied themselves of this matter, the council unanimously,

RESOLVED that an effective system of Internal Audit is in place.

C016/24 TO CONSIDER AND CONFIRM THE APPOINTMENT OF AN EXTERNAL COMPANY AS THE TOWN COUNCIL'S INTERNAL AUDITOR FOR 2024-25 – REPORT BY THE CLERK.

The Town Clerk summarised his report, and following discussion, it was,

PROPOSED by Cllr. Amy that Mulberry & Co., be re-appointed as Internal Auditors for the Financial Year 2024-25.

SECONDED by Cllr. Saunders

RESOLVED that Mulberry & Co., be re-appointed as Internal Auditors for the Financial Year 2024-25.

At the request of Cllr. Saunders, the Chair and the council expressed their sincere thanks and appreciation to Mrs. Campbell (RFO) for her continued work in this regard.

C017/24 TO APPROVE SECTIONS 1 AND 2 OF THE ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2024 AND THE UNAUDITED ACCOUNTS.

The Chair requested that councillors take some additional time to read those documents before them and let her have any questions.

No questions were asked regarding the documents at hand, and it was

RESOLVED unanimously, that the council approved both Sections 1 (Annual Governance Statement 2023/24) and 2 (Accounting Statements 2023/24) of the Annual Governance and Accountability Return for 2023/24

C018/24 EXCLUSION OF PRESS AND PUBLIC - TO RESOLVE THAT THE PRESS AND PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING IN ACCORDANCE WITH THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960, IN VIEW OF THE CONFIDENTIAL NATURE OF THE PERSONNEL MATTERS TO BE DISCUSSED.

RESOLVED.

C019/24 CONFIDENTIAL – ROLE RE-EVALUATION AND NEW POST CREATION – RECOMMENDATION(S) BY THE PERSONNEL COMMITTEE - REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report outlining the recommendations of the Personnel Committee from its May 10th 2024 meeting which were additionally supported by Cllr. L. Macleod (Chair of the Personnel Committee).

Following discussion, it was unanimously,

RESOLVED, to authorise and approve,

1. The recommendations of the Personnel Committee following the Job Evaluation exercise, and
2. That any resultant overspend be borne from General Reserves for the current Financial Year (24/25).

There being no further business, the Meeting closed at 20:17Hrs.

Date:

Town Mayor



PLANNING & DEVELOPMENT COMMITTEE

Minutes of the Planning & Development Committee meeting
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday 26th March 2024** at 7:15pm.

PRESENT: Councillors Pinky McLean-Knight (Chair)
Shaun Boniface
Brian Noon
Lesley Boniface (Sub for Cllr Bishop)
Graham Amy

ALSO ATTENDING: Ken Dry, Town Clerk
Alison Campbell RFO

P085/24 The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

P086/24 **APOLOGIES FOR ABSENCE**

Cllr. Saunders and Bishop

P087/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

None.

P088/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE HELD ON TUESDAY 27TH FEBRUARY 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

RESOLVED:

That these minutes be signed by the Chair as a true record of the proceedings.

P089/24 **PETITIONS/PUBLIC QUESTIONS**

None received.

P090/24 **TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS.**

TW/24/0018/TCA 36 Second Avenue Newhaven

T4 - Ash - remove hanging limb and major deadwood from crown. T5 - Beech - remove major deadwood and 5 No. low stub branches over garden. T6 - Ash - dead crown reduce to 4 metre monolith (leaving tree house) T7 - Wild Cherry - crown lift 6 No. lower branches to 3 metres and remove major deadwood. T8 - Wild Cherry group - crown lift lower branches to 3 metres and remove major deadwood. T9 - Wild Cherry - crown lift lower branches to 3 metres and remove major deadwood. T10 - Mulberry - crown lift lower branches to 2.5 metres and remove major deadwood.

Following discussion, the committee,

RESOLVED, that they had no comment regarding this application.

LW/24/0154

5 To 7 Geneva Road Newhaven

Demolition of existing dwelling (5 Geneva Road), and erection of two detached dwellings with relocation of boundary at 7 Geneva Road - Resubmission of LW/23/0525.

Following discussion, the committee,

RESOLVED, that they had no objection to this application, though requested that 'swift bricks' be incorporated within the build as part of any Bio-diversity Net-Gain.

LW/24/0121

4 Holmstreu Villas Fort Road

Installation of front driveway with associated landscaping, creation of dropped kerb, addition of brick wall to both sides of the driveway. and removal of brick wall to front elevation.

Following discussion, the committee,

RESOLVED, that they had no objection to this application.

P091/24

TO CONSIDER AND NOTE A REPORT ON RECENT PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL.

Noted.

There being no further business, the Meeting closed at 7:31pm.

Date:

Chairman



PLANNING & DEVELOPMENT COMMITTEE

Minutes of the Planning & Development Committee meeting
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday 30th April 2024 at 7:16pm.**

PRESENT: Councillors Pinky McLean-Knight (Chair)
Kim Bishop
Brian Noon
Krissy Taylor

ALSO ATTENDING: Ken Dry, Town Clerk

P092/24 The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

P093/24 **APOLOGIES FOR ABSENCE**

Cllr. Saunders, Amy and S. Boniface

P094/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

None.

P095/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE HELD ON TUESDAY 26TH MARCH 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

RESOLVED:

That these minutes be signed by the Chair as a true record of the proceedings.

P096/24 **PETITIONS/PUBLIC QUESTIONS**

None received.

P097/24 **TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS.**

The Town Clerk informed the meeting that application **TW/24/0021/TCA** had been withdrawn by the applicant and that application **LW/24/0148** had already been approved by the Planning Authority on April 23rd 2024

TW/24/0021/TCA

Cedars House 1 Heighton Road

T1 - Sycamore – Fell

T2 - Sycamore - Fell

T3 - Ash – Fell

Not considered by this committee.

LW/24/0177

29 Station Road Newhaven

Change of Use from dwelling house (C3) to children's care home (C2).

Following discussion, it was

RESOLVED that the committee had no objection to this application.

LW/24/0148

6 Rose Walk Close Newhaven

Single storey rear outbuilding for use as ancillary Accommodation.

Not considered by this committee.

LW/24/0231

16 Lee Way Newhaven East Sussex

Loft conversion with front and rear pitched dormers and solar panels to front roof slope.

Following discussion, it was

RESOLVED that the committee had no objection to this application.

LW/24/0198

6 Northdown Road Newhaven

Single storey rear extension, addition of rear dormer, and replacement of existing side dormer with hip to gable roof extension.

Following discussion, it was

RESOLVED that the committee had no objection to this application.

LW/24/0229

5 Willow Walk Newhaven

Front porch extension.

Following discussion, it was

RESOLVED that the committee had no objection to this application.

LW/24/0041

9 Thompson Road Newhaven

Installation of side dormer with 2no.rooflights (Amended Dormer Windows).

Following discussion, it was

RESOLVED that the committee supported this application, noting that the applicant has taken into

consideration the size, type and location of the rooflights.

LW/24/0265

Sacred Heart Church Fort Road Newhaven
Change of Use from F1(f) (Place of Worship) to C3 (Dwelling House) and creation of 4 No. dwellings.

Following discussion, it was

RESOLVED that whilst the committee supported this application overall it would have preferred that the original front window 'shapes' could have been retained.

SDNP/24/01458/HOUS

Homestead, Lewes Road, Newhaven
Single storey rear extension to replace rear outbuilding, rear hipped to gable end roof extension with 3no. rooflights to create first floor living space, removal of existing side porch, addition of detached garage with roofed carport, creation of a dropped kerb and hardstanding for two-car driveway.

Following discussion, it was

RESOLVED that the committee had no objection to this application.

LW/24/0257

Land to South of Searchlight Workshops Station Road
Erection of 2no. dwellings with car parking.

Following discussion, it was

RESOLVED that whilst the committee appreciated the comments of the objectors, it had no objection to this application.

LW/24/0300

32 First Avenue Newhaven
Single storey rear extension and raised timber decking.

Following discussion, it was

RESOLVED that the committee had no objection to this application.

P098/24

TO CONSIDER AND NOTE A REPORT ON RECENT PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL.

Noted.

There being no further business, the Meeting closed at 8:28pm.

Date:

Chairman



PLANNING & DEVELOPMENT COMMITTEE

Minutes of the Planning & Development Committee meeting
held at Meeching Hall, Fort Road, Newhaven
on **Tuesday 28th May 2024 at 7:15pm.**

PRESENT: Councillors Pinky McLean-Knight (Chair)
Kim Bishop
Steve Saunders
Krissy Taylor
Graham Amy

ALSO ATTENDING: Cllr. Jan Woodling
Ken Dry, Town Clerk

P001/24 The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

P002/24 **APOLOGIES FOR ABSENCE**

Cllrs L. Boniface and S. Boniface

P003/24 **TO ELECT A VICE CHAIR FOR THIS PLANNING & DEVELOPMENT COMMITTEE FOR THE ENSUING YEAR.**

Cllr. Bishop,
NOMINATED Cllr Saunders for this role,

SECONDED by Cllr. Amy

With no other nominations being made it was unanimously,

RESOLVED, that Cllr Saunders take the role of Vice Chair of this Planning & Development Committee for the ensuing Civic Year.

P004/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

Cllr. Taylor informed the meeting that she lived near to the property under application LW/24/0285.

Cllr. Amy and Saunders informed the meeting that they were acquainted with the applicant for TW/24/0051/TPO, who is a former councillor.

P005/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PLANNING AND DEVELOPMENT COMMITTEE HELD ON TUESDAY 30th APRIL 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

RESOLVED:

That these minutes be signed by the Chair as a true record of the proceedings.

P006/24 **PETITIONS/PUBLIC QUESTIONS**

None received.

P007/24 **TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS.**

LW/24/0308

33 Wellington Road Denton
Single storey front extension.

Following discussion, the committee,

RESOLVED that they had no objection to this application but requested that permeable paving/surfacing be used to prevent surface water 'run-off.'

TW/24/0048/TPO

1 Mount Road Newhaven
T1 - Sycamore - Fell to ground level and re-plant.

Following discussion, the committee,

RESOLVED that they had no objection to this application but requested a more appropriate (native species) replaces the same.

LW/24/0261

66 Denton Road Newhaven
Section 73A retrospective application for replacement of rear white timber double glazed Georgian and bar windows – Resubmission of LW/22/0441.

The Town Clerk informed the meeting that this committee had considered application LW/22/0441 in 2022 and had not raised any objection to the same.

Following discussion, the committee,

RESOLVED that they had no objection to this application.

LW/24/0282

Multi Storey Car Park Dacre Road
10 single head lampposts, 4 twin head lampposts and 4 bulkhead fittings to be added to top storey of open aired car park with the addition of 2 new car parking sign on north-west

elevation and greenery walls along the north-east and north-west elevations for Lewes District Council and Eastbourne Borough Council

Following discussion, the committee,

RESOLVED that they could not support this application as they were of the opinion that the 'greenery walls' should extend to the south side of the structure (immediately adjacent the one-way system) in order to mitigate the continued adverse impacts on air quality due to traffic.

LW/24/0285

Newhaven Workshop Beach Close

Change of use from offices (class-E) to sui generis class B2 & class B8 with fenestration alterations for Beven Property Management

Following discussion, the committee,

RESOLVED that they had no objection to this application.

TW/24/0051/TPO

8 Station Road Denton

T1 - Sycamore - fell to ground level.

Following discussion, the committee,

RESOLVED that they had no objection to this application.

P008/24

TO CONSIDER AND NOTE A REPORT ON RECENT PLANNING DECISIONS MADE BY LEWES DISTRICT COUNCIL.

Noted.

There being no further business, the Meeting closed at 7:57pm.

Date:

Chairman



ENVIRONMENT AND AMENITIES COMMITTEE

Minutes of a Meeting of the Environment and Amenities Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 28th May 2024 at 8.00pm**

PRESENT: Councillors Kim Bishop
Graham Amy
Krissy Taylor
Jan Woodling
Corina Watts

ALSO ATTENDING: Ken Dry, Town Clerk

EA01/24 The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

EA02/24 In the absence of the Chair, the meeting unanimously agreed that Cllr Bishop should act as Chair for the remainder of this meeting of the Environment & Amenities Committee.

EA03/24 **APOLOGIES FOR ABSENCE**

Cllrs L. Boniface and L. Macleod.

EA04/24 **TO ELECT A VICE CHAIR OF THIS ENVIRONMENT & AMENITIES COMMITTEE FOR THE ENSUING YEAR.**

Cllr. Amy
PROPOSED that Cllr. Bishop be elected to this role,

SECONDED by Cllr. Watts

RESOLVED unanimously that Cllr Bishop take the role of Vice Chair of this Environment & Amenities Committee for the ensuing Civic Year

EA05/24 **DECLARATIONS OF INTEREST – DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

There were none.

EA06/24 TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE ENVIRONMENT & AMENITIES COMMITTEE HELD ON TUESDAY 12th MARCH 2024 ARE AN ACCURATE RECORD OF THE MEETING.

The Minutes of the Meeting held on Tuesday 12th March 2024 were considered for accuracy.

RESOLVED:

That these minutes be signed by the Chair as an accurate record of the proceedings.

(Note for the Clerk: - on writing of this set of minutes it was seen that the minutes of the 12th arch 2024 stated the incorrect date of "Tuesday 12th March 2025". The hard copy minutes signed by the Chair have therefore been amended to Tuesday 12th March 2024

EA07/24 PETITIONS/PUBLIC QUESTION

There were none.

EA08/24 TO CONSIDER AND AUTHORISE THE RELOCATION OF THE EXISTING FLAGPOLES AT MEMORIAL GREEN WITHIN THE SAME SITE. - REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report and following discussion, it was unanimously

RESOLVED,

That the Clerk instigates these works ideally in time for the Dieppe Raid commemoration service in August 2024.

EA09/24 TO CONSIDER AND AUTHORISE SURFACING REPAIRS TO BAY VUE PLAYGROUND. - REPORT BY THE TOWN CLERK.

The Town Clerk summarised his report and following discussion, it was,

RESOLVED,

That COSMO be commissioned for their wet-pour methodology both at Bay Vue and Lewes Road Recreation Ground play areas at a total cost of **£5270+VAT.**

EA10/24 TO CONSIDER AND AUTHORISE THE COMMISSIONING OF AN ECOLOGICAL CONSULTANT IN RESPECT OF VALLEY PONDS AND MEECHING DOWN. - REPORT BY THE DEPUTY TOWN CLERK.

The Town clerk summarised the report and following discussion, it was unanimously,

RESOLVED,

That David Archer Associates be commissioned to undertake initial species surveys at Valley Ponds and Meeching Down and develop a 5 year Conservation Management Plan for each at a Total Cost of **£3230+VAT.**

EA11/24 TO DISCUSS AND AGREE KEY ELEMENTS OF POLICY REGARDING THE COUNCIL ALLOTMENT AREAS.

The Town clerk summarised the report and following discussion, it was unanimously

RESOLVED that the current Tenancy terms and conditions and resultant Policy should provide inter alia, that;

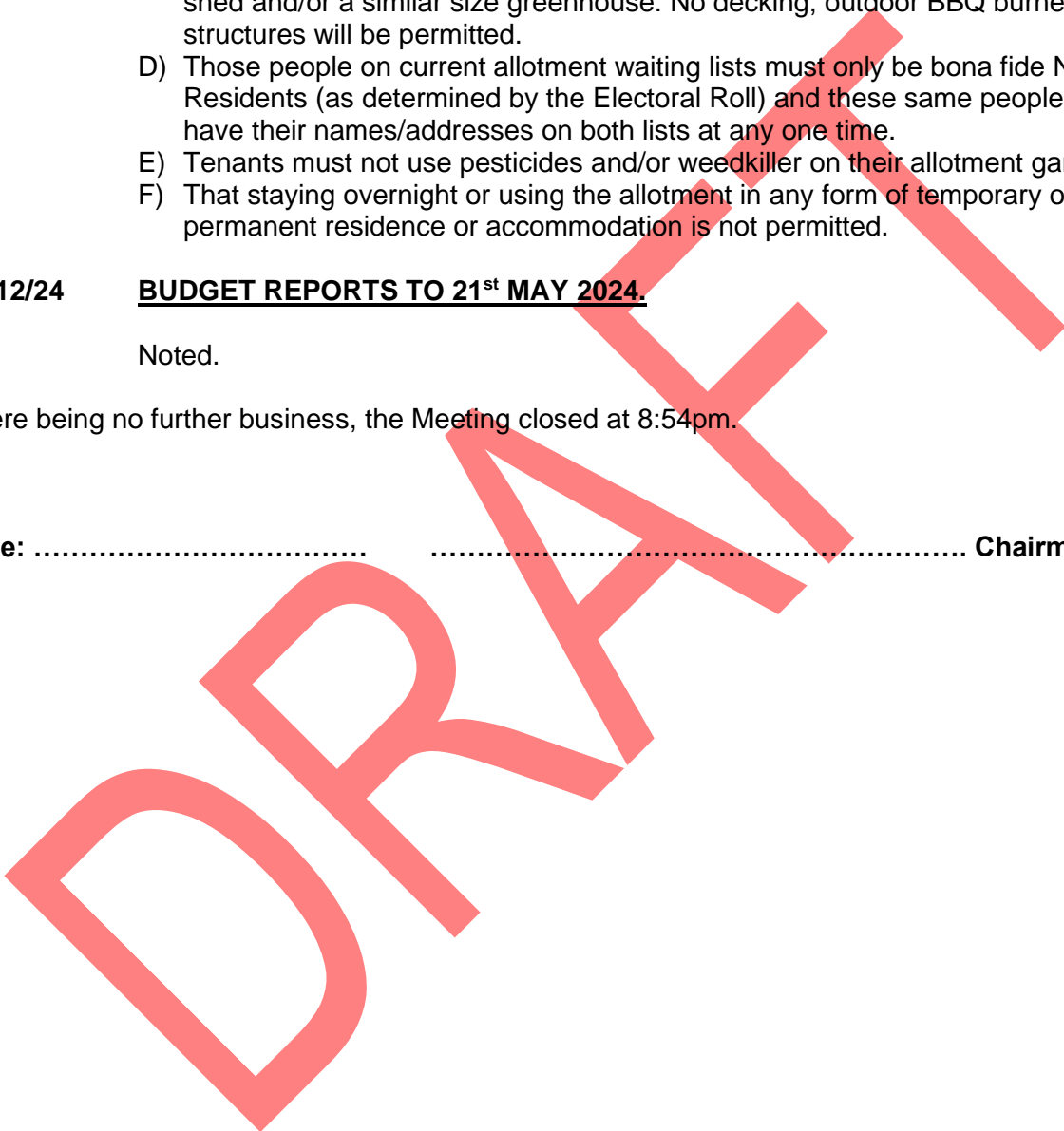
- A) The council should actively require vacation/return of an allotment when a tenant moves outside of the Town Boundaries (even if this is to a residence in South Heighton Parish).
- B) That the council should not at this point in time charge Tenants for water supplied to any of its allotments and likewise commercial waste removal.
- C) That from this point forward Tenants will be limited to a single standard size (6'x4') shed and/or a similar size greenhouse. No decking, outdoor BBQ burner or other structures will be permitted.
- D) Those people on current allotment waiting lists must only be bona fide Newhaven Residents (as determined by the Electoral Roll) and these same people cannot have their names/addresses on both lists at any one time.
- E) Tenants must not use pesticides and/or weedkiller on their allotment garden.
- F) That staying overnight or using the allotment in any form of temporary or permanent residence or accommodation is not permitted.

EA12/24 BUDGET REPORTS TO 21st MAY 2024.

Noted.

There being no further business, the Meeting closed at 8:54pm.

Date: **Chairman**





PROMOTION, PARTNERSHIP & FINANCE COMMITTEE

Minutes of a Meeting of the Promotion, Partnership and Finance Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 26th March 2024** at **8:00pm**.

PRESENT: Councillors Julie Carr (Chair)
Krissy Taylor (Sub for Mark Wardle)
Lesley Boniface
Shaun Boniface (Sub for Linda Thomas)
Lindsey Macleod (Sub for Sean Macleod)
Corina Watts
Pinky McLean-Knight

ALSO ATTENDING: Ken Dry, Town Clerk
Alison Campbell, RFO

PPF032/24 The Chair informed those present that this meeting will be recorded and then made publicly available on the Newhaven Town Council website for 28 days followed by its removal and deletion.

PPF033/24 **APOLOGIES FOR ABSENCE**

Received from Cllrs. S Macleod, Cllr. Wardle and (Cllr. Thomas extended period of absence).

PPF034/24 **DECLARATIONS OF INTEREST - DISCLOSURE BY COUNCILLORS OF PERSONAL INTERESTS IN MATTERS ON THE AGENDA, AND WHETHER THE COUNCILLOR REGARDS THEIR INTEREST AS PREJUDICIAL UNDER THE TERMS OF THE CODE OF CONDUCT.**

None declared.

PPF035/24 **TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PROMOTION, PARTNERSHIP & FINANCE COMMITTEE HELD ON TUESDAY 27TH FEBRUARY 2024 ARE AN ACCURATE RECORD OF THE MEETING.**

The minutes of the meeting of the committee held on Tuesday 27th February 2024 were considered.

Cllr. McLean-Knight informed the meeting that under Minute PP030/24 where her departure from the meeting was recorded was incorrect.

RESOLVED:

That other than the matter identified by Cllr. McLean-Knight the minutes be considered accurate and that the Town Clerk check the meeting recording and re-present the amended minutes at the next committee meeting for signature by the Chairman.

PPF036/24 PETITIONS/PUBLIC QUESTIONS.

None received.

PPF037/24 TO CONSIDER AND APPROVE EVENT FUNDING APPLICATIONS – REPORT BY THE TOWN CLERK

The Town Clerk indicated that he had nothing further to add to his report other than a typographical error at paragraph 6 (Finance), where ‘...FY2023/24...’ should read ‘...FY2024/25...’

Culture Connect Project CIC ‘Celebrating our Differences.’

During discussion members commented that this application was very well written and felt that such an event had an excellent objective.

Cllr. L. Boniface then,

PROPOSED that the £3500 applied for be awarded in full, this was then,

SECONDED by Cllr. McLean-Knight, and following a unanimous vote in favour, it was,

RESOLVED that application from Culture Connect Project CIC ‘Celebrating our Differences, be awarded **£3500.**

Lewes District Council ‘Brewhaven’

Following discussion, it was then,

PROPOSED by Cllr. L. Boniface that £5000 be awarded to Lewes District Council for this event with the caveat that the Town Council did not receive an application for this event in 2025.

SECONDED by Cllr. L. Macleod

The committee then voted on this proposal, with 5 members in favour and 2 against with no abstentions. It was therefore,

RESOLVED that Lewes District Council be awarded **£5000** for their ‘Brewhaven’ Event.

PPF038/24 DISCRETIONARY GRANT APPLICATION POLICY (DGAP) – DISCUSSION ITEM.

The Town Clerk informed the meeting that following the recent Discretionary Grant Application window he had been contacted by Citizens Advice Lewes and CTLA who had expressed their disappointment that their respective applications had been unsuccessful.

The Clerk indicated that their applications like a few others also submitted were deemed ineligible for consideration by virtue of para., 2.2, bullet point 5 of the Discretionary Grant Application Policy (DGAP) which stated;

'Grants will not be made to directly or indirectly cover an organisations operating costs such as, but not limited to, premises rental, utilities expenditure or building maintenance etc.'

Following discussion, it was,

RESOLVED that,

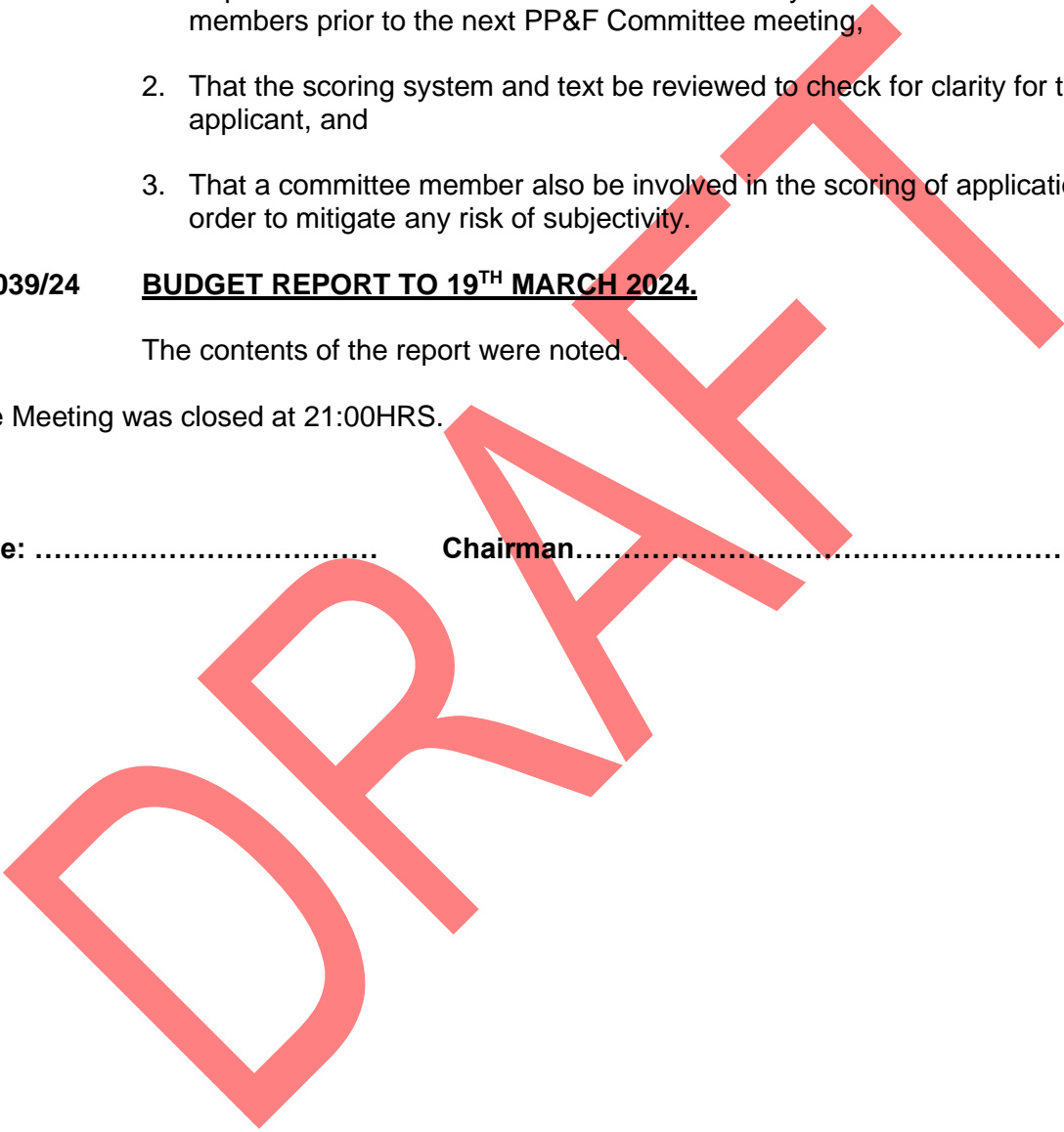
1. provision (DGAP 2.2 Bullet Point 5) be retained, though slightly amended to provide the committee/council the opportunity to consider 'new start' groups/organisations which required 'set-up' costs as a 'one-off' year 1 requirement. Town Clerk to circulate the suitably amended text to committee members prior to the next PP&F Committee meeting,
2. That the scoring system and text be reviewed to check for clarity for the applicant, and
3. That a committee member also be involved in the scoring of applications in order to mitigate any risk of subjectivity.

PP039/24 **BUDGET REPORT TO 19TH MARCH 2024.**

The contents of the report were noted.

The Meeting was closed at 21:00HRS.

Date: **Chairman**.....





PERSONNEL COMMITTEE

Minutes of a Meeting of the Personnel Committee
held at The Council Offices, 18 Fort Road, Newhaven
on Monday 10th May at 09:30am

PRESENT: Councillor's Lindsey Macleod (Chair)
Steve Saunders (Vice Chair)
Kim Bishop
Shaun Boniface
Linda Thomas

ALSO ATTENDING: Ken Dry Town Clerk

PE10/24 APOLOGIES FOR ABSENCE

Cllrs. Watts, and Cook.

PE11/24 DECLARATIONS OF INTEREST

There were none.

PE12/24 TO CONSIDER WHETHER THE MINUTES OF THE MEETING OF THE PERSONNEL COMMITTEE HELD ON FRIDAY 4th DECEMBER 2023 ARE AN ACCURATE RECORD OF THE MEETING

RESOLVED:

That these Minutes be signed by the Chairman as a true record of the proceedings.

PE13/24 PETITIONS/PUBLIC QUESTIONS

There were none.

PE14/24 FLEXIBLE WORKING POLICY – TO ADOPT A FLEXIBLE WORKING POLICY INCORPORATING GUIDANCE RECEIVED UNDER HR LEGAL ADVICE.

The Town Clerk summarised his report. Following additional discussion, it was,

RESOLVED

That the Flexible Working Policy including HR Legal advice be adopted and that the Chair discuss this with council officers.

PE15/24 EXCLUSION OF PRESS AND PUBLIC - TO RESOLVE THAT THE PRESS AND PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING IN ACCORDANCE WITH THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960, IN VIEW OF THE CONFIDENTIAL NATURE OF THE PERSONNEL MATTERS TO BE DISCUSSED.

RESOLVED.

PE16/24 CONFIDENTIAL – ROLE RE-EVALUATION AND NEW POST CREATION - REPORT BY THE TOWN CLERK.

The Chair summarised the matters outlined in the Town Clerks report.

Following discussion, it was

RESOLVED unanimously that,

The following recommendations be made to the next scheduled meeting of Full Council;

- i) The salary band of the Deputy Town Clerk role remains unchanged.
- ii) The salary band of the Responsible Finance Officer role is changed to encompass [REDACTED] and that the current postholder starts with immediate effect on [REDACTED] to be backdated 12 months from the date of the evaluation report.
- iii) The salary band of the Admin & Finance Officer role is changed to encompass [REDACTED] and that the current postholder starts with immediate effect on [REDACTED] to be backdated 12 months from the date of the evaluation report.
- iv) The salary band of the Events & Communications Officer role is changed to encompass [REDACTED] and that the current postholder starts with immediate effect on [REDACTED] to be backdated 12 months from the date of the evaluation report.
- v) The salary band of the Caretaker & Amenities Officer role remains unchanged.
- vi) The salary band evaluation of the potential new role of Assistant Caretaker & Amenities Officer is accepted as SCP 7-12 (£24294 – 26421) and that recruitment to this role begins without further delay.

There being no further business, the Meeting closed at 10:07am.

Date:

.....
Chairman



NEWHAVEN TOWN COUNCIL

Ken Dry
Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Full Council **Agenda Item 10**

Date: 11th June 2024

Report Contact: Town Clerk

Subject: **Newhaven Neighbourhood Plan Review.**

1. The purpose of this report is to request council consideration of authorising the appointment of a suitably experienced and qualified Planning Consultant to conduct a full and formal review of its Newhaven Neighbourhood Plan.

Background

2. Neighbourhood Planning is a relatively new way of planning for local areas. It was established through the Localism Act 2011 and gives communities the right to decide how their local area is going to grow and change over the coming years.
3. The Government stated in its National Planning Policy Framework (NPPF) 2018 that a Neighbourhood Plan gives the community “power to develop a shared vision for their area” (NPPF para 29) and acknowledges that local people are best placed to understand what the issues and challenges are in their local area, and by producing a Neighbourhood Plan they can set out how problems can be improved upon and needs met.
4. Neighbourhood Plans cannot be used as a tool to prevent development, but can shape, direct and help to deliver sustainable development by influencing local planning decisions and helping to guide inevitable change.
5. The councils current and first Neighbourhood Plan (2017-2030)¹ was ratified by local referendum on 25th October 2019, and since then it has fulfilled its purpose as a working document for both District Planning Officers, property developers and the councils own Planning & Development Committee.

The Current Era.

6. In recent years however, there have been many National Planning Policy Framework (NPPF) changes with more ongoing, as well as current and ongoing revisions to the Lewes District Local Plan. Officers are therefore of the opinion that a full and formal

¹ A full and final electronic copy of the Newhaven Neighbourhood Plan is available both on the NTC website and in the councillors' folders and does not form part of this meeting pack in order to mitigate printing costs.

review of the Newhaven Neighbourhood Plan is required to reflect legislative and policy change and thus bolster and develop the plan in order that it remains ‘fit for purpose.’

7. Given that officers do not hold relevant formal Planning Qualifications or any significant length of Planning experience, it is necessary that impartial third party expertise is commissioned to undertake a formal review of the current plan in order that all legal, planning and consultative aspects are fully realised and reflected within the resultant document.
8. The council therefore needs to commission a suitably qualified and experienced consultant/company to take the review process forward, a process that is likely to last some 18-24 months.

Analysis

9. Officers have therefore secured quotation methodologies from the following three consultants/companies;

- FB Community Consultancy (Miss Faustina Bayo) **£20,360** (Appendix A)
- Absolute Town Planning Ltd (Mr. Ian Coomber) **£4200 - £5200** (Appendix B)
- Parker Dann (Miss Tondra Thom) **£19,500** (Appendix C)

10. Officers then reviewed each of the quotations and the results can be seen at Table 1 below.

Services	Absolute Town Planning	Parker Dann	FB Consultancy
	<u>Hove</u>	<u>Lewes</u>	<u>Brighton</u>
Updating Stats "Profile of Newhaven"	Yes		Yes
Assessment of Neighbourhood Plan Objectives	Yes		Yes
Assessment of Local Guidance	Yes	Yes	Yes
Review of National and Local Policy Framework	Yes	Yes	Yes
Update Community and Stakeholder Engagement	Yes		Yes
Update Evidence Section including references to national and local policy	Yes	Yes	Yes
Consider need for site allocations (Local Green Space)	Yes		Yes
Current overall Edit of Plan	Yes		Yes
Facilitate community engagement			Yes
Update the Newhaven Neighbourhood Plan and associated documents			Yes
Perform a Residents Survey			Yes
Encourage a Steering Group at NTC			Yes
Meet with the Local Planning Authority		Yes	Yes
Open Day Exhibition - Regulation 14 Consultation & Representations			Yes
Submission Plan & Sustainability Appraisal			Yes
Consultation Statement			Yes
Basic Conditions Statement			Yes
Examination and Referendum (if applicable)			Yes
Planning Policy Road Map		Yes	
Inception and Project Meetings with NTC		Yes	Yes
Prepared Report on proposed scope and timeline for NNP Update		Yes	
Fixed Cost	£4,200-£5,200 Plus VAT	£19,500 Plus VAT	£20,360
Extra	£175 per hour	Not Disclosed	10% Contingency Costs
Mileage for Travel to Meetings and Engagements	50p Per Mile	Not Disclosed	45p per mile

Table 1.

11. The council will recall that at its meeting of March 19th 2024, FB Community Consultancy (Miss Faustina Bayo) delivered a comprehensive presentation of her review methodology and answered a range of questions from those councillors present.

12. Officers have since contacted Absolute Town Planning Ltd (Mr. Ian Coomber) and Parker Dann (Miss Tondra Thom) to present their respective methodologies. Mr. Coomber will have delivered that of Absolute Town Planning Ltd earlier in this meeting (11/6/24), however Parker Dann have subsequently declined the invitation to present and have withdrawn their quotation.
13. As presented at Table 1 above, the quotation of FB Consultancy is very comprehensive, whilst that of Absolute Town Planning appears to detail only the 'desktop' phase of the review exercise as reflected by the significant price differential.
14. Some longer serving councillors may recall that FB Consultancy (Miss Bayo) was actively involved in supporting NTC in producing the current Neighbourhood Plan.

Finance.

15. Currently, the council has identified £50,000 for a Neighbourhood Plan Review as an earmarked reserve.

Recommendation.

That the council instructs the Town Clerk as to which consultant/company it wishes to commission for the formal review of its Neighbourhood Plan.



85 Graham Avenue
Brighton
East Sussex. BN1 8HB
Email: fbcommunityconsultancy@gmail.com
Tel: 07792050090
www.fbcommunityconsultancy.com

Estimate

Client Details:

Maxine Fifield IIT (Deputy Town Clerk)

Newhaven Town Council

18 Fort Rd, Newhaven BN9 9QE

Email: maxine.fifield@newhaventowncouncil.gov.uk

12th December 2023

Newhaven Neighbourhood Plan Review Support

Dear Maxine,

Thank you for asking FB Community Consultancy to provide you with a scope of service in relation to the review of the Newhaven Neighbourhood Plan. We have over 17 years' experience working with and supporting parish and town councils with community led planning initiatives. As of May 2023 – we have supported over 100 parishes with both their Parish and Neighbourhood Plans. We have supported over 20 communities with resident and stakeholder engagement and needs analysis. We aim to support communities become more resilient through effective engagement and community-led solutions such as neighbourhood planning. We are a highly experienced consultancy, specialising in facilitating community engagement processes, helping Parish/Town Councils, local authorities, organisations and local groups make informed decisions that align with the needs and aspirations of the community.

Introduction

The key aim of this project is to support Newhaven Town Council to review and deliver a Plan, which maximises the benefit to the community of any development which will need to be accommodated within the plan area and during the plan lifetime. The proposal outlines our approach and scope of work to assist Newhaven Town Council in engaging the community and relevant stakeholders effectively for

the purposes of reviewing the Newhaven Neighbourhood Plan (NNP). We believe community leaders, residents and service users/providers are best placed to identify their own needs and priorities, and we work closely with them to develop solutions that are tailored to their unique circumstances in a thorough, transparent, and inclusive way to ensure the reviewed Newhaven Neighbourhood Plan effectively addresses the community's needs and aspirations.

Objectives:

- a. Facilitate an inclusive and transparent community engagement.
- b. Assess and update the Newhaven Town Profile statistics with latest information.
- c. Assess local plans in relation to the Newhaven Neighbourhood Plan.
- c. Review National Planning Policy Framework (NPPF) in relation to the NNP.
- d. Update the Newhaven Neighbourhood Plan and associated documents.
- e. Ensure community voice is reflected in the process and the reviewed plan supported.

Proposed Scope of Work:

Please note – This comprehensive scope is being provided on the basis that the review might result in either:

- a) material modifications which will not change nature of plan (an examination will be required but not referendum), or
- b) material modifications which will change nature of plan (an examination and referendum will required)

However, should it be minor modification (non-material) then neither an examination nor referendum will be required. The estimated costings below will be revised as less process will be required. However, this modification will not result in 'remaking' of the NNP. Meaning, it will NOT benefit from NPPF para 14 where it gives protection to Plans which become part of development plans (local plans) 2 years or less before a decision is made.

On the assumption of the reviewed plan resulting in either a or b above, our consultancy services will engage a variety of techniques to reach out to different sections of the community and relevant stakeholders, and will encompass the activities below whilst assuming the following:

- Newhaven Town Council has established a steering group to manage the project – although we can support this step if it has not yet commenced.
- Newhaven Town Council has informed the Local Planning Authority (LPA) its intention to review the NNP and any comments received shared with us.

- The LPA and Town Council can support by providing required relevant supporting documents deemed necessary to the review of the NNP such as any evidence materials /studies already undertaken.
- When required, Newhaven Town Council can grant access to required necessary plan and image licences for use in preparing and publishing the
- Plan (i.e. parish online details etc.)

Project Management and Initiation

Provide project management throughout the review of the NNP as well as management of other colleagues. We will ensure identified relevant stakeholders and partners are fully engaged in the review process to meet the requirements of the Basic Conditions outlined in the NPPF.

Conduct an initial meeting with Town Council and Local Planning Authority to agree process, objectives, timelines, and desired outcomes. It will also define the structure of the activities to be undertaken.

Total of 4 days @ 420 per day = £1.680

Key Analysis

Identify key stakeholders, including community members, local authorities, community groups, and service providers. Develop a stakeholder engagement plan to ensure representation and involvement of diverse perspectives.

- Check performance of the Plan against any proposed indicators and or deliverables to evaluate its progress and effectiveness
- Carefully examine land use elements of the adopted plan such as, allocated sites and local green spaces against how new developments have evolved and whether they aligned with the Plan's visions, objectives and policies.
- Review the essential elements of the Plan such as the vision, objectives and policies and aspirations to assess their effectiveness, and relevance in relation to emerging community needs and local plans.
- Understand the local planning context, latest community demographics (with current census and other relevant data) as well as identify gaps and other specific issues facing the community.
- Review the national and local planning regulations, and other relevant policies to understand their context and implications on the NNP, to include:

- the evidence base of the Local Plan and other relevant, local development Plan documents, e.g. Housing/Sites allocations, Core Strategy, SA/SEA, Infrastructure Plan, Transport Strategy;
- current significant Planning proposals at pre-Planning and application stages; and
- any community survey report undertaken, and focus group reports;

Total of 3 days @ 420 per day = £1260

Community Consultation Design, Facilitation and Implementation

Design a tailored community consultation process that utilises a variety of engagement methods, such as **open days, drop-in sessions, public meetings, surveys, workshops, and focus groups**. This will allow us to determine the most appropriate platforms and tools for gathering community input, taking into consideration accessibility and inclusivity.

Facilitate community meetings, workshops, and other consultation events to encourage open dialogue and meaningful participation.

Compile and analyse community feedback and data collected during the consultation process. Synthesise findings into a comprehensive report that highlights key themes, concerns, and recommendations.

Inform- we will hold sessions both online and in person to inform the community about the review of the plan and gain initial feedback.

Involve – we will involve residents through workshops and focus sessions to evaluate the effectiveness of the current plan as well as identify new areas that require attention.

Include - we will work with residents, local groups and businesses to get informed and diverse opinions and feedback, and to gather additional insights and perspectives. Identify redundant and new policies and gather required evidence to support new ones.

Survey – we will undertake a community wide residents survey to gauge understanding, satisfaction and support for the revised NNP.

Findings – we will summarise all forms of community engagement, highlighting the strengths, weaknesses, opportunities, offer recommendations for adjustments or additions to enhance the plan's effectiveness through new and amended policies.

Feedback – we will continue to feedback to residents and all interested and relevant stakeholders through open days, workshops, drop in sessions etc.. at key stages of the plan.

Total of 8 days @ 420 a day = £3,360

Should the plan decide to allocate sites for housing, – we will review previous sites, call for sites if necessary and carry out an initial site assessment. We will then work with the clerk/steering group to apply to Locality (AECOM) to carry out further assessment with reasonable alternatives (this aspect has not been costed – will range from 5-7 days)

Draft Plan and Associated Documents

- Through thorough engagement processes and evidence gathering, ascertain relevance of existing policies and redundant ones to take out. Supported with robust evidence.
- Draft the Newhaven Neighbourhood Plan to include revised and new policies as well as retained ones. Capture key emerging issues for the Plan from evidence gathered. We would propose to review and validate with the LPA (at a meeting with the relevant officers) and the steering group for approval of the Pre-Submission - Draft. We will include a summary of the evidence base, the draft vision, objectives, land use allocations, planning policies, infrastructure investments and a delivery plan (setting out how each policy and proposal will be implemented).
- We will prepare the draft policies map to accompany the draft pre-submission plan
- Together with the Steering Group, we will meet with the LPA to discuss the revised policies being proposed to go to Regulation 14.
- Should a Strategic Environmental Assessment (SEA) be required, we will work with the steering group to apply to locality for this piece as part of the further site assessment for suitable alternatives.

Total of 7 days @450 per day = £3,150

Regulation 14 Consultation and Representations

In partnership with the steering group, we expect to organise and attend an open day exhibition of the Draft Plan and to support the preparation of the exhibition materials (assuming a combination of display boards of written content, colour Plans and images, and a consultation response form).

We will collect and log all representations made during Regulation 14. We will review each statutory representation and propose to the Steering Group an appropriate

response (either agree and amend or disagree) in a single schedule. We will also refer to the Draft SA where this has helped shape a response to an issue or indicate where there may need to be changes made to the Submission SA.

We expect to attend a meeting with officers of the LPA to discuss key representations during this stage and the suggested responses by the Steering Group.

Total of 6 days @450 per day = £2,700

Submission Plan and Sustainability Appraisal (SA & Strategic Environmental Assessment)

On the assumption that the LPA and the Steering Group can agree the proposed response to each representation, we will then prepare the **Submission Plan** and SA in the same format as the drafts (unless advised otherwise).

We will finalise the **Consultation Statement** to accompany the Submission Plan and SA. We will also prepare the **Basic Conditions Statement** which is a summary report demonstrating that the Plan has met all the basic conditions required in the process of preparing the final Plan.

Should the Neighbourhood Plan require a Habitats Regulation Assessment (HRA) or an Environmental Impact Assessment, we will seek guidance from Lewes District Council on which party should undertake this further technical report. The need for any of these will be requested to be made known to us during the screening opinion request to the LPA. If required, it is possible the LPA will lead on this or an application to locality will be submitted for this work to be carried out.

Total of 7 days @450 per day = £3150

Examination and Referendum

The LPA will lead from the Examination and play a key role through to a referendum (if required by LPA). We will prepare written representations and/or review the Examiner's report if required and will continue to support the steering group and Newhaven Town Council during these stages to maintain active community engagement to ensure a good turnout at referendum (if required).

Total for general support = £15,300 (excluding survey work)

Survey Work

All the above activities will inform the design of the residents survey. It will be structured to reflect the views captured and used to gauge how well the rest of the community resonate with them as well as seek further opinions.

We will support the neighbourhood plan steering group to undertake a community survey to incorporate a housing needs survey to obtain further information from households on their living, working, leisure and travel patterns; on their attitudes to development generally and key planning issues in Newhaven specifically. It will also seek residents' views on the current Newhaven Neighbourhood Plan objectives and policies.

The survey will be sent out via Newhaven Matters and will also be available for completion online. Completing the survey online reduces the amount of data entry. We recommend for better inclusivity, there should be the option for paper completions and the Newhaven Newsletter should be able to serve this purpose.

We will carry out the survey work based on which option below is chosen. The survey quotes below assumes a paper response rate of 10% for data entry purposes. Significant variations may be subject to additional charges.

Option 1

- Design survey (seeking Steering Group's feedback and input)
- Duplicate survey for online response – provide QR code and link to share
- Newhaven Town Council to reserve middle 8 pages of Newhaven Matters
- Data entry of returned paper forms (returned newsletter page to TC)
- Combine with online response and analyse data/response
- Write survey report.

Fee for above services: £5,060

Option 2 – Online survey (excludes any paper forms)

- Design survey (seeking Steering Group's feedback and input)
- duplicate approved survey for online responses
- analyse survey responses
- Write Survey report.

Fee for above services: £3,450

Summary of costings

Project Stage	Number of days	Cost

Project Management and Initiation	4	£1,680
Key Analysis	3	£1,260
Community Consultation Design, Facilitation and Implementation	8	£3,360
Draft Plan and Associated Documents	7	£3,150
Regulation 14 Consultation and Representations	6	£2,700
Submission Plan and Sustainability Appraisal (SA & Strategic Environmental Assessment)	7	£3,150
Survey Work (option 1)		£5,060
Total Costs		£20,360
Contingency	We recommend to allow for a 10% contingency	
Travel Costs	We charge 45p per mile for travel to meetings and other in person events	

Invoicing

We invoice as follows:

General support

50% at the outset of the process.

30% at start of draft pre -submission stage

20% at start of submission plan stage.

For survey work

50% at the start

50% on provision of Draft survey report

Next Steps:

We invite you to review this proposal and provide any feedback or additional requirements you may have. We would be more than happy to schedule a meeting or call to discuss the proposal in further detail and address any questions you might have.

Thank you for considering FB Community Consultancy for the community. We look forward to the opportunity to collaborate with Newhaven Town Council on the review of your Neighbourhood Plan.

For any further information relating to this service offer, then please contact:

Faustina Bayo

FB Community Consultancy

Fbcommunityconsultancy@gmail.com

07792050090



Absolute Town Planning Ltd
Parkers – Cornelius House
178-180 Church Road Hove
East Sussex
BN3 2DJ

Maxine Fifield
Deputy Town Clerk
Newhaven Town Council
18 Fort Road
Newhaven
BN9 9 QE

Date: 10/10/2023
Our Ref: ATPFP/Newhaven NPR
Your Ref:

Dear Maxine,

Town Planning Consultancy – Newhaven Neighbourhood Plan Review

Thank you for reaching out with regards a review of your Neighbourhood Plan I would be more than happy to assist. I should point out that I am a sole trader and any work undertaken on the project will be by me personally. To this end I have attached a CV to explain my background in Town Planning from the mid 1980's to date.

My apologies for taking some time to reply – I believe your email was on my last day before a period of annual leave. I am now able to respond in more detail to your request for assistance. Your mail explained you are seeking to carry out a review of the Neighbourhood Plan in 4-year intervals using the SMART¹ model, which will comprise of:

- a) Updating statistics in the 'Profile of Newhaven' (currently dated 2014)
- b) Assessment of whether the Neighbourhood Plan objectives are being achieved.
- c) Assessment as to whether local guidance or studies would support delivery of plans or projects
- d) A review of the policy framework given any change in circumstances

You have requested a detailed methodology, and this is included within Annexe A of this letter in far greater detail. In short, I suggest a fee range for this work of the fee range, based on the above hourly rate, is between £4,200 and £5,200 plus VAT. Time will be carefully monitored hence at this point a range is provided which will not be exceeded and you will appreciate the outcome of the review will not be known until it is completed.

I trust these figures work for you and that we can then move on to assist you in this case - however please do let me know if you wish me to provide more information on any point including indemnity certificates and other paperwork.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Ian Coomber', is written over a horizontal line.

**Ian Coomber BA(Hons) Cert TP MRTPI
Founder of Absolute Town Planning Ltd**

¹ *specific, measurable, achievable, relevant, and time-bound*

ANNEX A

SCHEDULE OF SERVICES

Services/Methodology

Absolute Town Planning shall provide town planning services relating to a 4-year review of the Neighbourhood Plan for Newhaven – this includes:

1. Updating statistics in the 'Profile of Newhaven' – this can be done using more recent census data and is largely a desk-based project.
2. Assessment of whether the Neighbourhood Plan objectives are being achieved. The current plan has 7 clearly expressed objectives the effectiveness of which are to be assessed as part of the project with my professional judgement shared with the client.
3. Assessment as to whether local guidance or studies would support delivery of plans or projects is to be undertaken and this may include new initiatives not in place at the time of adopting the Neighbourhood Plan.
4. A review of the policy framework given any change in circumstances – this will include local policy that the plan must be in conformity with as well as national planning policy change (the NPPF) and legislative change.

With regards the broader 'methodology' Fig 9 of '[After the Neighbourhood Plan is Made: Implementation, Monitoring and Review – A Toolkit for Planners](#)' includes the following I have extracted for ease of reference.



We will not know, at this stage, if any of the work listed in 1 to 4 above will result in anything other than modest revision and updates. Minor (non-material) updates that would not materially affect policies may be made by the LPA, with consent from the neighbourhood planning group. In these circumstances, there is no need to repeat Regulation 14 consultation, examination, and the referendum.

Absolute Town Planning Ltd, on instruction, will be working closely with the Town Council, the Neighbourhood Forum along with Policy Officers at Lewes DC and ESCC.

If, following completion of this brief, further in-depth consultation is required and amendments to the Neighbourhood Plan that might prompt the need for an examiner Absolute Town Planning would be happy to continue with the next stage of the process.

Where updates are proposed that would materially affect policies, there are certain additional requirements. These are:

- at the Regulation 14 consultation stage (pre-submission) we must state whether it believes that the modifications are so significant or substantial as to change the nature of the plan, giving reasons;
- when sending the plan to the independent examiner, the LPA must state whether it believes that the modifications are so significant or substantial as to change the nature of the plan, giving reasons. A copy of the original plan must also be submitted to the independent examiner;
- the examiner will then decide whether the modifications proposed change the nature of the plan and the group must decide whether to proceed with the examination.

A referendum is not required if an examiner decides that the modifications are not so significant or substantial as to change the nature of the plan and would meet the basic conditions (with modifications if necessary) but if the examiner finds that proposed modifications do change the nature of the plan, the LPA would need to publicise and consider the examiner's report in the same way as for a new neighbourhood plan and a referendum would be required.

My professional judgement at this stage is only minor modifications are going to be needed here and some consultation perhaps with affected parties, but I do need to flag at this stage that the degree of amendment will ultimately impact on the brief. The methodology at this time simply addresses those matters requested.

Project Lead

As mentioned, Absolute Town Planning comprise exclusively of myself - Ian Coomber. Whilst I do call in assistance from time to time this is more around presentational work (visuals/maps and so on) the narrative and content will be all by one author.

I am also local (based in Hove) and know the area well. Being a freelance sole trader means that I can be flexible around time and like to develop good working relationships with clients especially public and voluntary sectors where I have worked as part of my career background.

I attach my CV and would welcome the opportunity to address the Town Council should you consider it necessary in your decision-making process.

ANNEX B

FEES AND DISBURSEMENTS

Standard Fees

In almost all cases customers usually request a fixed fee in order to have a clear idea of costs from the outset. To establish a fixed fee the following hourly rate is applied and a figure reached based on assumptions of time taken to complete an instruction successfully.

On occasion customers prefer an hourly charge or indeed additional work not included within the 'fixed fee' arrangement. They are set out below:

- Ian Coomber BA(Hons) Cert TP MRTPI £175.00 per hour plus VAT

These hourly rates exclude Value Added Tax (VAT) and disbursements, which are charged as follows:

Value Added Tax (VAT)	VAT at time of invoicing (20%)
Travel	50 pence per mile (excl. VAT)
Application Submission Fees	At cost
Other Disbursements	At cost (e.g.: for obtaining copies of planning permissions)
Overnight Expenses	Where applicable these will be agreed with a client on the basis of a particular project's needs.

Fee

Absolute Town Planning undertake a wide variety of work from planning feasibilities, applications, appeals and policy matters. As an RTPI Member undertaking this work will prevent the company from submitting planning applications within the town for several years based on potential conflicts of interest and the RTPI Code of Conduct – this has been accommodated this within the fee.

The fee is solely to undertake the work as set out in the brief and explained in preceding sections of this note. If changes are proposed that require substantial additional consultation or a proposal being put before an Inspector, then additional fees will be incurred and Absolute Town Planning Ltd can advise further should that situation arise – however it is not anticipated.

The fee range, based on the above hourly rate, is between £4,200 and £5,200 plus VAT. It is proposed that the payments be phased at £2000 plus VAT on instruction and the balance on satisfactory completion of the work commissioned at this stage. Time will be carefully monitored hence at this point a range is provided which will not be exceeded and you will appreciate the outcome of the review will not be known until it is completed.

ANNEX C

STANDARD TERMS OF ENGAGEMENT

All engagements accepted by Absolute Town Planning (hereafter abbreviated to ATP) are subject to the following terms of business except where changes are expressly agreed in writing.

1. We will observe the bylaws, regulations and ethical guidelines of the Royal Town Planning Institute and accept instructions to act for the Client on the basis that we will in accordance with those guidelines. Copies of the RTPI's Code of Professional Conduct are available from the RTPI's website www.rtpi.org.uk.
2. The Client is the person, company, authority or other body who instructs ATP to carry out the work, with contract between the Client and ATP.
3. If following receipt of our fee proposal, you instruct us to proceed or to continue with our services, we shall be entitled to assume your acceptance of the fee proposal and these terms.
4. The fee proposal is based on the Schedule of Works set out in Annex A, and should not be assumed to provide for further services. In the case of a 'fixed fee' this may on occasion be exceeded where further work creates demonstrable added value.
5. Further services are subject to written agreement between ATP and the Client.
6. Our fees for this commission as set out in the fee proposal remain open for acceptance for 3 months from the date of the fee proposal.
7. Clients are asked to note that any commission that involves submission of an application or appeal to a consent authority cannot be guaranteed success. This caveat is also applied to the Client's satisfaction with any relevant conditions of consent attached to a decision by the Local Planning Authority or Planning Inspectorate.
8. ATP will make every effort to meet the programme for work, but cannot accept any liability for delays or consequential costs however caused.
9. We will endeavour to provide professional services with reasonable care and skill. However, we will not be held responsible for any losses arising from the supply by you or others of incorrect or incomplete information, or a failure of you or others to supply any appropriate any information or your failure to act on our advice or respond promptly to communications from us or relevant authorities.
10. A preliminary invoice may be issued upon instruction, a further on submission of the planning application/appeal/pre-application advice request with a final invoice issued upon receipt of the decision notice. ATP reserves the right to issue interim invoices, in the event of undue delay on behalf of the Client/Local Planning Authority/Planning Inspectorate.
11. In addition to the time-based charges, invoices will include reasonable disbursements that may arise in association with the work (e.g. travel).
12. External costs to be incurred on your behalf, such as planning application fees or other statutory fees and Counsel's costs are payable in advance. We reserve the right not to proceed in this respect until such time as payment has been made in full.
13. Payment in full is due within 14 days of each invoice date At ATP's discretion, interest may be charged at the rate of 2 ½ per cent on a monthly basis from the due date on any invoice that remains unpaid for 14 days or more after the due date.
14. If it is necessary to carry out additional work outside of the agreed brief then this work will involve additional fees. We will provide an estimate of such fees before commencing additional work.
15. Any delay in receiving information, changes in the Client's instruction or any matter outside our control which leads to additional work may result in an additional fee.
16. This contract is personal to the Client and the services and all written reports or other communications shall be for the Client's benefit only and shall not be passed to any other person without our consent.
17. These Terms may not be varied except as mutually agreed in writing by the Client and the Company.
18. English Law shall apply to the Terms of Engagement and in the event of any dispute arising in relation to the same the English Courts will have exclusive jurisdiction.

ANNEX D

ACCEPTANCE

I confirm the appointment of Absolute Town Planning as consulting planners for this project and agree to the terms set out in the covering letter and Annexes A, B, and C.

Name

On behalf of

Address.....

.....

.....Postcode.....

Phone

Email

Signed

Date

Invoices should be submitted to the address below (if different):

.....
.....
.....
.....
.....

Marked for the attention of

Purchase Order No. (if relevant)

10. Report - Appendix C - Parker Dann - Quotation/Methodology

Unit 42, Sussex Innovation Centre,
Science Park Square, Falmer,
Brighton, BN1 9SB
Tel: 01273 478654
www.parkerdann.co.uk

Newhaven Town Council
By Email Only:
Maxine.fifield@newhaventowncouncil.gov.uk

17th November 2023

Dear Maxine,

RE: Request for Fee Quote for Review of the Newhaven Neighbourhood Plan

Thank you for inviting Parker Dann to quote for providing planning services to undertake a review of the Newhaven Neighbourhood Plan (NNP), we are well placed to assist the Town Council. Based near Lewes in East Sussex, we are a Chartered Town Planning Consultancy that has been in practice for over 30 years and has considerable local planning knowledge and experience. Specifically, I have over 10 years of planning policy experience, having joined Parker Dann from the role of Planning Policy Lead at Lewes District Council (LDC) in June 2020. I was the Planning Policy Lead (and Manager) from 1st April 2017 until June 2020 and held this role at the time the NNP was prepared, examined and 'made'.

The brief provided requests a methodology and our costs for reviewing the NNP based upon the commitment within the NNP as follows:

"Newhaven Town Council will carry out a review of the Neighbourhood Plan at 4-year intervals, using the SMART model, which will comprise of:

- a. Update statistics in the 'Profile of Newhaven'*
- b. Assessment of whether the Neighbourhood Plan objectives are being achieved*
- c. Assessment as to whether local guidance or studies would support delivery of plans or projects*
- d. A review of the policy framework given any change in circumstances"*

It is our professional view that a review of the NNP will conclude that a formal update/revision is required. It is our advice that the Town Council commission a review that sets out to scope and shape a proposal to update the NNP, because it is clearly evident that an update is required. For example, an update is required for the following reasons:

- a. The NNP was examined under the 2012 NPPF (despite reference to the 2018 NPPF) – the NPPF has been updated at least 4 times since and is due a further, substantial, update later this year or early next year.
- b. The NNP was prepared to be in general conformity with the Lewes Local Plan Part 1 (LPP1) – the Joint Core Strategy, which has been reviewed by LDC and found to be out of date. LPP1 is substantively out of date, as well as out of date due to matters of LDC not maintaining a five year land supply. A new Local Plan is being prepared that will identify new strategic and spatial priorities, including for housing and employment growth, as well as strong direction on matters of climate change resilience, environmental protections and sustainability.
- c. The Lewes Local Plan Part 2 (LPP2) has subsequently been adopted (February 2020) and would (where any conflict is identified) supersede the policies of the NNP as the later adopted plan.
- d. The 2021/22 AMR (p96) produced by LDC shows that the NNP objectives for housing and employment are not performing as expected since adoption. *“Target underachieved / fall in progress from previous monitoring data”*
- e. The whole evidence base upon which the NNP is founded is both dated and out of date; in particular the following documents are identified:
 - i. SHELAA 2015
 - ii. Lewes District Joint Core Strategy 2016
 - iii. Employment and Economic Land Assessment 2010 and update 2012
 - iv. Hotel Futures Study 2009
 - v. LDC Outdoor Playing Space Review 2004
 - vi. LDC Recreational Space Study 2005
 - vii. Strategic Tourism Vision and Action Plan 2015 - 2018
 - viii. Building a Brighter Future - A Regeneration Strategy for Lewes District 2012-2015
 - ix. LDC CIL Regulation 123 List
 - x. Lewes District Shopping and Retail Study 2012
 - xi. ‘A Profile of Newhaven’ produced by the Town Council in 2014 and updated in 2017
- f. The new Lewes Local Plan will be underpinned by an updated evidence base including on matters of housing land availability, housing need, affordable housing needs, employment needs and land availability, retail needs assessment, open space, landscape capacity, settlement hierarchy, and green/blue infrastructure assessments and more. This evidence base should be available very soon and will have a bearing on the NNP
- g. LPP1, LPP2, and the South Downs Local Plan policies have been supplemented by a number of Supplementary Planning Documents and Technical Advice Notes that may be relevant to reflect.

- h. Section 38 of the Planning and Compulsory Purchase Act 2004 has been amended and when that amendment comes into force national 'development management' policies will form part of the statutory development plan and where there is any conflict national policy will take precedence.

In respect of plan effectiveness, national legislation and policy, local policy, local circumstances and evidence base, a revision of the NNP is required. On the evidence, it would not be possible to conclude (following a full review of the NNP) that a) the evidence base is up to date, that b) the plan objectives are being met, or that d) that the policy framework remains appropriate. It is not entirely clear at this stage whether "*local guidance or studies would support delivery of plans or projects*" and further discussion with the Town Council is required as to what exactly is envisaged by this criterion.

It is our advice that the Town Council's review of the NNP scope the requirements, and prepare a suitable programme, for the NNP revision/update and in doing so engage with LDC soonest as to the availability of the emerging new Local Plan evidence base to support this process. Discussions with LDC as to the appropriate timing of the updated NNP, in light of LDC producing a new strategic level plan, would also be sought. This is a pivotal moment for plan making in Lewes District and the NNP could benefit from a strong voice and proactive stance at this time.

The decision to revise/update the NNP is a formal decision to be taken by the Town Council, as the Neighbourhood Plan Body, and we believe this decision would be best informed by detailed engagement with LDC on the optimal scope and timeline for 'making' the revised plan. Early engagement with the community and stakeholders would promptly follow a Town Council decision to update the NNP, to invite wider feedback on what is required based upon the available evidence.

If the Town Council would like Parker Dann to review the plan to scope the NNP revision/update, in consultation with LDC, and provide a report to the Town Council, we would be happy to do so.

It is unlikely that the extent of any revision would be minor (non-material) and so a plan update would require a (Reg 14) pre-submission consultation and proceed through the stages to examination, however it may not require a referendum as outlined below (taken from the Locality Toolkit):

If a group wish to make modifications that do materially affect the policies in the neighbourhood plan, the plan would need to go through the later stages of the statutory process, from pre-submission consultation (Regulation 14) onwards, although a referendum may not be required (this is explained later in this section).

If updates are proposed by a group that would materially affect policies, there are certain additional requirements. These are:

- at the Regulation 14 consultation stage (pre-submission) the group must state whether it believes that the modifications are so significant or substantial as to change the nature of the plan, giving reasons;*
- when sending the plan to the independent examiner, the LPA must state whether it believes that the modifications are so significant or substantial as to change the nature of the plan, giving reasons. A copy of the original plan must also be submitted to the independent examiner;*
- the examiner will then decide whether the modifications proposed change the nature of the plan and the group must decide whether to proceed with the examination.*

A referendum is not required if an examiner decides that the modifications are not so significant or substantial as to change the nature of the plan and would meet the basic conditions (with modifications if necessary). In this circumstance, an LPA must make the plan within 5 weeks of receiving the examiner's report (or as agreed with the group).

However, if the examiner finds that proposed modifications do change the nature of the plan, the LPA would need to publicise and consider the examiner's report in the same way as for a new neighbourhood plan and a referendum would be required.

Our fees for undertaking the review of the NNP to scope and timetable the plan revision, in consultation with LDC, would be in the region of £19,500 excluding VAT and this would include:

- Inception Meeting with Newhaven Town Council (NTC)
- 2 engagement meetings with LDC Planning Policy Team
- Planning Policy Road Map
- Scope the Evidence Base & identify locally specific requirements for further technical evidence
- Identify the sections of the NNP to be updated and where the policy/evidence supports
- Project meeting with the NTC to discuss findings
- Prepare a Report for NTC on the proposed scope and timeline for NNP update

This fee proposal does not quote for drafting a revised NNP or undertaking any wider public consultation as part of that process, this can be provided in future should you require it. We appreciate that the approach set out above (a review to scope the plan revision/update, rather than a review with no predetermined outcome) may not be what the Town Council expected in response to its request for a review of its plan; however, in light of the age of the evidence base, the changes in national and local policy and the situation in respect to LDC preparing a new Local Plan, this is our professional view as to what is needed.

I trust the above provides sufficient clarity on our recommended approach, however should you require any clarification, please don't hesitate to contact me.

Yours Sincerely,

Tondra

Tondra Thom BSc (hons) MSc MRTPI

Associate Director

For and on behalf of Parker Dann

tondra@parkerdann.co.uk



NEWHAVEN TOWN COUNCIL

Ken Dry
Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Full Council **Agenda Item 11.**

Date: 11th June 2024

Report Contact: Town Clerk

Subject: **Denton Recreation Ground - Playground.**

1. The purpose of this report is to request council consideration and appointment of a Playground Equipment provider and installer to renovate/replace a redesigned playground at Denton Recreation Ground.

Background

2. Denton Ward councillors have expressed their acute awareness of the existing site provision and its lack of suitability and inclusivity for children of all physical and cognitive abilities.
3. The latter also has particular relevance due to the site's proximity to Denton Community Primary School which already provides for children with Special Educational Needs and that anecdotally the playground receives significant patronage of parents and their children following each school day and during school holidays.
4. The Town Clerk with Cllrs, Watts, L. Macleod and S. Macleod had an initial ideas/scoping meeting on site with a representative of Playdale equipment, a company the council currently relies upon for much of its spares and repairs work to most of its existing playgrounds.
5. This was then followed up by two individual meetings between the Town Clerk and representatives of HAG's and Playsafe playground companies to seek their ideas and scoping, resulting in three design quotations for renovating the layout and play equipment on site.
6. Design quotations for each company can be seen as follows,
 - HAGs (Appendix 1)
 - Playsafe (Appendix 2)
 - Playdale (Appendix 3)

7. Each of the contractor/companies will have made their individual presentations at this meeting (11/6/24) to further aid the following analysis and the councils' overall considerations.

Analysis

8. Each design quotation was then evaluated by the Town Clerk from the information provided by each company as at Table 1.

Criteria	Score/Weighting	Hags	Playsafe	Playdale
Overall Appearance/Layout	20	16	17	19
VFM (quantity of pieces)	15	11	12	12
Play Value	15	13	14	13
Creativity	10	8	9	8
Suitability to Location	10	10	10	10
Sustainability	10	9	9	8
Inclusivity	15	13	14	13
Warranty Provision	5	4	3	4
Total Cost+VAT		£ 105,000.00	£ 133,793.00	£ 138,914.00
Total Score	100	84	88	87

Table 1.

9. As can be seen from the table above, scoring was quite close between each company;

- The criteria of inclusivity was one of the key criteria and all contractors scored very closely to each other, however the overall appearance and layout of the Playdale design was more aesthetically satisfying.
- All three designs were suitable for the existing location/footprint.
- Whilst overall there is little difference in the criteria scoring, there is a cost difference of £33,914 between the cheapest and the most expensive quotations at hand.

10. From a purely quantitative viewpoint based upon Table 1, the quotation from Playsafe appears the most advantageous particularly given their quoted cost. However potential information from each of the presentations at this meeting may well alter the councils' perceptions from both the quantitative and qualitative viewpoints.

Finance

11. Given the likely estimated costs emanating from the very first scoping meeting the council resolved that the Town Clerk make a CIL Bid for £75,000 with match funding from the councils own 'Neighbourhood CIL' reserves of £75,000, providing an anticipated project budget of £150,000.
12. At the time of writing this report the Town Clerk has been informed that the councils CIL funding application has been successful subject to final 'sign-off' by the Lewes District Council Cabinet which meets in early July 2024.

13. All three contractors under consideration have indicated a 4-5 week completion of works, which would suggest that this work could be completed within the current calendar year subject to the order book of the successful firm.

Recommendation.

That the council informs the Town Clerk as to which contractor/company it wishes to commission for this work and initiate the same following confirmation/receipt of CIL funding from Lewes District Council.

Denton Play Area

11. Report - Appendix 1 - HAGs



Existing Basket Swing to remain

Spin

Hold on tight

Existing Toddler kit to remain

Hold on Tight

Inclusive

Bespoke Adventure

Locally inspired Multiunits

Swing together

Imagine

Let's Climb

Slide

Wow

Strength

Slide

Ahoy there

explore

Learn

Relax

Inclusive

5 Apples please

Wheey Hey!

Lighthouse Slide

Interact

Explore

Learn

Inclusive

climb

Challenge

Traverse

Interact

Balance

Interact

Awesome!

Please note this is an artists impression. Final equipment specifications and positions to be confirmed with order. Please refer to CAD plan for current layout

HAGS[®]



Itemised Quotation

For

Newhaven Town Council

Denton Play Area

Quotation ref: Q-31893-R2S9 rev 0

29th February 2024

Contents:

Itemised Quotation	4
Project Preliminaries	16
Quotation Summary	16
Freedom of Information	17
Terms of Quotation	18
Order Form	19
Terms and Conditions	20



HAGS®

Inspiring all generations

29th February 2024

Quotation Ref: Q-31893-R2S9 rev 0
Quotation type: Fixed Price Quotation
Valid for: 60 days

Ken Dry

Dear Ken

Re: Denton Play Area

Thank you for inviting HAGS to provide a proposal for the above project. Please find enclosed our detailed quotation.

Inspiring all ages and ability levels is our mission. Innovation within our design and manufacturing ensure that you will have safe play and recreation equipment that creates fun for all to use.

The key benefits of choosing to work with HAGS are:

- **Quality & Durability** – we use top quality materials and manufacturing processes reducing maintenance and life cycle costs. All HAGS products are TUV certified and play spaces designed to the current European safety standards.
- **Innovation** – we have an enormous and diverse product portfolio to suit every need allowing you to add to your scheme easily.
- **Service** – we'll take care of you every step of the way from supply to decommissioning freeing up your time.

We trust that we have met your requirements and expectations fully. Should you wish to proceed with our proposal please complete the Order Form at the end of this document and return it to us along with your Purchase Order reference. However if you have any questions about the products, services offered, any other element of this proposal or wish to make any modifications please do not hesitate to contact me or my sales coordinator.

Thank you for your interest in HAGS. We look forward to discussing this proposal further with you and will contact you within the next 5 days.


Yours sincerely




Sarah Alexander
Area Sales Manager
07778 159519 (mobile number)
SAlexander@hags.co.uk


Helen Thrussell
Sales Co-ordinator
01784 489107 (head office)
HThrussell@hags.co.uk


Itemised Quotation


Topsoil & Turf		
	Supply & lay 80m2 of 50mm topsoil & turf. Watering responsibility by others.	£1,440.00
Item Total		£1,440.00


Topsoil & Seed		
	Supply & lay 150m2 of 50mm topsoil & seed	£1,950.00
Item Total		£1,950.00


Breakout & Remove


B&R 1-Bay Swing (Cut Off)		
	Breakout and remove from site 1-bay swing (cutting off at ground level)	£163.00
Item Total		£163.00


B&R Roundabout (Cut Off)		
	Breakout and remove from site 2 no. roundabouts & cone climber (cutting off at ground level)	£772.00
Item Total		£772.00


B&R Climbing Frame		
	Breakout and remove from site climbing frame	£455.00
Item Total		£455.00

B&R Trail		
	Breakout and remove from site trail	£1,542.00
Item Total		£1,542.00


B&R Paving Slabs		
	Breakout and remove from site 1m2 of paving slabs	£16.00
Item Total		£16.00

B&R Grassmat Tiles		
	Allowance to breakout and remove from site 80 grassmat tiles.	£2,320.00
Item Total		£2,320.00

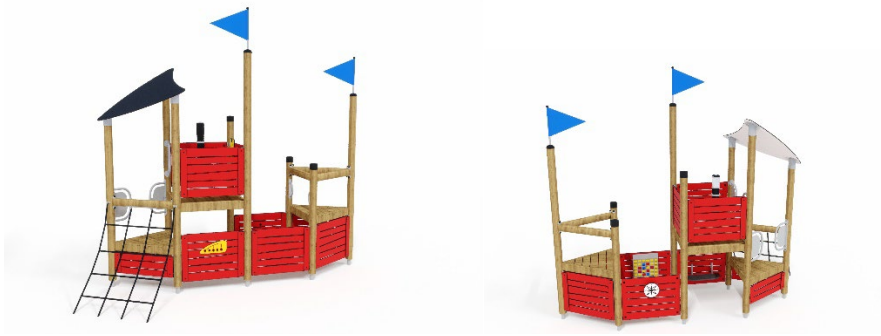
Uplift & Reinstall Fencing		
	Uplift and reinstall 1no existing fence panels (inc new fixings)	£134.00
Item Total		£134.00

B&R 40mm Ecomulch		
	Breakout and remove from site 19m2 of 40mm EcoMulch	£380.00
Item Total		£380.00

Equipment

Bespoke Uni-xx - SP7369 UniMix	
	
<p>Supply 1 no. Bespoke UniMix - SP7369</p> <p>EQUIPMENT DIMENSIONS m (L x W x H): 11.3 x 7.19 x 3.62</p> <p>USERS Age range: 3+ No. of users: 35+</p> <p>INSTALLATION Cast in Place</p> <p>SURFACE & SPACE REQUIRED Max Free Fall height - 2.2m Falling Space area – 76m² Min wet pour area – 77m²</p> <p>Installation Hard Dig</p>	<p>£30,348.00</p> <p>£7,093.79</p>
Item Total	
	£37,441.79

Bespoke Uni-xx - SP7372 Boat



Supply 1 No. Bespoke UniMini - SP7372

£9,233.00

EQUIPMENT DIMENSIONS

m (L x W x H): 3.84 x 1.93 x 3.89

USERS

Age range: 3+

No. of users: 15+

INSTALLATION

Cast in Place

SURFACE & SPACE REQUIRED

Max Free Fall height - 1.3m

Falling Space area – 27m²

Min wet pour area – 28m²

Installation Hard Dig

£3,500.00

Item Total

£12,733.00

Spinmee Inc. Roundabout 3 Colour Collection 7 - (CAR-SP3(007))



PRODUCT FEATURES

The Spinmee Inclusive Roundabout is accessible to those with mobility impairments as well as wheelchair users. Its rotating base is flush with the surrounding safety surface allowing for easy transition between the surfaces. The design of the roundabout allows for both seated and standing users while also featuring 2 locations that can securely accommodate wheelchairs.

EQUIPMENT DIMENSIONS

m (L x W x H): 2.05 x 2.05 x 0.80

USERS

Age range: 4+
No. of users: 4

INSTALLATION

Minimum concrete volume cu. m: 0.35
Cast in Place

SURFACE & SPACE REQUIRED

Max Free Fall height -m: 1.00
Falling Space area – sq.m: 28.28
Min wet pour area – sq.m: 30.00

PLAY VALUE



PRICING

Supply 1 No. Spinmee Inclusive Roundabout £6,696.00

Hard Dig Installation £1,027.00

Item Total £7,723.00

Vippy see-saw (Red) Red - (HAG8049488)



PRODUCT FEATURES

The Vippy see-saw provides this traditional playground favourite with contemporary design and sturdy, easy-grip handles. Available in Spectrum Yellow, Green or Red.

EQUIPMENT DIMENSIONS

m (L x W x H): 3.06 x 1.02 x 0.85

USERS

Age range: 5+
No. of users: 2

INSTALLATION

Sunken Foundation

SURFACE & SPACE REQUIRED

Max Free Fall height -m: 1.10
Falling Space area – sq.m: 12.00
Min wet pour area – sq.m: 12.00


PLAY VALUE


 Balancing	 Coordination	 Group Play
 Jumping	 Multigenerational	 Rocking
 Social Play		


PRICING

Supply 1 No. Vippy See-Saw	£1,318.00
Hard Dig Installation	£430.00

Item Total **£1,748.00**

Bespoke Village Shop Panel		
	Supply 1 No. Bespoke Village Shop Play Panel - "Denton Village Shop"	£262.79
	Installation to posts	£27.00
Item Total		£289.79

Pirate Role Play Panel		
	Supply 1 No. Pirate Head Through Play Panel	£101.56
	Installation to posts	£27.00
Item Total		£128.56

Single UP Wooden Post incl. Panel Fixings		
	Supply 4 no. Natural Brown - NCS S 1030-Y10R posts	£648.00
	Panel Post Install Hard Dig	£372.00
Item Total		£1,020.00

Turo Swing, Four Place Red - (HAG8051063)



PRODUCT FEATURES

Whilst playing equipment has progressed and evolved immeasurably over the years, there are some classic pieces of equipment that will always remain popular and important in any play-scheme. HAGS range of stylish Turo swings will be a great addition to every play area. This 2.4m high swing frame provides great play appeal for children to interact and develop socially, and physically.

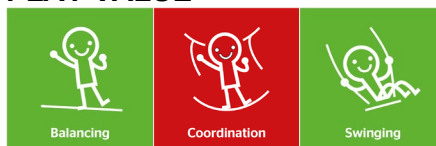
EQUIPMENT DIMENSIONS

m (L x W x H): 1.4 x 7.2 x 2.4

USERS

Age range: 2+
No. of users: 4

PLAY VALUE



INSTALLATION

Cast in Place

SURFACE & SPACE REQUIRED

Max Free Fall height -m: 1.40
Falling Space area – sq.m: 53.50
Min wet pour area – sq.m: 46.50

PRICING

Supply 1 No. Turo Swing, 4 Place	£2,050.00
Supply 1 No. Katja Seat, c/w ss chains, 6mm, black	£173.00
Supply 1 No. Kiddy Seat, c/w ss chains, 6mm, black	£359.00
Supply 1 No. Tango Seat, c/w ss chains, 6mm, black	£735.00
Supply 1 No. Mirage Seat c/w galv chains, 6mm, grey	£526.00
Hard Dig Installation	£1,134.00

Item Total £4,977.00

Portland Slide - (HAG8057515)



PRODUCT FEATURES

Although lighthouses are usually solitary places, the Portland slide will attract many enthusiastic visitors and is likely to become the focal point of any play area. As lighthouses are usually places shrouded in mystery, the Portland will provide the perfect backdrop for thrilling playground tales. As children create their own scenarii and pretend to be the lighthouse keeper or sailors stranded at sea, they develop confidence, learn to interact with their peers and express their personality through role play. This quirky slide gives children the opportunity to run up and down, slide and burn off some energy, as well as developing gross motor skills and coordination. The subtle nautical theme and distinctive red and white striped pattern will echo a coastal setting and complement nicely areas with a strong heritage.

EQUIPMENT DIMENSIONS

m (L x W x H): 2.08 x 0.77 x 1.8

USERS

Age range: 2+
No. of users: 3

INSTALLATION

Sunken Foundation

SURFACE & SPACE REQUIRED

Max Free Fall height -m: 0.60
Falling Space area – sq.m: 13.71
Min wet pour area – sq.m: 17.00

PLAY VALUE





PRICING


Supply 1 No. Portland Slide	£2,854.00
Hard Dig Installation	£391.00


Item Total **£3,245.00**

Surfacing




Wet Pour		
	Supply and lay 257m2 Total - 40mm 113.5m2, 50mm 106m2 & 80mm 37.5m2 thick Black & Fleck standard colours ramped & flush wet pour [as per design]	£24,100.69
	Hard dig excavation to 140mm & cart away spoil - 116m2	£1,972.00
	Supply and install 116m2 of geotextile membrane	£348.00
	Supply and install 116m2 of 100mm MOT type 1 - none sloped areas	£3,132.00
	No edge	
Item Total		£29,552.69

Excavation to 150mm & cart away spoil (HD)		
	Hard dig excavation to 150mm & cart away spoil - 72m2	£1,296.00
Item Total		£1,296.00

Concrete Base (100mm)		
	Supply & lay 70.5m2 of 100mm concrete base	£10,645.50
	Soft dig excavation to 120mm & cart away spoil - 138m2	£987.00
	Supply and install 138m2 of geotextile membrane	£211.50
Item Total		£11,844.00

Landscaping of Mound		
	Allowance to grade and shape back the existing mound where MultiUnit is being installed	£855.17
Item Total		£855.17

Project Preliminaries

Carriage charge		
	Orders with equipment valued below £5,000 carriage is charged at 12%. Orders with equipment valued above £5,000, carriage is charged at 6%.	£3,318.26
Site Security / Storage / Welfare Facilities		
	<p><u>Site Security</u> – As recommended by the Health and Safety Executive, 2m high temporary site security fencing will be erected whilst all installation works are undertaken, including site safety signage.</p> <p><u>Site Storage</u> – Supply secure container for duration of the works inclusive of site compound management.</p> <p><u>Welfare Facilities</u> – Supply suitable welfare facilities for the duration of the project in line with the requirements of the Construction Design and Management Regulations 2015 (CDM)</p> <p><u>Skip Allowance</u></p>	£3,705.21
Post Installation Inspection		
	RPII Post Installation Inspection	£422.00
Preliminaries Total		£7,445.47

Quotation Summary

Quotation sub-total	£129,471.47
Special project discount	-£24,471.47
Quotation Total (exclusive of VAT)	£105,000.00

Freedom of Information

Non-disclosure of commercially sensitive documents under Freedom of Information Act

HAGS-SMP Ltd. consider our proposal return documentation to be commercially sensitive information under the Freedom of Information Act 2000. We request it is not disclosed on the grounds that its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person holding it without upholding any public interest.

Commercially sensitive extends to, but is not limited to: pricing, company structure and resources, method statements for the delivery of the works and services and descriptions of our products or bespoke environment designs. Release of this information would give commercial competitors an unfair advantage against HAGS-SMP Ltd. on any future proposal submissions.

However, our 3D visual design drawings may be reviewed and released under a FOI Act request as this is generally available within the public domain or may have been displayed at a public event.

Terms of Quotation

1. THIS QUOTATION IS VALID FOR 60 DAYS

2. VAT IS NOT INCLUDED

3. Prices are strictly 30 days nett

Prices are strictly 30 days nett from date of invoice provided a credit account is in operation and we specifically draw your attention to clauses **3, 4, 6** and **7** of our *terms and conditions of sale* (a copy is available on request).

4. CARRIAGE CHARGES

Carriage charged within the UK Mainland are:

Orders with *gross equipment valued below £5,000*, carriage is charged at **12%**.

Orders with *gross equipment valued above £5,000*, carriage is charged at **6%**.

We have a *minimum carriage charge of £10*.

Carriage outside UK Mainland, price on application

5. BUDGET INSTALLATIONS COST

Budget costs assume that easy lorry access and precise siting of the equipment will be provided, no surface or underground obstructions will be encountered during excavation such as concrete, hard-core, rock, chalk, roots, drainage, gas or water pipes, telephone or electricity cables etc. In the event of any such obstructions we reserve the right to charge for any additional work involved. We cannot accept liability for any consequent charges that may be incurred by disruption of any of the foregoing services. For fixed installation prices a site survey is required by an Area Manager prior to the order being placed.

6. MINIMUM INSTALLATION CHARGE

On orders received with installation a *minimum installation charge* will be applicable per site.

7. NON HAGS PRODUCT

In cases where HAGS includes within a project non-HAGS items specified by the client or its agent HAGS does not warrant that product or service as fit for use and its inclusion by HAGS does not endorse the item as conforming to required standards. It is assumed that before specifying, the client has assured themselves as regards conformity to EN1176, durability and fitness for use. Any guarantee claims relating to the specified item will need to be directed to the manufacturer or distributor of the item directly. HAGS does not guarantee such goods or services in any way.

8. PRODUCT DEVELOPMENT

HAGS has a policy of continuous product development and improvement. We reserve the right to alter specifications and design features of our products. In this context illustrations and descriptions contained in our sales literature and drawings are not binding.

9. DELIVERY/INSTALLATION TIMEFRAME

Delivery of product will be confirmed with order and is typically 6/8 weeks from receipt of written order. Installation is undertaken subsequent to delivery of equipment and time required will vary according to the project. Most are completed in 2/3 weeks after delivery of equipment.

10. DAMAGE TO GRASSED ACCESS ROUTES

During installation of a playground damage to grassed areas used as an access route is sometimes unavoidable. This is particularly the case if the installation occurs in wet weather or the site itself does not drain well. HAGS will if necessary level and seed any areas damaged in such a way. But please note that our quotation does not include for watering, maintenance or protection of such seeded areas from further damage or erosion.

11. LIQUIDATED DAMAGES

Would you please note that unless formally agreed in writing as part of an established form of contract (e.g.: JCT Minor Works) **HAGS-SMP Ltd t/as HAGS will not accept the imposition of liquidated damages** under any circumstances. Should such an agreed contract be in force the damage applicable (such financial damage to be real) shall be no greater than 1% per week of the total value of the works placed with HAGS-SMP Ltd and limited to a maximum of £250 per week.

12. SETTLEMENT DISCOUNT

a. NOMINATED SUB-CONTRACTOR:

Should a settlement discount of 2.5% be required under the terms of the main contract, then **2.563% should be added** to all prices quoted herein.

b. NOMINATED SUPPLIER:

Should a settlement discount of 5% be required under the terms of the main contract, then **5.263% should be added** to all prices quoted herein.

Terms and Conditions of sale are available on request Please contact Customer Services **0845 260 1655** sales@hags.co.uk
Issue Y 15.10.18

HAGS®

Inspiring all generations

Order Form

For HAGS supply & installation project

Date

Your PO Number:

Company Name _____
Address 1 _____
Address 2 _____
Address 3 _____
Address 4 _____
Town _____
County _____
Post Code _____

DELIVER TO

Project / Delivery Contact Name _____
Site Name _____
Address 1 _____
Address 2 _____
Address 3 _____
Address 4 _____
Town _____
County _____
Post Code _____

PROJECT DELIVERY CONTACT	DELIVERY CONTACT MOBILE NO.	PREFERED START DATE

QTY	DESCRIPTION / QUOTATION REF	LINE TOTAL

PAYMENT TERMS ARE STRICTLY 30 days
(unless otherwise agreed)

SUB TOTAL	
VAT @ 20%	
TOTAL	

1. Please notify us immediately if you are unable to receive delivery / installation as specified in our Order Acknowledgement
2. In signing this order form you agree to HAGS Terms & Conditions (as detailed)
3. Payment terms are subject to status

Authorising signature _____ Date _____
Print name: _____

Terms and Conditions

1. THE CONTENT OF THIS CONTRACT

- a. in this Contract: -
 - "the Company" means HAGS-SMP Ltd t/as HAGS as applicable
 - "the Goods" means the goods or services sold or supplied by the Company to the Customer under this contract
 - "this Contract" means a contract between the Customer and the Company incorporating these conditions
- b. The Contract governs the sale of Goods by the Company to the exclusion of all other representations, statements, understanding, negotiations, proposals or agreements.
- c. Where the Customer submits its own order form these terms shall prevail if they conflict with the terms in that form, even if that form includes a condition similar to this one
- d. The Contract becomes legally binding on both parties once FIVE (5) BUSINESS DAYS has expired following the issue by the Company of the Order Confirmation. At this point, the Customer shall be deemed to have unconditionally accepted the Order Confirmation and the Contract. If the Customer rejects the Order Confirmation within the FIVE (5) BUSINESS DAYS, no Contract is deemed to exist.
- e. No employee of the Company or its agents has authority to make any warranty, statement or promise concerning the Goods except in writing signed by a Company Director.
- f. The Customers order shall be subject to acceptance by the Company
- g. Orders are accepted and estimates of delivery given conditionally on the Company being able to secure the necessary labour or material and without responsibility for delays or non-fulfilment arising through risk and uncertainties of manufacture, strikes, accidents, force majeure or otherwise howsoever.
- h. All drawings, descriptive and forwarding specifications, particulars of weights and dimensions are approximate only and not binding and illustrations contained in catalogues, price lists, sales literature and other advertisement material are for the purpose of general description only and none of these shall form part of this Contract.

2. STANDARDS

- a. Where a B.S.I. specification or code is applicable, quotations will be given for patterns and equipment to that specification code.
- b. When Goods supplied under this Contract are not supplied under the B.S.I. system for the Registration of Firms at Assessed Capability, the Customer will be notified in the quotation relating to those Goods.

3. PRICES

- a. We reserve the right to invoice at the price ruling at date of despatch. All prices, unless otherwise stated, are for delivery "ex works" and are exclusive of value added tax or any other tax or duty which is or may be levied or charged in the U.K. or in the country of destination. Any such taxes, duties or charges shall be paid by the Customer.
- b. Unless otherwise specified, packing cases and pallets will be charged extra but will be credited in full on return carriage paid and in good condition within one month of receipt by the Customer. Export packing cases are not returnable.
- c. Quoted prices are held for a period of 60 (Sixty) days and ordered prices for Goods or Services are held for 60 (Sixty) Days, after these periods both are subject to any increase in the cost of labour, materials and installation.
- d. If the Customer requires alteration to the order the price will be varied accordingly. After 5 (Five) business days of the order being placed, any changes will incur additional charges.

4. PROPERTY OF GOODS

- a. Property of Goods delivered by the Company shall not pass to the Customer until payment is made in full. In case of default in payment, the Company shall be granted access rights in order to repossess the Goods. At all times before payment in full:
 - the Goods shall stand in the Customer's books in the name of the Company; and
 - the Customer shall take appropriate steps to notify third parties of the Company's interest in the Goods; and
 - in the event of threatened seizure of the Goods or by the appointment of a receiver or liquidator, or any other event entitling the Company to terminate this Contract under paragraph 10, the Customer shall immediately notify the Company and the Company shall be entitled to enter the Customer's premises and repossess the Goods.
- b. If the Customer delivers Goods to a third party before payment has been made in full to the Company, the customer shall hold all sums received for such Goods as trustee for the company and shall remit them to the Company on receipt.
- c. Risk for the Goods shall pass on delivery.

5. DELIVERY

- a. Delivery shall be "ex-works" unless the Company agrees otherwise. If the Contract includes delivery by the Company, the Customer shall be responsible for giving the Company clear and accurate instructions as to the place of delivery. If the carrier is unable to unload the Goods carried, the transport will still be charged. Any damage to Goods caused during or after unloading by the staff of the Customer will be the exclusive responsibility of Customer.
- b. If the Customer is not available or prepared to accept delivery the Company may take away the Goods and redeliver at a later date, charging the Customer for any additional expense thereby incurred (including temporary storage and demurrage) or leave the Goods on any part of the premises which is accessible without responsibility for loss or damage to them whether as a result of their being unsecured or otherwise
- c. If the Company has been delayed by the Customer for delivery of Goods, the Company has the right to charge a weekly holding or storage charge of 2.5% of the Goods.
- d. Time shall not be of the essence in respect of delivery. If the goods are to be delivered by a date specified by the Customer or by the Company such date is to be treated as an estimate only. The Company does not guarantee that the Goods will be delivered by such date or accept any liability for failure to meet the date.
- e. Prior authorisation for any returns is needed before the Company will accept. The Company reserves the right to charge a re-stocking fee of 25% of the Goods. Carriage cost for any returned product must be borne by the Customer.

6. SETTLEMENT TERMS

- a. Where credit facilities exist, accounts are due for payment 30 days from the date of invoice. Proforma payments and deposits can be requested by the Company at any time, subject to Customer credit checks and review on historical payments.
- b. Unless expressly stated otherwise in writing, invoices will be issued:
 - i. For the supply of Goods only orders, 100% of the price upon manufacture or dispatch.
 - ii. For supply of Goods and Services orders, 100% of the Goods price upon dispatch and the remaining balance in accordance with an agreed upon payment plan but no later than full invoicing upon completion (handover) of services. The payment of the total value of each invoice shall be made within thirty (30) days starting from the date of the invoice unless expressly agreed otherwise.
- c. The Company is entitled to ask for full payment of Goods upfront when the order is accepted (by credit card, money transfer or similar) and the payment of the installation upon completion date (hand over) of services. In the exceptional case that the Customer does not meet financial criteria set by the Company, the order will not be released to manufacturing until the pre-payment has been received, so the pre-payment invoice shall be made within five (5) working days starting from the date of the invoice in order to achieve timely delivery
- d. For Services to be carried out over a period exceeding two weeks, the Company reserves the right to invoice the Customer on a weekly basis. An initial invoice will be issued upon receipt of the Goods at the Customer's site, followed at weekly intervals by invoices for completed stages of the Services. In the event that any weekly invoice is not paid in accordance with clause 6(a), the Company shall be entitled at its own discretion to suspend the Services until payment of all outstanding sums is received or to terminate the Contract in accordance with clause 10.
- e. Where special discount terms are quoted, the terms must be strictly adhered to otherwise the account will be charged nett. The Customer shall unless otherwise agreed in writing, pay all sums due to the Company under the Contract prior to delivery in cash or cleared cheque in pounds sterling.
- f. If for any reason the Company does not receive unconditional payment in full, whether under any terms of credit facilities or otherwise, within 30 days from delivery then the company may charge daily interest on such payments at a rate equal to 8% per annum above the Bank of England Base rate, such interest to run from day to day to accrue before as well as after any judgement.
- g. Export Sales: Special terms will be quoted for export deliveries.
- h. If retention is applicable, the retention period will be 12 (Twelve) months from the Completion Date unless an amendment is agreed with the Company prior to the sales order submission. Clause 6(f) will be enforced for outstanding balances after the expiration of the 12-month period.

7. DEFECTS

- a. The Company does not accept responsibility for any damage, shortage or loss in transit unless:
 - i. Non-receipt of Goods is advised to the Company within 10 days from the date of the Company's advise/delivery note; and
 - ii. Any breakage, damage or shortage is advised to the Company and carriers within 10 days of receipt of Goods provided that the carriers note is marked "unexamined".
- b. All sizes are approximate. Variations during the course of manufacture cannot be avoided and liability is not accepted for them.
- c. When Goods are offered and supplied to a Customer's designs and specifications no guarantee is given or implied for their suitability for the purpose for which they are used.
- d. Return of any Goods must be authorized in writing by the Company prior to shipping and all costs and expenses will be borne by the Customer.
- e. The communication of defects and anomalies must be raised within (3) Three Months of when the Goods defect is discovered or should have been discovered and must be accompanied by supporting documentation to help validate the claim.
- f. If specific colours or design of Goods have been discontinued, the Company will offer a choice of available alternative colours or corresponding alternative designs of Goods to replace the warranted defect.
- g. If during the period of 12 (Twelve) months from the date of invoice the Company is notified of a fault in the Goods which is due to a faulty design, manufacturing or materials the Company will replace or (at its option) repair the faulty part free of charge provided that:
 - The Goods have been properly kept, used and maintained in strict accordance with the manufacturer's or the Company's instructions, if any, and have not been modified.
 - The fault is not due to accidental or wilful damage, interference with or maintenance of the Goods by persons other than the Company or its duly appointed Agent.
- h. If the Company has been notified by the Customer to a fault outside the period of 12 months the Company will review the Goods warranty documents to validate the claim. If the fault falls into a warranty category which the Company decides to honour, the replacement part to resolve the fault will be supplied free of charge exclusive of labour.

8. INSTALLATION OF GOODS

- a. The Customer must provide accurate information to the Company regarding site details including site dimensions, layout, specification and below ground soil conditions, If this is not provided accurately by the Customer, the Company can charge the Customer any additional charges incurred.
- b. The Customer shall promptly notify the Company of any existing installations such as water, gas, communications, electricity, or of any other similar communications or installations which may be affected and/or may suffer damages as a consequence of the installation works to be carried out in the place where the Goods are to be installed. Should the Customer fail to provide such information prior to the commencement of the Services, the Company shall not be held liable under any circumstance for any potential or actual damages caused to such installations. If the Company incurs additional costs as a result of a failure to provide such information, the Company can charge the Customer any additional costs incurred.
- c. The Company will only survey area's above ground prior to installation. Any additional surveys required will be chargeable to the Customer. Should any sub-surface structures exist that are not identified through the survey, the Company can charge the Customer for any additional costs incurred.
- d. An installation commencement date will be agreed in advance by the Customer and the Company. Should the installation site not be in a suitable condition for work to commence on this date, the Company will be entitled to charge the Customer for any additional costs incurred.
- e. The Company shall subcontract Services works out to approved installers where necessary, all works to be managed by the Company.
- f. The Company has the right to charge the Customer for any works outside the order confirmation.
- g. Any amendments to the original order must be made in writing. The Company will endeavour to accommodate such amendments but will charge the Customer for any additional time and materials incurred. The Company has the right to reject such amendments.
- h. Upon completion of the Services, the Customer shall sign the Site Completion Handover Checklist provided by the Company or confirm in writing all works have been carried out to a satisfactory level. Should the Customer claim that the Services have not been performed in accordance with the Order Confirmation, the Customer shall send the Company, within five (5) working days from receipt of

the Site Completion Handover Checklist or Confirmation email of completed works, a notice ("Notice"), specifying in detail, the faults found in the Services. If the Customer objectively demonstrates the claimed faults, the Company shall remedy the claimed faults at its own expense; if, instead, the Company demonstrates that the Services are in compliance with the Order Confirmation, the Customer shall be obliged to pay the Company the costs and expenses of the activities carried out to demonstrate the compliance of the Services. If the Customer doesn't return a signed Site Completion Handover Checklist, Confirmation email or provide a Notice within five (5) working days from receipt of the Site Completion Handover Checklist or Confirmation email of completed works, the Services will be deemed completed to the Customer's satisfaction in all respects.

9. LIMITATIONS OF LIABILITY

- a. Except where expressly contained in this Contract, all warranties, conditions, undertakings and representations, express or implied, statutory or otherwise, are excluded and the Company has no obligation, duty or liability in Contract, tort (including negligence or breach of statutory duty) or otherwise.
- b. In any event, the Company's liability arising for any reason in connection with this Contract shall be limited to the original invoice value of the Goods.
- c. In no circumstances will the Company be liable in Contract, tort (including negligence or breach of statutory duty) or otherwise for loss (whether direct or indirect) of profits, business or anticipated savings, or for the indirect or consequential loss or damage whatever.
- d. The Company does not exclude or restrict liability for death or personal injury resulting from its own negligence
- e. Each provision of this Condition is to be construed as a separate limitation applying and surviving even if for any reason one or other of the said provisions held unreasonable in any circumstances and shall remain in force notwithstanding termination of this Contract.

10. TERMINATION

- a. The Company shall have the right forthwith to terminate this Contract and to claim for any resulting losses or expenses if:
 - i. the Customer fails to pay any undisputed amount due under this contract on the due date for payment and remains in default not less than 14 days after being notified in writing to make such payment;
 - ii. the Customer commits a breach of this Contract and fails to remedy the breach within reasonable time of a written notice to do so; or
 - iii. the Customer commits any act of bankruptcy or compounds with its creditors; or a petition or receiving order in bankruptcy is presented or made against the Customer, or a petition for an administration order is presented in relation to the Customer, or a resolution or petition to wind up the Customer is passed or presented (otherwise than for reconstruction or amalgamation) or a receiver or administrative receiver or any similar event occurs under the laws of the state where the Customer was incorporated.
 - iv. A re-stocking fee of 25% of the product value and freight charge will be levied for all cancelled orders.
- b. For all special manufactured or purchased items we reserve the right to charge full value of the cancelled equipment order.

11. FORCE MAJEURE

- a. The Company shall not be liable in respect of any breach of this Contract due to any cause beyond his reasonable control including: Act of God, inclement weather, pandemic, flood, lightning or fire, industrial actions, or lockouts; the act of omission of government, highways authorities, or other competent authority, war, military operations or riot; the act or omission of any part for whom the Company is not responsible.

12. INFRINGEMENTS

- a. The Customer shall indemnify the Company against all damages, penalties, cost and expenses arising out of any claim by any third party for any infringement or alleged infringement of any third party's industrial or intellectual property rights in any work carried out in accordance with the Customer's specification.
- b. Copyright in all drawings or tracings prepared by the Company are the Company's property and copyright and must be regarded as confidential. Such drawings or tracings must not be published or disclosed under any circumstances without the Company's permission in writing.

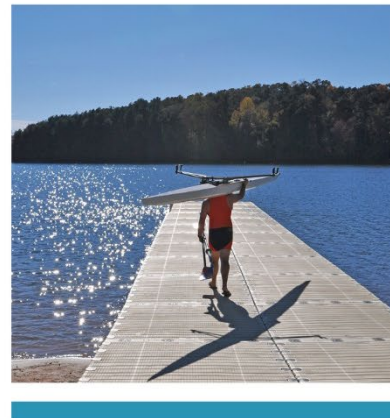
13. APPLICABLE LAW

- a. The Law of England shall be the proper law of this Contract

HAGS®

Inspiring all generations

hags.co.uk | sales@hags.co.uk | 0845 260 1655



 PlayPower

A PlayPower, Inc. Company

11. Report - Appendix 2 - Playsafe Quote & Design



PLAYSAFE PLAYGROUNDS LTD

The Cart House, Goldrings Farm, Elsted Marsh,
Midhurst, West Sussex. GU29 0JS
Tel: 01730 815472 Fax: 01730 815872
E-mail: info@playsafeplaygrounds.co.uk

Newhaven Town Council
18 Fort Road
Newhaven
East Sussex
BN9 9QE

Ref: 13824

18th April 2024

QUOTATION – Denton Road

Quotation Summary Sheet

Site Setup – H & S documentation, site security, site storage, welfare

Removals – Carry out removals of the existing play equipment, mounding and surfacing, all as listed and specified below

Play Equipment – Supply and deliver all play equipment as listed and specified below

Installation – Costs for the installation of all proposed items of play equipment as specified below

Base Works – Excavate and lay base works for the wetpour safety surfacing, all as specified below

Wetpour Safety Surfacing – Supply and lay wetpour safety surfacing to required depths, all as specified below

SafaMulch™ Safety Surfacing – Supply and lay SafaMulch™ safety surfacing to required depths, all as specified below

Pedestrian Gate – Relocate existing gate and make good of fencing, all as specified below

Post Installation Inspection – Carry out an independent post installation inspection on works completion

Customer Liaison – Continual liaison with the customer throughout the contract up to practical completion

Play Area Total = £133,793.00 + VAT



On all new synthetic safety surfaces

Muga Goal Ends – Remove fence panels and basketball posts, replacing with new recessed multi goals, all as specified below

MUGA Total = £9,598.00 + VAT

See detailed price break down below

All prices are excluding VAT and valid for 21 days.
MCD has been included unless otherwise stated.
Terms: To be confirmed at point of order



Please contact us
for details of our
FSC® certified
products
The mark of
responsible forestry
FSC® C007915

Site Setup

Provide all 'site specific' health and safety documentation, including insurances, RAMS, program of works, accreditations and certifications – [The customer is required to provide up to date utility plans of the working area prior to completing the above information.](#)

Supply, erect and maintain heras security fencing around the perimeter of the following areas for the duration of the works –

- Working area;

Provide and maintain onsite WC facilities for the duration of the works.

Provide onsite lockable storage facilities to house plant and tools for the duration of the works.

Clear site of the above on the completion of the works.

£2,089.00

Removals

Carry out the removals of the following items, removing existing foundations only where necessary and carting all waste materials away from site to a licensed tip –

- Cradle seat swing, including mulch/matta surface
- Rota net, including matta surface
- Cube Climber, including matta surface
- See Saw, including matta surface
- Super Nova Roundabout, including mulch/matta surface
- Robinia Adventure Trail Combination and stepper logs
- Junior flat seat swing, including mulch/matta surface

Excavate and remove the existing soil mound, removing all excavated waste away from site to a licensed tip.

£8,821.00



Play Equipment

Inclusive Multi Play Climber

There are six different ways to climb onto this multi play unit, with higher agility accesses for the able bodied, a 2.4m high vertical net, a climbing wall and a rope climb.

Equally challenging to less agile children are the large inclined inclusive net, a drag ramp and high visibility extra wide steps. In effect – two units in one, with fairly difficult step-ups and a hoop bridge between the two areas so children don't stray into

an area too challenging for them.

With 13 play feature activities, transfer decks and side entry or exit slides mean good access for children with mobility problems.

Can accommodate up to 39 users.



£45,808.00

Toddler Multi Play Climber

Toddler multi play climber features three towers with decks connected via a bridge and a tunnel.

All the decks are set at a height which enables activities at ground level to be added underneath each deck adding important play value.

With 13 play features and a wide range of activities this unit will appeal to different ability levels. Different accesses are designed to be incremental in challenge level, enabling children to 'grow' with the unit as their skills and confidence increase.

Ground level features include game panels, mirrors and puzzles. The upper level incorporates physical, role play, object and creative elements, all arranged in a circular route. Once at the top, passed all the many other activities this unit has to offer, the final reward for climbing is a wide stainless steel slide to get back to ground level.

Can accommodate up to 24 users.



£25,260.00

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



Rubber Steppers (9no)

Rubber Steppers are a perfect way to link trail items whilst challenging children's balance and coordination.



£1,062.00

A Frame

Develop upper body strength and hand eye coordination as you traverse up and down the A Frame.



£3,829.00

Edge Along Bridge

Test your balance and hand eye coordination as you cross the bridge.



£1,118.00

Rope Bridge

Develop balance and hand eye coordination navigating across the rope bridge.



£2,216.00

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



Please contact us
for details of our
FSC® certified
products
The mark of
responsible forestry
FSC® C007915

2.4m Two Seat Swing (Flat Seats)

The swing is a stalwart of play and an item that children ask for without fail.

The physical activity of swinging is good for muscular development and stimulates the heart and lungs.



£2,138.00

1.8m Two Seat Swing (Cradle Seats)

The swing is a stalwart of play and an item that children ask for without fail.

The physical activity of swinging is good for muscular development and stimulates the heart and lungs.



£2,014.00

Wheelchair Accessible Roundabout

Supply and delivery, including off loading, of the 'Inclusive Stainless Roundabout' –

The sleek, innovative, stainless steel design not only looks great but allows for exciting inclusive play suitable for everyone, no matter their abilities. This truly inclusive roundabout will attract big groups of children and adults in for a spin.

The ground-level design makes the roundabout accessible to everyone, while the bench provides a comfortably seated spin. The handholds offer great support from the inside, whilst from the outside they are used to get the roundabout moving.

Children will improve their sense of balance and the spatial awareness, while also developing social skills, such as cooperation and empathy by assisting friends of all abilities.



- 2100mm overall diameter x 750mm approximate height;
- Stainless steel frame with ally chequer plate floor as standard - other floor types available;
- Standard stainless steel barrier/seating frame work as shown – other configurations are available;
- Critical Fall Height - < 1000mm;
- Space Required – 6100mm x 6100mm
- Minimum Safety Surface Requirements – 26m²;

£6,370.00

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



Please contact us
for details of our
FSC® certified
products
The mark of
responsible forestry
FSC® C007915

Seating

DDA accessible Picnic Table –

Robinia hardwood sleeper picnic table manufactured by Dylan Group with the following features –

- Extended table surface for wheelchair accessibility and DDA compliancy;
- 2300mm length table & 1800mm length benches;
- Manufactured using robinia hardwood timber;
- All timber has a smooth sanded finish and all edges will be routed (5mm min radius)
- Stainless steel fixings used throughout;
- Manufactured for in-ground installation;



£734.00

Equipment Installation

Carry out the installation of the following play equipment into a flat grass site, located as shown on the graphics provided –

- **1 No** Inclusive Multi Play Climber
- **1 No** Toddler Multi Play Climber
- **1 No** Wheelchair Accessible Roundabout
- **1 No** 2.4m Flat Seat Swing
- **1 No** 1.8m Cradle Seat Swing
- **1 No** DDA Accessible Picnic Table
- **9 No** Rubber Steppers
- **1 No** A Frame
- **1 No** Edge Along Bridge
- **1 No** Rope Bridge

All excavated waste materials will be removed from site to a licensed tip.

Prices include all plant, labour and materials required to carry out the works.

£10,621.00

Stone Base Works

Excavate an area totalling 208.5m² to depths ranging from 140mm-170mm, removing all excavated spoil from site to a licensed tip.

Supply and lay geotextile membrane to the excavated area, overlapping all joints by 300mm minimum.

Supply and lay approximately 208.5m² of recycled type 1 stone all at a minimum compacted depth of 100mm, rolling edges in below the surrounding ground level.

£7,340.00

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



Wetpour Surfacing

Supply and lay the following areas of **Black Wetpour** safety surfacing, a two layer surface consisting of SBR base rubber layer and an EPDM rubber wearing layer, all over a free draining base –

- **46m² @ 70mm depth** with a tested CFH of **2400mm** when laid over type 1 stone base;
- **162.5m² @ 40mm depth** with a tested CFH of **1500mm** when laid over type 1 stone base;



Perimeter edges will be laid below surrounding ground levels, dressed with soil on completion and seeded. This will create a smooth transition between rubber surface and surrounding grass surfaces and eliminate future pulling problems from surrounding edges.



Wetpour is available in a variety of colours, standard being black, red, blue and green, which can be blended or used to create colourful surface areas.

Wetpour has a 5 year Guarantee as standard to all new safety surface areas – full Ts & Cs available.

Please see the attached document regarding UV stability and surface discolouration

£10,579.00

SafaMulch™ Safety Surfacing

Supply and lay the following areas of **coloured SafaMulch™** bound rubber mulch safety surfacing, complete with a double thickness geotextile membrane underlay when laid over grass/soil.

- **7.5m² @ 40mm depth** around the **Springer Jeep**, all with a tested CFH of **2500mm** when laid over a grass/soil base;
- **18m² @ 40mm depth** around the new **Toddler Swing**, all with a tested CFH of **2500mm** when laid over a grass/soil base;
- **21m² @ 40mm depth** around the new **Junior Swing**, all with a tested CFH of **2500mm** when laid over a grass/soil base;

All perimeter edges will be trenched out and the rubber surface edges will be laid below surrounding ground levels, dressed with soil on completion and seeded. This will create a smooth transition between rubber surface and surrounding grass surfaces.



SafaMulch is available in 8 x standard colours which can be blended together if required.

SafaMulch has a 5 year Guarantee as standard to all new safety surface areas – full Ts & Cs available.

£2,572.00

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



Pedestrian Gate

It has been identified that one of the existing pedestrian gates is badly positioned, to encourage users to walk straight across the nest swing usage zone. It is proposed that this gate is moved along the fence line.

Remove and relocate the pedestrian gate.
Make good of fencing at new location with a new fence post.
Make good of fencing where the gate was removed.

£762.00

Post Installation Inspection

An independent PII will be arranged on completion of the works.

£460.00

Play Area Total - £133,793.00

Ball Court Goal Ends

Supply and install 2 No sturdy Basketball and Football combo goal ends in steel, regulation size and height.

The existing steel fencing will be dropped as required to allow for the installation of the goal ends.

Once the Goal Ends have been installed, the fencing will be re-installed as required to abut the new installations, any waste materials will be removed from site to a licensed tip.



Supply and lay SafaMulch rubber to the recessed goal areas to extend the current surface as required.

£9,598.00

MUGA Works Total - £9,598.00

General Site

On completion clear site of all surplus materials and waste

Estimated Project Time Scale

4 weeks



Our installation

All works (including ground works) are undertaken by our 'in house' installation teams working to detailed specifications. Our staff are DBS checked, trained and skilled in both the works and H&S requirements, which enables us to hold valid certificates in:

CHAS, Constructionline and SMAS.

Customer Liaison

A pre start meeting will be required prior to starting any works on site.

The site will be marked out with the client on day 1 of the contract.

The site will be scanned and checked in conjunction with site service plans prior to a permit to dig being issued by the site supervisor.

Weekly progress meetings will be held on site with the client.

A final sign off meeting will be held on completion of the works and prior to handing the site back to the client.

Notes: Prices assume all of the above is made as one order (options excluded), are subject to good site access, a site survey and assume no underground services or obstructions which may all alter the final cost. Splitting a quotation may be subject to a price change.

Service plans of the working and surrounding area will be required a minimum of 1 week prior to starting works. These should be provided by the client. Playsafe can obtain service plans at an additional cost, this may delay commencement of works if sufficient notice to provide is not given (3-4 weeks).

All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



PLAYSAFE SAFETY SURFACING

Wet-pour

This Playsafe safety surface is constructed of bonded rubber mixed on site using specialist equipment to produce a dense, consistent texture. It is then 'wet laid' to exacting standards.

The base on which the rubber surface is laid is either non-fines concrete or MOT Type 1, dependent on the depth of surfacing required for each area.

The top layer (wearing course) is Ethylene Propylene Diene polyethylene-modified rubber (EPDM) which is available in black, red, green, blue, beige, purple, eggshell, brown and yellow. A flecked pattern can also be achieved by mixing black with any of the other colours. To add to the play value of playgrounds, colourful graphics can be designed into the surfacing to individual requirements. The surface is slip-resistant and non-abrasive to young limbs.

Some coloured wetpour may appear to discolour when exposed to direct UV rays. This is due to the binder and cannot be avoided. After a period of use the top film of binder will wear away and the wetpour surface will return to its intended colour. This period maybe several months depending on the amount of use.

Different areas beneath the equipment are laid to differing thicknesses to provide the necessary impact absorbency. The correct thickness and area are determined by the Free Fall Height (CFH) of the equipment to be installed. Wet pour safety surfacing can be laid around complex configurations of playground equipment and ground contours. It is virtually maintenance free.

New wetpour surfacing is guaranteed for a period of 5 years against defects in materials and workmanship from date of invoice.

The above guarantees do not include any of the following – **repair works**, cosmetic issues e.g. fading colours or any discolouration due to weathering, new to old wetpour joints, misuse, neglect or accident and damage due to movement of base materials not installed by Playsafe. Any damage resulting from vandalism, abnormal use or lack of maintenance is not covered by this guarantee. Any shrinkage to the edges as this is a known factor with the flexibility of rubber expanding and contracting from warm to cold temperatures.

Defects must be promptly reported to the company and the company must be allowed access to the surface within normal business hours to inspect/repair any defect;

The customer must have made full payment for the surface in accordance with the conditions of our quotation/contract between the company and the customer for the supply and installation of the surface (including those as to time of payment);

For the avoidance of doubt, this warranty does not confer any rights on the Customer, or impose any liability on the Company, other than those expressly set out above and does not cover any claims for indirect or consequential loss or damage arising out of defect;



SafaMulch™

This Playsafe safety surface is constructed of bonded rubber mixed on site using specialist equipment to produce a dense, consistent texture. It is then 'wet laid' to exacting standards.

Different areas beneath the equipment are laid to differing thicknesses to provide the necessary impact absorbency. The correct thickness and area are determined by the Free Fall Height (CFH) of the equipment to be installed. SafaMulch™ safety surfacing can be laid around complex configurations of playground equipment and ground contours. It is virtually maintenance free.

SafaMulch™ surfacing is guaranteed for a period of 5 years against defects in materials and workmanship from date of invoice.

The above guarantees do not include any of the following – **repair works**, cosmetic issues e.g. fading colours or any discolouration due to weathering, misuse, neglect or accident and damage due to movement of base materials not installed by Playsafe. Any damage resulting from vandalism, abnormal use or lack of maintenance is not covered by this guarantee.

Defects must be promptly reported to the company and the company must be allowed access to the surface within normal business hours to inspect/repair any defect;

The customer must have made full payment for the surface in accordance with the conditions of our quotation/contract between the company and the customer for the supply and installation of the surface (including those as to time of payment);

For the avoidance of doubt, this warranty does not confer any rights on the Customer, or impose any liability on the Company, other than those expressly set out above and does not cover any claims for indirect or consequential loss or damage arising out of defect;



All prices are excluding VAT and valid for 21 days.
Terms: To be confirmed at point of order.



PLAYSAFE PLAYGROUNDS LIMITED

TERMS AND CONDITIONS

1. The Client is the Client named overleaf. The Contractor is Playsafe Playgrounds Limited.
2. These terms and conditions form part of the quotation. The quotation, once accepted, will form a contract between the Client and the Contractor.
3. Time is not of the essence. The date agreed for completion is subject to alteration in the event of delays occurring for reasons beyond the control of the Contractor including, but not limited to, inclement weather, strikes or lock outs affecting the Play industry, or additions or variations to the works described in the quotation.
4. If the Client wishes to make any alterations or additions to the quotation they should notify the Contractor. The Contractor will then supply a quotation for a new price which is to be accepted in writing by the Client before any such altered or additional work is carried out.
5. The prices stated in the quotation are exclusive of VAT. VAT will be charged at current rates, where applicable.
6. Pro-forma unless credit terms are otherwise agreed or stated. Where the work covered by the quotation exceeds four (4) weeks, the Contractor shall from time to time render interim accounts to the Client, and such interim accounts shall be paid by the Client forthwith on delivery of such accounts. The Contractor reserves the right to charge interest at the rate of 20% per annum on any account outstanding for longer than four (4) weeks, such interest to run from the date of such invoice.
7. Prices valid for twenty one days from date of quotation. Please confirm quoted prices after this date.
8. Credit references will be taken upon receipt of first order for Clients without accounts with the Contractor.
9. Title of Goods supplied or installed does not pass to the purchaser until full payment has been received.
10. All goods offered are subject to availability.
11. Except as expressly agreed the Contractor shall provide all labour, materials and equipment necessary for the proper execution of the work.
12. Adequate and suitable access, including working area(s) must be maintained at all times for all necessary plant, equipment and vehicles. Vehicle access of 3 metres wide x 3 metres high to at least 25 metres from site, and access of 1.5 metres wide into the work area.
13. NO liability will be accepted for any failure of surfacing due to foundation work faults not executed by the Contractor.
14. The Contractor reserves the right to alter the specifications without prior notice.
15. Cancellation charge will be levied on all cancelled orders to cover relevant handling and administrative costs.
16. Irrespective of any insurance taken out by the Contractor, the existing structures together with the contents thereof owned by the Client or for which he is responsible and the works and all materials and goods delivered thereto, placed on or adjacent to the works intended therefore (except plants, tools and equipment owned or hired the Contractor) shall be at the sole risk of the Client as regards theft, loss or damage by fire, lightning, explosion, storm, tempest, flood, apparatus or pipes, earthquake, aircraft or other aerial devices or articles dropped there from, riot or civil commotion. The Client shall maintain proper and adequate insurance against all such risks and shall on demand produce such policy of insurance and receipt for premiums paid for inspection by the Contractor.
17. The Client may but not unreasonably or vexatiously by notice of registered post or recorded delivery to the Contractor forthwith determine the employment of the Contractor under this contract if the Contractor shall make default in any one or more of the following respects:
 - a) If the Contractor without reasonable cause fails to proceed diligently with the works or wholly suspends the carrying out of the works before completion.
 - b) If the Contractor becomes bankrupt or makes any composition or arrangement with his creditors whether or not under the Insolvency Act 1986.

PROVIDED that the employment of the Contractor shall not be determined under clause 17 (a) hereof unless the Contractor has Continued the default for 7 days after receipt by registered post or recorded delivery of a notice from the Client specifying such a fault.

18. The Contractor may but not unreasonably or vexatiously by notice of registered post or recorded delivery to the Client forthwith determine the employment of the Contractor under this contract if the Client shall make default in any one or more of the following respects:
 - a) If the Client fails to make any payment to the Contractor on any account within 14 days of delivery of such account;
 - b) If the Client or any person for whom he is responsible interferes with or obstructs the carrying out of the works or fails to make the site reasonably available to the Contractor;
 - c) If the Client suspends the carrying out of the works for a continuous period of at least four (4) weeks;
 - d) If the Client becomes bankrupt or makes any composition or arrangement with his creditors whether or not under the Insolvency Act 1986 or has possession taken by or on behalf of any creditor of the property the subject to the works.

PROVIDED that the employment of the Contractor shall not determine under clause 18 (a) (b) or (c) hereof unless the Client has continued the default for 7 days after receipt by registered post or recorded delivery of a notice from the Contractor specifying such default.





EXISTING
NEST SEAT
SWING

2.4M FLAT
SEAT SWING WITH
SAFA MULCH SURFACING

ADVENTURE
TRAIL



TODDLER MULTI
PLAY CLIMBER

EXISTING
PLAY JEEP

DDA
ROUNDABOUT

WETPOUR
SAFETY
SURFACING



RELOCATED
SELF CLOSING
GATE



INCLUSIVE MULTI
PLAY CLIMBER

INCLUSIVE
PICNIC TABLE

1.8M CRADLE
SEAT SWING
WITH SAFA MULCH
SURFACING



NEWHAVEN TOWN COUNCIL - DENTON ROAD

QUOTATION REF: 13824

DATE: 17/04/2024



**PLAYSAFE
PLAYGROUNDS LTD**



Playdale *Playgrounds*



Quotation for
Newhaven Town Council - Newhaven

Contents

- [Your Quote](#)
- [Additional Information](#)
- [Equipment Certifications](#)
- [Surfacing Certifications](#)
- [Construction Design Management](#)
- [The API](#)
- [Case Studies](#)
- [General Specification and Guarantees](#)
- [Surfacing Specification and Guarantees](#)
- [Conditions of Sale](#)



Ken Dry
Newhaven Town Council
18 Fort Road
Newhaven
East Sussex
BN9 9QE

Quotation Number: 0000094033
Quotation Date: 21-05-2024
Reference: 25501rev1/ESU
Project for: Newhaven

Dear Ken

Please find enclosed our proposals for your play project as discussed.

The equipment featured will challenge and entertain the intended age range; providing endless play value, while requiring minimum maintenance.

All our equipment meets the European safety standard BS EN 1176/1177, and we guarantee each item has been independently tested and awarded the prestigious Kitemark to ensure our equipment is the safest on the market.

As a business we take great pride in our customer service and are extremely proud to have a Net Promotor Score (NPS) above 80*. Any NPS score above 70 is regarded as world-class service and this really does motivate our team to keep doing what we do best which is making smiles.

We hope you are now ready to begin your Playdale experience by placing an order based upon the enclosed proposals. To do so, please complete the attached order form stating our quotation number and signing the plan (if applicable). Alternatively, if you would prefer to raise your own order, please ensure the quotation reference number is stated clearly on the form and that you have attached a copy of the signed plan to confirm your approval (if applicable).

If you wish to discuss any aspect of your play project, or have questions regarding what happens next, please do not hesitate to contact me on 07824463674 or by email at mike.stevens@playdale.co.uk.

We look forward to working with you.

Yours sincerely

Mike Stevens

Mike Stevens
Area Sales Manager
Playdale Playgrounds Limited



Your Quote

Quotation Number: 0000094033

Product Code	Product Name	Quantity	Unit Price	Total
Important: This Quote is Subject to the Below Terms				
Equipment positioning is subject to receiving service plans (gas/electric/water/phone etc) - Please visit www.linesearchbeforeudig.co.uk or consult your Playdale Area Sales Manager for further details.				
Equipment				
LTH/PLG/A1	Play Galleon Plus (Plastic Slide) - SGF*	1.00	14,420.00	14,420.00
TJS/2	Timber (2 Bay) Junior Swing Frame Only with Shackles – SGF*	1.00	2,755.00	2,755.00
SEAT1	Flat Seat & Chains for Junior Swing Frame	2.00	211.00	422.00
SEAT2	Cradle Seat & Chains for Junior Swing Frame	2.00	317.00	634.00
SA	Safety Barrier - TGF*	2.00	285.00	570.00
IORB/1/Y/S	Inclusive Orbit (1 No.Seat Station - Yellow, 2 No. Wheel Chair/ Standing Stations) - SGF*	1.00	6,889.00	6,889.00
CLE/2	City Andes	1.00	2,380.00	2,380.00
CCMB2	City Combo 2 (TT/RW)	1.00	2,826.00	2,826.00
CSTP	City Rubber Step 1 No.	2.00	152.00	304.00
CWBD	City Wobble Board	1.00	1,429.00	1,429.00
SPR/TU	Timber Turtle Springer SGF*	1.00	1,059.00	1,059.00
SPR(302110)	Spring Whale (302110) - SGF*	1.00	986.00	986.00
QJBRAPO07	Rap Lite (Blue/Orange) Plastic Slide - SGF*	1.00	36,896.00	36,896.00
Surfacing				
QWP	258.5m2 Wet Pour as per design	258.50	76.29	19,720.96
Ancilliary Items				
DEL008	Removal of foundation spoil, pallets, packaging and general rubbish.	1.00	668.93	668.93
DEL010	Container for on-site storage	1.00	1,050.00	1,050.00
DEL011	Welfare Facilities	1.00	2,195.00	2,195.00
Delivery & Installation				

DEL0002M	Delivery & Installation	1.00	31,089.31	31,089.31
EXCA001	Excavation of existing compact ground (m3) and remove to an approved waste management site. See site plan and/or specific surfacing preparation specifications for details.	113.00	71.15	8,039.95
SUBB021	MOT Type 1 stone subbase to a compacted depth as specified on site plan or in specific surfacing preparation specifications.	39.00	103.82	4,048.98
ED0100	PCC Kerbs (Flat Top) / linear metre	144.00	41.55	5,983.20
DEL005	Additional time for levelling works as required	1.00	2,694.00	2,694.00
DEL005	Playdale to uplift and remove existing single bay swing and associated 11m2 bonded rubber mulch surfacing, existing supernova and associated 10m2 bonded rubber mulch surfacing, existing square climber, and existing adventure trail on mound shown in RED	1.00	5,970.10	5,970.10
		NET	GBP 153,030.44	
		Less Discount	GBP 14,116.80	
		Total NET	GBP 138,913.64	

All the above prices are subject to VAT and are valid for a period of one month.

Please refer to our standard Terms & Conditions and our Additional Information.

Standard payment terms are 50% deposit paid within 7 days of placing an order.

Finance packages are available.

Definitions & abbreviations

SGF* Steel Ground Fixed - steel plates are concreted into holes in the ground to which timber is fixed.

TGF* Timber Ground Fixed - timbers are concreted into holes in the ground.

SF* Surface Fixed - equipment is bolted directly on top of concrete.

Subject to a site survey. If we have been unable to fully survey your site, your quotation will be 'subject to a full or further site survey.' This will only apply if Playdale are carrying out the delivery & installation and may mean that all associated/necessary works have not been specified or priced.

Additional Information Issue no. 10

What might affect your playground quote?

Removal of foundation spoil, pallets, packaging - If this is not priced for, spoil, pallets and packaging will be left on site for you to arrange disposal of. Any spoil arising from the installation will be incorporated wherever possible within the construction of your play area. Excess spoil will be left on site within 10 metres of the installation. The volume of spoil generated should not be underestimated. It can be substantial, and you will need to plan for its disposal.

Site Storage - This will be required to store equipment before and during your installation. Where possible we would prefer to provide a cost for a storage container which you will see on your quotation. It will be assumed the container can be located within 30 metres of the construction site and form part of the site compound. If you have told us a container is not required, unless otherwise agreed, you will provide a safe and secure storage area within 30 metres of the construction site, ideally located at the site compound.

Welfare facilities - To fulfil the requirements of the Health & Safety at Work Act, welfare facilities will be required on site. Charges for welfare facilities will be shown on your quotation and will be costed based on the size of the job/project. If on site welfare facilities are not listed on the quotation it will be assumed you are able to provide these for the full length of the installation. Playdale can provide welfare facilities if required. Price on application.

Vehicle Access - This will be assessed during the site survey by a Playdale representative. Good vehicle access will be assumed if a wagon can reach within 30 metres of the site storage area/compound area. Should the vehicle access change following a Playdale site survey, please inform your Playdale representative.

Site Security – 2 metre high steel mesh (Heras) fencing will be supplied as part of the installation cost. Adequate fencing will be provided to surround the construction and compound areas if these are separate. Additional fencing requirements will require separate costs. Fencing will be left erect for duration of the Playdale contract only, if you require extended hire beyond this duration additional charges will apply.

Uplifted and reinstalled equipment - Whilst every effort shall be made to uplift and re-install the existing equipment, we cannot be responsible for any damage that may occur through dismantling & re-installing these products. Any extra parts required will be charged as an additional price.

Artwork Approval - The approval of bespoke artwork (e.g. entrance signs) will be required a minimum of 3 weeks before the start of installation work to ensure all parts are manufactured on time and to avoid additional carriage & installation charges.

Additional Information (continued)

The location of your new playground!

Unless otherwise stated this quotation assumes...

Level site - Levels are suitable for the equipment selected as defined in the equipment data sheets.

Soft dig - Holes can be easily dug without the need for machinery such as 'pneumatic breakers' or digging through tree roots e.g., not digging through concrete, rock or other hard material.

Easy access – 30 metres (or less) from delivery point to compound and 30 metres (or less) from compound to construction area. Vehicle access of more than 10 metres across grass/field, carrying down steps or through buildings is considered bad access. A cost contingency for the reinstatement of grass must be allowed for grass areas greater than 5 square metres.

Drainage - Adequate drainage of the site. No safety surfaces and groundworks undertaken by Playdale will affect the drainage of your play area. Should drainage be an issue please discuss with your Playdale representative.

Compacted ground - The ground where works are to take place is fully compacted. Unstable ground may cause undulations/sinking to the finished surface and de-stabilise equipment foundations.

Reinstatement - Little or no reinstatement of surrounding ground is required following installation. Small grass areas (less than 5 square metres) requiring reinstatement will be seeded unless otherwise specified. Reinstatement requirements should be discussed with your Playdale representative. Consideration should be given to access over grass and consider all likely weather.

Additional Information (continued)

So what do we need you to do?

Some notes to help fulfil your legal health and safety requirements...

Annual Inspection - In accordance with the children's outdoor play equipment safety standard BS EN 1176 an annual inspection should be carried out on all play equipment and safety surfacing with a written report. The cost for Playdale to provide this service is £260.

Post Installation Inspection - In accordance with the children's outdoor play equipment safety standard BS EN 1176 before use, an inspection should be carried out on all new play equipment and safety surfacing (or following significant maintenance work) with a written report. The cost for Playdale to provide this service is £390.

Recommended safety surfacing - In accordance with the children's outdoor play equipment safety standard BS EN 1176, the items within your quotation may require a safety surface to cover the full impact area suitable for the equipment fall heights.

Signage - In accordance with the children's outdoor play equipment safety standard BS EN 1176 all public playgrounds require an entrance sign giving specific safety information.

Site services plans - As part of Construction Design and Management (CDM) health and safety regulations, you are required to provide service plans of all utilities in the area where we are installing. This is simple to do and in most cases there is no cost. Plans should be provided to Playdale no less than 3 weeks prior to installation.

What else you may need to know...

Setting out/technical drawings to aid site preparation - If you are preparing an area for your playground prior to a Playdale installation, these drawings are essential to ensure the area is prepared correctly for the equipment and safety surfacing being installed. Costs will be incurred and/or BS EN 1176 safety areas may not be met if the site fails to meet our specification.

Site survey to review/inspect site preparation - If you are preparing your own groundwork or the preparation of groundwork is to be undertaken by others, a site survey by Playdale will need to be carried out to ensure that the groundwork has been prepared in accordance with our specification and in line with the requirements of BS EN 1176. Should they fail to meet our specification additional costs will be incurred.

Wet pour - If you are adding to or repairing an existing wet pour surface, we would advise that the new wet pour is in a contrasting colour to the existing wet pour. This is because we cannot guarantee that colours will match if the same colour is used again. Please note that the wet pour binder is subject to a very slight yellowing upon UV exposure which can cause some colours to slightly alter in appearance. When patching with new wet pour the adhesion between the new and old rubber cannot be guaranteed.



Additional Information (continued)

Making Changes

If you need to amend anything within your quote after checking the additional information, please contact your Playdale representative.

Any changes made to your quotation will affect the overall cost. Prices quoted are assuming the site will be the same as when surveyed by Playdale, if different at the time of installation, extra costs will be incurred. Please also refer to Playdale 'Terms and Conditions'.



Surfacing Certifications

When providing a safe environment for your children to play in, the surface on which they play is particularly important. To meet the requirements of BS EN 1176 and BS EN 1177 Playdale recommends that impact absorbing surfaces must be installed beneath all equipment with a free height of fall greater than 0.6m.

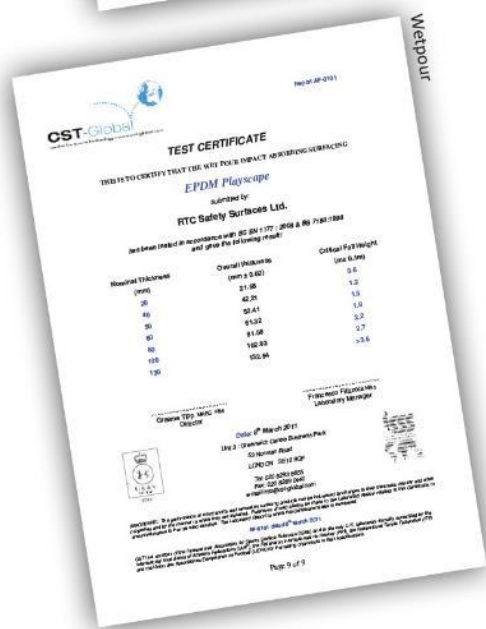
All surfacing offered by Playdale has been independently tested to ensure full compliance with BS EN 1177 and BS 7188. The installation of each surfacing type is closely monitored through our ISO9001 quality system to ensure the required standards are constantly met.



Cushionfall



Grasslok



Weipour



Playdale Bonded Rubber Mulch

We have experienced Playdale

We have worked with schools & nurseries, community groups, local authorities and housing developers for 40 years designing exciting and innovative outdoor play areas.

Here are some playground projects we have completed along with the customers' comments about working with Playdale.

Yarlside Academy, Barrow-in-Furness, Cumbria



"Once again I'm very happy with the service that Playdale have provided from start to finish. The equipment is made to a high standard and is excellent quality. Highly recommended!"

Janine Pierce, Headteacher

Wingham Parish Council, Wingham, Kent



"Our newly refurbished site offers such a lot of choice and fun for children aged 2-14 and has already proved successful, being used on a daily basis. I love the mixture of timber and stainless steel equipment, the quality is good and we now have such a good range of items to cater for all needs and abilities."

Kerry Coltham, Parish Council Clerk

We have experienced Playdale (continued)

Weymouth Sea Life Adventure Park, Dorset



"We have been delighted with the work Playdale have done to bring to life Caribbean Cove at Weymouth SEA LIFE Adventure Park. At all stages of design, installation and commissioning we were able to collaborate to ensure the finished product met the overall brief. The quality and range of choices we had far exceeded our expectations and our young guests have had a thrilling time exploring all the great play opportunities that have been created to suit a wide range of ages."

Tamsin Mutton-Mcknight, General Manager

Clay Farm housing development by Countryside Properties, Trumpington, Cambridgeshire



"Playdale worked closely with us through all aspects of the design and supply/installation of this play area. This included providing information to assist in dialogue with the local planning authority, and liaison with the design team to ensure the planning and design drawings were fully coordinated. Works were then completed on-site in a professional manner in line with our programme requirements. I have been very pleased with the professional service received throughout this project."

Ben Hunt, Associate Director

CDM...a most important acronym!

The installation of your play area is a crucial element to the success and onward life of it. Playdale Playgrounds is committed to carrying out all aspects of our work safely and complying with all relevant health & safety regulations.

Construction Design Management (CDM) is an important and relevant piece of legislation for a playground installation as it falls under the title of 'construction' because the end result is a permanent structure.

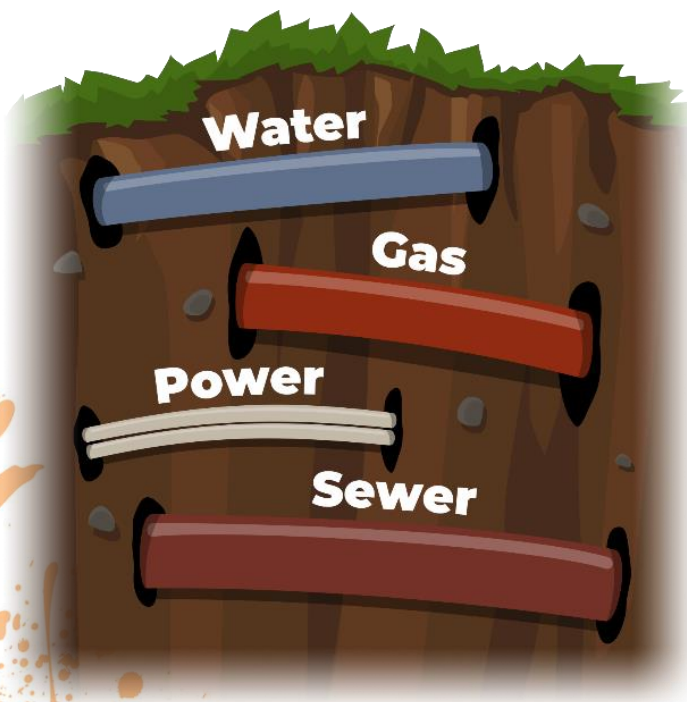
Everyone involved has a part to play.



It's so important to choose a **responsible, reputable company** to ensure your project runs **safely and smoothly**.

Playdale has the highest levels of compliance with **all Health and Safety regulations...you're in very safe hands!**

Going Underground!



Buried services...what are they and what's their importance in a play area project?

- Buried services (or underground services) are cables and pipes buried underground that may include lines for electricity, gas, water and sewage.
- They are an extremely dangerous hazard to digging activity during the construction and installation of play areas, whether urban or rural.
- Any damage to underground services is not only potentially life-threatening but can also cause serious service damage.
- It is imperative that plans are obtained about ALL buried services in your area before any work to the play area begins.



CDM (continued)

How do we get these plans?

If you don't already have plans showing the location of buried services you can get hold of them really easily by using this link

www.lineearchbeforeudig.co.uk

You can then simply access the service plans for your playground area. We can then use these to help us design your perfect (and perfectly safe) play area. Digging will be done safely and you've carried out your CDM responsibility. It really is that easy!

We don't want the play area installers to suffer fatal or severe injuries nor do we want to be the ones to cut off the electricity supply to your village (!)

"As the client, what responsibilities do I have?"

Well, we've highlighted a few for you here:

Make sure:

- Enough time and resources have been allocated for the project
- All the necessary key people (duty holders) required for the 'construction' have been appointed
- Important information such as the location of buried services has been obtained and passed to the relevant people
- Welfare facilities are provided

You can read more about CDM and the responsibilities of all involved by visiting the Health & Safety Executive website using this link:

www.hse.gov.uk/construction/cdm/2015/responsibilities.htm

Working together...

...for a fantastic end result! You will soon have wonderful new playground equipment that is built to last and here to stay, made and installed using the very best materials and processes. It will be enjoyed by many children for years to come.

Playdale work with hundreds of customers just like you on a daily basis, dealing with these regulations. We are here to help you with ANY help and guidance you may need.

Please contact your local Playdale Area Manager using the contact details earlier in this document for more information.

API Supporting the UK Play Industry

The Association of Play Industries (API) is the lead trade body within the UK play sector representing the interests of manufacturers, installers, designers and distributors of both indoor and outdoor children's play equipment and play area surfacing.

Founded in 1984, the Association of Play Industries (API) is the lead trade body for the UK play sector and is known as the "voice of the play industry".

Play delivers well-documented physical, developmental, emotional, behavioural, social and environmental benefits and the API campaigns at the highest levels for policy recognition of the value of play.



Play matters

Obesity and inactivity are rising and young people's relationship with the outdoors is dwindling. Adopting an active lifestyle early in life encourages healthy habits in adulthood which means providing children with time, space and facilities to enable their natural energy.

Provision of high-quality public play facilities has a vital contribution to make in tackling these challenges, whilst also addressing wider societal problems. Every child has a fundamental right to play (Article 31, United Nations Convention on the Rights of the Child), but there are many local communities for whom that right is under threat.

From sensory spaces for toddlers to skate parks, school playgrounds to Multi-Use Games Areas for local authorities, Parkour and social spaces for teenagers, the play spaces created by API members are engaging, flexible areas with fun, stimulating and challenging equipment that appeals to children of all ages and abilities. Adding a well-designed, well-maintained play area brings immeasurable benefits to local families.

Our reputation

API member companies are the UK's leading experts in play provision. They design, create and install high-quality play equipment using certificated products and provide advice on inspection, maintenance and repair. They operate to the highest standards, abide by a strict Professional Code of Conduct, comply

with BSEN 1176 and other relevant safety standards, and are rigorously and regularly monitored and credit-checked for financial security and stability.

Our support

The API website www.api-play.org provides a wide range of resources, information and links about fundraising, planning and project guidance, design, safety and risk, with full member details including examples of recent work.

Our members

The API membership represents approximately 85 per cent of UK play industry companies with a £166.8 million turnover in 2014. It operates under the umbrella of the Federation of Sports and Play Associations (FSPA), the national trade body responsible for representing 14 Associations in the UK's sport and play industries.

In addition

The API is an active member of wide-ranging organisations which campaign to improve the health and well-being of children including the All Party Political Group for a Fit and Healthy Childhood, Children's Play Policy Forum, Children's Play Safety Forum, Sport and Recreation Alliance, The Register of Play Inspectors International Ltd (RPII) and the Federation of European Play Industry (FEPI)



Here are 10 good reasons why it pays to choose an API member...

"more than just a logo"

The API is an active member of wide-ranging organisations which campaign to improve the health and well-being of children including the All Party Political Group for a Fit and Healthy Childhood, Children's Play Policy Forum, Children's Play Safety Forum, Sport and Recreation Alliance, The Register of Play Inspectors International Ltd (RPII) and the Federation of European Play Industry (FEPI)

1 Reliability and reputation

API members are the UK's leading play companies. They are professional, trustworthy and operate to the highest standards. Choosing a cut-price operator faces the risk of inferior products, poor quality installation and service, over-sold guarantees and warranties, and financial uncertainty.

2 Financial stability

API members are financially sound. Their financial stability and security are monitored regularly, thoroughly and rigorously. Choosing a supplier with a poor financial record, credit score or trading history can cause major problems.

3 Credibility

API members abide by a strict Professional Code of Conduct and are committed to a high standard of customer service and business practice.

4 Experience

API members readily provide evidence of recent, relevant previous work, case studies and references.

5 Play value

API members believe the benefits of managed risk in play are indisputable. The API Charter ensures they design fun, high-quality play spaces with plenty of challenge built in.

6 Expertise

API members are play experts. They design, create and install high-quality play equipment, provide expert advice and have the knowledge and resources to carry out full consultations with all stakeholders involved in play projects.

7 Compliance

API members are committed to maintaining and promoting BSEN 1176 and other relevant safety standards, and provide evidence to demonstrate compliance.

8 Partnership

API member companies believe that investment in high-quality play equipment provides a lasting legacy for children and communities. As a result, they are committed to long-term service and support for customers.

9 Safety

API member companies recognise the importance of safety and provide expert advice on maintenance, repairs and inspection. They commission Post-Installation Inspections to ensure the safe operation of new play areas, undertaken by a registered and certificated annual outdoor inspector from the Register of Play Inspectors International (RPII).

10 Technical Mediation

The API actively encourages customer feedback on member projects and offers a FREE mediation service for members and their customers to resolve any technical disputes.



General Specification and Guarantees - 'Timber & City' Issue 09

All Playdale manufactured play equipment has been independently tested by BSI or TUV and carries certification as proof of compliance to the European Playground Safety Standard EN 1176. Our design layouts and installations also comply with the European Standards EN 1176 and EN 1177.

All raw material and bought-in components we use in the manufacture of our equipment comply with the relevant British / European or ISO Standards.

- **Timber Poles**

Machine rounded, laminated pine from managed forests. These are used throughout our 'Timber' range. All timber is pressure treated in compliance with EN 351-1 and EN 335-2. - ***Covered by a 20-year guarantee against structural failure due to rot or infestation when above ground level (i.e all horizontal and vertical timbers are installed in conjunction with Playdale's steel ground fixing brackets). Covered by 15 year guarantee against structural failure due to rot or infestation when timber poles are installed directly into the ground.****

- **Steel Ground Fixings**

Made from heavy duty, corrosion resistant, galvanised steel. - ***Covered by a 20-year guarantee.***

- **Structural Stainless Steel**

Used throughout our 'City' range. All structural pipe and box section made from 3mm thick 304 grade stainless steel. - ***Covered by a 25-year guarantee against failure.***

- **Sawn Timber**

Comes from high quality European Redwood and is pressure treated after machining. - ***Covered by a 15-year guarantee against structural failure due to rot or infestation.***

- **Galvanised Steel Frames**

Made from strong, corrosion resistant galvanised steel to create floors and brackets. - ***Covered by a 15-year guarantee.***

- **Colour Coated Steelwork**

This is shot blasted and primed with corrosion inhibiting zinc rich epoxy primer and then coated with a high performance Polyaspartic top coat with total coating thickness of 250µm. This meets the criteria of ISO 12944 for C4 / C5 environments. - ***Covered by a 5-year guarantee.***

- **Platforms and Floors**

On towers, playhouses & rotating platforms the floors and platforms are made from 13mm thick Compact Grade Laminate with a textured grip pattern. This material is extremely tough, vandal resistant, wear resistant, chemical resistant, fire resistant and will not rust. - ***Covered by a 10-year guarantee.***

- **Coloured Panels and Roofs**

These are produced from 12mm thick Compact Grade Laminate. This material is extremely tough, vandal resistant, wear resistant, chemical resistant, UV protected, fire resistant and will not rust. - ***Covered by a 10-year guarantee.***

- **Stainless Slides**

These are constructed from a 2mm or 1.5mm stainless steel sheet with continuous welds on all seams. - ***Covered by a 10-year guarantee.***

- **Plastic Slides**

Our plastic slides are constructed from Polyethylene moulded sections with bolted joints. - ***Covered by a 5-year guarantee.***

- **Rope Nets, Rope Ladders, Suspension Bridges and Pull Up Ropes**

All made from high quality, vandal resistant Steel Cored Rope. - ***Covered by a 2-year guarantee.***

- **Chains**

Constructed from high grade 316L stainless steel. - ***Covered by a 3-year guarantee.***

- **Swing Seats**

Flat, Cradle and Button seats are moulded from high quality rubber which encases inner aluminium / steel frames. The Team Swing seat is constructed from moulded Polyethylene with a stainless steel outer ring encased with high quality rubber impact trim. All swing seats are impact tested in full compliance with EN 1176-2. - ***Covered by a 2-year guarantee.***

- **Bearings**

Standard Junior and Cradle Swing bearings consist of high wearing, self lubricating oilite bronze bushes and a stainless steel machined shackle pin. Team Swing bearings consist of self lubricating polymer bushes with stainless steel machined shackle pins. Anti-wrap swing bearings consist of custom designed self lubricating Acetal bushes with an outer stainless steel strap. Other bearings are high quality sealed bearings. - ***Covered by a 2-year guarantee.***

- **Bolts**

Bolts used in our 'Timber' range are made from high corrosion resistant treated, high tensile steel, or stainless steel for high stress applications. All standard nuts and bolts are concealed by our custom made, durable plastic caps. The caps give a tamper resistant and smooth fixing point. Security bolts and heavy duty security coach screws are made from stainless steel.

Bolts used in our 'City' range are made from 304 grade stainless steel. All nuts are nylock nuts of grade 304 stainless steel and are concealed by our custom made, durable plastic caps. The caps give a tamper resistant and smooth fixing point. Security bolts made from 304 grade stainless steel are also used throughout the range.

Structural Bolts are covered by a 10 year guarantee. All other fixings are covered by a 5 year guarantee.

- **Plastic Bolt Covers & Caps, Plastic Timber Caps and Plastic Washers**

These are made from Nylon, High Density Polyethylene or Polypropylene. - ***Covered by a 5-year guarantee.***

- **Scramble Net / Rope Climb Ground Anchors/ Moulded Seats/ Moulded Handles**

All moulded from EPDM Rubber & tested in full compliance with EN 1176 & EN 1177. - ***Covered by a 2-year guarantee.***

- **Suspension Joints**

Constructed from a painted steel outer and inner sections with a high quality natural rubber suspension. - ***Covered by a 2-year guarantee.***

- **Springs**

Manufactured from 18mm or 19mm diameter high quality spring steels. After coiling, the

spring is phosphorised and then coated with a tough, durable polyester paint. - **Covered by a 5-year guarantee.**

- **Springers**

Springers are all independently tested by TUV and carry the GS mark as proof of compliance to EN 1176. - **Covered by a 5-year guarantee.**

- **PlaySafe**

*Our partner guarantees the coating will last for at least 60 days on all surfaces of a standard playground as long as it has either been installed by an approved installer or by a competent person who has completed their short training programme. Our partner will provide a testing chemical which demonstrates (via a colour change) if the coating is active or not. To claim under our guarantee you must provide dated photographic evidence of the coating being applied and successfully tested and then another photo of an unsuccessful test within the same area. It's important to note that the testing chemical can stain and should not be applied to any areas which this could cause an issue. In the unlikely event that the coating is proved to not be active after 60 days, our partner will provide replacement coating free of charge - **Covered by a 60 day guarantee.**

All guarantees cover failure arising from material or manufacturing defects only. General wear and tear through use, damage caused by vandalism or defects resulting from work carried out by a third party are not covered by our guarantees.

Guarantees cover the full cost of the faulty parts. Any additional costs covering delivery, fitting and any associated surfacing costs are excluded.

All parts are covered only for the original guarantee period. Once a guarantee period elapses, the guarantee on any replaced or repaired part also expires.

*The guarantee on timber poles only covers machine rounded laminated timber poles. Non-laminated machine rounded timber poles used for landscaping are covered by a 5-year guarantee against structural failure due to rot or infestation. All timber infestation guarantees exclude structural failure as a result of a termite attack.

Email: customercare@playdale.co.uk

Tel No. 015395 39771

General Specification and Guarantees - 'Installation & Surfacing' Issue 04

All Playdale manufactured play equipment has been independently tested by BSI and is kitemarked as proof of compliance to the European Playground Safety Standard BS EN 1176. Our design layouts and installations also comply with the European Standard BS EN 1176. All safety surfacing specified and supplied by Playdale has been independently tested and certified to EN 1177 and BS 7118.

- **Equipment Foundations**
All as specified in individual equipment 'Installation Instructions' - **Covered by a 5 year-guarantee against failure. Note: this guarantee excludes movement in foundations caused by ground movement or ground shrinkage.**
- **Equipment Assembly**
All as specified in individual equipment 'Installation Instructions' – **Assembly errors covered by a 1-year guarantee.**
- **Groundworks**
As specified in individual contract - **Covered by a 1-year guarantee.**
- **Stone Subbases (inc. edgings)**
As specified in individual contract - **Covered by a 1-year guarantee. Note: this guarantee excludes subsidence caused by subsoil ground movement or subsoil ground shrinkage.**
- **Landscaping**
As specified in individual contract - **Covered by a 1-year guarantee.**
- **Steel Fencing**
As specified in individual contract - **Covered by a 1-year guarantee.**
- **Litter Bins**
As specified in individual contract - **Covered by a 1-year guarantee.**
- **Wet Pour**
From hard wearing EPDM rubber granules – test certificates in accordance with BS EN 1177 & BS 7188 available for all thicknesses - **Covered by a 5-year guarantee against a defect on the surface.**
- **Adhesion of wet pour surface to PCC kerbing**
- **Covered by a 5-year guarantee.**
- **Adhesion of wet pour surface to Playdale treated timber edging**
- **Covered by a 1-year guarantee.**
- **Adhesion of wet pour surface to flexi-edge edging**
- **Covered by a 1-year guarantee.**
- **Adhesion of wet pour surface to existing tarmac, including a cut and chase edge**
- **Covered by a 1-year guarantee. Note: this guarantee excludes failure caused as a result of a structural instability in the existing tarmac.**
- **Adhesion of wet pour surface to existing wet pour**
- **Excluded from guarantee, because failure on the adjoining seam can occur as a result of a structural instability in the existing wet pour, OR through differing contraction and expansion rates of different types of wet pour of varying ages.**
- **Rubber Tiles**
Prefabricated 1m x 1m rubber tiles. Test certificates in accordance with BS EN 1177 & BS 7188 are available for all thicknesses - **Covered by a 5-year guarantee against a defect on the surface.**



- **Adhesion of rubber tiles to any edging**
- **No guarantee available.**
- **GrassLok**
0.5m x 0.5m interlocking PVC / rubber matrix tiles - **Covered by a 10-year guarantee.**
- **Matta**
Open mesh tile surface constructed from prefabricated, interlocking tiles 500mm x 500mm made from recycled rubber and PVC - **Covered by a 5-year guarantee.**
- **Cushionfall**
Produced from recycled timber products - **Natural product covered by a 3-month guarantee.**
- **Bark**
High quality graded pine bark - **Natural product covered by a 3-month guarantee.**
- **ChildsPlay**
Hard wearing and durable sand filled '3d' fibred synthetic grass carpet - **Covered by a 5-year guarantee.**
- **Synthetic Grass**
Multi-toned, textured synthetic grass consisting of soft polypropylene fibres. There are two types - 'filled' and 'non-filled'. The 'fill' is a sterile recycled rubber granule. This product is used in conjunction with expanded polypropylene shock pads when required - **Covered by a 5-year guarantee.**
- **Bonded Rubber Mulch**
Colour coated shreds from recycled solid rubber bound with a specially formulated PU binder. This product is used in conjunction with expanded polypropylene shock pads when required - **Covered by a 5-year guarantee.**
- **Tarmac**
As specified in individual contract - **Covered by a 1-year guarantee.**
- **Quad Pavers**
20mm thick, hard wearing, black rubber tiles bonded onto a 50mm thick concrete paving slab (600mm x 600mm) - **Covered by a 3-year guarantee.**

All guarantees cover failure arising from material, manufacturing or installation defects. Normal wear and tear, and damage caused by vandalism are not covered by our guarantees.

Guarantees cover the full cost of rectifying the fault specifically covered by the guarantee. Additional works or associated costs may be excluded at Playdale's discretion.

Email: customercare@playdale.co.uk

Tel No. 015395 39771

Conditions of Sale

1 - General

- 1.1 In these conditions:
 - The "Customer" shall mean the corporate entity firm or person seeking to purchase the Goods from the Company;
 - The "Company" shall mean Playdale Playgrounds Limited;
 - The "Contract" shall mean any contract of Goods or Services made between the Company and the Customer;
 - The "Goods" shall mean the products articles or things to be sold by the Company
 - The "Services" shall mean any services provided by the Company to the Customer (whether or not the Customer shall purchase Goods);
 - The headings to the clauses shall not affect the construction of these conditions;
 - The use of the plural shall include the singular and the use of the singular shall include the plural.
- 1.2 These conditions shall be incorporated into each and every Contract made between the Company and the Customer.
- 1.3 These conditions shall apply to the exclusion of any terms or conditions put forward by or on behalf of the Customer and in the event of any conflict or inconsistency between these terms and conditions of trading and the terms of your order, these terms and conditions prevail, unless otherwise agreed by the Company in writing.
- 1.4 These conditions shall not create any agency or partnership between the Company and the Customer or any third party.
- 1.5 No person in the employment or acting otherwise as agent of the Company or purporting so to do has authority to accept Orders or supply Goods in any condition other than those contained herein or to vary these conditions in any way whatsoever. Previous dealings between the Company and the Customer shall not vary or replace these conditions or be deemed in any circumstances whatsoever so to do.
- 1.6 No purported variation or waiver of or addition to these conditions, whether written or oral or in respect of representations or statements made, shall have effect unless and until authorised in writing by a manager of the Company.
- 1.7 Quotations, whether written or oral, submitted by the Company shall be deemed to be an invitation to treat and not an offer.

2 - Acceptance

- 2.1 No order shall be deemed accepted by the Company unless received in writing. Only when the Company has notified the Customer of acceptance of the written order by despatch of the order acknowledgement shall the contract between the Company and the Customer be deemed to be made.
- 2.2 Any quotation issued by the Company shall be open for acceptance at any time during the validity period shown on the quotation. If unstated the validity period is 30 days. After the expiration of the validity period of the quotation the quotation is deemed to have been withdrawn by the Company.
- 2.3 Any quotation is made on the understanding that it will be accepted in full. In the event of partial acceptance of the quotation by the Customer a written revised quotation may be sent by the Company to the Customer. Any description or specification or drawing or particulars accompanying the quotations or contained in the Company's marketing material shall not form part of the Contract.
- 2.4 It is the Customers responsibility to check the order acknowledgement to ensure it is correct and notify the Company of any mistakes in writing immediately.
- 2.5 Additions or alterations to Orders, however made, shall not be binding until confirmed by the Company in writing.
- 2.6 The Company reserves the right to change products, specifications or prices without prior notice.

3 - Prices

- 3.1 All prices quoted are net and subject to VAT at the rate ruling at date of despatch.
- 3.2 Prices will be held firm for deliveries made during the validity period of a quotation, but thereafter, or if no validity period is stated, we reserve the right to invoice at the price ruling at date of despatch.
- 3.3 Prices do not include installation costs unless stated.
- 3.4 We reserve the right to make an increased charge in the event that the completion of delivery and installation is delayed by reason of the Customer's instructions or other reason beyond the Company's control.
- 3.5 If the Customer requires alteration to the order, the price will be varied accordingly and the Company shall be entitled to recover any ancillary costs incurred.

4 - Title

- 4.1 Risk in the Goods shall pass on delivery.
- 4.2 Notwithstanding the foregoing the Title of Goods supplied by the Company shall not pass to the Customer until payment is made in full.
- 4.3 In case of default in payment the Company shall be granted access rights in order to repossess the goods.
- 4.4 If the Customer delivers the Goods to a third party before payment has been made in full to the Company, the Customer shall hold all sums received for such goods as trustee for the Company and shall remit them to the Company on receipt.

5 - Delivery

- 5.1 Any date quoted for collection and delivery is an estimate only. The Company shall not be liable for any failure to meet any such estimate nor for any loss, whether financial or otherwise resulting directly or indirectly therefrom.

- 5.2 Any alterations to the order by the Customer may delay the completion of the order.
- 5.3 The Customer must examine the Goods and notify the Company of any defects or shortages within 5 days of delivery.
- 5.4 If the Customer is not available or prepared to accept delivery the Company may leave the Goods on the premises without responsibility for loss or damage to them.
- 5.5 If the Company has been delayed by the Customer for delivery of Goods, the Company has the right to charge a weekly holding charge of 2.5% of the Goods.

6 - Installation

- 6.1 This clause shall apply only where the Company and Customer have agreed in writing that the contract shall include the cost of installing Goods.
- 6.2 Any date quoted for commencement or completion of installation is an estimate only. The Company shall not be liable for any failure to meet any such estimate nor for any loss, whether financial or otherwise resulting directly or indirectly therefrom. The time for completion of installation shall not be of the essence.
- 6.3 Any price quoted for installation is calculated on the basis that the site is available to start on the agreed date and that work can be carried out continuously during working hours. In the event that the start of the work is delayed or the work is disrupted by interruptions or any other cause whatsoever, or by the Customer's instructions or lack of instructions, the Company shall be entitled to charge a reasonable amount for any extra cost incurred. In addition, where the Customer delays an installation the Company reserves the right to charge storage at a rate of 2.5% per week or part thereof of the price of the goods in storage.
- 6.4 Where installation has been quoted the price assumes digging in a grassed/tarmac area, but should difficulties be encountered underground in our excavations, we reserve the right to adjust our costings accordingly.
- 6.5 Should there be any alterations to the Safer Surfacing dimensions from the original quotation, the Company reserves the right to re-quote or adjust the price accordingly.
- 6.6 The Company shall notify the Customer when installation has been completed. Installation is deemed to be complete if the Goods are fit for use notwithstanding minor omissions or defects.
- 6.7 Upon notification by the Company that installation is complete, the Customer shall sign a Document provided by the Company acknowledging that the Goods have been installed in accordance with the contract. If the Customer fails to do so, provided the Goods and the installation thereof are to the reasonable satisfaction of the Company, the Document will be deemed to have been signed by the Customer.
- 6.8 The Customer shall indemnify the Company against all costs and claims arising from damage or injury to persons or property occurring during the course of installation unless such damage or injury shall be proved to have been caused solely by the negligence of the Company, its servants or agents.

7 - Terms of Payment

- 7.1 Unless expressly stated otherwise in writing, invoices will be issued:
 - i) For the supply of goods only orders, 100% of the price is due upon manufacture of goods.
 - ii) For the supply of goods and services orders, 50% of the total order value is due upon manufacture of goods and the remaining balance in accordance with an agreed upon payment plan but no later than full invoicing upon completion of services. The payment of the total value of each invoice shall be made within thirty days starting from the date of the invoice unless expressly agreed otherwise.
- 7.2 Where special arrangements are made accounts are due for payment thirty days from the date of invoice. Proforma and deposits can be requested by the Company at any time, subject to Customer credit checks and review of historical payments. The Company does reserve the right to cancel such special arrangements at any time and demand payment of all outstanding sums forthwith.
- 7.3 For services to be carried out over a period exceeding four weeks, the seller reserves the right to invoice the Customer on a weekly basis. An initial invoice will be issued upon dispatch of the products followed at weekly intervals by invoices for completed stages of the services. In the event that any invoice is not paid the seller shall be entitled at its discretion to suspend the services until payment of all outstanding sums is received or to terminate the contract. Where special discount terms are quoted, the terms must be strictly adhered to otherwise the account will be charged net.
- 7.4 If for any reason the Company does not received unconditional payment in full within 30 days of invoice, whether under any terms of credit or otherwise, interest shall accrue on all sums due and outstanding at 8% per annum above the Bank of England base rate, such interest to run from day to day to accrue before as well as after any judgement.
- 7.5 Export Sales: special terms will be quoted for export deliveries.
- 7.6 If a retention is applicable, the retention period will be 12 months from the Completion Date unless an amendment is agreed with the Company prior to the sales order submission. Clause 7.4 will be enforced for outstanding balances after the expiration of the 12-month period.
- 7.7 The Customer shall not be entitled to withhold payment of any amount payable to the Company by reason of any dispute or claim by the Customer (whether or not the Goods or Services are to be provided by instalments and in such case each instalment is deemed to constitute a separate and distinct Contract). In the case of any short delivery to the Customer or minor faults arising during the installation, the Customer shall remain liable to pay the full invoiced price of all other Goods or Services supplied

8 - Consents

- 8.1 The Customer shall obtain all and any necessary consents required to fulfil the Contract including (without prejudice to the foregoing) any governmental consents.
- 8.2 If the Customer is refused any such consents the Customer shall notify the Company immediately and indemnify the Company for any reasonable costs incurred in modifying or cancelling any of the details of the order.

9 - Limitations of Liability

- 9.1 Except where expressly contained in this Contract, all warranties, conditions, undertakings and representations, express or implied, statutory or otherwise, are excluded and the Company has no obligation, duty or liability in Contract, tort (including negligence or breach of statutory duty) or otherwise.
- 9.2 In any event, the Company's liability arising for any reason in connection with this contract shall be limited to the original invoice value of goods.
- 9.3 In no circumstances will the Company be liable in Contract, tort (including negligence or breach of statutory duty) or otherwise for loss (whether direct or indirect) or profits, business or anticipated savings, or for any indirect or consequential loss or damage whatever.
- 9.4 The Company does not exclude or restrict liability for death or personal injury resulting from its own negligence.
- 9.5 Each provision of this Condition is to be constructed as a separate limitation applying and surviving even if for any reason one or other of the said provisions is held unreasonable in any circumstances and shall remain in force notwithstanding termination of this Contract.

10 - Guarantee

- 10.1 Subject to clauses 10.2 and 10.3 below and, provided that the Company is satisfied that any defect or failure of the Goods has risen solely from the use of defective materials or workmanship, the Company guarantees (as its option) either to replace the Goods or to repair defects or failures which appear within one year of delivery of the goods. Further guarantees which vary from periods of 1 to 25 years are stated at the time of our written quotation.
- 10.2 The Company's liability under clause 10.1 above is conditional upon:
 - (a) notice in writing being given to the Company immediately the defect or failure arises;
 - (b) the Goods having been maintained and serviced in a proper and satisfactory manner;
 - (c) the Goods having been used reasonably for the purposes for which they were supplied and not having been damaged by vandalism or otherwise or modified in any way; and
 - (d) the Customer having complied in all respects with all terms and conditions of the Contract.
- 10.3 If alterations to the Goods are made without prior consent of the Company, the Company shall be under no liability for failure of the Goods. No allowance shall be made for any alterations so made.
- 10.4 All defective parts replaced shall become the property of the Company.
- 10.5 In the case of Goods or parts of Goods not of the Company's manufacture, this guarantee is limited to such warranty or guarantee as is given by the makers thereof.

11 - Design

- 11.1 We reserve the right to modify or to change the design of any of our products illustrated in our marketing material in the interest of progress.

12 - Copyright and indemnity

- 12.1 All drawings or tracings prepared by Playdale Playgrounds Ltd are the property of the Company by copyright. Such drawings or tracings must not be published or disclosed without our written permission and are to be regarded as confidential.

13 - Cancellation

- 13.1 The Company shall have the right forthwith to terminate this contract and to claim for any resulting losses or expenses if:
 - a) The Customer fails to pay any undisputed amount due under this contract on the due date for payment and remains in default not less than 14 days after being notified in writing to make such payment.
 - b) The Customer commits a breach of this contract and fails to remedy the breach within reasonable time of a written notice to do so.
- 13.2 For all special manufactured or purchased items we reserve the right to charge full value of the cancelled equipment order.
- 13.3 A restocking fee of 25% of the product value and freight charge will be levied for all cancelled orders.
- 13.4 Orders shall not be cancelled or amended unless so agreed in writing and upon terms which provide indemnity against any loss incurred by the Company as a result of cancellation.

14- Return of Goods

- 14.1 Prior authorisation for any returns is needed before the Company will accept. The Company reserves the right to charge a restocking fee of 25% of the goods. Carriage cost for any returned products must be borne by the Customer.

15- Force Majeure

15.1 The Company shall have no liability whatsoever for any failure to perform, or for any delay in the performance of any its obligations under the Contract arising wholly or in part by reason of any factor beyond its direct control.

16- Notices

16.1 Any notice required to be given in writing under the Contract shall be given either by facsimile Transmission or by first class post and shall be deemed to have been delivered (in the absence of Evidence to the Contrary) within 48 hours of posting.

17- Governing Law

17.1 This Contract shall be governed by the law of the country in which the Contract is made.

2 Bay Swing With Flat & Cradle Seats

- Promotes physical development
- Improve fitness & wellbeing
- Swing with friends

Rap Lite Mutliplay Unit

- Crawling and scrambling fun
- Improves balance and coordination
- Sliding action

UP TO
25
YEAR
GUARANTEES



Adventure Trail

- Improves balance & coordination
- Overcoming obstacles
- Improves agility

Existing Play Jeep

Inclusive Orbit

- Exhilarating movement
- Inclusive
- Social interaction

Play Galleon

- Great for roleplay and imaginative play
- Develops crawling and scrambling skills
- Social interaction





NEWHAVEN TOWN COUNCIL

Ken Dry
Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Full Council **Agenda Item 12**

Date: 11th June 2024

Report Contact: Town Clerk

Subject: **Event Funding Applications.**

1. The purpose of this report is to request council consideration of two individual Event Funding Applications and make any award allocation it sees fit.

2. These applications have come from the following organisations and for the following amounts of funding;

Culture Connect Project CIC	£3500
Meeching & District Bonfire Society	£8000

Culture Connect Project CIC (£3500)

3. A redacted copy of this application can be seen at Appendix 1.

4. Members of the PP&F Committee will recall that Culture Connect CIC were successful in securing a Discretionary Grant Award at its last meet of 26th March 2024 of £3500 and that the committee considered the application very well written with an excellent objective.

5. However the applicant had to change the scope and timing of the activities detailed in that application, a fact which they openly communicated with the RFO, and therefore no financial award was made for the reasons outlined.

6. The group were then advised to submit an Events Application given their revised dates and activities. That application is now before the council for consideration.

Meeching & District Bonfire Society (£8000)

7. A redacted copy of this application can be seen at Appendix 2.

8. Councillors will be aware of the great public acclaim that resulted from last years Bonfire Procession and Fireworks display arranged by this local group which benefited from an £8000 NTC Event Grant in 2023.

9. Before the council now is an Event Application for a very similar event for 2024 and requesting a grant £8000.

Finance.

10. The council has set a budget of £35,000 (360.4218 *Partnership Cont/Event Support*) for 2024/25 to facilitate Event Grants which can be applied for at any time. There is currently £34,500 remaining in this budget for the remainder of the financial year.

Recommendations

That the council considers each of these individual Event Grant applications and determines what level of award, if any, it wishes to make to each.



Newhaven Town Council

Application for funding for an event

Some of the following questions may not be relevant to your organisation. Don't be put off by the form – if you need help or advice, please ring our office on 01273 516100. Please feel free to continue any section or give further information on a separate sheet.

Name of Event:	<p>Culture Connect Project CIC (Monthly events to celebrate diversity in the Newhaven area)</p> <p>Culture Connect Project – Launch Event 'Culture Connect Community' (monthly events) Celebrating Our Differences Festival – Sept 2025</p>
Date(s) of Event:	September 2024 to September 2025
Amount of funding sought:	£3,500 – for numerous cultural performers and workshop facilitators (or any amount available towards our total project expenditure)
<p>**Updated Project Plans:**</p> <p>**Launch Party:**</p> <ul style="list-style-type: none"> - **Date:** 28th September 2024 - **Venue:** Hillcrest Centre - **Participants:** 100 People - **Activities:** Workshops, Performances, Cultural Food, Arts/Crafts, Talks on Inclusion - **Stalls:** Culture Connect Project, Diversity Lewes, Native Spirit Threads, Sussex Police, Culture Shift, Lewes District Anti-Racism Alliance - **Speakers:** Janet Baah, Valdirene Ruston, Annette Olivieri, Cuthbert Williams MBE - **Performances:** Isaac Jengwa Music (singing the song he has written for our project), Mrisi Music (South African drumming/instruments/spoken word/singing), West African Dance Workshop by Ernest Kwame Obeng (who does the dance workshops at the Dome Black History family day, Brighton). <p>**Monthly Events:**</p> <ul style="list-style-type: none"> - 11 Weekend events at local community centres, with uplifting workshops and activities (one cultural workshop each time, cultural food, arts/crafts) <p>**Community Festival:**</p> <ul style="list-style-type: none"> - **Date:** September 2025 - **Venue:** The Sidings, Newhaven - **Description:** - A community festival celebrating cultural diversity and promoting inclusion in Newhaven. For up to 499 people. - Collaboration with Culture Connect Project, Diversity Lewes, Lewes Council, Sussex Police, Dr Janet Baah, Cuthbert Williams MBE, and many performers and cultural workshop facilitators. <p>**Event Details:**</p>	

- Performances and workshops include African drumming/dancing/instruments, Bollywood dance, Belly dance, Capoeira, Street Dance, Refugee Choir, and more.
- Wellbeing area with yoga, meditation, mindset talks, and self-care workshops.
- Cultural food stalls, arts/crafts, bouncy castle, African storytelling sessions, writing workshops, and African jewellery making. (beads sourced personally from a rural area of Ghana)
- Involvement of local initiatives such as Diversity Lewes, Mrisi/MMW Studios, Capoeira Angola, Street Funk and many more.

****Overall Goal:**** Bringing community members together to learn about different cultures, promote cohesion, and resilience among diverse groups.

The overarching goal of the Culture Connect Project event is to promote greater understanding and appreciation of different cultures within the community of Newhaven and beyond. By offering a diverse range of activities and experiences, including workshops, food, music, art, and stalls, the event aims to foster inclusivity, respect, and unity among attendees.

This initiative seeks to provide a platform for individuals to engage with new perspectives and ideas, ultimately creating a more harmonious and welcoming community where everyone feels valued and respected regardless of their background. Given the limited exposure to diverse cultures in smaller towns like Newhaven, events like this play a crucial role in filling that void and promoting a sense of connection and celebration of diversity.

By cultivating unity and understanding among residents, the event can help combat stereotypes, discrimination, and isolation, thereby fostering stronger community bonds and a shared sense of belonging. In essence, our Culture Connect Project events in Newhaven have the potential to bring people together, instil community pride, and inspire a vision for a more inclusive and cohesive community.

Who will benefit from this event?

Various groups of people will benefit from our cultural events, such as:

1. Residents of Newhaven: The events will provide an opportunity for local residents to learn about different cultures, try new foods, engage in cultural activities, and interact with individuals from diverse backgrounds. This can help foster a sense of community, promote understanding, and create connections among residents. Members of the BAME community will benefit greatly, they will feel seen and heard.
2. Cultural groups and artists: The events will provide a platform for cultural groups and artists to showcase their talents, share their traditions, and celebrate their heritage. This initiative can help promote their work, raise awareness about their culture, and engage with a wider audience.
3. Local businesses and vendors: The events will create an opportunity for local businesses and vendors to showcase their products, services, and foods to a diverse audience. This can help boost their visibility, attract new customers, and support economic growth in the community.
4. Community organisations: The events can serve as a platform for community organisations to connect with residents, raise awareness about their services, and promote their causes. It can help build partnerships, strengthen community ties, and increase support for their initiatives.

These collaborative events will benefit the entire community by promoting cultural exchange, fostering inclusivity, and creating a sense of unity and celebration of diversity in Newhaven.

The events will also specifically benefit the Black, Asian, and Minority Ethnic (BAME) community in

several ways:

- Representation and visibility: The events will provide a platform for BAME individuals and cultural groups to showcase their traditions, art, music, and cuisine. This can help increase visibility and representation of the community within the local area, promoting a sense of pride and recognition.
- Cultural exchange and education: The events will offer opportunities for cultural exchange and learning, allowing BAME community members to share their traditions and experiences with a wider audience. This can help break down stereotypes, challenge misconceptions, and promote understanding and appreciation of diverse cultures.
- Networking and community building: The events can serve as a gathering place for BAME community members to connect with each other, build relationships, and form a sense of solidarity and support. It can create a space for networking, collaboration, and empowerment within the community.
- Celebration and empowerment: The events will celebrate the rich diversity and contributions of the BAME community, highlighting their talents, stories, and cultural heritage. This can instill a sense of pride, empowerment, and belonging among community members, fostering a positive sense of identity and unity.

This initiative will provide an opportunity for the BAME community in Newhaven and surrounding areas to celebrate their culture, engage with others, and contribute to a more inclusive and welcoming community environment. It can help amplify their voices, promote their visibility, and create a space for empowerment and celebration within the local community.

Financial information:

What is the total cost of the event?

£24,290 for all 13 events (Sept 2024 – Sept 2025)

Please provide a breakdown of how this has been calculated.
Please be specific.
i.e. Equipment hire £x, Staff Time £x.
Where possible, please provide quotes.

****Budget Breakdown: Culture Connect Project CIC****

****September 2024 - Launch Party at The Hillcrest Centre, Newhaven****

- Venue Rental (5 hours @ £35/hour): £175

- Workshops/Talks/Performances (2 sessions @ £250/session): £500

- Food & Supplies: £200

- Decorations: £50

- Marketing Costs: £200

- Videographer: £100

****Total Launch Party Costs:** £1225**

****Monthly Events at Community Centres (October 2024 -**

August 2025)**

- Venue Rental (11 months @ £35/hour, 4-hour sessions):
£1540

- Cultural Workshops (11 sessions @ £250/session): £2750

- Food (11 sessions @ £100/session): £1100

- Art Supplies (11 sessions @ £50/session): £550

- Printing: £100

- Marketing Costs: £500

****Total Monthly Events Costs:**** £6540

****Community Festival at The Sidings - September 2025****

- Performers/Workshop Facilitators (10 sessions @
£250/session): £2500

- Medical Cover and Risk Assessments: £600

- Marquee Hire (2 @ £280 each): £560

- Marketing: £300

- Tables (3 @ £50 each): £150

- Gazebo: £340

- Decorations: £325

- Contingency Fund/Reserve: £1000

****Total Community Festival Costs:**** £6575

****Wages****

- Founder/Director (Jennifer): £8,400 (4 days/month @ 7
hours/day @ £140/day for 15 months)

- Admin Assistant: £2,250 (10 hours/month @ £15/hour for 15
months)

- Evaluation Work (Director): £200 (10 hours @ £20/hour)

****Total Wages:**** £10,850

****Website Development:**** £550

****Grand Total Budget:**** = £24,290

	<p>Securing additional funding for our Culture Connect Project local events will be crucial to their success and sustainability, and any financial support received will greatly contribute to making the event a reality. We are prepared to adapt our plans and make necessary adjustments to align with the available budget. This may involve scheduling events less frequently than monthly, but rest assured that we will strive to maintain the essence and impact of the project within the financial constraints.</p> <p>While awaiting funding decisions, we are progressing with booking the Hillcrest Centre for our launch event scheduled for this September. This event marks the beginning of our journey towards promoting cultural diversity and inclusion in Newhaven, and we are committed to making it a memorable and engaging experience for all attendees.</p> <p>We are grateful for any financial support that comes our way and are dedicated to maximising the impact of Culture Connect Project CIC with the resources available. We look forward to the potential collaborations and opportunities that funding can bring, as we work towards creating a more inclusive and connected community through our initiatives.</p>	
How much money do you already have in place for this event?	Funding Body	Amount Applied For
	The Chalkcliff Trust	£4850 - Received
	The House Project	£2000 – Received
	Crowdfunding	£345 – Current total
	Lewes District Lottery	£156 – Current total
	Sussex Police	£500 – Received

If this is an annual event or it has been held previously, please complete the following section.

Date(s) of Event:	N/A
How successful was this event? Please include approx. number of attendees and how it impacted the local community.	
Financial information:	
Total cost of the event	£
Breakdown of expenditure: i.e. Equipment hire £x, Staff Time £x. Where possible please provide receipts/proof of purchase	

Funding sources:	Funding body	Amount Awarded
	The Chalkcliff Trust	£4850 - Received
	The House Project	£2000 – Received
	Crowdfunding	£345 – Current total
	Lewes District Lottery	£156 – Current total
	Sussex Police	£500 – Received
Does your organisation have its own bank account? (we cannot pay grants to an individual)		Yes, a CIC account

Declaration

I certify that the details given in this application are correct and I hereby apply for the funding.



On behalf ofCulture Connect Project CIC.....
(organisation)



Telephone: ... [redacted] email: ... [redacted]

Position in organisation:Founder/Director Date:26/2/24.....

Alternative contact for organisation:

Name: [redacted]
(please print)

If successful, Cheque payable to:Culture Connect Project CIC

Please return your form, together with any additional information you would like to submit to:
 Newhaven Town Council, 18 Fort Road, Newhaven, BN9 9QE



Newhaven Town Council

Application for funding for an event

Some of the following questions may not be relevant to your organisation. Don't be put off by the form – if you need help or advice, please ring our office on 01273 516100. Please feel free to continue any section or give further information on a separate sheet.

Name of Event:	Meeching and District Bonfire Society Torchlit Procession and Bonfire Event
Date(s) of Event:	2nd November 2024
Amount of funding sought:	£8000.00
Description of Event: A free community bonfire event, comprising of a torchlit procession through the town and streets of Newhaven then a bonfire and fireworks at West Beach Promenade.	
What are you hoping to achieve from this event? Bring the community together, offer an opportunity for all residents to enjoy the Sussex tradition of bonfire celebrations. Our event is specifically made family friendly and accessible to as many people as possible.	
Who will benefit from this event? Last years event was attended by an estimated 3000 people, many of which were families. People commented on the great community feeling and uplifting effect of the event.	
Financial information:	
What is the total cost of the event?	£9000
Please provide a breakdown of how this has been calculated. Please be specific. i.e. Equipment hire £x, Staff Time £x. Where possible, please provide quotes.	<p>Sundry costs to include, safety equipment, fencing, signs, Cones. £ 500</p> <p>Torch and bonfire costs £ 700</p> <p>Medics and security £ 800</p> <p>Insurance £1000</p> <p>Fireworks <u>£6000</u></p> <p>£9000</p> <p>These are estimates but based on last years costs.</p>

How much money do you already have in place for this event?	Funding Body	Amount Applied For
	Funds raised by bonfire society fundraising to date	£500

If this is an annual event or it has been held previously, please complete the following section.

Date(s) of Event:	14/10/23, 29/10/22	
<p>How successful was this event? Please include approx. number of attendees and how it impacted the local community.</p> <p>At our first event in 2022 there was an estimated attendance of 1000 this grew to 3000 at our 2023. Both events have had no medical or security incidents, medics follow the procession and are on site with a security team. Most residents are pleased to see the tradition of bonfire restarted in the town and have commented that it really brings the community together and is a very inclusive, uplifting event. Many local businesses, including food and drink sellers benefited from the event which brought people out into the town and fire site areas.</p>		
Financial information:		
Total cost of the event	£9000	
Breakdown of expenditure: i.e. Equipment hire £x, Staff Time £x. Where possible please provide receipts/proof of purchase	<p>Sundry costs to include, safety equipment, fencing, signs, Cones. £ 500</p> <p>Torch and bonfire costs £ 700</p> <p>Medics and security £ 800</p> <p>Insurance £1000</p> <p>Fireworks <u>£6000</u></p> <p>£9000</p> <p>These are estimates but based on last years costs.</p>	
Funding sources:	Funding body	Amount Awarded
	Bonfire society fundraising to date	£500

Does your organisation have its own bank account? (we cannot pay grants to an individual)	Yes
---	-----

Declaration


I certify that the details given in this application are correct and I hereby apply for the funding.

Sig 
(please print)

On behalf of..... Meeching and District Bonfire Society
(organisation)

Address: .C/O The Hillcrest Centre, Bay Vue Road, Newhaven, BN9 9LH

.....

Telep  email: madbonfire@hotmail.com

Position in organisation: ...Treasurer..... Date: .20/5/24.....

Alternative contact for organisation:

Name: 

If successful, Cheque payable to: Meeching and District Bonfire Society

Please return your form, together with any additional information you would like to submit to: Newhaven Town Council, 18 Fort Road, Newhaven, BN9 9QE



NEWHAVEN TOWN COUNCIL

Ken Dry
Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Full Council **Agenda Item 13**

Date: 11th June 2024

Report Contact: Town Clerk

Subject: **Revised Funding Agreement – Towns Deal Fund.**

1. The purpose of this report is to request council authorisation for the Chair to formally 'execute' this agreement as required by the Councils Standing Order (25a-b).
2. This funding agreement concerns the ongoing *Eastside Recreation Ground and Allotments* renovation project funded by Central Government monies originally known as the Towns Deal fund. Since its inception, these funds have been administered by Lewes District Council and the Newhaven Towns Deal Board and this resulted in two separate and initial 'funding agreements' between NTC and Lewes District Council (LDC).
3. Councillors will likely recall that as a result of the COVID Pandemic and other economic factors, material prices increased significantly whilst availability of the same plummeted resulting in spiralling costs and delays. The financial impact upon the existing project costings further exacerbated by rampant economic inflation, resulted in the likely financial non-viability of this and other Towns Deal projects.
4. This was recognised and acknowledged by LDC and Central Govt., and an inflationary uplift of £57,678 was committed to the *Eastside Recreation Ground and Allotments* project by the Towns Deal Board, facilitating the projects financial viability and enabling physical works to be initiated in mid- April 2024. (Practical completion of these is anticipated for June 21st 2024).
5. To access this additional funding (£57,678) will require execution of a further funding agreement¹. However, on this occasion, the agreement before the council now seeks to subsume the two funding agreements previously executed by the council and provide for the additional funding at hand into a single funding agreement.

Recommendations

That the council authorises the execution of this Funding Agreement between itself and Lewes District Council accordingly.

¹ To save on printing costs, an electronic copy of the agreement can be seen within the councillor's folder. A hard copy can be viewed at the meeting.



NEWHAVEN TOWN COUNCIL

Ken Dry
Town Clerk

TOWN COUNCIL OFFICES
18 FORT ROAD
NEWHAVEN
EAST SUSSEX
BN9 9QE

Tel: (01273) 516100
Email: admin@newhaventowncouncil.gov.uk

To: Full Council **Agenda Item 14**

Date: 11th June 2024

Report Contact: Town Clerk

Subject: **'Past Mayor' Badges.**

1. The purpose of this report is to request council consideration and authorisation for the purchase of a supply of 'Past Mayor' Badges that can be awarded to those councillors who serve as Town Mayor from this year forward and retrospectively to those are currently Town Councillors and have served as Town Mayor.

Background.

2. The council currently has a stock of 30+ small circular enamelled 'Past Mayor' badges in die cast metal, which are in the opinion of a number of existing councillors visually unattractive and not necessarily a befitting reflection of the work and activities undertaken by a councillor in that role.
3. Some months previously the Town Clerk was approached by a number of councillors to source a design and manufacturer of a new version. Councillors were then provided with physical examples of typical 'Past Mayors' badges to examine, as well as photos of the same and asked to indicate their preferred option. The image (Pic.1) below is that format/design selected by the majority.



Pic.1

4. Using this selection, the Town Clerk approached the following manufacturing companies with this design and other pertinent requirements. Of these three, Mr. Mike Shorer declined to quote citing that he was specialist bespoke Jeweller.
- A. WH Darby/Vaughtons Civic
 - B. Mike Shorer (Newhaven)
 - C. Civic Robes

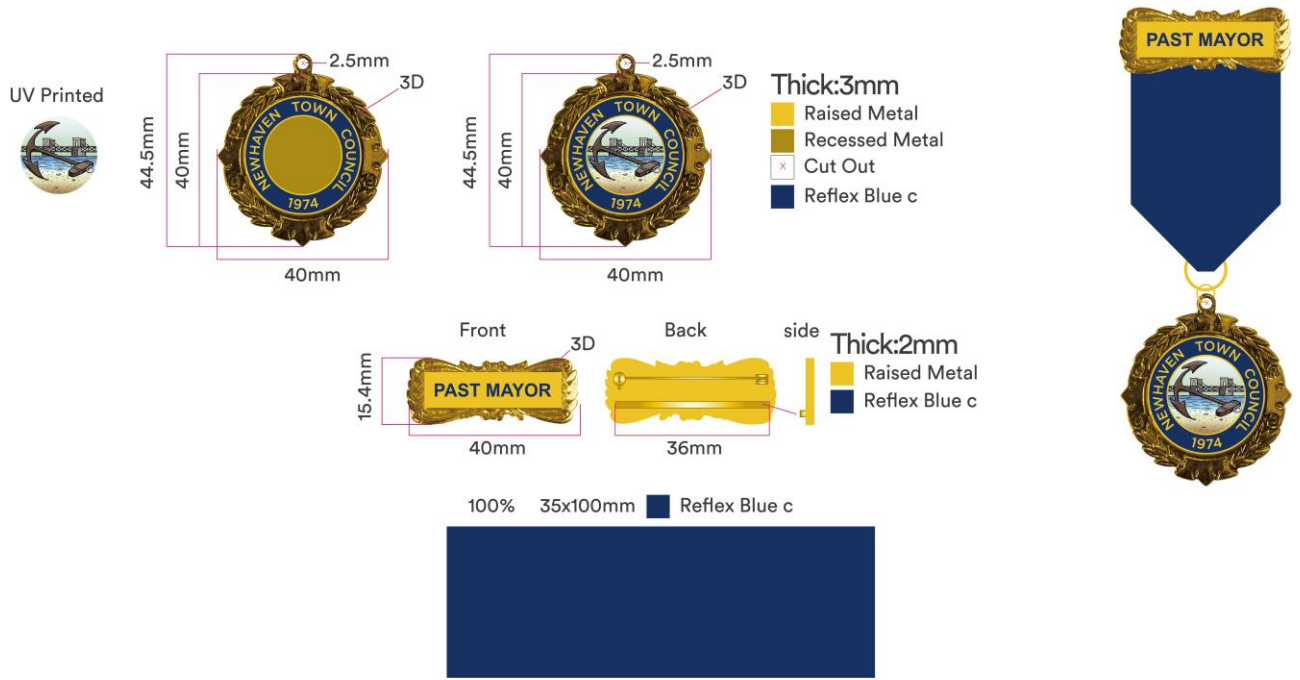
Quotation Designs

5. WH Darby/Vaughtons Civic put forward their design as at Pic.2 below with Civic Robes providing x2 alternatives with theirs, Navy Blue Ribbon & detailing (Pic.3 overleaf), and Royal Blue ribbon and detailing (Pic.4 overleaf).
6. In the opinion of the Town Clerk, a Royal Blue ribbon appears to be more in keeping with the Towns maritime heritage and the councils corporate livery.



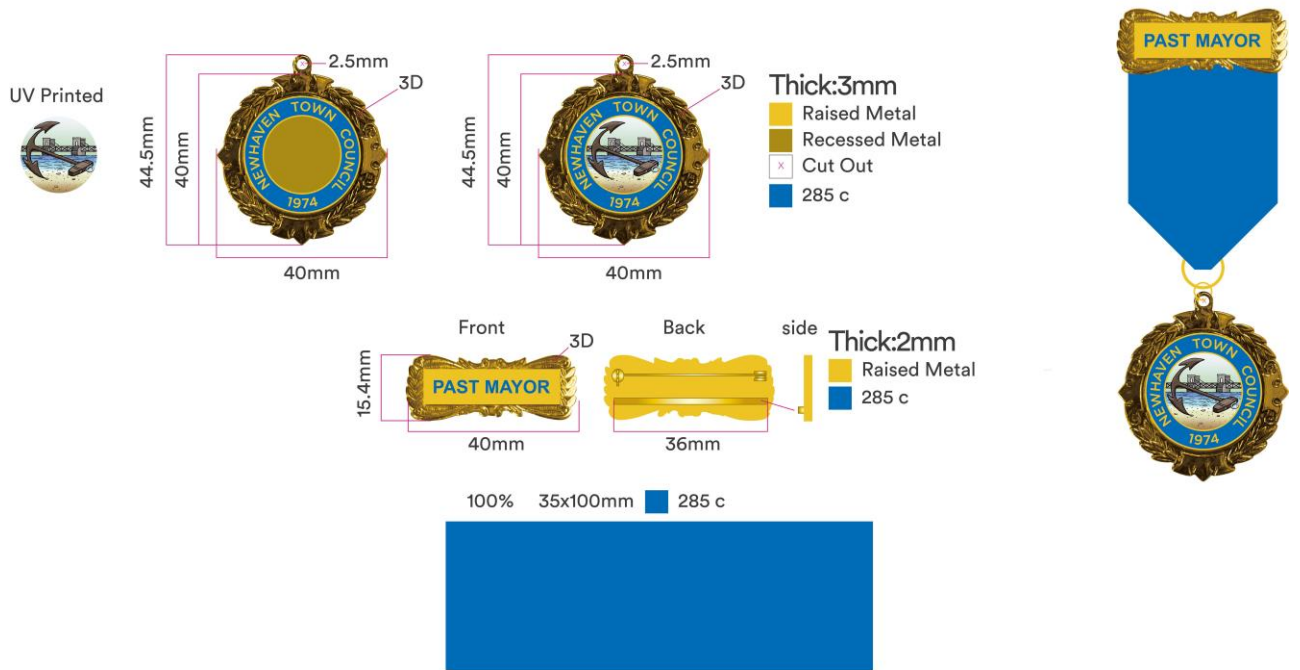
Pic.2

Newhaven Town Council Badges



Pic.3

Newhaven Town Council Badges



Pic.4

Cost & Finance.

- Both companies have provided their costings which can be seen at Tabe. 1 overleaf. As can be seen immediately, there is a significant difference between each manufacturer in terms of cost and for the following reasons;

- That from WH Darby/Vaughtons Civic is a gold plated non-precious metal, whereas that from Civic Robes is not gold plated,
- The NTC logo is enamelled on the WH Darby/Vaughtons Civic badge, whereas that of the Civic Robes version is UV printed, and
- Civic Robes are not charging for tooling up or engraving.

	WH Darby/Vaughtons	Civic Robes
Tooling Up	£ 598.00	No Charge
Non-precious metal gold plated		
10 Individual Units ea.	£ 288.98	£ 158.50
15 Individual Units ea.	£ 276.86	£ 137.50
20 Individual Units ea.	£ 268.68	£ 109.75
Engraving per Character	£ 1.06	No Charge
x10 Units + 21 Characters each + Tooling up	£ 3,699.80	£ 1,585.00
x15 Units + 21 Characters each + Tooling up	£ 5,068.90	£ 2,062.50
x20 Units + 21 Characters each + Tooling up	£ 6,395.60	£ 2,195.00

Table 1.

8. Including the current Town Mayor, there are some five 'Past Mayors' currently serving as Town Councillors. Therefore, were the council resolved to purchase these going forward, it would appear logical to make a minimum purchase of x15 units, with the quotation from Civic Robes presenting the best value for money at this time and for all order options.

Recommendations

That the council,

- Resolves to purchase 'Past Mayors' badges to be presented to each outgoing Town Mayor, and that on this occasion they are to be awarded retrospectively to those current Town Councillors who have served as Town Mayor.
- Commissions **Civic Robes** to manufacture these items at a total cost of **£2062.50+VAT** (x15 units) and with Royal Blue ribbon.

Reconciliation Summary

Month: MARCH 2024

	AMOUNT	EXAMINER
CASHBOOK 1 Current Acct 60669288	£62,771.65	K Bhop
CASHBOOK 2 B. Prem Acct 20669253	£693,650.73	K Bhop
CASHBOOK 3 Petty Cash	£136.15	K Bhop
CASHBOOK 4 R.Reward Acct 13831183	£325,033.80	" "
CASHBOOK 5 Credit Cards	0	K Bhop
Petty Cash On-Site	£136.15	K Bhop
Staff Salary Payment	£11,740.28	K Bhop
HMRC Remittance	£3,477.23	K Bhop
ESCC Pension Remittance	£1610.89	K Bhop

Reported to Full Council:-

/ / 20

Resolved/Noted as

Correct:-

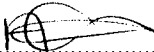
Y/N

Chairmans Signature:-

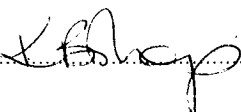
**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 1 - Current A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/03/2024		62,771.65
			<u>62,771.65</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
24/11/2023 114067 RBL Poppy Appeal		20.00	
14/02/2024 114005 ESALC Ltd		90.00	
20/02/2024 114011 Edge IT Systems Ltd		368.40	
22/02/2024 114013 Rhino Rod		102.00	
07/03/2024 114020 Newhaven Art Club		500.00	
07/03/2024 114019 Friends & Assoc Denton Scschool		2,445.00	
08/03/2024 114023 The Dot Collective		1,256.00	
08/03/2024 114027 ESALC Ltd		48.00	
13/03/2024 114035 ESALC Ltd		96.00	
14/03/2024 114036 Clares Office Supplies Ltd		39.20	
22/03/2024 114102 North Laine Window Cleaning		24.00	
25/03/2024 114103 Don Burtenshaw		180.00	
25/03/2024 114104 Plumbwells Plumbing Ltd		192.00	
25/03/2024 114105 Becca's Face Painting		260.00	
25/03/2024 114106 Huxley's Experiences		300.00	
25/03/2024 114107 Julia Stofa		28.23	
26/03/2024 114108 National Association of Local		51.71	
26/03/2024 114109 Globetrotters Bar & Golf Ltd		660.00	
			<u>6,660.54</u>
			56,111.11
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			56,111.11
		Balance per Cash Book is :-	56,111.11
		Difference is :-	0.00

Signatory 1:

Name  Signed A. CAMPBELL Date 2/4/2024

Signatory 2:

Name  Signed K. Bishop Date 5/6/2024

Bank Reconciliation up to 31/03/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/11/2023	114067	20.00			20.00	<input type="checkbox"/>	RBL Poppy Appeal
14/02/2024	113994	5,914.88		5,914.88		R <input checked="" type="checkbox"/>	Police & Crime Commissioner fo
14/02/2024	113997	15.12		15.12		R <input checked="" type="checkbox"/>	Playdale Playgrounds Ltd
14/02/2024	113998	311.87		311.87		R <input checked="" type="checkbox"/>	Jarlands
14/02/2024	114002	270.00		270.00		R <input checked="" type="checkbox"/>	GeoXphere Ltd
14/02/2024	114003	861.60		861.60		R <input checked="" type="checkbox"/>	Jackson Lift Services Ltd
14/02/2024	114005	90.00			90.00	<input type="checkbox"/>	ESALC Ltd
20/02/2024	114011	368.40			368.40	<input type="checkbox"/>	Edge IT Systems Ltd
21/02/2024	114012	7,928.90		7,928.90		R <input checked="" type="checkbox"/>	Police & Crime Commissioner fo
22/02/2024	114013	102.00			102.00	<input type="checkbox"/>	Rhino Rod
23/02/2024	114014	52.50		52.50		R <input checked="" type="checkbox"/>	Brady Corp Ltd
27/02/2024	114015	903.10		903.10		R <input checked="" type="checkbox"/>	Willingdon Property Renovation
27/02/2024	114016	2,928.00		2,928.00		R <input checked="" type="checkbox"/>	Don Burtenshaw
01/03/2024	Jan 2024	206.33		206.33		R <input checked="" type="checkbox"/>	Trade UK Account
01/03/2024	0002059	1,389.20		1,389.20		R <input checked="" type="checkbox"/>	Computer-Eyez (South) Ltd
01/03/2024	34061		64.80	64.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	34065		305.00	305.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	34049		2,083.00	2,083.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/03/2024	34066		70.00	70.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/03/2024	34075		65.00	65.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	FEB 2024	34.84		34.84		R <input checked="" type="checkbox"/>	Barclays Bank
06/03/2024	DD	34.84		34.84		R <input checked="" type="checkbox"/>	Barclays Bank
06/03/2024	DD	-34.84		-34.84		R <input checked="" type="checkbox"/>	Barclays Bank
06/03/2024	34072		398.00	398.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	34071		743.53	743.53		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	34079		97.47	97.47		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	34074		323.19	323.19		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/03/2024	34080		1,014.73	1,014.73		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/03/2024	114021	500.00		500.00		R <input checked="" type="checkbox"/>	Newhaven District Rangers
07/03/2024	114020	500.00			500.00	<input type="checkbox"/>	Newhaven Art Club
07/03/2024	114019	2,445.00			2,445.00	<input type="checkbox"/>	Friends & Assoc Denton School
07/03/2024	114018	1,778.00		1,778.00		R <input checked="" type="checkbox"/>	Just Friends
07/03/2024	34077		129.92	129.92		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/03/2024	34062		225.00	225.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/03/2024	15791	10.80		10.80		R <input checked="" type="checkbox"/>	Pipers News
08/03/2024	114022	608.40		608.40		R <input checked="" type="checkbox"/>	Haven Security Ltd
08/03/2024	114023	1,256.00			1,256.00	<input type="checkbox"/>	The Dot Collective
08/03/2024	114024	600.00		600.00		R <input checked="" type="checkbox"/>	Benedict Stenning
08/03/2024	114025	192.00		192.00		R <input checked="" type="checkbox"/>	Still Creative Ltd
08/03/2024	114026	80.48		80.48		R <input checked="" type="checkbox"/>	SouthCoast Services Sussex Ltd
08/03/2024	114027	48.00			48.00	<input type="checkbox"/>	ESALC Ltd
08/03/2024	34083		1,093.00	1,093.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/03/2024	0172392102	28.45		28.45		R <input checked="" type="checkbox"/>	Barclaycard Payments
11/03/2024	Q047U1	252.44		252.44		R <input checked="" type="checkbox"/>	British Telecommunications Plc
11/03/2024	34069		793.00	793.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/03/2024	Top Up Mar		30,380.00	30,380.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/03/2024	114028	897.60		897.60		R <input checked="" type="checkbox"/>	Centre Stage Engineering Ltd
12/03/2024	114029	240.00		240.00		R <input checked="" type="checkbox"/>	J Kirby Electrical Ltd

Bank Reconciliation up to 31/03/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
12/03/2024	114030	103.93		103.93		R <input checked="" type="checkbox"/>	Tates of Sussex
12/03/2024	114031	375.00		375.00		R <input checked="" type="checkbox"/>	Rhoda Funnell
12/03/2024	114032	100.00		100.00		R <input checked="" type="checkbox"/>	Newhaven Lewes & District Menc
12/03/2024	114033	528.00		528.00		R <input checked="" type="checkbox"/>	Bonny's Wood
13/03/2024	A700C35C-2	79.14		79.14		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
13/03/2024	114035	96.00			96.00	<input type="checkbox"/>	ESALC Ltd
13/03/2024	34041/73		130.86	130.86		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/03/2024	34076		850.16	850.16		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/03/2024	34082		129.96	129.96		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/03/2024	114036	39.20			39.20	<input type="checkbox"/>	Clares Office Supplies Ltd
14/03/2024	114037	11,567.57		11,567.57		R <input checked="" type="checkbox"/>	TerraFirma Landscape Architect
14/03/2024	34086		47.88	47.88		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/03/2024	34084		283.00	283.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/03/2024	300286	19,844.44		19,844.44		R <input checked="" type="checkbox"/>	Lewes District Council
15/03/2024	WSGSC1012	513.00		513.00		R <input checked="" type="checkbox"/>	Wilkins Safety Group South Coa
15/03/2024	34078		86.64	86.64		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/03/2024	34067		202.00	202.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/03/2024	BACS	3,762.50		3,762.50		R <input checked="" type="checkbox"/>	ESCC Staff Pensions
18/03/2024	5023204	81.70		81.70		R <input checked="" type="checkbox"/>	Investec Asset Finance PLC
18/03/2024	34088		53.10	53.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/03/2024	016F62D9-2	684.92		684.92		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
19/03/2024	60F94007A	490.68		490.68		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
19/03/2024	CB778D50-2	262.14		262.14		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
19/03/2024	V022053805	89.45		89.45		R <input checked="" type="checkbox"/>	EE
19/03/2024	114038	5,700.00		5,700.00		R <input checked="" type="checkbox"/>	Tansleys Printers
19/03/2024	114039	450.00		450.00		R <input checked="" type="checkbox"/>	Jason Knight
19/03/2024	114040	74.26		74.26		R <input checked="" type="checkbox"/>	Pyrotec Fire Protection Ltd
19/03/2024	114101	530.00		530.00		R <input checked="" type="checkbox"/>	Dave Boddington
19/03/2024	34016		2,454.00	2,454.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/03/2024	316030	142.26		142.26		R <input checked="" type="checkbox"/>	Premier Managed Technologies G
20/03/2024	34070		272.00	272.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/03/2024	FE7E4DA4-2	34.78		34.78		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
21/03/2024	1-01227610	545.65		545.65		R <input checked="" type="checkbox"/>	ENGIE Gas Limited
22/03/2024	BACS	3,613.87		3,613.87		R <input checked="" type="checkbox"/>	Inland Revenue (HMRC)
22/03/2024	1-01233864	1,239.28		1,239.28		R <input checked="" type="checkbox"/>	ENGIE Gas Limited
22/03/2024	MARCH 24	11,740.28		11,740.28		R <input checked="" type="checkbox"/>	Staff Salaries
22/03/2024	114102	24.00			24.00	<input type="checkbox"/>	North Laine Window Cleaning
22/03/2024	34092		305.00	305.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/03/2024	34093		101.00	101.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/03/2024	4428452	111.23		111.23		R <input checked="" type="checkbox"/>	Business Stream
25/03/2024	ADVO34725	79.99		79.99		R <input checked="" type="checkbox"/>	Advo Payroll
25/03/2024	114103	180.00			180.00	<input type="checkbox"/>	Don Burtenshaw
25/03/2024	114104	192.00			192.00	<input type="checkbox"/>	Plumbwells Plumbing Ltd
25/03/2024	114105	260.00			260.00	<input type="checkbox"/>	Becca's Face Painting
25/03/2024	114106	300.00			300.00	<input type="checkbox"/>	Huxley's Experiences
25/03/2024	114107	28.23			28.23	<input type="checkbox"/>	Julia Stofa
25/03/2024	Mar24 AC		50,000.00	50,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/03/2024	114108	51.71			51.71	<input type="checkbox"/>	National Association of Local

Bank Reconciliation up to 31/03/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
26/03/2024	4430277	313.80		313.80		R <input checked="" type="checkbox"/>	Business Stream
26/03/2024	4430277-2	0.02		0.02		R <input checked="" type="checkbox"/>	Business Stream
26/03/2024	114109	660.00			660.00	<input type="checkbox"/>	Globetrotters Bar & Golf Ltd
27/03/2024	CC Feb 24	618.35		618.35		R <input checked="" type="checkbox"/>	Credit Cards
27/03/2024	Cowell		20.00	20.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/03/2024	34089		513.00	513.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>96,341.29</u>	<u>93,234.24</u>				

Signatory 1:

Name A. CAMPBELL Signed [Signature] Date 2/4/2024

Signatory 2:

Name X. Foster Signed [Signature] Date 5/6/2024



Transactions

BUSINESS FREE AUTO TRANS

20-49-76 60669288

Available balance	£59,579.23
Last night's balance	£62,771.65
Overdraft limit	£0.00

Showing 81 transactions between 01/03/2024 and 28/03/2024 from 01/03/2024 to 28/03/2024

Date	Description	Money in	Money out	Balance
28/03/2024	Bill Payment MICH MAR PL T/AS F INV 34089 BBP	£513.00 ✗		£62,771.65
28/03/2024	Counter Credit BCARD1723921270324 BGC BCARD1723921270324 B GC	£20.00 ✗		£62,258.65
28/03/2024	Cheque 114039 114039		-£450.00 ✗	£62,238.65
27/03/2024	Cheque 114032 114032		-£100.00 ✗	£62,688.65
27/03/2024	Direct Debit BCARD COMMERCIAL 5476760289527536 DDR		-£618.35 ✗	£62,788.65
26/03/2024	Cheque 114101 114101		-£530.00 ✗	£63,407.00
26/03/2024	Direct Debit SCOTTISH WATER BUS 27452786 DDR		-£313.82 ✗	£63,937.00
25/03/2024	Remittance POST OFFICE CREDIT 100747 REM	£101.00 ✗		£64,250.82
25/03/2024	Funds Transfer 204976 13831183 TOP UP MARCH 24 AC FT	£50,000.00 ✓		£64,149.82
	Counter Credit			

25/03/2024	BCARD1723921220324 BGC BCARD1723921220324 B GC	£305.00 ✕	£14,149.82
25/03/2024	Direct Debit ADVO PAY NEWHTC DDR	-£79.99 ✕	£13,844.82
25/03/2024	Direct Debit SCOTTISH WATER BUS 27154587 DDR	-£111.23 ✕	£13,924.81
25/03/2024	Cheque 114037 114037	-£11,567.57 ✕	£14,036.04
25/03/2024	Cheque 114012 114012	-£7,928.90 ✕	£25,603.61
25/03/2024	Cheque 113994 113994	-£5,914.88 ✕	£33,532.51
25/03/2024	Cheque 114038 114038	-£5,700.00 ✕	£39,447.39
25/03/2024	Cheque 114003 114003	-£861.60 ✕	£45,147.39
25/03/2024	Cheque 114022 114022	-£608.40 ✕	£46,008.99
22/03/2024	Cheque 114030 114030	-£103.93 ✕	£46,617.39
22/03/2024	Cheque 114040 114040	-£74.26 ✕	£46,721.32
22/03/2024	Direct Debit ENGIE GAS 10328542001 DDR	-£1,239.28 ✕	£46,795.58
22/03/2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£11,740.28 ✕	£48,034.86
22/03/2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£3,613.87 ✕	£59,775.14
21/03/2024	Cheque 114029 114029	-£240.00 ✕	£63,389.01
21/03/2024	Direct Debit E.ON NEXT A-FE7E4DA4-001 DDR	-£34.78 ✕	£63,629.01
	Direct Debit		

21/03/2024	ENGIE GAS 10328543001 DDR		-£545.65 ✕	£63,663.79
20/03/2024	Counter Credit MEECHING AMATEUR D 34070 BGC	£272.00 ✕		£64,209.44
20/03/2024	Cheque 114021 114021		-£500.00 ✕	£63,937.44
20/03/2024	Direct Debit PREMIER MANAGED TE ONEW02 DDR		-£142.26 ✕	£64,437.44
19/03/2024	Cheque 114025 114025		-£192.00 ✕	£64,579.70
19/03/2024	Cheque 114026 114026		-£80.48 ✕	£64,771.70
19/03/2024	Direct Debit E.ON NEXT A-CB778D50-001 DDR		-£262.14 ✕	£64,852.18
19/03/2024	Direct Debit E.ON NEXT A-60F9407A-001 DDR		-£490.68 ✕	£65,114.32
19/03/2024	Direct Debit E.ON NEXT A-016F62D9-001 DDR		-£684.92 ✕	£65,605.00
19/03/2024	Direct Debit EE LIMITED Q29509271503689462 DD R		-£89.45 ✕	£66,289.92
19/03/2024	Counter Credit EAST SUSSEX GENERA ESCC 5002555010 K BGC	£2,454.00 ✕		£66,379.37
18/03/2024	Counter Credit CHARLES SEYMOUR 34088 BGC	£53.10 ✕		£63,925.37
18/03/2024	Direct Debit INVESTEC ASSET FIN 5023204-119888200 DDR		-£81.70 ✕	£63,872.27
18/03/2024	Cheque 114018 114018		-£1,778.00 ✕	£63,953.97
18/03/2024	Cheque 114028 114028		-£897.60 ✕	£65,731.97
18/03/2024	Cheque 114031 114031		-£375.00 ✕	£66,629.57
	Remittance			

15/03/2024	POST OFFICE CREDIT 100746 REM	£47.88 ✗	£67,004.57
15/03/2024	Bill Payment PATCHING + MILLER INV WSGSC1012 BBP	-£513.00 ✗	£66,956.69
15/03/2024	Counter Credit BCARD1723921140324 BGC BCARD1723921140324 B GC	£283.00 ✗	£67,469.69
15/03/2024	Counter Credit HIBBERT S Hibbert 34078 BGC	£86.64 ✗	£67,186.69
15/03/2024	Cheque 114033 114033	-£528.00 ✓	£67,100.05
15/03/2024	Direct Debit LEWES DISTRICT COU 300286 DDR	-£19,844.44 ✗	£67,628.05
15/03/2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£3,762.50 ✗	£87,472.49
15/03/2024	Counter Credit THE CO-OPERATIVE 50021635 BGC	£202.00 ✗	£91,234.99
14/03/2024	Cheque 114024 114024	-£600.00 ✗	£91,032.99
14/03/2024	Cheque 114014 114014	-£52.50 ✗	£91,632.99
13/03/2024	Counter Credit J Younghusband 34082 BGC	£129.96 ✗	£91,685.49
13/03/2024	Cash Withdrawal POST OFFICE KEN 13MAR 11.51 ATM	£130.86 ✗	£91,555.53
13/03/2024	Funds Transfer NORCROSS DANC NORCROSS DANCE FT	£850.16 ✗	£91,424.67
13/03/2024	Direct Debit E.ON NEXT A-A700C35C-001 DDR	-£79.14 ✗	£90,574.51
12/03/2024	Cheque 114016 114016	-£2,928.00 ✗	£90,653.65
11/03/2024	Counter Credit RIPLEY EL 34069 BGC	£793.00 ✗	£93,581.65
	Funds Transfer		

11/03/2024	204976 20669253 TOP UP MARCH 24 AC FT	£30,380.00 ✓	£92,788.65
11/03/2024	Direct Debit BARCLAYCARD BCD01723921290224 DDR	-£28.45 ✓	£62,408.65
11/03/2024	Direct Debit BT GROUP PLC WM39678038-000036 DDR	-£252.44 ✓	£62,437.10
08/03/2024	Remittance POST OFFICE CREDIT 100745 REM	£97.47 ✓	£62,689.54
08/03/2024	Cash Withdrawal POST OFFICE KEN 08MAR 12.56 ATM	£1,093.00 ✓	£62,592.07
08/03/2024	Cheque 114002 114002	-£270.00 ✓	£61,499.07
08/03/2024	Direct Debit PIPERS NEWS STORES PIPERS15791 DDR	-£10.80 ✓	£61,769.07
07/03/2024	Cash Withdrawal POST OFFICE KEN 07MAR 14.40 ATM	£129.92 ✓	£61,779.87
07/03/2024	Cheque 114015 114015	-£903.10 ✓	£61,649.95
07/03/2024	Counter Credit DIGNITY FUNERALS 004257 BGC	£225.00 ✓	£62,553.05
06/03/2024	Counter Credit THE RUSSELL Rmf Inv 34080 BGC	£1,014.73 ✓	£62,328.05
06/03/2024	Counter Credit Studio Tempo MAB STUDIO TEMPO 34074 BG C	£323.19 ✓	£61,313.32
06/03/2024	Counter Credit N.I.P.P.E.R.S. RENT BGC	£743.53 ✓	£60,990.13
06/03/2024	Cheque 113997 113997	-£15.12 ✓	£60,246.60
06/03/2024	Credit Payment CHARGES COMMISSION FOR PERIOD 15JAN/12FEB ***** *****	-£34.84 ✓	£60,261.72
06/03/2024	Counter Credit MOJDEH MIRFAKHRAEE	£398.00 ✓	£60,296.56

	hall hire feb BGC		
05/03/2024	Funds Transfer VAUGHAN J A PHOENIX DRUMMERS FT	£65.00 ✓	£59,898.56
05/03/2024	Cheque 113998 113998	-£311.87 ✓	£59,833.56
04/03/2024	Counter Credit BCARD1723921010324 BGC BCARD1723921010324 B GC 34061	£64.80 ✓	£60,145.43
04/03/2024	Counter Credit THE SOUTHERN CO-OP SOUTHERN CO-OPERAT BG C 34049	£2,083.00 ✓	£60,080.63
01/03/2024	Counter Credit THE RUSSELL Rmf Inv 34066 BGC	£70.00 ✓	£57,997.63
01/03/2024	Counter Credit BCARD1723921290224 BGC BCARD1723921290224 B GC 34065	£305.00 ✓	£57,927.63
01/03/2024	Direct Debit SCREWFIX DIRECT LT 6331640012255717 DDR	-£206.33 ✓	£57,622.63
01/03/2024	Direct Debit COMPUTER EYEZ LTD EYEZ0002059 DDR	-£1,389.20 ✓	£57,828.96

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

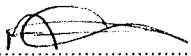
Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

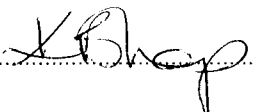
Bank Reconciliation Statement as at 31/03/2024
for Cashbook 2 - Business Premium

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Premium Account	31/03/2024		693,650.73
			<u>693,650.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			693,650.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			693,650.73
		Balance per Cash Book is :-	693,650.73
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 24/2024

Signatory 2:

Name V. BISHOP Signed  Date 5/6/2024

Bank Reconciliation up to 31/03/2024 for Cashbook No 2 - Business Premium

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
04/03/2024	4DEC/3MAR		2,959.62	2,959.62		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/03/2024	Top Up Mar	30,380.00		30,380.00		R <input checked="" type="checkbox"/>	Current A/c
		<u>30,380.00</u>	<u>2,959.62</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 2/4/2024

Signatory 2:

Name K. Bissett Signed  Date 5/6/2024



AC

Transactions

Business Premium ME

20-49-76 20669253

Available balance	£1,029,865.73
Last night's balance	£693,650.73
Overdraft limit	n/a

Showing 2 transactions between 04/03/2024 and 11/03/2024 from 01/03/2024 to 28/03/2024

Date	Description	Money in	Money out	Balance
11/03/2024	Funds Transfer 204976 60669288 TOP UP MARCH 24 AC FT		-£30,380.00	£693,650.73
04/03/2024	Credit Payment INTEREST PAID GROSS FOR PERIOD 4DEC/ 3MAR	£2,959.62		£724,030.73

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

Today: 11 March 2024

Mrs Alison Marian Campbell



Transfer money between your accounts

Your money has been transferred.

Date instruction received: 11 March 2024

Time instruction received: 09:19 GMT

Transfer from: 20-49-76 20669253
Barclays Bank UK PLC
Business Premium ME

Transfer to: 20-49-76 60669288
Barclays Bank UK PLC
BUSINESS FREE AUTO TRANS

Description: *Top Up March 24 AC*

Amount transferred: £30,380.00 (GBP)



Transfers are processed immediately if there are sufficient funds available in the account the money is being transferred from.

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676).

Registered in England. Registered No. 9740322. Registered Office: 1 Churchill Place, London E14 5HP.


Bank Reconciliation Statement as at 31/03/2024
for Cashbook 3 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/03/2024		136.15
			<u>136.15</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			136.15
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			136.15
		Balance per Cash Book is :-	136.15
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 2/4/2024

Signatory 2:

Name K. BRADY Signed  Date 5/6/2024

Bank Reconciliation up to 31/03/2024 for Cashbook No 3 - Petty Cash

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
04/03/2024	948	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
07/03/2024	943	1.45		1.45		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
13/03/2024	944	1.65		1.65		R <input checked="" type="checkbox"/>	Coop Food
20/03/2024	845	1.45		1.45		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
20/03/2024	846	4.80		4.80		R <input checked="" type="checkbox"/>	Post Office Ltd
26/03/2024	847	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
		<u>12.65</u>	<u>0.00</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 2/4/2024

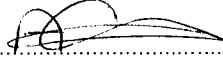
Signatory 2:

Name K. Baxter Signed  Date 5/6/2024


Bank Reconciliation Statement as at 31/03/2024
for Cashbook 4 - Base Rate Reward Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Base Rase Reward Account	31/03/2024		325,033.80
			<u>325,033.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			325,033.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			325,033.80
		Balance per Cash Book is :-	325,033.80
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 2/4/2024

Signatory 2:

Name K. BRIDGEMAN Signed  Date 5/6/2024

Bank Reconciliation up to 31/03/2024 for Cashbook No 4 - Base Rate Reward Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
04/03/2024	4DEC/3MAR		1,397.30	1,397.30		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/03/2024	Mar24 AC	50,000.00		50,000.00		R <input checked="" type="checkbox"/>	Current A/c
		<u>50,000.00</u>	<u>1,397.30</u>				

Signatory 1:

Name A. CAMPBELL Signed [Signature] Date 2/4/2024

Signatory 2:

Name K. BISHOP Signed [Signature] Date 5/6/2024



Transactions

Business Premium ME

20-49-76 13831183

Available balance	£325,033.80
Last night's balance	£325,033.80
Overdraft limit	n/a

Showing **2** transactions between **04/03/2024** and **25/03/2024** from 01/03/2024 to 31/03/2024

Date	Description	Money in	Money out	Balance
25/03/2024	Funds Transfer 204976 60669288 TOP UP MARCH 24 AC FT		-£50,000.00 ✓	£325,033.80
04/03/2024	Credit Payment INTEREST PAID GROSS FOR PERIOD 4DEC/ 3MAR	£1,397.30 ✓		£375,033.80

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

Today: 25 March 2024

Mrs Alison Marian Campbell



Transfer money between your accounts

Your money has been transferred.

Date instruction received: 25 March 2024

Time instruction received: 09:57 GMT

Transfer from: 20-49-76 13831183
Barclays Bank UK PLC
Business Premium ME

Transfer to: 20-49-76 60669288
Barclays Bank UK PLC
BUSINESS FREE AUTO TRANS

Description: *Top Up March 24 AC*

Amount transferred: £50,000.00 (GBP)

Transfers are processed immediately if there are sufficient funds available in the account the money is being transferred from.

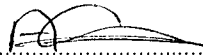
Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676).

Registered in England. Registered No. 9740322. Registered Office: 1 Churchill Place, London E14 5HP.

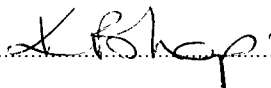
**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 5 - Credit Cards**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Card 1851 3279 KD	31/03/2024		0.00
Card 2597 1956 AC	31/03/2024		0.00
			<hr/> 0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 2/4/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024

Bank Reconciliation up to 31/03/2024 for Cashbook No 5 - Credit Cards

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
08/02/2023	GB4XBM5GA	25.93		25.93		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
06/02/2024	135000281	7.99		7.99		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
15/02/2024	GB413718LA	20.39		20.39		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
20/02/2024	1	34.80		34.80		R <input checked="" type="checkbox"/>	Newton Newton Flag Makers Ltd
26/02/2024	509553-1	141.80		141.80		R <input checked="" type="checkbox"/>	SLCC Enterprises Ltd
28/02/2024	1137749335	36.98		36.98		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
01/03/2024	881358	350.46		350.46		R <input checked="" type="checkbox"/>	Glasdon UK Ltd
27/03/2024	CC Feb 24		618.35	618.35		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>618.35</u>	<u>618.35</u>				

Signatory 1:

Name A. CAMPBELL Signed [Signature] Date 2/4/2024

Signatory 2:

Name X. Bister Signed [Signature] Date 5/6/2024

SUMMARY FOR NEWHAVEN TOWN COUNCIL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial



Chq No. (DD) Bacs

Date 27/3/2024

Amount € 618.35

Officer *[Signature]*
Councillors *[Signature]*

Company reference: 5476760289527536
Statement date: 2 March 2024
Page number: 1 of 4
Monthly spend limit: £8,000.00

Date of previous statement: 2 February 2024
Previous balance: £385.17
Payment received: £385.17 CR
Total of charges and adjustments: £0.00
Total of new spending: £618.35
New balance: £618.35
Minimum payment: £6.18
Payment due by: 27 March 2024
Available to spend: £7,381.65

Total cashback earned this month (£): 0.00
Total cashback earned since anniversary (£): 0.00
Cashback redeemed (£): 0.00

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account 6****288 at 20 -**- 76 will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 27 March 2024. If your balance is lower than your agreed payment, we will debit the full balance. If you are unable to make the minimum payment please contact us as soon as possible by calling the telephone number listed above.

If you wish to pay any additional amount, please allow sufficient time for your payment to reach us.

- **By Debit Card:** Payments can be made over the phone by the payment due date shown on your statement. Please make the payment before 6.00 pm on this date.

- **By Bank Transfer:** From a Barclays UK account using telephone /online banking, please make the payment before 6.00pm on the payment due date shown on your statement. From a non-Barclays UK account, allow 2 working days before the payment due date and we will process the payment when received. Please refer to your bank for specific payment timescales as they will usually be shorter. Barclaycard details are: Sort code: 20 00 00, Account Number: 23988260. Please use your card number/account number as the reference.

- **At a Branch:** Payments in cash can be made at a Barclays Branch and must be made on or before the payment due date shown on your statement.

If paying by cheque at Barclays Branch allow 2 working days. At other banks, allow 2 working days before the payment due date, for both cash and cheque payments.

- **By Post:** Payments by cheque (made payable to Barclaycard Commercial) must be received 4 working days before the payment due date shown on your statement. Send your cheque and giro to Barclaycard Commercial, Po Box 291, Sheffield, S98 1SB. Please write your name, account number and post code on the back of the cheque.

Additional payments received will not be deducted from the direct debit amount to be taken.

Interest information

Total of next months estimated Interest : £16.98

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	618.35	2.050%	16.98	
CASH	0.00	2.429%	0.00	
Totals	£618.35		£16.98	

Paid in by and date

618.35

27 March 2024

bank giro credit ABC

6.18

5476760289527536

Please make your cheque payable to Barclaycard Commercial and include your company reference number on the payee line.

Cashier's Stamp and Initials

G 011423 BBA2450A 93190
MR KENNETH DRY
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE



Barclays Bank PLC
Automated Bulk Credit Clearing
Barclaycard
Commercial
04-06

25-16-29

Total Cash *

Cheques +

£

Please do not write or mark below this line - Please enclose this with your payment

SUMMARY FOR NEWHAVEN TOWN COUNCIL

Company reference: 5476760289527536
 Statement date: 2 March 2024
 Page number: 2 of 4



Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
Simple Standard Rate p.a: 24.60% (27.6% compound equivalent)		Simple Cash Rate p.a: 29.15% (33.4% compound equivalent)		
* See reverse for details				
Payments, charges and adjustments				
	BALANCE FROM PREVIOUS STATEMENT			385.17
Total of payment, charges and adjustments				£0.00
27 Feb 2024	DIRECT DEBIT PAYMENT THANK YOU			385.17 CR
New balances by individual cardholder				
Name	Card number	Monthly spend limit	Balance	
A M CAMPBELL	5476 7600 2597 1956	4,000	431.58	
K DRY	5476 7609 1851 3279	4,000	186.77	
Total cardholder expenditure				£618.35
New balance				£618.35

STATEMENT FOR A M CAMPBELL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760289527536
Card number: 5476760025971956
Statement date: 2 March 2024
Page number: 3 of 4
Monthly spend limit: £4,000.00

Date	Description	Amount
8 Feb 2024	Amazon.co.uk*YL4HL9XX5 AMAZON.CO.UK GBR	25.93 ✓
090252718714	ALL OTHER DIRECT MARKETERS	
15 Feb 2024	Amazon.co.uk*R39ZT3755 AMAZON.CO.UK GBR	20.39 ✓
160252718714	ALL OTHER DIRECT MARKETERS	
20 Feb 2024	NEWTON NEWTON FLAG & B SKEGNESS GBR	34.80 ✓
210205272474	MISCELLANEOUS AND RETAIL STORES	
22 Feb 2024	WWW.GLASDON.COM INTERNET GBR	350.46 ✓
230205272474	BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	
4 new purchases / cash advances.		
Total of spending.		£431.58

G 011423 BBA2450A 93190
MRS A M CAMPBELL
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE

STATEMENT FOR K DRY

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Company reference: 5476760289527536
Card number: 5476760918513279
Statement date: 2 March 2024
Page number: 4 of 4
Monthly spend limit: £4,000.00

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial



Date	Description	Amount
6 Feb 2024	AMZNMktplace amazon.co.uk GBR	7.99 ✓
070252718714	MISCELLANEOUS AND RETAIL STORES	
26 Feb 2024	SLCC ENTERPRISES LTD TAUNTON GBR	141.80
270255184224	SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	
27 Feb 2024	AMAZON* 206-1363953-71 LONDON LND	36.98 ✓
280285383904	MISCELLANEOUS GENERAL MERCHANDISE STORES	
3 new purchases / cash advances. Total of spending.		£186.77

30

HIZ

01969/ BBA2450A Page 3 of 3

G 011423 BBA2450A 93190
MR K DRY
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE

Reconciliation Summary

Month: APRIL 2024

	AMOUNT	EXAMINER
CASHBOOK 1 Current Acct 60669288	£ 29,318.24	<i>K. Broop</i>
CASHBOOK 2 B. Prem Acct 20669253	£ 1,029,865.73	<i>K. Broop</i>
CASHBOOK 3 Petty Cash	£ 114.73	<i>K. Broop</i>
CASHBOOK 4 R. Reward Acct 13831183	£ 325,033.80	<i>K. Broop</i>
CASHBOOK 5 Credit Cards	0	<i>K. Broop</i>
Petty Cash On-Site	£ 114.73	<i>K. Broop</i>
Staff Salary Payment	£ 10,960.12	<i>K. Broop</i>
HMRC Remittance	£ 3145.09	<i>K. Broop</i>
ESCC Pension Remittance	£ 3547.13	<i>K. Broop</i>

Reported to Full Council:-

/ / 20

Resolved/Noted as

Correct:-

Y/N

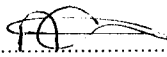
Chairmans Signature:-

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 1 - Current A/c**

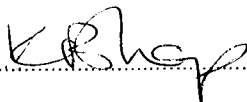
<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	30/04/2024		29,318.24
			<u>29,318.24</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
24/11/2023 114067 RBL Poppy Appeal		20.00	
14/02/2024 114005 ESALC Ltd		90.00	
07/03/2024 114019 Friends & Assoc Denton Scchool		2,445.00	
13/03/2024 114035 ESALC Ltd		96.00	
25/03/2024 114103 Don Burtenshaw		180.00	
25/03/2024 114104 Plumbwells Plumbing Ltd		192.00	
26/03/2024 114108 National Association of Local		51.71	
23/04/2024 114123 Clares Office Supplies Ltd		70.52	
23/04/2024 114116 J Kirby Electrical Ltd		2,187.80	
23/04/2024 114110 Rialtas Business Solutions Ltd		2,028.00	
23/04/2024 114111 Council HR and Governance Supp		900.00	
23/04/2024 114112 Playdale Playgrounds Ltd		2,094.86	
23/04/2024 114113 James Hallam Ltd		628.60	
23/04/2024 114114 TerraFirma Landscape Architect		3,600.00	
23/04/2024 114115 The Sign Shop Horsham Ltd		1,620.00	
23/04/2024 114117 SouthCoast Services Sussex Ltd		1,046.40	
23/04/2024 114118 City Electrical Factors		9.96	
23/04/2024 114119 North Laine Window Cleaning		24.00	
23/04/2024 114120 ESALC Ltd		2,222.51	
23/04/2024 114121 Staples & Sons		138.00	
23/04/2024 114122 Just Get It Done		30.00	
23/04/2024 114124 Hospitable Environment CIC		6,207.00	
23/04/2024 114125 James Daniel Memorial Fund		500.00	
24/04/2024 114127 Playdale Playgrounds Ltd		1,966.90	
24/04/2024 114126 J Kirby Electrical Ltd		1,182.00	
24/04/2024 114128 North Laine Window Cleaning		24.00	
24/04/2024 114129 SLCC Enterprises Ltd		416.40	
30/04/2024 114131 Orbis Protect Ltd		803.52	
30/04/2024 114130 Countrymans Contractors Ltd		2,376.00	
			<u>33,151.18</u>
			-3,832.94
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-3,832.94
		Balance per Cash Book is :-	-3,832.94
		Difference is :-	0.00

Bank Reconciliation Statement as at 30/04/2024
for Cashbook 1 - Current A/c

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024

Bank Reconciliation up to 30/04/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/11/2023	114067	20.00			20.00	<input type="checkbox"/>	RBL Poppy Appeal
14/02/2024	114005	90.00			90.00	<input type="checkbox"/>	ESALC Ltd
20/02/2024	114011	368.40		368.40		R <input checked="" type="checkbox"/>	Edge IT Systems Ltd
22/02/2024	114013	102.00		102.00		R <input checked="" type="checkbox"/>	Rhino Rod
07/03/2024	114020	500.00		500.00		R <input checked="" type="checkbox"/>	Newhaven Art Club
07/03/2024	114019	2,445.00			2,445.00	<input type="checkbox"/>	Friends & Assoc Denton Scschool
08/03/2024	114023	1,256.00		1,256.00		R <input checked="" type="checkbox"/>	The Dot Collective
08/03/2024	114027	48.00		48.00		R <input checked="" type="checkbox"/>	ESALC Ltd
13/03/2024	114035	96.00			96.00	<input type="checkbox"/>	ESALC Ltd
14/03/2024	114036	39.20		39.20		R <input checked="" type="checkbox"/>	Clares Office Supplies Ltd
22/03/2024	114102	24.00		24.00		R <input checked="" type="checkbox"/>	North Laine Window Cleaning
25/03/2024	114103	180.00			180.00	<input type="checkbox"/>	Don Burtenshaw
25/03/2024	114104	192.00			192.00	<input type="checkbox"/>	Plumbwells Plumbing Ltd
25/03/2024	114105	260.00		260.00		R <input checked="" type="checkbox"/>	Becca's Face Painting
25/03/2024	114106	300.00		300.00		R <input checked="" type="checkbox"/>	Huxley's Experiences
25/03/2024	114107	28.23		28.23		R <input checked="" type="checkbox"/>	Julia Stofa
26/03/2024	114108	51.71			51.71	<input type="checkbox"/>	National Association of Local
26/03/2024	114109	660.00		660.00		R <input checked="" type="checkbox"/>	Globetrotters Bar & Golf Ltd
02/04/2024	100789030	407.42		407.42		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	10089936	122.50		122.50		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	100787757	247.05		247.05		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	101247911	386.30		386.30		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	100787964	200.90		200.90		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	100789027	90.25		90.25		R <input checked="" type="checkbox"/>	Lewes District Council
02/04/2024	0002059	1,698.80		1,698.80		R <input checked="" type="checkbox"/>	Computer-Eyez (South) Ltd
03/04/2024	3.4.2024	82.01		82.01		R <input checked="" type="checkbox"/>	Trade UK Account
05/04/2024	114034	1,435.00		1,435.00		R <input checked="" type="checkbox"/>	NH Bowling Club
05/04/2024	34100		58.16	58.16		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/04/2024	MARCH 24	49.74		49.74		R <input checked="" type="checkbox"/>	Barclays Bank
08/04/2024	HMRC VAT		10,491.96	10,491.96		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/04/2024	34102		81.25	81.25		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/04/2024	28.77	28.77		28.77		R <input checked="" type="checkbox"/>	Barclaycard Payments Ltd
10/04/2024	34085		1,980.00	1,980.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/04/2024	34103		1,175.34	1,175.34		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/04/2024	34095		285.00	285.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/04/2024	34098		743.53	743.53		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/04/2024	4409	13.50		13.50		R <input checked="" type="checkbox"/>	Pipers News
15/04/2024	April 2024	79.99		79.99		R <input checked="" type="checkbox"/>	Advo Payroll
15/04/2024	4635038	17.59		17.59		R <input checked="" type="checkbox"/>	Business Stream
15/04/2024	300286	11,532.19		11,532.19		R <input checked="" type="checkbox"/>	Lewes District Council
16/04/2024	34105		86.64	86.64		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/04/2024	ESCC MAR24	3,885.87		3,885.87		R <input checked="" type="checkbox"/>	ESCC Pensions
17/04/2024	34101		307.23	307.23		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/04/2024	34106		129.96	129.96		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/04/2024	34110		50.40	50.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/04/2024	Mayor Quiz		114.00	114.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/04/2024	016F62D925	644.16		644.16		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
18/04/2024	60F9407A26	486.24		486.24		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd

Bank Reconciliation up to 30/04/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
18/04/2024	CB778D5026	251.72		251.72		<input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
18/04/2024	5023204	81.70		81.70		<input checked="" type="checkbox"/>	Investec Asset Finance PLC
18/04/2024	Q034EW	49.80		49.80		<input checked="" type="checkbox"/>	British Telecommunications Plc
18/04/2024	Q070Q0	122.23		122.23		<input checked="" type="checkbox"/>	British Telecommunications Plc
18/04/2024	34104		129.96	129.96		<input checked="" type="checkbox"/>	Receipt(s) Banked
19/04/2024	Q295092715	94.14		94.14		<input checked="" type="checkbox"/>	EE
19/04/2024	A1D67196	257.82		257.82		<input checked="" type="checkbox"/>	BNP Paribas Leasing Solutions
19/04/2024	27368914	337.26		337.26		<input checked="" type="checkbox"/>	Business Stream
19/04/2024	34099		331.45	331.45		<input checked="" type="checkbox"/>	Receipt(s) Banked
22/04/2024	ONEW02	192.34		192.34		<input checked="" type="checkbox"/>	Premier Managed Technologies G
22/04/2024	HMRC PAYE	3,818.69		3,818.69		<input checked="" type="checkbox"/>	HMRC PAYE
22/04/2024	34119		225.00	225.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
22/04/2024	34090		1,093.00	1,093.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
23/04/2024	1032854200	1,220.77		1,220.77		<input checked="" type="checkbox"/>	ENGIE Gas Limited
23/04/2024	1032854300	521.49		521.49		<input checked="" type="checkbox"/>	ENGIE Gas Limited
23/04/2024	27452786	83.71		83.71		<input checked="" type="checkbox"/>	Business Stream
23/04/2024	27154587	101.48		101.48		<input checked="" type="checkbox"/>	Business Stream
23/04/2024	A700C35C26	982.35		982.35		<input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
23/04/2024	FE7E4DA426	109.25		109.25		<input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
23/04/2024	114123	70.52			70.52	<input type="checkbox"/>	Clares Office Supplies Ltd
23/04/2024	114116	2,187.80			2,187.80	<input type="checkbox"/>	J Kirby Electrical Ltd
23/04/2024	114110	2,028.00			2,028.00	<input type="checkbox"/>	Rialtas Business Solutions Ltd
23/04/2024	114111	900.00			900.00	<input type="checkbox"/>	Council HR and Governance Supp
23/04/2024	114112	2,094.86			2,094.86	<input type="checkbox"/>	Playdale Playgrounds Ltd
23/04/2024	114113	628.60			628.60	<input type="checkbox"/>	James Hallam Ltd
23/04/2024	114114	3,600.00			3,600.00	<input type="checkbox"/>	TerraFirma Landscape Architect
23/04/2024	114115	1,620.00			1,620.00	<input type="checkbox"/>	The Sign Shop Horsham Ltd
23/04/2024	114117	1,046.40			1,046.40	<input type="checkbox"/>	SouthCoast Services Sussex Ltd
23/04/2024	114118	9.96			9.96	<input type="checkbox"/>	City Electrical Factors
23/04/2024	114119	24.00			24.00	<input type="checkbox"/>	North Laine Window Cleaning
23/04/2024	114120	2,222.51			2,222.51	<input type="checkbox"/>	ESALC Ltd
23/04/2024	114121	138.00			138.00	<input type="checkbox"/>	Staples & Sons
23/04/2024	114122	30.00			30.00	<input type="checkbox"/>	Just Get It Done
23/04/2024	114124	6,207.00			6,207.00	<input type="checkbox"/>	Hospitable Environment CIC
23/04/2024	114125	500.00			500.00	<input type="checkbox"/>	James Daniel Memorial Fund
24/04/2024	SS APR24	10,960.12		10,960.12		<input checked="" type="checkbox"/>	Staff Salaries
24/04/2024	114127	1,966.90			1,966.90	<input type="checkbox"/>	Playdale Playgrounds Ltd
24/04/2024	114126	1,182.00			1,182.00	<input type="checkbox"/>	J Kirby Electrical Ltd
24/04/2024	114128	24.00			24.00	<input type="checkbox"/>	North Laine Window Cleaning
24/04/2024	114129	416.40			416.40	<input type="checkbox"/>	SLCC Enterprises Ltd
24/04/2024	34117		283.00	283.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
24/04/2024	34116		283.00	283.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
25/04/2024	34118		101.00	101.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
26/04/2024	34111		103.20	103.20		<input checked="" type="checkbox"/>	Receipt(s) Banked
29/04/2024	April 24	2,997.48		2,997.48		<input checked="" type="checkbox"/>	Credit Cards
30/04/2024	DD PWLB	5,501.23		5,501.23		<input checked="" type="checkbox"/>	PWLB Lending Facility
30/04/2024	114131	803.52			803.52	<input type="checkbox"/>	Orbis Protect Ltd
30/04/2024	114130	2,376.00			2,376.00	<input type="checkbox"/>	Countrymans Contractors Ltd

Bank Reconciliation up to 30/04/2024 for Cashbook No 1 - Current A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/04/2024	34114		116.10	116.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/04/2024	34121		75.00	75.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/04/2024	LDC 100219		980.10	980.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>85,828.87</u>	<u>19,224.28</u>				

Signatory 1:

Name Signed Date

Signatory 2:

Name KIM BISHOP Signed K Bishop Date 5/6/2024



Transactions

BUSINESS FREE AUTO TRANS 20-49-76 60669288

Available balance	£26,306.93
Last night's balance	£29,318.24
Overdraft limit	£0.00

Showing 67 transactions between 02/04/2024 and 30/04/2024 from 29/03/2024 to 30/04/2024

Date	Description	Money in	Money out	Balance
30/04/2024	Funds Transfer KENNARD CL 34121 FT	£75.00 ✗		£29,318.24
30/04/2024	Counter Credit SANKAREH CA 34114 BGC	£116.10 ✗		£29,243.24
30/04/2024	Funds Transfer 204976 20669253 LDC - REF 100219 FT	£980.10 ✗		£29,127.14
30/04/2024	Direct Debit PUBLIC WORKS LOANS NEWHAVEN DDR		-£5,501.23 ✗	£28,147.04
29/04/2024	Remittance POST OFFICE CREDIT 100750 REM	£103.20 ✗		£33,648.27
29/04/2024	Direct Debit BCARD COMMERCIAL 5476760289527536 DDR		-£2,997.48 ✗	£33,545.07
24/04/2024	Counter Credit RGR MEMO 34116 BGC	£283.00 ✗		£36,542.55
24/04/2024	Counter Credit TILLEYS STONEMASON INV 34117 BGC	£283.00 ✗		£36,259.55
24/04/2024	Counter Credit TILLEYS STONEMASON INV 34118 BGC	£101.00 ✗		£35,976.55
24/04/2024	Direct Debit NEWHAVEN TOWN		-£10,960.12 ✗	£35,875.55

BACS DDR

23/04/2024	Remittance POST OFFICE CREDIT 100749 REM	£225.00 ✗	£46,835.67
23/04/2024	Direct Debit E.ON NEXT LTD A-FE7E4DA4-001 FIRST D DR PAYMENT DDR	-£109.25 ✗	£46,610.67
23/04/2024	Direct Debit E.ON NEXT LTD A-A700C35C-001 FIRST D DR PAYMENT DDR	-£982.35 ✗	£46,719.92
23/04/2024	Direct Debit SCOTTISH WATER BUS 27154587 DDR	-£101.48 ✗	£47,702.27
23/04/2024	Direct Debit SCOTTISH WATER BUS 27452786 DDR	-£83.71 ✗	£47,803.75
23/04/2024	Direct Debit ENGIE GAS 10328543001 DDR	-£521.49 ✗	£47,887.46
23/04/2024	Direct Debit ENGIE GAS 10328542001 DDR	-£1,220.77 ✗	£48,408.95
22/04/2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£3,818.69 ✗	£49,629.72
22/04/2024	Direct Debit PREMIER MANAGED TE ONEW02 DDR	-£192.34 ✗	£53,448.41
22/04/2024	Counter Credit SMEATON-TEAHAN J 34090 BGC	£1,093.00 ✗	£53,640.75
19/04/2024	Remittance POST OFFICE CREDIT 100748 REM	£487.59 ✗ <i>£307.23 ✓ £ 50.40 ✓ £ 129.96 ✓</i>	£52,547.75
19/04/2024	Counter Credit MOJDEH MIRFAKHRAEE hall hire march BGC	£331.45 ✗	£52,060.16
19/04/2024	Direct Debit SCOTTISH WATER BUS 27368914 DDR	-£337.26 ✗	£51,728.71
19/04/2024	Direct Debit BNP PARIBAS LEASIN A1D67196 V1761324 DDR	-£257.82 ✗	£52,065.97
19/04/2024	Direct Debit EE LIMITED Q29509271511893364 DD R	-£94.14 ✗	£52,323.79

18/04/2024	Cash Withdrawal POST OFFICE KEN 18APR 14.55 ATM	£129.96 ✓	£52,417.93
18/04/2024	Cheque 114013 114013	-£102.00 ✓	£52,287.97
18/04/2024	Direct Debit INVESTEC ASSET FIN 5023204-119972513 DDR	-£81.70 ✓	£52,389.97
18/04/2024	Direct Debit E.ON NEXT LTD A-CB778D50-001 FIRST D DR PAYMENT DDR	-£251.72 ✓	£52,471.67
18/04/2024	Direct Debit E.ON NEXT LTD A-60F9407A-001 FIRST D DR PAYMENT DDR	-£486.24 ✓	£52,723.39
18/04/2024	Direct Debit E.ON NEXT LTD A-016F62D9-001 FIRST D DR PAYMENT DDR	-£644.16 ✓	£53,209.63
18/04/2024	Direct Debit BT DIRECT DEBITS SD44945429Q034 DDR	-£49.80 ✓	£53,853.79
18/04/2024	Direct Debit BT DIRECT DEBITS SD41959890Q070 DDR	-£122.23 ✓	£53,903.59
17/04/2024	Cash Withdrawal POST OFFICE KEN 17APR 12.34 ATM	£172.16 ✓ <i>£114 ✓ £58.16 ✓</i>	£54,025.82
17/04/2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£3,885.87 ✓	£53,853.66
16/04/2024	Counter Credit HIBBERT S Hibbert 34105 BGC	£86.64 ✓	£57,739.53
15/04/2024	Direct Debit ADVO PAY NEWHTC DDR	-£79.99 ✓	£57,652.89
15/04/2024	Direct Debit LEWES DISTRICT COU 300286 DDR	-£11,532.19 ✓	£57,732.88
15/04/2024	Direct Debit SCOTTISH WATER BUS 29821242 DDR	-£17.59 ✓	£69,265.07
12/04/2024	Cheque 114023 114023	-£1,256.00 ✓	£69,282.66
	Cheque		

12/04/2024	114102 114102		-£24.00 ✗	£70,538.66
12/04/2024	Direct Debit PIPERS NEWS STORES PIPERS15791 DDR		-£13.50 ✗	£70,562.66
11/04/2024	Counter Credit N.I.P.E.R.S. RENT BGC	£743.53 ✗		£70,576.16
11/04/2024	Cheque 114109 114109		-£660.00 ✗	£69,832.63
11/04/2024	Cheque 114107 114107		-£28.23 ✗	£70,492.63
11/04/2024	Counter Credit DIGNITY FUNERALS 004257 BGC	£285.00 ✗		£70,520.86
10/04/2024	Funds Transfer NORCROSS DANC 34103NORCROSS FT	£1,175.34 ✗		£70,235.86
10/04/2024	Counter Credit CPJ FIELD OPERATIN CPJ Field BGC	£1,980.00 ✗		£69,060.52
10/04/2024	Direct Debit BARCLAYCARD BCD01723921310324 DDR		-£28.77 ✗	£67,080.52
09/04/2024	Funds Transfer VAUGHAN J A PHOENIX DRUMMERS FT	£81.25 ✗		£67,109.29
08/04/2024	Credit Payment CHARGES COMMISSION FOR PERIOD 13FEB/12MAR ***** *****		-£49.74 ✗	£67,028.04
08/04/2024	Counter Credit HMRC VAT 191895712 BGC	£10,491.96 ✗		£67,077.78
05/04/2024	Cheque 114034 114034		-£1,435.00 ✗	£56,585.82
05/04/2024	Cheque 114011 114011		-£368.40 ✗	£58,020.82
05/04/2024	Cheque 114027 114027		-£48.00 ✗	£58,389.22
04/04/2024	Cheque 114020 114020		-£500.00 ✗	£58,437.22

04/04/2024	Cheque 114105 114105	-£260.00 ✓	£58,937.22
03/04/2024	Cheque 114106 114106	-£300.00 ✓	£59,197.22
03/04/2024	Direct Debit SCREWFIX DIRECT LT 6331640012255717 DDR	-£82.01 ✓	£59,497.22
02/04/2024	Direct Debit COMPUTER EYEZ LTD EYEZ0002059 DDR	-£1,698.80 ✓	£59,579.23
02/04/2024	Direct Debit LEWES DISTRICT COU 100789027 DDR	-£90.25 ✓	£61,278.03
02/04/2024	Direct Debit LEWES DISTRICT COU 100787964 DDR	-£200.90 ✓	£61,368.28
02/04/2024	Direct Debit LEWES DISTRICT COU 100787757 DDR	-£247.05 ✓	£61,569.18
02/04/2024	Direct Debit LEWES DISTRICT COU 101247911 DDR	-£386.30 ✓	£61,816.23
02/04/2024	Direct Debit LEWES DISTRICT COU 100899386 DDR	-£122.50 ✓	£62,202.53
02/04/2024	Direct Debit LEWES DISTRICT COU 100789030 DDR	-£407.42 ✓	£62,325.03
02/04/2024	Cheque 114036 114036	-£39.20 ✓	£62,732.45

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

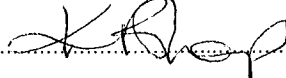
Bank Reconciliation Statement as at 30/04/2024
for Cashbook 2 - Business Premium

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Premium Account	30/04/2024		1,029,865.73
			<u>1,029,865.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,029,865.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,029,865.73
		Balance per Cash Book is :-	1,029,865.73
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

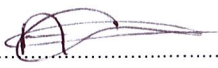
Signatory 2:

Name K. Bisital Signed  Date 5/6/2024

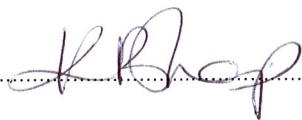
Bank Reconciliation up to 30/04/2024 for Cashbook No 2 - Business Premium

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/04/2024	Precept 1		336,215.00	336,215.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/04/2024	LDC 100219	980.10		980.10		R <input checked="" type="checkbox"/>	Current A/c
30/04/2024	LDC 100219		980.10	980.10		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>980.10</u>	<u>337,195.10</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024



Transactions

Business Premium ME

20-49-76 20669253

Available balance	£1,029,865.73
Last night's balance	£1,029,865.73
Overdraft limit	n/a

100

Showing 3 transactions between 02/04/2024 and 30/04/2024 from 27/03/2024 to 30/04/2024

Date	Description	Money in	Money out	Balance
30/04/2024	Funds Transfer 204976 60669288 LDC - REF 100219 FT		-£980.10 ✓	£1,029,865.73
19/04/2024	Counter Credit LEWES DISTRICT COU 100219 BGC	£980.10 ✓		£1,030,845.83
02/04/2024	Counter Credit LEWES DISTRICT COU 100219 BGC	£336,215.00 ✓		£1,029,865.73

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

Today: 30 April 2024

Mrs Alison Marian Campbell



Transfer money between your accounts

Your money has been transferred.

Date instruction received: 30 April 2024

Time instruction received: 10:13 GMT+1

Transfer from: 20-49-76 20669253
Barclays Bank UK PLC
Business Premium ME

Transfer to: 20-49-76 60669288
Barclays Bank UK PLC
BUSINESS FREE AUTO TRANS

Description: *LDC - Ref 100219*

Amount transferred: £980.10 (GBP)

val

Transfers are processed immediately if there are sufficient funds available in the account the money is being transferred from.

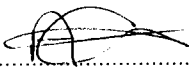
Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676).

Registered in England. Registered No. 9740322. Registered Office: 1 Churchill Place, London E14 5HP.


Bank Reconciliation Statement as at 30/04/2024
for Cashbook 3 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	30/04/2024		114.73
			<u>114.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			114.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			114.73
		Balance per Cash Book is :-	114.73
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

Signatory 2:

Name K. BISHOP Signed  Date 5/6/2024

Bank Reconciliation up to 30/04/2024 for Cashbook No 3 - Petty Cash

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
02/04/2024	101	2.40		2.40		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
09/04/2024	102	2.70		2.70		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
12/04/2024	103	2.87		2.87		R <input checked="" type="checkbox"/>	Shepherds
15/04/2024	104	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
19/04/2024	105	3.05		3.05		R <input checked="" type="checkbox"/>	Post Office Ltd
22/04/2024	106	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
23/04/2024	107	1.25		1.25		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
26/04/2024	108	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
30/04/2024	109	4.20		4.20		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
30/04/2024	110	2.39		2.39		R <input checked="" type="checkbox"/>	Morrisons
30/04/2024	110X	-2.39		-2.39		R <input checked="" type="checkbox"/>	Morrisons Daily
		<u>21.42</u>	<u>0.00</u>				

Signatory 1:

Name A. CAMPBELL Signed [Signature] Date 1/5/2024

Signatory 2:

Name K. BISHOP Signed [Signature] Date 5/6/2024

20/4/24
AC - KL

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

109

*DOMESTOS £2.10
*DOMESTOS £2.10
2 BALANCE DUE £4.20
CASH £20.00

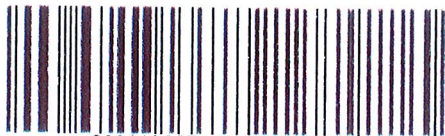
CHANGE £15.80

MY NECTAR SUMMARY

[C] **** * 3526012
POINTS EARNED ON £4.20
PREVIOUS POINTS BALANCE 519
POINTS EARNED 4
NEW POINTS BALANCE 523
YOUR POINTS ARE WORTH £2.61

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
100,000 Nectar points
please tell us how we did at
lettuce-know.com

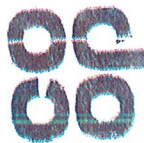


6292136071364100300424

C #3641 10:10:42 30APR2024
S2136 R71

Thank you for your visit.

108



20/4/24
20/4/24
AC - KL

Store: Newhaven, Fort Road
Tel: TBC

Qty Item Price Total
1 CP SEMI-SKIM MLK £1.65 £1.65 B
BALANCE DUE £1.65
CASH £1.65

Co-op Members always save more,
and help us support local
communities too

Join us today - download the
Co-op app, ask in store or visit
coop.co.uk/membership

Thank you for shopping at Co-op.

Op Till Store Date Time Txn
1204 3 4130 26/04/24 11:40.22 6876
You were served by Jimmy

20/4/24
AC - KL

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

107

50 white Inch napkin £1.25
1 BALANCE DUE £1.25
CASH £10.00

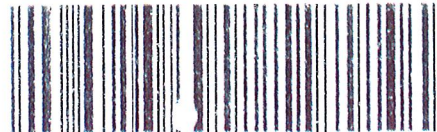
CHANGE £8.75

MY NECTAR SUMMARY

[C] **** * 3526012
POINTS EARNED ON £1.25
PREVIOUS POINTS BALANCE 518
POINTS EARNED 1
NEW POINTS BALANCE 519
YOUR POINTS ARE WORTH £2.59

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
100,000 Nectar points
please tell us how we did at
lettuce-know.com



6292136055862400230424

C #8624 12:15:44 23APR2024
S2136 R65

Thank you for your visit.

pd office

102

pd

101

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

*DOMESTOS BLUE	£1.35
*DOMESTOS BLUE	£1.35
2 BALANCE DUE	£2.70
CASH	£2.70

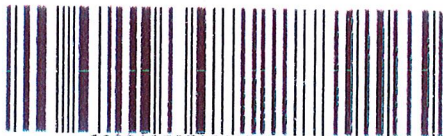
CHANGE £0.00

MY NECTAR SUMMARY

[C] **** * 3526012	
POINTS EARNED ON	£2.70
PREVIOUS POINTS BALANCE	415
POINTS EARNED	2
NEW POINTS BALANCE	417
YOUR POINTS ARE WORTH	£2.08

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
100,000 Nectar points
please tell us how we did at
lettuce-know.com



6292136072830500090424

C #8305 13:11:16 09APR2024
S2136 R72

Thank you for your visit.

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

JS S/SKIM MLK 1.136L	£1.20
JS S/SKIM MLK 1.136L	£1.20

2 BALANCE DUE	£2.40
TRIPLE POINTS COUPON	
VISA DEBIT	£2.40

contactless)))

[ICC] *****0911

AID: A00000000031010

PAN SEQUENCE: 00

MERCHANT: ****5520

AUTH CODE: 002851

TID: ****4006

No Cardholder Verification

CHANGE £0.00

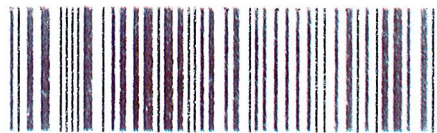
MY NECTAR SUMMARY

[C] **** * 5049015	
POINTS EARNED ON	£2.40
PREVIOUS POINTS BALANCE	270
POINTS EARNED	2
BONUS POINTS EARNED	4
NEW POINTS BALANCE	276
YOUR POINTS ARE WORTH	£1.38

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
100,000 Nectar points
please tell us how we did at
lettuce-know.com

PLEASE KEEP FOR YOUR RECORDS
PUBLISHED TERMS AND CONDITIONS APPLY



6292136077425200020424

C #4252 08:10:32 02APR2024
S2136 R77

Thank you for your visit.

pd

105

pd
AC → KL
22/4/24

106

Post Office Ltd.
CERTIFICATE OF POSTING

Newhaven
1-2 Newhaven Square
Newhaven
East Sussex
BN9 9QS

Posting date: 19/04/2024 12:57
Session ID: 2-452308
After last acceptance time? N

Destination Country UK (EU)
Address Validated? N
Signed For 1st Letter £3.05
Weight 0.020 kg

Reference number DF374388869GB
Building Name or Number ESALC LTD
Postcode BN69UY

Delivery aim: next working day. Proof of delivery and signature at royalmail.com.

PLEASE REFER TO SEPARATE TERMS AND CONDITIONS

For information about Royal Mail services, please visit www.royalmail.com

PLEASE RETAIN AS YOUR PROOF OF POSTING
This is not a financial receipt
Thank You ✓



Store: Newhaven, Fort Road
Tel: TBC

Qty	Item	Price	Total
1	CP SEMI-SKIM MLK	£1.65	£1.65 B
	BALANCE DUE		£1.65
	CASH		£10.00
	CHANGE DUE		£8.35

Co-op Members always save more, and they help us support local communities too.

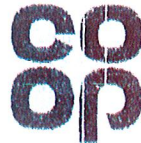
Join us today - download the Co-op App, ask in store or visit coop.co.uk/membership

Thank you for shopping at Co-op.

Op	Till	Store	Date	Time	Txn
1990	2	4130	22/04/24	09:27:01	6287

You were served by Patricia

pd



104

Store: Newhaven, Fort Road
Tel: TBC

Qty	Item	Price	Total
1	CP SEMI-SKIM MLK	£1.65	£1.65 B
	BALANCE DUE		£1.65
	CASH		£1.65

Co-op Members always save more, and they help us support local communities too.

Join us today - download the Co-op App, ask in store or visit coop.co.uk/membership

Thank you for shopping at Co-op.

Op	Till	Store	Date	Time	Txn
1962	2	4130	15/04/24	08:52:26	2235

You were served by Tina

pd

103

Invoice

Shepherds

PLASTICS BUILDING PRODUCTS TO THE TRADE

Invoice No. SPSIN/SP/0000819239

PEACEHAVEN COUNTER 2

Date	12. April 2024	Shepherds
Cust. No.	PHCOUNTER2	Unit 3 Bolney Avenue (N)
Sales Order	SSORD/SP/0000971324	Peacehaven
Responsible	Peacehaven Guest	East Sussex
Page No.	1	BN10 8HF
Cust. Ord. No		

For the attention of
Newhaven Town Council

Ship Address

Tel : 01273 580 750
Fax : 01273 588 535

Description	Description	Quantity	Units	Unit Price	Total
KDE1BL	Deepflow External StopendBlack	1	Each	2.39	2.39

DEN TON

12/04/24	Invoice Payment	Cash	2.87
----------	-----------------	------	------

Payment Details	Total Payments Received	2.87
------------------------	-------------------------	------

Immediate Payment

Goods remain the property of Shepherds UK until paid for in full.	GOODS TOTAL	2.39
Queries regarding this Invoice must be raised within 5 working days of issue date.	20% VAT	0.48
	TOTAL	2.87

Bank Details

Sort Code 202023
Account No. 43797732

Goods & services are supplied subject to Shepherds UK's Terms & Conditions of Sale, a copy of which can be found at <http://www.shepherdsuk.co.uk/>

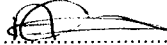
Shepherds UK is a trading name of Specialist Building Products Ltd. - Co. Reg. No.: 1268689.

VAT Reg No. GB 864 4507 10

Bank Reconciliation Statement as at 30/04/2024
for Cashbook 4 - Base Rate Reward Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Base Rate Reward Account	30/04/2024		325,033.80
			<u>325,033.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			325,033.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			325,033.80
		Balance per Cash Book is :-	325,033.80
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

Signatory 2:

Name X. BISHOP Signed  Date 5/6/2024



Transactions

Business Premium ME

20-49-76 13831183

Available balance	£325,033.80
Last night's balance	£325,033.80 <i>✓</i>
Overdraft limit	n/a

Showing 1 transaction between 25/03/2024 and 25/03/2024 from 25/03/2024 to 30/04/2024

Date	Description	Money in	Money out	Balance
25/03/2024	Funds Transfer 204976 60669288 TOP UP MARCH 24 AC FT		-£50,000.00	£325,033.80

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

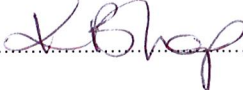
Bank Reconciliation Statement as at 30/04/2024
for Cashbook 5 - Credit Cards

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Card 1851 3279 KD	30/04/2024		0.00
Card 2597 1956 AC	30/04/2024		0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
23/04/2024 CC 23.4.24 Sainsburys S'Markets		57.85	
			57.85
			-57.85
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			-57.85
		Balance per Cash Book is :-	-57.85
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 1/5/2024

Signatory 2:

Name K. Bisset Signed  Date 5/6/2024

Bank Reconciliation up to 30/04/2024 for Cashbook No 5 - Credit Cards

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
01/04/2024	1103814022	1,266.21		1,266.21		R <input checked="" type="checkbox"/>	Royal Mail Group Ltd
01/04/2024	1203555044	108.00		108.00		R <input checked="" type="checkbox"/>	Robins of Herstmonceux Ltd
01/04/2024	1403052724	100.00		100.00		R <input checked="" type="checkbox"/>	Royal Mail Group Ltd
01/04/2024	1503052724	40.00		40.00		R <input checked="" type="checkbox"/>	Ambers Florist
01/04/2024	1503555419	21.00		21.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/04/2024	2203853839	7.50		7.50		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
01/04/2024	22038538-2	20.54		20.54		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
01/04/2024	220385383	1,080.00		1,080.00		R <input checked="" type="checkbox"/>	Jobs Go Public Ltd
01/04/2024	CC1 1.4.24	22.39		22.39		R <input checked="" type="checkbox"/>	Amazon Marketplace
01/04/2024	CC2 1.4.24	9.99		9.99		R <input checked="" type="checkbox"/>	Amazon Marketplace
01/04/2024	CC3 1.4.24	-12.99		-12.99		R <input checked="" type="checkbox"/>	Amazon Marketplace
01/04/2024	326474	100.00		100.00		R <input checked="" type="checkbox"/>	Toilets+
01/04/2024	IEE2024002	198.96		198.96		R <input checked="" type="checkbox"/>	Adobe Systems Software Ireland
01/04/2024	1386-2965(17.94		17.94		R <input checked="" type="checkbox"/>	Land Registry Searches
01/04/2024	1386-29652	17.94		17.94		R <input checked="" type="checkbox"/>	Land Registry Searches
23/04/2024	CC 23.4.24	57.85			57.85	<input type="checkbox"/>	Sainsburys S'Markets
29/04/2024	April 24		2,997.48	2,997.48		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>3,055.33</u>	<u>2,997.48</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 11/5/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024

SUMMARY FOR NEWHAVEN TOWN COUNCIL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Chq No (DD) Bacs
Date 29/4/2024
Amount £2997.48
Councillors

Company reference: 5476760289527536
Statement date: 2 April 2024
Page number: 1 of 4
Monthly spend limit: £8,000.00

Date of previous statement: 2 March 2024
Previous balance: £618.35
Payment received: £618.35 CR
Total of charges and adjustments: £0.00
Total of new spending: £2,997.48
New balance: £2,997.48
Minimum payment: £29.97
Payment due by: 29 April 2024
Available to spend: £5,002.52

Total cashback earned this month (£): 0.00
Total cashback earned since anniversary (£): 0.00
Cashback redeemed (£): 0.00

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account 6****288 at 20 -**- 76 will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 29 April 2024. If your balance is lower than your agreed payment, we will debit the full balance. If you are unable to make the minimum payment please contact us as soon as possible by calling the telephone number listed above.

If you wish to pay any additional amount, please allow sufficient time for your payment to reach us.

- By Debit Card: Payments can be made over the phone by the payment due date shown on your statement. Please make the payment before 6.00 pm on this date.

- By Bank Transfer: From a Barclays UK account using telephone /online banking, please make the payment before 6.00pm on the payment due date shown on your statement. From a non-Barclays UK account, allow 2 working days before the payment due date and we will process the payment when received. Please refer to your bank for specific payment timescales as they will usually be shorter. Barclaycard details are: Sort code: 20 00 00, Account Number: 23988260. Please use your card number/account number as the reference.

- At a Branch: Payments in cash can be made at a Barclays Branch and must be made on or before the payment due date shown on your statement.

If paying by cheque at Barclays Branch allow 2 working days. At other banks, allow 2 working days before the payment due date, for both cash and cheque payments.

- By Post: Payments by cheque (made payable to Barclaycard Commercial) must be received 4 working days before the payment due date shown on your statement. Send your cheque and giro to Barclaycard Commercial, Po Box 291, Sheffield, S98 1SB. Please write your name, account number and post code on the back of the cheque.

Additional payments received will not be deducted from the direct debit amount to be taken.

Interest information

Total of next months estimated interest : £96.82

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	2,997.48	2.050%	96.82	
CASH	0.00	2.429%	0.00	
Totals	£2,997.48		£96.82	

Paid in by and date

2997.48

29 April 2024

Cashier's Stamp and Initials

G 004370 BBA2606A 32877
NR KENNETH DRY
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE



Barclays Bank PLC
Automated Bulk Credit Clearing
Barclaycard
Commercial
04-06

25-16-29

bank giro credit ABC

29.97 5476760289527536

Please make your cheque payable to Barclaycard Commercial and include your company reference number on the payee line.

Total Cash *

Cheques +

£

Please do not write or mark below this line - Please enclose this with your payment

24 APR 2024

<5476760289527536< 251629+< 73 X

Summary Box

The information contained in this table summarises the key product features not displayed elsewhere on this statement and is not intended to replace any terms and conditions.

Interest Free Period	Maximum of 56 days for purchases if you pay your balance in full and on time each month.							
Interest Charging Information	<p>The periods over which interest is charged are as follows:</p> <p>Purchases - If the balance is not repaid in full, interest on the outstanding balance is charged from the date the transaction is charged to your account (posting date) until payment is received.</p> <p>Cash withdrawals - From the date the transaction is charged to your account (posting date) until it is paid in full.</p> <p>If your balance is not paid in full, interest will be charged on the total balance, not just on the outstanding balance after payment.</p> <p>Interest will be charged daily. By repaying more of your balance, or by making your repayments sooner, you will pay less interest.</p>							
Allocation of payments	If you do not pay your balance in full we will apply payments we receive to reduce higher interest rate balances before lower interest rate balances. For further details, please refer to your credit card terms and conditions.							
Minimum repayment	<p>You must pay at least the minimum payment every month. This will be the higher of:</p> <ul style="list-style-type: none"> - £5, or the full balance if less than £5 - an amount equal to any interest, account fees or Default Charges added to your Account since your last statement plus 1% of the statement balance excluding interest billed that month. <p>If you only make your minimum repayment each month it will take you longer and cost you more to clear your balance.</p>							
Fees	<p>We will charge an annual fee, per card, at account opening and on each anniversary of your account opening:</p> <table border="0"> <tr> <td>Gold Card with Introductory Balance Transfer</td> <td>£0.00</td> </tr> <tr> <td>Gold Card</td> <td>£32.00</td> </tr> <tr> <td>Platinum Card</td> <td>£78.00</td> </tr> </table>		Gold Card with Introductory Balance Transfer	£0.00	Gold Card	£32.00	Platinum Card	£78.00
Gold Card with Introductory Balance Transfer	£0.00							
Gold Card	£32.00							
Platinum Card	£78.00							
Charges	<table border="0"> <tr> <td>Cash fee</td> <td>3% (min. £3)</td> </tr> <tr> <td>Copies of statements</td> <td>£3.00</td> </tr> <tr> <td>Copies of transactions</td> <td>£5.00</td> </tr> </table>		Cash fee	3% (min. £3)	Copies of statements	£3.00	Copies of transactions	£5.00
Cash fee	3% (min. £3)							
Copies of statements	£3.00							
Copies of transactions	£5.00							
Foreign Usage	<table border="0"> <tr> <td>Payment Scheme</td> <td rowspan="2">Depending on your card type, rates can be found at either: - Visa: http://www.visa.europa.com/en/cardholders/exchange_rates.asp - MasterCard: https://www.mastercard.com/global/currencyconversion/index.html</td> </tr> <tr> <td>Exchange Rate</td> </tr> </table>	Payment Scheme	Depending on your card type, rates can be found at either: - Visa: http://www.visa.europa.com/en/cardholders/exchange_rates.asp - MasterCard: https://www.mastercard.com/global/currencyconversion/index.html	Exchange Rate				
Payment Scheme	Depending on your card type, rates can be found at either: - Visa: http://www.visa.europa.com/en/cardholders/exchange_rates.asp - MasterCard: https://www.mastercard.com/global/currencyconversion/index.html							
Exchange Rate								
	<p>One or more of the following may apply:</p> <table border="0"> <tr> <td>Non Sterling transaction fee (no minimum)</td> <td>2.99% of transaction</td> </tr> <tr> <td>Cash Fee</td> <td>3% (min. £3)</td> </tr> </table>		Non Sterling transaction fee (no minimum)	2.99% of transaction	Cash Fee	3% (min. £3)		
Non Sterling transaction fee (no minimum)	2.99% of transaction							
Cash Fee	3% (min. £3)							
Default Charges	<table border="0"> <tr> <td>Late payment</td> <td>£12</td> </tr> <tr> <td>Over credit limit</td> <td>£12</td> </tr> <tr> <td>Returned payment</td> <td>£12</td> </tr> </table> <p>You can avoid paying additional charges by staying within your credit limit and ensuring that your monthly payments are received on time.</p>		Late payment	£12	Over credit limit	£12	Returned payment	£12
Late payment	£12							
Over credit limit	£12							
Returned payment	£12							
Estimated Interest (as shown on the total of your statement)	<p>This is an estimate of next month's interest, based on the minimum payment reaching us on the payment due date. It is for guidance only and could vary, depending on a number of factors including when your payment reaches us, the amount that you repay and if there is a change to your interest rate (please refer to your Terms and Conditions for details of these changes).</p>							

For full details of your account please see your Credit Card Agreement.

This information is available in large print, Braille or audio format by calling 0800 008 008.

Barclaycard is a trading name of Barclays Bank PLC. Barclays Bank PLC is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122703). Registered in England No: 1026167. Registered Office: 1 Churchill Place, London E14 5HP.

SUMMARY FOR NEWHAVEN TOWN COUNCIL

Company reference: 5476760289527536
 Statement date: 2 April 2024
 Page number: 2 of 4



Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
Simple Standard Rate p.a: 24.60% (27.6% compound equivalent)		Simple Cash Rate p.a: 29.15% (33.4% compound equivalent)		

* See reverse for details

Payments, charges and adjustments

BALANCE FROM PREVIOUS STATEMENT	618.35
Total of payment, charges and adjustments	£0.00
27 Mar 2024 DIRECT DEBIT PAYMENT THANK YOU	618.35 CR

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
A M CAMPBELL	5476 7600 2597 1956	4,000	1,663.25
K DRY	5476 7609 1851 3279	4,000	1,334.23
Total cardholder expenditure			£2,997.48
New balance			£2,997.48

STATEMENT FOR A M CAMPBELL

BARCLAYCARD COMMERCIAL
 PO BOX 4000
 SAFFRON ROAD
 WIGSTON, LE18 9EN

Tel: 0800 008 008
 Outside UK: +44 1604 269452
 Fax: 0300 020 0184
 Online: www.barclaycard.co.uk/commercial

Company reference: 5476760289527536
 Card number: 5476760025971956
 Statement date: 2 April 2024
 Page number: 3 of 4
 Monthly spend limit: £4,000.00

Date	Description	Amount
7 Mar 2024	PAYPAL *ROYALMAILGR 35314369001 GBR 110381402254 COURIER SERVICES-AIR OR GROUND,FREIGHT FORWARDERS	1,266.21 +
11 Mar 2024	ROBINS OF HERSTMONCEUX HERSTMONCEUX, 120355504434 LUMBER AND BUILDING MATERIALS STORES	108.00 +
13 Mar 2024	ROYAL MAIL ONLINE SHOP INTERNET GBR 140305272464 POSTAGE STAMPS	100.00 +
14 Mar 2024	AMBERS FLORIST SEAFORD GBR 150305272474 FLORISTS	40.00 +
14 Mar 2024	WWW.LEWES.GOV.UK LEWES 150355541964 GOVERNMENT SERVICES NOT ELSEWHERE CLASSIFIED <i>LAW 200075974</i>	21.00 +
21 Mar 2024	AMAZON* 204-4507067-78 LONDON LND 220385383904 MISCELLANEOUS GENERAL MERCHANDISE STORES	7.50 +
21 Mar 2024	AMAZON* 204-2650977-90 LONDON LND 220385383904 MISCELLANEOUS GENERAL MERCHANDISE STORES <i>12.89 + 7.65</i>	20.54 +
25 Mar 2024	TOILETS+ NORFOLK LND 260385383904 BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	100.00 +
8 new purchases / cash advances. Total of spending.		£1,663.25

G 004370 BBA2606A 32877
 MRS A M CAMPBELL
 NEWHAVEN TOWN COUNCIL
 18 FORT ROAD
 NEWHAVEN
 BN9 9QE

STATEMENT FOR K DRY

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Company reference: 5476760289527536
Card number: 5476760918513279
Statement date: 2 April 2024
Page number: 4 of 4
Monthly spend limit: £4,000.00

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial



Date	Description	Amount
7 Mar 2024	AMAZON* 206-1363953-71 LONDON LND 080385383904 MISCELLANEOUS GENERAL MERCHANDISE STORES	12.99 CR <i>+</i>
7 Mar 2024	AMAZON* 203-7410481-53 LONDON LND 080385383904 MISCELLANEOUS GENERAL MERCHANDISE STORES	22.39 <i>+</i>
7 Mar 2024	AMAZON* 203-7410481-53 LONDON LND 080385383904 MISCELLANEOUS GENERAL MERCHANDISE STORES	9.99 <i>+</i>
9 Mar 2024	Adobe.com Saggart, Dublin 110315265674 DIGITAL GOODS - APPLICATIONS (EXLDG GAME)	198.96 <i>+</i>
21 Mar 2024	JGP RESOURCING LTD HASLEMERE LND 220385383904 ADVERTISING SERVICES	1,080.00 <i>+</i>
28 Mar 2024	LANDREGISTRYSEARCHES DARWEN LND 290385383904 MISCELLANEOUS PERSONAL SERVICES	17.94 <i>✓</i>
28 Mar 2024	LANDREGISTRYSEARCHES DARWEN LND 290385383904 MISCELLANEOUS PERSONAL SERVICES	17.94 <i>✓</i>
7 new purchases / cash advances.		Total of spending.
		£1,334.23

CN-INV 1137749335 28/2/24
NO INVOICE - MF
NO INVOICE - MF
JOB GO PUBLIC

3/3

H2

001/48 BBA2606A Page 3 of 3

G 004370 BBA2606A 32877
NR K DRY
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE

Reconciliation Summary

Month: MAY 2024

	AMOUNT	EXAMINER
CASHBOOK 1 Current Acct 60669288	£73,216.09	K. Bhop
CASHBOOK 2 B. Prem Acct 20669253	£973,865.73	K. Bhop
CASHBOOK 3 Petty Cash	£7137	K. Bhop
CASHBOOK 4 R. Reward Acct 13831183	£325,033.80	K. Bhop
CASHBOOK 5 Credit Cards	0	K. Bhop
Petty Cash On-Site	£7137	K. Bhop
Staff Salary Payment	£15,990.46	K. Bhop
HMRC Remittance	£3145.09	K. Bhop
ESCC Pension Remittance	£3,547.13	K. Bhop

Reported to Full Council:-

/ / 20

Resolved/Noted as
Correct:-

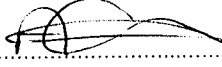
Y/N

Chairmans Signature:-

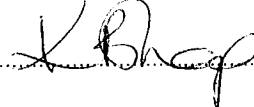
Bank Reconciliation Statement as at 31/05/2024
for Cashbook 1 - Current A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	31/05/2024		73,216.09
			<u>73,216.09</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
24/11/2023	114067	RBL Poppy Appeal	20.00
13/03/2024	114035	ESALC Ltd	96.00
25/03/2024	114103	Don Burtenshaw	180.00
26/03/2024	114108	National Association of Local	51.71
23/04/2024	114122	Just Get It Done	30.00
15/05/2024	114142	Blakedown Landscapes (SE) Ltd	81,637.75
15/05/2024	114141	Rhino Bytes	125.00
17/05/2024	114145	Don Burtenshaw	3,756.00
17/05/2024	114144	Playdale Playgrounds Ltd	238.49
21/05/2024	114149	Clean Team Sussex	3,464.00
21/05/2024	114150	ESALC Ltd	96.00
23/05/2024	114151	SouthCoast Services Sussex Ltd	40.80
23/05/2024	114152	Newhaven Chamber of Commerce	40.00
30/05/2024	114147	Pulse South Coast	666.60
			<u>90,442.35</u>
			-17,226.26
<u>Unpresented Receipts (Plus)</u>			
			0.00
			<u>0.00</u>
			-17,226.26
		Balance per Cash Book is :-	-17,226.26
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 31/6/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024

Bank Reconciliation up to 31/05/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/11/2023	114067	20.00			20.00	<input type="checkbox"/>	RBL Poppy Appeal
14/02/2024	114005	90.00		90.00		R <input checked="" type="checkbox"/>	ESALC Ltd
07/03/2024	114019	2,445.00		2,445.00		R <input checked="" type="checkbox"/>	Friends & Assoc Denton Scschool
13/03/2024	114035	96.00			96.00	<input type="checkbox"/>	ESALC Ltd
25/03/2024	114103	180.00			180.00	<input type="checkbox"/>	Don Burtenshaw
25/03/2024	114104	192.00		192.00		R <input checked="" type="checkbox"/>	Plumbwells Plumbing Ltd
26/03/2024	114108	51.71			51.71	<input type="checkbox"/>	National Association of Local
23/04/2024	114123	70.52		70.52		R <input checked="" type="checkbox"/>	Clares Office Supplies Ltd
23/04/2024	114116	2,187.80		2,187.80		R <input checked="" type="checkbox"/>	J Kirby Electrical Ltd
23/04/2024	114110	2,028.00		2,028.00		R <input checked="" type="checkbox"/>	Rialtas Business Solutions Ltd
23/04/2024	114111	900.00		900.00		R <input checked="" type="checkbox"/>	Council HR and Governance Supp
23/04/2024	114112	2,094.86		2,094.86		R <input checked="" type="checkbox"/>	Playdale Playgrounds Ltd
23/04/2024	114113	628.60		628.60		R <input checked="" type="checkbox"/>	James Hallam Ltd
23/04/2024	114114	3,600.00		3,600.00		R <input checked="" type="checkbox"/>	TerraFirma Landscape Architect
23/04/2024	114115	1,620.00		1,620.00		R <input checked="" type="checkbox"/>	The Sign Shop Horsham Ltd
23/04/2024	114117	1,046.40		1,046.40		R <input checked="" type="checkbox"/>	SouthCoast Services Sussex Ltd
23/04/2024	114118	9.96		9.96		R <input checked="" type="checkbox"/>	City Electrical Factors
23/04/2024	114119	24.00		24.00		R <input checked="" type="checkbox"/>	North Laine Window Cleaning
23/04/2024	114120	2,222.51		2,222.51		R <input checked="" type="checkbox"/>	ESALC Ltd
23/04/2024	114121	138.00		138.00		R <input checked="" type="checkbox"/>	Staples & Sons
23/04/2024	114122	30.00			30.00	<input type="checkbox"/>	Just Get It Done
23/04/2024	114124	6,207.00		6,207.00		R <input checked="" type="checkbox"/>	Hospitable Environment CIC
23/04/2024	114125	500.00		500.00		R <input checked="" type="checkbox"/>	James Daniel Memorial Fund
24/04/2024	114127	1,966.90		1,966.90		R <input checked="" type="checkbox"/>	Playdale Playgrounds Ltd
24/04/2024	114126	1,182.00		1,182.00		R <input checked="" type="checkbox"/>	J Kirby Electrical Ltd
24/04/2024	114128	24.00		24.00		R <input checked="" type="checkbox"/>	North Laine Window Cleaning
24/04/2024	114129	416.40		416.40		R <input checked="" type="checkbox"/>	SLCC Enterprises Ltd
30/04/2024	114131	803.52		803.52		R <input checked="" type="checkbox"/>	Orbis Protect Ltd
30/04/2024	114130	2,376.00		2,376.00		R <input checked="" type="checkbox"/>	Countrymans Contractors Ltd
01/05/2024	114132	156.00		156.00		R <input checked="" type="checkbox"/>	Mulberry Local Authority Servi
01/05/2024	0002059	1,389.20		1,389.20		R <input checked="" type="checkbox"/>	Computer-Eyez (South) Ltd
01/05/2024	March 2024	33.11		33.11		R <input checked="" type="checkbox"/>	Trade UK Account
01/05/2024	1007877572	247.00		247.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	1007879642	205.00		205.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	1007890272	87.00		87.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	1007890302	403.00		403.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	1008993862	125.00		125.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	1012479112	384.00		384.00		R <input checked="" type="checkbox"/>	Lewes District Council
01/05/2024	114133	6,323.69		6,323.69		R <input checked="" type="checkbox"/>	Worknest Limited
01/05/2024	34130		63.00	63.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/05/2024	34124		283.00	283.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/05/2024	34132		57.00	57.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/05/2024	34136		919.31	919.31		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/05/2024	34132p2		11.40	11.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/05/2024	34133		1,115.82	1,115.82		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/05/2024	34109		129.96	129.96		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/05/2024	34137		136.80	136.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/05/2024	APR 2024	45.94		45.94		R <input checked="" type="checkbox"/>	Barclays Bank

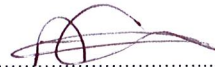
Bank Reconciliation up to 31/05/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
07/05/2024	34135		154.80	154.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/05/2024	34129		218.00	218.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/05/2024	Top Up May		56,000.00	56,000.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
07/05/2024	34131		268.80	268.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/05/2024	34081x3		360.00	360.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
08/05/2024	34142		1,093.00	1,093.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/05/2024	34141		50.40	50.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/05/2024	15791	10.80		10.80		R <input checked="" type="checkbox"/>	Pipers News
10/05/2024	April 2024	18.00		18.00		R <input checked="" type="checkbox"/>	Barclaycard Payments Ltd
10/05/2024	114138	2,658.00		2,658.00		R <input checked="" type="checkbox"/>	Countrymans Contractors Ltd
10/05/2024	114137	113.34		113.34		R <input checked="" type="checkbox"/>	Denma Cleaning Services Ltd
10/05/2024	114136	416.40		416.40		R <input checked="" type="checkbox"/>	SLCC Enterprises Ltd
10/05/2024	114135	1,800.00		1,800.00		R <input checked="" type="checkbox"/>	Amstech Inspections & Testing
10/05/2024	114134	2,586.00		2,586.00		R <input checked="" type="checkbox"/>	J Kirby Electrical Ltd
10/05/2024	114139	181.81		181.81		R <input checked="" type="checkbox"/>	Clares Office Supplies Ltd
10/05/2024	34112		2,083.00	2,083.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/05/2024	34125		283.00	283.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/05/2024	114140	88.80		88.80		R <input checked="" type="checkbox"/>	Seaford Scene
15/05/2024	35531	79.99		79.99		R <input checked="" type="checkbox"/>	Advo Payroll
15/05/2024	6255656	9,433.45		9,433.45		R <input checked="" type="checkbox"/>	Lewes District Council
15/05/2024	114142	81,637.75			81,637.75	<input type="checkbox"/>	Blakedown Landscapes (SE) Ltd
15/05/2024	114143	30,378.00		30,378.00		R <input checked="" type="checkbox"/>	Diversity Environmental Consul
15/05/2024	114141	125.00			125.00	<input type="checkbox"/>	Rhino Bytes
15/05/2024	114127/1	30.00		30.00		R <input checked="" type="checkbox"/>	Playdale
15/05/2024	34145		1,140.00	1,140.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/05/2024	TD ES 23/4		93,346.46	93,346.46		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/05/2024	34096		4,166.00	4,166.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/05/2024	ESCC APR24	3,547.13		3,547.13		R <input checked="" type="checkbox"/>	Pension ESCC
17/05/2024	114145	3,756.00			3,756.00	<input type="checkbox"/>	Don Burtenshaw
17/05/2024	114144	238.49			238.49	<input type="checkbox"/>	Playdale Playgrounds Ltd
17/05/2024	NCOC16.5	99.00		99.00		R <input checked="" type="checkbox"/>	Newhaven Chamber of Commerce
17/05/2024	NCOC16.5CX	-99.00		-99.00		R <input checked="" type="checkbox"/>	Newhaven Chamber of Commerce
17/05/2024	34134		51.60	51.60		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/05/2024	34146		510.00	510.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/05/2024	120056211	81.70		81.70		R <input checked="" type="checkbox"/>	Investec Asset Finance PLC
20/05/2024	0New02	168.45		168.45		R <input checked="" type="checkbox"/>	Premier Managed Technologies G
20/05/2024	Q2950927	94.94		94.94		R <input checked="" type="checkbox"/>	EE
21/05/2024	114149	3,464.00			3,464.00	<input type="checkbox"/>	Clean Team Sussex
21/05/2024	114150	96.00			96.00	<input type="checkbox"/>	ESALC Ltd
21/05/2024	34144		58.05	58.05		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/05/2024	HMRC APR24	3,145.09		3,145.09		R <input checked="" type="checkbox"/>	HMRC PAYE
22/05/2024	NE3560	6,587.99		6,587.99		R <input checked="" type="checkbox"/>	Arval UK Limited
22/05/2024	MEM247966C		23.14	23.14		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/05/2024	1-01295163	616.27		616.27		R <input checked="" type="checkbox"/>	ENGIE Gas Limited
23/05/2024	1-01295164	404.96		404.96		R <input checked="" type="checkbox"/>	ENGIE Gas Limited
23/05/2024	114151	40.80			40.80	<input type="checkbox"/>	SouthCoast Services Sussex Ltd
23/05/2024	114152	40.00			40.00	<input type="checkbox"/>	Newhaven Chamber of Commerce
24/05/2024	4904345	95.00		95.00		R <input checked="" type="checkbox"/>	Business Stream

Bank Reconciliation up to 31/05/2024 for Cashbook No 1 - Current A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/05/2024	4906487	118.78		118.78		R <input checked="" type="checkbox"/>	Business Stream
24/05/2024	33747	1,560.00		1,560.00		R <input checked="" type="checkbox"/>	Housemartins Chatered Surveyor
24/05/2024	SS MAY24	15,990.46		15,990.46		R <input checked="" type="checkbox"/>	Staff Salaries
24/05/2024	34149		108.00	108.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/05/2024	34097		272.00	272.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/05/2024	34127		288.00	288.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/05/2024	0047362	689.99		689.99		R <input checked="" type="checkbox"/>	SSE
28/05/2024	May 2024	519.84		519.84		R <input checked="" type="checkbox"/>	Credit Cards
28/05/2024	50021635		3,367.00	3,367.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
29/05/2024	FE7E4DA4-2	116.66		116.66		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
29/05/2024	CB778D50-2	163.21		163.21		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
29/05/2024	A700C35C-2	168.71		168.71		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
29/05/2024	60F9407A-2	260.72		260.72		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
29/05/2024	016F62D9-2	346.08		346.08		R <input checked="" type="checkbox"/>	E-On Energy Solutions Ltd
30/05/2024	114147	666.60			666.60	<input type="checkbox"/>	Pulse South Coast
30/05/2024	01620571	33.28		33.28		R <input checked="" type="checkbox"/>	Clares Office Supplies Ltd
30/05/2024	00908108	209.20		209.20		R <input checked="" type="checkbox"/>	SSE
30/05/2024	34113		45.15	45.15		R <input checked="" type="checkbox"/>	Receipt(s) Banked
31/05/2024	34122/43		70.80	70.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
31/05/2024	34107/151		2,109.82	2,109.82		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>215,327.81</u>	<u>168,783.31</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 3/6/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024



Transactions

BUSINESS FREE AUTO TRANS **20-49-76 60669288**

Available balance **£70,365.76**
 Last night's balance £73,216.09
 Overdraft limit **£0.00**

✓ 02

Showing **100** transactions between **01/05/2024** and **31/05/2024** from 01/05/2024 to 31/05/2024

Date	Description	Money in	Money out	Balance
31/05 /2024	Counter Credit THE RUSSELL Rmf 34107 & 34151 BGC	£2,109.82 <i>✓</i>		£73,216.09
31/05 /2024	Funds Transfer 204976 20669253 LDC34122/43 17.5 FT	£70.80 <i>✓</i>		£71,106.27
31/05 /2024	Bill Payment DIVERSITY ENVIRONM INV925 BBP <i>REPLACE CHQ 114143</i>		-£26,814.00 <i>✓</i>	£71,035.47
30/05 /2024	Counter Credit PARK DRIVE RES 34113 BGC	£45.15 <i>✓</i>		£97,849.47
30/05 /2024	Bill Payment DIVERSITY ENVIRONM INV923 BBP <i>REPLACE CHQ 114143</i>		-£3,564.00 <i>✓</i>	£97,804.32
30/05 /2024	Bill Payment BUSINESS SUPPLIES INV01620571 BBP		-£33.28 <i>✓</i>	£101,368.32
30/05 /2024	Cheque 114140 114140		-£88.80 <i>✓</i>	£101,401.60
30/05 /2024	Direct Debit SSE ENERGY SUPPLY 0047362-DD00460315 DD R		-£209.20 <i>✓</i>	£101,490.40
	Cheque			

29/05 /2024	114138 114138		-£2,658.00 vt	£101,699.60
29/05 /2024	Cheque 114130 114130		-£2,376.00 vt	£104,357.60
29/05 /2024	Cheque 114131 114131		-£803.52 vt	£106,733.60
29/05 /2024	Direct Debit E.ON NEXT LTD A-FE7E4DA4-001 DDR		-£116.66 vt	£107,537.12
29/05 /2024	Direct Debit E.ON NEXT LTD A-CB778D50-001 DDR		-£163.21 vt	£107,653.78
29/05 /2024	Direct Debit E.ON NEXT LTD A-A700C35C-001 DDR		-£168.71 vt	£107,816.99
29/05 /2024	Direct Debit E.ON NEXT LTD A-60F9407A-001 DDR		-£260.72 vt	£107,985.70
29/05 /2024	Direct Debit E.ON NEXT LTD A-016F62D9-001 DDR		-£346.08 vt	£108,246.42
28/05 /2024	Cash Withdrawal POST OFFICE KEN 28MAY 09.40 ATM	£108.00 vt		£108,592.50
28/05 /2024	Direct Debit SSE ENERGY SUPPLY 0047362-DD00455118 DD R		-£689.99 vt	£108,484.50
28/05 /2024	Direct Debit BCARD COMMERCIAL 5476760289527536 DDR		-£519.84 vt	£109,174.49
28/05 /2024	Cheque 114110 114110		-£2,028.00 vt	£109,694.33
28/05 /2024	Cheque 114139 114139		-£181.81 vt	£111,722.33
28/05 /2024	Cheque 114137 114137		-£113.34 vt	£111,904.14
28/05 /2024	Cheque 114123 114123		-£70.52 vt	£112,017.48

28/05 /2024	Counter Credit THE CO-OPERATIVE 50021635 BGC	£3,367.00 ✓	£112,088.00
24/05 /2024	Counter Credit MEECHING AMATEUR D 34127 BGC	£288.00 ✓	£108,721.00
24/05 /2024	Counter Credit MEECHING AMATEUR D 34097 BGC	£272.00 ✓	£108,433.00
24/05 /2024	Bill Payment HOUSEMARTINS SURVE INV33747 BBP	-£1,560.00 ✓	£108,161.00
24/05 /2024	Cheque 114019 114019	-£2,445.00 ✓	£109,721.00
24/05 /2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£15,990.46 ✓	£112,166.00
24/05 /2024	Direct Debit SCOTTISH WATER BUS 27452786 DDR	-£95.00 ✓	£128,156.46
24/05 /2024	Direct Debit SCOTTISH WATER BUS 27154587 DDR	-£118.78 ✓	£128,251.46
23/05 /2024	Cheque 114133 114133	-£6,323.69 ✓	£128,370.24
23/05 /2024	Direct Debit ENGIE GAS 10328543001 DDR	-£404.96 ✓	£134,693.93
23/05 /2024	Direct Debit ENGIE GAS 10328542001 DDR	-£616.27 ✓	£135,098.89
22/05 /2024	Direct Debit ARVAL UK LTD NE3560 DDR	-£6,587.99 ✓	£135,715.16
22/05 /2024	Direct Debit NEWHAVEN TOWN BACS DDR	-£3,145.09 ✓	£142,303.15
21/05 /2024	Counter Credit SOCIETY OF LOCAL C REFUND MEM247966 BGC	£23.14 ✓	£145,448.24
21/05 /2024	Cash Withdrawal POST OFFICE KEN 21MAY 14.16 ATM	£58.05 ✓	£145,425.10

21/05 /2024	Cheque 114134 114134		-£2,586.00 ✗	£145,367.05
21/05 /2024	Cheque 114136 114136		-£416.40 ✗	£147,953.05
21/05 /2024	Cheque 114129 114129		-£416.40 ✗	£148,369.45
20/05 /2024	Counter Credit BCARD1723921170524 BGC BCARD1723921170524 B GC	£510.00 ✗		£148,785.85
20/05 /2024	Direct Debit INVESTEC ASSET FIN 5023204-120056211 DDR		-£81.70 ✗	£148,275.85
20/05 /2024	Direct Debit PREMIER MANAGED TE ONEW02 DDR		-£168.45 ✗	£148,357.55
20/05 /2024	Direct Debit EE LIMITED Q29509271520128562 DD R		-£94.94 ✗	£148,526.00
20/05 /2024	Cheque 114135 114135		-£1,800.00 ✗	£148,620.94
17/05 /2024	Cheque 114132 114132		-£156.00 ✗	£150,420.94
17/05 /2024	Direct Debit NEWHAVEN TOWN BACS DDR		-£3,547.13 ✗	£150,576.94
17/05 /2024	Counter Credit HIBBERT S Hibbert 34134 BGC	£51.60 ✗		£154,124.07
16/05 /2024	Bill Payment WAGSTAFF BRDWY JWAGSTAFF-34096 BBP	£4,166.00 ✗		£154,072.47
15/05 /2024	Funds Transfer 204976 20669253 TD EASTSIDE 23/24 FT	£93,346.46 ✗		£149,906.47
15/05 /2024	Counter Credit CANDY DEWDNEY 34145 BGC	£1,140.00 ✗		£56,560.01
15/05	Cheque 114120		-£2,222.51 ✗	£55,420.01

/2024	114120		
15/05 /2024	Cheque 114112 114112	-£2,094.86 ✓	£57,642.52
15/05 /2024	Cheque 114127 114127	-£1,996.90 ✓ CR £30.00 - £1966.90	£59,737.38
15/05 /2024	Cheque 114111 114111	-£900.00 ✓	£61,734.28
15/05 /2024	Cheque 114118 114118	-£9.96 ✓	£62,634.28
15/05 /2024	Direct Debit ADVO PAY NEWHTC DDR	-£79.99 ✓	£62,644.24
15/05 /2024	Direct Debit LEWES DISTRICT COU 300286 DDR	-£9,433.45 ✓	£62,724.23
10/05 /2024	Remittance POST OFFICE CREDIT 100752 REM	£50.40 ✓	£72,157.68
10/05 /2024	Cheque 114117 114117	-£1,046.40 ✓	£72,107.28
10/05 /2024	Cheque 114104 114104	-£192.00 ✓	£73,153.68
10/05 /2024	Direct Debit BARCLAYCARD BCD01723921300424 DDR	-£18.00 ✓	£73,345.68
10/05 /2024	Direct Debit PIPERS NEWS STORES PIPERS15791 DDR	-£10.80 ✓	£73,363.68
10/05 /2024	Counter Credit BARWELLS LTD CPA 34125 BGC	£283.00 ✓	£73,374.48
10/05 /2024	Counter Credit THE CO-OPERATIVE 50021635 BGC	£2,083.00 ✓	£73,091.48
09/05 /2024	Counter Credit BCARD1723921080524 BGC BCARD1723921080524 B GC	£1,093.00 ✓	£71,008.48
09/05	Cheque		

/2024	114116 114116		-£2,187.80 ✓	£69,915.48
09/05 /2024	Cheque 114126 114126		-£1,182.00 ✓	£72,103.28
09/05 /2024	Cheque 114113 114113		-£628.60 ✓	£73,285.28
08/05 /2024	Counter Credit NEWHAVEN & SEAFORD NEWHAVEN TOWN COUN BG C	£360.00 ✓		£73,913.88
08/05 /2024	Remittance POST OFFICE CREDIT 100751 REM	£154.80 ✓		£73,553.88
07/05 /2024	Counter Credit Studio Tempo MAB inv 34131 BGC	£268.80 ✓		£73,399.08
07/05 /2024	Funds Transfer 204976 20669253 TOP UP MAY 2024 AC FT	£56,000.00 ✓		£73,130.28
07/05 /2024	Cheque 114114 114114		-£3,600.00 ✓	£17,130.28
07/05 /2024	Cheque 114115 114115		-£1,620.00 ✓	£20,730.28
07/05 /2024	Cheque 114125 114125		-£500.00 ✓	£22,350.28
07/05 /2024	Credit Payment CHARGES COMMISSION FOR PERIOD 13MAR/14APR ***** *****		-£45.94 ✓	£22,850.28
07/05 /2024	Counter Credit MOJDEH MIRFAKHRAEE hall hire april BGC	£218.00 ✓		£22,896.22
03/05 /2024	Counter Credit J Younghusband 34137 BGC	£136.80 ✓		£22,678.22
03/05 /2024	Counter Credit J Younghusband 34109 BGC	£129.96 ✓		£22,541.42
03/05	Funds Transfer NORCROSS DANC	£1,115.82 ✓		£22,411.46

/2024	NORCROSSDA FT		
03/05 /2024	Cheque 114005 114005		-£90.00 ✗ £21,295.64
02/05 /2024	Funds Transfer VAUGHAN J A EARTHQUAKE FT	£11.40 ✗	£21,385.64
02/05 /2024	Counter Credit THE RUSSELL Rmf Inv 34136 BGC	£919.31 ✗	£21,374.24
02/05 /2024	Cheque 114124 114124		-£6,207.00 ✗ £20,454.93
02/05 /2024	Cheque 114119 114119		-£24.00 ✗ £26,661.93
02/05 /2024	Cheque 114128 114128		-£24.00 ✗ £26,685.93
02/05 /2024	Funds Transfer VAUGHAN J A EARTHQUAKE FT	£57.00 ✗	£26,709.93
01/05 /2024	Cash Withdrawal POST OFFICE KEN 01MAY 12.40 ATM INV: 34130	£63.00	£26,652.93
01/05 /2024	Counter Credit MEMORIALS OF DISTI 34124 BGC	£283.00 ✗	£26,589.93
01/05 /2024	Cheque 114121 114121		-£138.00 ✗ £26,306.93
01/05 /2024	Direct Debit LEWES DISTRICT COU 101247911 DDR NTCO-N101624639018		-£384.00 £26,444.93
01/05 /2024	Direct Debit LEWES DISTRICT COU 100899386 DDR ES-N10626909500		-£125.00 £26,828.93
01/05 /2024	Direct Debit LEWES DISTRICT COU 100789030 DDR CEM-N101625909001		-£403.00 £26,953.93
01/05 /2024	Direct Debit LEWES DISTRICT COU 100789027 DDR LRD-N101625909010		-£87.00 £27,356.93
01/05	Direct Debit LEWES DISTRICT COU		-£205.00 £27,443.93

/2024	100787964 DDR	MH - N101624609000		
01/05 /2024	Direct Debit LEWES DISTRICT COU 100787757 DDR	DENTON - N10162386003	-£247.00	£27,648.93
01/05 /2024	Direct Debit SCREWFIX DIRECT LT 6331640012255717 DDR	✓	-£33.11	£27,895.93
01/05 /2024	Direct Debit COMPUTER EYEZ LTD EYEZ0002059 DDR	✓	-£1,389.20	£27,929.04

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.


Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.


Bank Reconciliation Statement as at 31/05/2024
for Cashbook 2 - Business Premium

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Premium Account	31/05/2024		973,865.73
			<u>973,865.73</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			973,865.73
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			973,865.73
		Balance per Cash Book is :-	973,865.73
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 31/6/2024

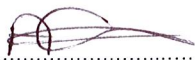
Signatory 2:

Name K. BISHOP Signed  Date 5/6/2024


Bank Reconciliation up to 31/05/2024 for Cashbook No 2 - Business Premium

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
07/05/2024	Top Up May	56,000.00		56,000.00		R <input checked="" type="checkbox"/>	Current A/c
15/05/2024	TD ES 23/4	93,346.46		93,346.46		R <input checked="" type="checkbox"/>	Current A/c
15/05/2024	100219TD		93,346.46	93,346.46		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>149,346.46</u>	<u>93,346.46</u>				

Signatory 1:

Name A. CAMPBELL Signed  Date 3/6/2024

Signatory 2:

Name K. BISHOP Signed  Date 5/6/2024

Val

Today: 31 May 2024



MRS ALISON MARIAN CAMPBELL

Transactions

Business Premium ME

20-49-76 20669253

Available balance	£973,865.73
Last night's balance	£973,936.53
Overdraft limit	n/a

Showing 5 transactions between 07/05/2024 and 31/05/2024 from 01/05/2024 to 31/05/2024

Date	Description	Money in	Money out	Balance
31/05/2024	Funds Transfer 204976 60669288 LDC34122/43 17.5 FT		-£70.80 ✓	£973,865.73
17/05/2024	Counter Credit LEWES DISTRICT COU 100219 BGC	£70.80 ✓		£973,936.53
15/05/2024	Funds Transfer 204976 60669288 TD EASTSIDE 23/24 FT		-£93,346.46 ✓	£973,865.73
14/05/2024	Counter Credit LEWES DISTRICT COU 100219 BGC	£93,346.46 ✓		£1,067,212.19
07/05/2024	Funds Transfer 204976 60669288 TOP UP MAY 2024 AC FT		-£56,000.00 ✓	£973,865.73

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
If you don't have online statements, then statements may still be visible in Barclays Cloud It
If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

Today: 7 May 2024

Mrs Alison Marian Campbell



Transfer money between your accounts

Your money has been transferred.

Date instruction received: 7 May 2024

Time instruction received: 10:05 GMT+1

Transfer from: 20-49-76 20669253
Barclays Bank UK PLC
Business Premium ME

Transfer to: 20-49-76 60669288
Barclays Bank UK PLC
BUSINESS FREE AUTO TRANS

Description: *Top Up May 2024 AC*

Amount transferred: £56,000.00 (GBP)

Transfers are processed immediately if there are sufficient funds available in the account the money is being transferred from.

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676).

Registered in England. Registered No. 9740322. Registered Office: 1 Churchill Place, London E14 5HP.

val

15 May 2024

MRS Alison Marian Campbell



We've transferred your money

Date transfer was set up

15 May 2024

Time transfer was set up

12:12:15 GMT

Transfer from

Business Premium ME

Barclays Bank UK PLC

20-49-76 20669253

Transfer to

BUSINESS FREE AUTO TRANS

Barclays Bank UK PLC

20-49-76 60669288

Reference

TD Eastside 23/24

Amount

£93,346.46

We process transfers straight away as long as there's enough money in the account the money is being transferred from. If you set up your transfer on a weekend or bank holiday, we'll make the transfer on the next working day.

Barclays Bank UK PLC. is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority (Financial Services Register No.759676).

Registered in England. Registered No. 9740322. Registered office: 1 Churchill Place, London E14 5HP.

31 May 2024

MRS Alison Marian Campbell



We've transferred your money

Date transfer was set up

31 May 2024

Time transfer was set up

07:42:04 GMT

Transfer from

Business Premium ME

Barclays Bank UK PLC

20-49-76 20669253

Transfer to

BUSINESS FREE AUTO TRANS

Barclays Bank UK PLC

20-49-76 60669288

Reference

LDC34122/43 17.5

Amount

£70.80

We process transfers straight away as long as there's enough money in the account the money is being transferred from. If you set up your transfer on a weekend or bank holiday, we'll make the transfer on the next working day.

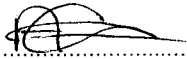
Barclays Bank UK PLC. is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority (Financial Services Register No.759676).

Registered in England. Registered No. 9740322. Registered office: 1 Churchill Place, London E14 5HP.


Bank Reconciliation Statement as at 31/05/2024
for Cashbook 3 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/05/2024		71.37
			<u>71.37</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			71.37
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			71.37
		Balance per Cash Book is :-	71.37
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 3/6/2024

Signatory 2:

Name X. Butler Signed  Date 5/6/2024

Bank Reconciliation up to 31/05/2024 for Cashbook No 3 - Petty Cash

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
07/05/2024	111	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
10/05/2024	112	2.54		2.54		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
15/05/2024	113	4.85		4.85		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
16/05/2024	115	4.10		4.10		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
20/05/2024	114	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
28/05/2024	116	1.65		1.65		R <input checked="" type="checkbox"/>	Co-op Food
30/05/2024	117	26.92		26.92		R <input checked="" type="checkbox"/>	Range
		<u>43.36</u>	<u>0.00</u>				

Signatory 1:

Name A CAMPBELL Signed [Signature] Date 3/6/2024

Signatory 2:

Name L. BRIDGER Signed [Signature] Date 5/6/2024

Pd
30/5/24
AC-PP

117



Unit 2
The Drove
Newhaven
East Sussex
BN9 0AD
01273076819
VAT no. 591272335

SALE TRANSACTION

090024	14L Box with Lid	£2.99
090024	14L Box with Lid	£2.99
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49
090025	20L Box with Lid	£3.49

No. items 8
Balance to pay
£26.92

Mastercard Debit £26.92

AID: A0000000041010
Debit Mastercard
Card: *****8390
PAN Seq Nr: 01

ICC
SALE
TOTAL: GBP26.92

PIN Verified

Auth: 547508
Merchant: ***8114
TID: ****5191
Trans no: 307891
Date: 22/05/24 Time: 10:00:35

Please retain for your records

CUSTOMER COPY

Last day to change your mind is 05/06/2024
This does not affect your statutory rights
Exclusions apply - See overleaf for details

Let us know how we did today?
For your chance to win a £200 gift card
www.therange.co.uk/customerfeedback

Today you were served by Patricia

STORE TILL OP NO. TRANS. DATE TIME
0200 6 114360 292690 22/05/2024 10:00



99902020000062926908

AC-KL
Pd 28/5/24

116



Store: Newhaven, Fort Road
Tel: TBC

Qty	Item	Price	Total
1	CP SEMI-SKIM MLK	£1.65	£1.65 B
	BALANCE DUE		£1.65
	CASH		£10.00
	CHANGE DUE		£8.35

Co-op Members always save more,
and they help us support local
communities too.

Join us today - download the
Co-op App, ask in store or visit
coop.co.uk/membership

Thank you for shopping at Co-op.

Op Till Store Date Time Txn
1962 2 4130 28/05/24 08:41:33 5091

You were served by Tina



pd
AC-SE
15/15/24

113

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

SmartShop

JS BRITISH SWEDE	£0.62
JS MARIS PIPR POT2KG	£1.90
JS RASPBERRIES 250G	£2.90
JS LMAT CHEESE 400G	£3.00
SSTC NATRAL YOG 500G	£0.35
SSTC NATRAL YOG 500G	£0.35
JS S/SKIM MLK 1.136L	£1.20
WARBS/ORIGINAL	£1.60
RYVITA ORIGINAL	£1.60
NESCAFE ORGNL REFILL	£4.85
JS STRAWS 400G	£2.50
JS TTD 8 MERINGUE NE	£2.00
Nectar Price Saving	-£0.50

12 BALANCE DUE	£22.37
Visa Debit	£22.37

contactless)))

[ICC] *****0303
 AID: A0000000030010
 PAN SEQUENCE: 06
 MERCHANT: ****5520
 AUTH CODE: 043982
 TID: ****3993

£4.85

No Cardholder Verification

CHANGE	£0.00
--------	-------

YOUR SAVINGS TODAY:
 PROMOTIONS -£0.50

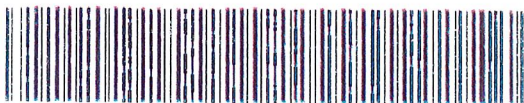
MY NECTAR SUMMARY

[C] **** * 3184035	
POINTS EARNED ON	£22.37
PREVIOUS POINTS BALANCE	6464
POINTS EARNED	22
NEW POINTS BALANCE	6486
YOUR POINTS ARE WORTH	£32.43

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
 100,000 Nectar points
 please tell us how we did at
 lettuce-know.com
 !!!!!!!!!!!!!!!!!!!!!!!!!!!!!

PLEASE KEEP FOR YOUR RECORDS
PUBLISHED TERMS AND CONDITIONS APPLY



6292136064682500140524

C #6825 15:02:57 14MAY2024
 S2136 R64

Thank you for your visit.

pd
SE
15/15/24

115

Sainsbury's

Good food for all of us

NEWHAVEN HARBOUR
01273 612036

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

*DETTOL 24HR WIPES	£3.00
Nectar Price Saving	-£1.00
*DOMESTOS	£2.10

2 BALANCE DUE	£4.10
CASH	£10.00

CHANGE	£5.90
--------	-------

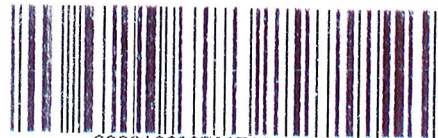
YOUR SAVINGS TODAY:
 PROMOTIONS -£1.00

MY NECTAR SUMMARY

**** * 3526012	
POINTS EARNED ON	£4.10
PREVIOUS POINTS BALANCE	530
POINTS EARNED	4
NEW POINTS BALANCE	534
YOUR POINTS ARE WORTH	£2.67

Check your Nectar app to see points earned on offers.

**** For a chance to win ****
 100,000 Nectar points
 please tell us how we did at
 lettuce-know.com



6292136065067200160524

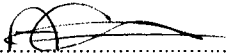
C #672 10:59:05 16MAY2024
 S2136 R65

Thank you for your visit.

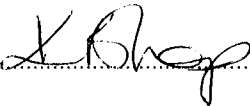
Bank Reconciliation Statement as at 31/05/2024
for Cashbook 4 - Base Rate Reward Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Base Rase Reward Account	31/05/2024		325,033.80
			<u>325,033.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			325,033.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			325,033.80
		Balance per Cash Book is :-	325,033.80
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 3/6/2024

Signatory 2:

Name K. BISHOP Signed  Date 5/6/2024

Today: 31 May 2024



MRS ALISON MARIAN CAMPBELL

Transactions

Business Premium ME **20-49-76 13831183**

Available balance	£325,033.80
Last night's balance	£325,033.80
Overdraft limit	n/a

Showing **No** transactions between and from 01/05/2024 to 31/05/2024

Date	Description	Money in	Money out	Balance
No Transaction Found				

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
If you don't have online statements, then statements may still be visible in Barclays Cloud It
If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Smart Investor is a trading name of Barclays Investment Solutions Limited. Barclays Investment Solutions Limited is authorised and regulated by the Financial Conduct Authority. (Financial Services Register number: 155595). Barclays Investment Solutions Limited is a member of the London Stock Exchange & NEX.

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702).

Barclays Bank UK PLC. Registered no. 9740322. Barclays Insurance Services Company Limited. Registered no. 973765. Barclays Investment Solutions Limited. Registered no. 2752982. Barclays Bank PLC. Registered no. 1026167. All registered in England. Registered office for all: 1 Churchill Place, London E14 5HP.

sol


**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 5 - Credit Cards**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Card 1851 3279 KD	31/05/2024		0.00
Card 2597 1956 AC	31/05/2024		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
16/05/2024 412464713 Royal Mail Group Ltd		177.50	
22/05/2024 509655-1 SLCC Enterprises Ltd		142.40	
24/05/2024 3ME28777UN Royal Mail Group Ltd		1,267.00	
			<u>1,586.90</u>
			-1,586.90
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-1,586.90
		Balance per Cash Book is :-	-1,586.90
		Difference is :-	0.00

Signatory 1:

Name A. CAMPBELL Signed  Date 31/5/2024

Signatory 2:

Name K. Bishop Signed  Date 5/6/2024

Bank Reconciliation up to 31/05/2024 for Cashbook No 5 - Credit Cards

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
22/04/2024	2205932	33.99		33.99		R <input checked="" type="checkbox"/>	Amazon Marketplace UK
23/04/2024	CC 23.4.24	57.85		57.85		R <input checked="" type="checkbox"/>	Sainsburys S'Markets
24/04/2024	AH72145673	428.00		428.00		R <input checked="" type="checkbox"/>	Apple Retail UK Ltd
16/05/2024	412464713	177.50			177.50	<input type="checkbox"/>	Royal Mail Group Ltd
22/05/2024	509655-1	142.40			142.40	<input type="checkbox"/>	SLCC Enterprises Ltd
24/05/2024	3ME28777UN	1,267.00			1,267.00	<input type="checkbox"/>	Royal Mail Group Ltd
28/05/2024	May 2024		519.84	519.84		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>2,106.74</u>	<u>519.84</u>				

Signatory 1:

Name A. CAMPBELL Signed [Signature] Date 3/6/2024

Signatory 2:

Name K. BAKER Signed [Signature] Date 5/6/2024

SUMMARY FOR NEWHAVEN TOWN COUNCIL

Company reference: 5476760289527536
 Statement date: 2 May 2024
 Page number: 2 of 4



Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
Simple Standard Rate p.a: 24.60% (27.6% compound equivalent)		Simple Cash Rate p.a: 29.15% (33.4% compound equivalent)		
* See reverse for details				
Payments, charges and adjustments				
BALANCE FROM PREVIOUS STATEMENT				2,997.48
Total of payment, charges and adjustments				£0.00
29 Apr 2024	DIRECT DEBIT PAYMENT THANK YOU			2,997.48 CR
New balances by individual cardholder				
Name	Card number	Monthly spend limit	Balance	
A M CAMPBELL	5476 7600 2597 1956	4,000	33.99	
K DRY	5476 7609 1851 3279	4,000	485.85	
Total cardholder expenditure				£519.84
New balance				£519.84

STATEMENT FOR A M CAMPBELL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760289527536
Card number: 5476760025971956
Statement date: 2 May 2024
Page number: 3 of 4
Monthly spend limit: £4,000.00

Date	Description	Amount
24 Apr 2024	AMAZON* 206-7437010-22 LONDON LND	33.99 ✓
250485383904	MISCELLANEOUS GENERAL MERCHANDISE STORES	
1 new purchases / cash advances. Total of spending.		£33.99

G 004465 BBA2763A 76048
MRS A M CAMPBELL
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE

STATEMENT FOR K DRY

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Company reference: 5476760289527536
Card number: 5476760918513279
Statement date: 2 May 2024
Page number: 4 of 4
Monthly spend limit: £4,000.00

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial



Date	Description	Amount
23 Apr 2024	SAINSBURYS S/MKTS NEWHAVEN HARB 240485481474 GROCERY STORES, SUPERMARKETS	57.85 ✓
26 Apr 2024	APPLE.COM/UK 0845-600-1683GBR 260452718774 ELECTRONIC SALES	428.00 ✓
2 new purchases / cash advances. Total of spending.		£485.85

112
3
www.barclaycard.co.uk

G 004465 BBA2763A 76048
MR K DRY
NEWHAVEN TOWN COUNCIL
18 FORT ROAD
NEWHAVEN
BN9 9QE

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/04/2024	Computer-Eyez (South) Ltd	0002059	1,698.80	1,698.80		501			Office 365
02/04/2024	Lewes District Council	100787757	247.05	247.05		501			Business Rates - Denton
02/04/2024	Lewes District Council	100787964	200.90	200.90		501			Business Rates - MH
02/04/2024	Lewes District Council	100789027	90.25	90.25		501			Business Rates - LRD
02/04/2024	Lewes District Council	100789030	407.42	407.42		501			Business Rates - NH CEM
02/04/2024	Lewes District Council	10089936	122.50	122.50		501			Business Rates - ES
02/04/2024	Lewes District Council	101247911	386.30	386.30		501			Business Rates - NTCO
03/04/2024	Trade UK Account	3.4.2024	82.01	82.01		501			Spring Door Stop - LRD
05/04/2024	NH Bowling Club	114034	1,435.00			4215	360	1,435.00	Large Grant
08/04/2024	Barclays Bank	MARCH 24	49.74			4058	101	49.74	Charges March 24
10/04/2024	Barclaycard Payments Ltd	28.77	28.77	28.77		501			Card Payments - March 20244
12/04/2024	Pipers News	4409	13.50	13.50		501			Weekly newspapers - Office
15/04/2024	Lewes District Council	300286	11,532.19	11,532.19		501			Window Advertising
15/04/2024	Business Stream	4635038	17.59	17.59		501			Water - Cemetery
15/04/2024	Advo Payroll	April 2024	79.99	79.99		501			Payroll services - April 24
17/04/2024	ESCC Pensions	ESCC MAR24	3,885.87			4000	102	932.26	Pensions Employee March 24
						4001	102	2,953.61	Pensions Employer March 24
18/04/2024	E-On Energy Solutions Ltd	016F62D925	644.16	644.16		501			Electric - ES
18/04/2024	Investec Asset Finance PLC	5023204	81.70	81.70		501			3 x Computer Leases
18/04/2024	E-On Energy Solutions Ltd	60F9407A26	486.24	486.24		501			Electric - DH
18/04/2024	E-On Energy Solutions Ltd	CB778D5026	251.72	251.72		501			Electric - MH
18/04/2024	British Telecommunications Plc	Q034EW	49.80	49.80		501			Telephone 01272 611175
18/04/2024	British Telecommunications Plc	Q070Q0	122.23	122.23		501			Telephone 01273 513439
19/04/2024	Business Stream	27368914	337.26	337.26		501			Water - Denton
19/04/2024	BNP Paribas Leasing Solutions	A1D67196	257.82	257.82		501			Printing/photocopier
19/04/2024	EE	Q295092715	94.14	94.14		501			Mobile Phone Bills - NTCO
22/04/2024	Premier Managed Technologies G	ONEW02	192.34	192.34		501			Printing Up to 23.3.24
22/04/2024	HMRC PAYE	HMRC PAYE	3,818.69			4000	102	1,569.80	PAYE Inc Tax March 24
Subtotal Carried Forward:			26,613.98	17,424.68	0.00			6,940.41	

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

<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 Details</u>
						4000	102	834.42	Employee Nat Ins March 24
						4001	102	1,414.47	Emplyer Nat Ins March 24
23/04/2024	ENGIE Gas Limited	1032854200	1,220.77	1,220.77		501			Gas - MH
23/04/2024	ENGIE Gas Limited	1032854300	521.49	521.49		501			Gas - NTCO
23/04/2024	Rialtas Business Solutions Ltd	114110	2,028.00	2,028.00		501			Bookings
23/04/2024	Council HR and Governance Supp	114111	900.00	900.00		501			Job evaluations x 6
23/04/2024	Playdale Playgrounds Ltd	114112	2,094.86	2,094.86		501			Various playground items
23/04/2024	James Hallam Ltd	114113	628.60	628.60		501			Vehicle Insurance - NTCO
23/04/2024	TerraFirma Landscape Architect	114114	3,600.00	3,600.00		501			Lanscaping Consultancy
23/04/2024	The Sign Shop Horsham Ltd	114115	1,620.00	1,620.00		501			A0 Notice - ES
23/04/2024	J Kirby Electrical Ltd	114116	2,187.80	2,187.80		501			H & S - NTCO
23/04/2024	SouthCoast Services Sussex Ltd	114117	1,046.40	1,046.40		501			Replacement of Windows - ES
23/04/2024	City Electrical Factors	114118	9.96	9.96		501			Light Bulb GR10
23/04/2024	North Laine Window Cleaning	114119	24.00	24.00		501			Window Cleaning - MH
23/04/2024	ESALC Ltd	114120	2,222.51	2,222.51		501			ESALC/NALC Subscriptions 24/25
23/04/2024	Staples & Sons	114121	138.00	138.00		501			Toilet Repairs
23/04/2024	Just Get It Done	114122	30.00	30.00		501			Bar Licensing
23/04/2024	Clares Office Supplies Ltd	114123	70.52	70.52		501			Laminating Pouches/Wallets
23/04/2024	Hospitable Environment CIC	114124	6,207.00			4226	360	6,207.00	Community Partnership Grant
23/04/2024	James Daniel Memorial Fund	114125	500.00			4218	301	500.00	Event Grant - Denton Challenge
23/04/2024	Business Stream	27154587	101.48	101.48		501			Water - LRD
23/04/2024	Business Stream	27452786	83.71	83.71		501			Water - ES
23/04/2024	E-On Energy Solutions Ltd	A700C35C26	982.35	982.35		501			Electric - LRD
23/04/2024	E-On Energy Solutions Ltd	FE7E4DA426	109.25	109.25		501			Electric - NTCO
24/04/2024	J Kirby Electrical Ltd	114126	1,182.00	1,182.00		501			Electrical Work - ES Hall
24/04/2024	Playdale Playgrounds Ltd	114127	1,966.90	1,966.90		501			Huck Swing - Eastside
24/04/2024	North Laine Window Cleaning	114128	24.00	24.00		501			Window Clean - NTCO
24/04/2024	SLCC Enterprises Ltd	114129	416.40	416.40		501			Recruitment Advertising
24/04/2024	Staff Salaries	SS APR24	10,960.12			4000	102	10,791.37	Staff Salaries April 2024
						4008	102	168.75	Staff Salaries April
Subtotal Carried Forward:			67,490.10	40,633.68	0.00			26,856.42	

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
									2024
29/04/2024	Credit Cards	April 24	2,997.48			202		2,997.48	April 2024
30/04/2024	Countrymans Contractors Ltd	114130	2,376.00	2,376.00		501			Grass cut 1 of 6 April 24
30/04/2024	Orbis Protect Ltd	114131	803.52	803.52		501			Lone Worker Monitoring 24/25
30/04/2024	PWLB Lending Facility	DD PWLB	5,501.23			4060	101	5,501.23	Loan Repayment 30.4.2024
01/05/2024	Computer-Eyez (South) Ltd	0002059	1,389.20	1,389.20		501			Sonicwall May 24
01/05/2024	Lewes District Council	1007877572	247.00	247.00		501			Business Rates - Denton
01/05/2024	Lewes District Council	1007879642	205.00	205.00		501			Business Rates - MH
01/05/2024	Lewes District Council	1007890272	87.00	87.00		501			Business Rates - LRD
01/05/2024	Lewes District Council	1007890302	403.00	403.00		501			Business Rates - NH CEM
01/05/2024	Lewes District Council	1008993862	125.00	125.00		501			Business Rates - ES
01/05/2024	Lewes District Council	1012479112	384.00	384.00		501			Business Rates - NTCO
01/05/2024	Mulberry Local Authority Servi	114132	156.00	156.00		501			EOY Internal Audit April 24
01/05/2024	Worknest Limited	114133	6,323.69	6,323.69		501			Insurance H & S
01/05/2024	Trade UK Account	March 2024	33.11	33.11		501			Abrasive Roll
07/05/2024	Barclays Bank	APR 2024	45.94			4058	101	45.94	Bank Charges 13Mar/14Apr24
10/05/2024	J Kirby Electrical Ltd	114134	2,586.00	2,586.00		501			EV Charger Point NTCO
10/05/2024	Amstech Inspections & Testing	114135	1,800.00	1,800.00		501			Asbestos Checks - MH
10/05/2024	SLCC Enterprises Ltd	114136	416.40	416.40		501			Recruitment - DTC
10/05/2024	Denma Cleaning Services Ltd	114137	113.34	113.34		501			Cleaning Products
10/05/2024	Countrymans Contractors Ltd	114138	2,658.00	2,658.00		501			Wildflower Cut Q1721
10/05/2024	Clares Office Supplies Ltd	114139	181.81	181.81		501			Various Stationery
10/05/2024	Pipers News	15791	10.80	10.80		501			Newspapers during April 24
10/05/2024	Barclaycard Payments Ltd	April 2024	18.00	18.00		501			Payment Card Machine April 24
13/05/2024	Seaford Scene	114140	88.80	88.80		501			Half Page Seaford Scene Jun24
15/05/2024	Playdale	114127/1	30.00			4230	301	30.00	Cheque Error
15/05/2024	Rhino Bytes	114141	125.00	125.00		501			Photo Comp Design
15/05/2024	Blakedown Landscapes (SE) Ltd	114142	81,637.75	81,637.75		501			TD Eastside Work
15/05/2024	Diversity Environmental Consul	114143	30,378.00	30,378.00		501			Site Assess/Clearance
Subtotal Carried Forward:			208,611.17	173,180.10	0.00			35,431.07	

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
									ES
15/05/2024	Advo Payroll	35531	79.99	79.99		501			Payroll Processing May 2024
15/05/2024	Lewes District Council	6255656	9,433.45	9,433.45		501			Grounds Maintenance May 24
17/05/2024	Playdale Playgrounds Ltd	114144	238.49	238.49		501			2 x Cradle Swings - Valley Rd
17/05/2024	Don Burtenshaw	114145	3,756.00	3,756.00		501			Repairs ES Rec, VRD/BayV Park
17/05/2024	Pension ESCC	ESCC APR24	3,547.13			4000	102	846.07	ESCC Pensions Employee APR24
						4001	102	2,701.06	ESCC Pensions Employer APR24
17/05/2024	Newhaven Chamber of	NCOC16.5	99.00			4081	101	99.00	Membership Fee 24/25
17/05/2024	Newhaven Chamber of	NCOC16.5CX	-99.00			4081	101	-99.00	Refund of Mem Fee 24/25
20/05/2024	Premier Managed Technologies G	0New02	168.45	168.45		501			Photocopying Mar/Apr24
20/05/2024	Investec Asset Finance PLC	120056211	81.70	81.70		501			3 x Computer Leases
20/05/2024	EE	Q2950927	94.94	94.94		501			EE Mobile Phone Bills x 3
21/05/2024	Clean Team Sussex	114149	3,464.00	3,464.00		501			Hall Cleaning - Denton Hall
21/05/2024	ESALC Ltd	114150	96.00	96.00		501			Planning Training - LM & SB
22/05/2024	HMRC PAYE	HMRC APR24	3,145.09			4000	102	1,342.46	PAYE Inc Tax
						4000	102	561.54	Employee Nat Ins
						4001	102	1,241.09	Employer NI
22/05/2024	Arval UK Limited	NE3560	6,587.99	6,587.99		501			Van Lease FG24 KRJ 1st
23/05/2024	ENGIE Gas Limited	1-01295163	616.27	616.27		501			Gas Supply - MH
23/05/2024	ENGIE Gas Limited	1-01295164	404.96	404.96		501			Gas - NTCO
23/05/2024	SouthCoast Services Sussex Ltd	114151	40.80	40.80		501			2 x Padlocks - Bandstand
23/05/2024	Newhaven Chamber of	114152	40.00			4081	101	40.00	Membership 24-25
24/05/2024	Housemartins Chatered Surveyor	33747	1,560.00	1,560.00		501			Valuation - NH Cemetery Mort
24/05/2024	Business Stream	4904345	95.00	95.00		501			Water - Eastside Hall
24/05/2024	Business Stream	4906487	118.78	118.78		501			Water - Lewes Road Hall
24/05/2024	Staff Salaries	SS MAY24	15,990.46			4000	102	15,990.46	Staff Salaries May 24
28/05/2024	SSE	0047362	689.99	689.99		501			Electric CCTV MAR24
Subtotal Carried Forward:			258,860.66	200,706.91	0.00			58,153.75	

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

<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 Details</u>
28/05/2024	Credit Cards	May 2024	519.84			202		519.84	CC Payments Apr/May 24
29/05/2024	E-On Energy Solutions Ltd	016F62D9-2	346.08	346.08		501			Electric - Eastside
29/05/2024	E-On Energy Solutions Ltd	60F9407A-2	260.72	260.72		501			Electric - Denton Hall
29/05/2024	E-On Energy Solutions Ltd	A700C35C-2	168.71	168.71		501			Electric - Lewes Road
29/05/2024	E-On Energy Solutions Ltd	CB778D50-2	163.21	163.21		501			Electric - Meeching Hall
29/05/2024	E-On Energy Solutions Ltd	FE7E4DA4-2	116.66	116.66		501			Electric - NTCO
30/05/2024	SSE	00908108	209.20	209.20		501			Electric CCTV - APR24
30/05/2024	Clares Office Supplies Ltd	01620571	33.28	33.28		501			Stationery - Office
30/05/2024	Pulse South Coast	114147	666.60	666.60		501			Beacon Lighting Medical Prov
Total Payments:			261,344.96	202,671.37	0.00			58,673.59	

Credit Cards

Payments made between 01/03/2024 and 31/05/2024

Nominal Ledger Analysis

<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 Details</u>
01/04/2024	Royal Mail Group Ltd	1103814022	1,266.21	1,266.21		501			Delivery Newhaven Matters
01/04/2024	Robins of Herstmonceux Ltd	1203555044	108.00	108.00		501			Jumbo Bag Top Soil - Tree Ward
01/04/2024	Land Registry Searches	1386-2965(17.94	17.94		501			Land Regsitry Search - KL/SB
01/04/2024	Land Registry Searches	1386-29652	17.94	17.94		501			Land Registry Search - KL/SB
01/04/2024	Royal Mail Group Ltd	1403052724	100.00	100.00		501			1st & 2nd Class Stamps
01/04/2024	Ambers Florist	1503052724	40.00	40.00		501			Flowers - KB
01/04/2024	Lewes District Council	1503555419	21.00	21.00		501			Land Registry Info
01/04/2024	Amazon Marketplace UK	22038538-2	20.54	20.54		501			Card holders/Lanyards
01/04/2024	Jobs Go Public Ltd	220385383	1,080.00	1,080.00		501			Job Advertising - Deputy TC
01/04/2024	Amazon Marketplace UK	2203853839	7.50	7.50		501			Treasury tags
01/04/2024	Toilets+	326474	100.00	100.00		501			Deposit for toilets - Sx Day
01/04/2024	Amazon Marketplace	CC1 1.4.24	22.39			4015	203	22.39	Matting
01/04/2024	Amazon Marketplace	CC2 1.4.24	9.99			4015	203	9.99	Mat
01/04/2024	Amazon Marketplace	CC3 1.4.24	-12.99			4015	203	-12.99	Refund of Mat
01/04/2024	Adobe Systems Software Ireland	IEE2024002	198.96	198.96		501			Acrobat Pro 9MAR-8MAR25
22/04/2024	Amazon Marketplace UK	2205932	33.99	33.99		501			Matting
23/04/2024	Sainsburys S'Markets	CC 23.4.24	57.85			4082	300	57.85	Town Hall Refreshments etc
24/04/2024	Apple Retail UK Ltd	AH72145673	428.00	428.00		501			Apple iPad - Cllr
16/05/2024	Royal Mail Group Ltd	412464713	177.50	177.50		501			1st & 2nd Class stamps
22/05/2024	SLCC Enterprises Ltd	509655-1	142.40	142.40		501			Local Council Admin Book 13th
24/05/2024	Royal Mail Group Ltd	3ME28777UN	1,267.00	1,267.00		501			NH Matters Delivery
Total Payments:			5,104.22	5,026.98	0.00			77.24	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Regeneration & Strategic Dev</u>								
<u>100 Regeneration & Strategic Dev</u>								
1013 Bar @ Bandstand Ticket Sales	0	0	2,700	2,700			0.0%	
Regeneration & Strategic Dev :- Income	0	0	2,700	2,700				0
4218 Partnership Cont/Event Support	13,272	651	12,000	11,349		11,349	5.4%	
4228 Bandstand	1,420	0	2,000	2,000		2,000	0.0%	
4500 Professional Fees	2,223	0	2,500	2,500		2,500	0.0%	
Regeneration & Strategic Dev :- Indirect Expenditure	16,915	651	16,500	15,849	0	15,849	3.9%	0
Net Income over Expenditure	(16,915)	(651)	(13,800)	(13,149)				
Regeneration & Strategic Dev :- Income	0	0	2,700	2,700			0.0%	
Expenditure	16,915	651	16,500	15,849	0	15,849	3.9%	
Movement to/(from) Gen Reserve	(16,915)	(651)						
<u>Promotion Partnership/Finance</u>								
<u>101 Administration & Office Costs</u>								
1176 Precept Received	595,380	336,215	672,430	336,215			50.0%	
1190 Interest Received	14,740	0	15,400	15,400			0.0%	
Administration & Office Costs :- Income	610,120	336,215	687,830	351,615			48.9%	0
4012 Business Rates	0	3,842	4,368	526		526	88.0%	
4014 Utilities, Elec/Water/Sew/Fire	13,220	1,097	12,000	10,903		10,903	9.1%	
4015 Repairs and Maintenance	10,796	3,238	3,492	254		254	92.7%	
4017 IT Support	14,651	4,004	19,894	15,890		15,890	20.1%	
4021 Communications	2,841	482	2,000	1,518		1,518	24.1%	
4022 General Office Costs	7,725	1,089	6,349	5,260		5,260	17.2%	
4023 Printing & Stationery	4,222	763	4,350	3,587		3,587	17.5%	
4025 Insurance	18,041	805	18,100	17,295		17,295	4.4%	
4028 Elections	10,411	0	0	0		0	0.0%	
4057 Audit Fees	2,056	130	2,600	2,470		2,470	5.0%	
4058 Bank Charges	624	136	800	664		664	17.1%	
4060 Loan Repayments	11,002	5,501	11,002	5,501		5,501	50.0%	
4081 Membership Subscriptions	2,837	2,239	3,545	1,306		1,306	63.2%	
4150 Consumables	222	126	265	139		139	47.7%	
Administration & Office Costs :- Indirect Expenditure	98,649	23,454	88,765	65,311	0	65,311	26.4%	0
Net Income over Expenditure	511,470	312,761	599,065	286,304				
6000 plus Transfer from EMR	10,411	0						
Movement to/(from) Gen Reserve	521,881	312,761						

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>300 Community Engagement & Promoti</u>								
1170 Newsletter - Advert Income	1,392	0	1,000	1,000			0.0%	
Community Engagement & Promoti :- Income	1,392	0	1,000	1,000			0.0%	0
4024 Publications	31,986	2,322	27,000	24,678		24,678	8.6%	
4030 Advertising - Recruitment	0	1,594	500	(1,094)		(1,094)	318.8%	
4031 Advertising & Publicity	253	0	500	500		500	0.0%	
4079 Young Mayors Allowance	0	0	500	500		500	0.0%	
4080 Mayoral Expenses	634	(84)	1,600	1,684		1,684	(5.3%)	
4082 Hospitality	94	58	600	542		542	9.6%	
4221 Dieppe Raid	4,513	160	5,000	4,841		4,841	3.2%	
4224 Town Crier	20	0	150	150		150	0.0%	
Community Engagement & Promoti :- Indirect Expenditure	37,500	4,050	35,850	31,800	0	31,800	11.3%	0
Net Income over Expenditure	(36,109)	(4,050)	(34,850)	(30,800)				
<u>360 Support and Services</u>								
4215 Grant Aid	6,473	1,435	35,000	33,565		33,565	4.1%	
4218 Partnership Cont/Event Support	36,950	500	35,000	34,500		34,500	1.4%	
4226 Community Partnership Grants	41,796	6,207	30,000	23,793		23,793	20.7%	
Support and Services :- Indirect Expenditure	85,219	8,142	100,000	91,858	0	91,858	8.1%	0
Net Expenditure	(85,219)	(8,142)	(100,000)	(91,858)				
6000 plus Transfer from EMR	5,000	0						
Movement to/(from) Gen Reserve	(80,219)	(8,142)						
Promotion Partnership/Finance :- Income	611,511	336,215	688,830	352,615			48.8%	
Expenditure	221,369	35,645	224,615	188,970	0	188,970	15.9%	
Net Income over Expenditure	390,143	300,570	464,215	163,645				
plus Transfer from EMR	15,411	0						
Movement to/(from) Gen Reserve	405,554	300,570						

Environment & Amenities150 Cemetery-Building & Grounds

1152 Excl Right of Burial Full Grav	16,395	3,279	15,000	11,721			21.9%	
1153 Excl Right of Burial Ashes Plo	1,415	283	4,000	3,717			7.1%	
1154 Burial Single Depth	18,810	1,980	18,000	16,020			11.0%	
1155 Burial Double Depth	3,852	1,284	13,400	12,116			9.6%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1156 Burial Triple Depth	3,450	0	1,674	1,674			0.0%	
1157 Burial/Scattering of Ashes	5,130	1,995	7,880	5,885			25.3%	
1158 Memorial Permits	8,511	2,474	8,695	6,221			28.5%	
Cemetery-Building & Grounds :- Income	<u>57,563</u>	<u>11,295</u>	<u>68,649</u>	<u>57,354</u>			16.5%	<u>0</u>
4012 Business Rates	0	4,034	4,000	(34)		(34)	100.9%	
4014 Utilities, Elec/Water/Sew/Fire	60	0	1,058	1,058		1,058	0.0%	
4015 Repairs and Maintenance	5,865	284	5,000	4,716		4,716	5.7%	
4016 Grounds Maintenance	92,131	15,722	123,809	108,087		108,087	12.7%	
4150 Consumables	1	0	0	0		0	0.0%	
Cemetery-Building & Grounds :- Indirect Expenditure	<u>98,058</u>	<u>20,041</u>	<u>133,867</u>	<u>113,826</u>	<u>0</u>	<u>113,826</u>	15.0%	<u>0</u>
Net Income over Expenditure	<u>(40,495)</u>	<u>(8,746)</u>	<u>(65,218)</u>	<u>(56,472)</u>				
<u>201 Denton Social Centre</u>								
1010 Hall Hire Charges	15,737	2,741	11,640	8,899			23.5%	
Denton Social Centre :- Income	<u>15,737</u>	<u>2,741</u>	<u>11,640</u>	<u>8,899</u>			23.5%	<u>0</u>
4012 Business Rates	0	2,470	3,227	757		757	76.5%	
4014 Utilities, Elec/Water/Sew/Fire	2,573	991	2,877	1,886		1,886	34.4%	
4015 Repairs and Maintenance	7,893	2,759	3,174	415		415	86.9%	
4150 Consumables	125	0	260	260		260	0.0%	
Denton Social Centre :- Indirect Expenditure	<u>10,590</u>	<u>6,220</u>	<u>9,538</u>	<u>3,318</u>	<u>0</u>	<u>3,318</u>	65.2%	<u>0</u>
Net Income over Expenditure	<u>5,147</u>	<u>(3,479)</u>	<u>2,102</u>	<u>5,581</u>				
6000 plus Transfer from EMR	3,369	0						
Movement to/(from) Gen Reserve	<u>8,515</u>	<u>(3,479)</u>						
<u>202 East Side Social Centre</u>								
1010 Hall Hire Charges	9,759	2,267	9,442	7,175			24.0%	
East Side Social Centre :- Income	<u>9,759</u>	<u>2,267</u>	<u>9,442</u>	<u>7,175</u>			24.0%	<u>0</u>
4012 Business Rates	0	1,248	1,407	160		160	88.7%	
4014 Utilities, Elec/Water/Sew/Fire	4,177	1,004	2,893	1,889		1,889	34.7%	
4015 Repairs and Maintenance	3,085	2,406	1,900	(506)		(506)	126.6%	
East Side Social Centre :- Indirect Expenditure	<u>7,262</u>	<u>4,658</u>	<u>6,200</u>	<u>1,542</u>	<u>0</u>	<u>1,542</u>	75.1%	<u>0</u>
Net Income over Expenditure	<u>2,497</u>	<u>(2,390)</u>	<u>3,242</u>	<u>5,632</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>203 Lewes Road Social Centre</u>								
1010 Hall Hire Charges	3,851	1,176	2,600	1,424			45.2%	
Lewes Road Social Centre :- Income	3,851	1,176	2,600	1,424			45.2%	0
4012 Business Rates	0	873	1,089	216		216	80.2%	
4014 Utilities, Elec/Water/Sew/Fire	2,570	1,200	4,160	2,960		2,960	28.8%	
4015 Repairs and Maintenance	4,956	1,159	1,850	691		691	62.6%	
4150 Consumables	0	0	260	260		260	0.0%	
Lewes Road Social Centre :- Indirect Expenditure	7,526	3,231	7,359	4,128	0	4,128	43.9%	0
Net Income over Expenditure	(3,675)	(2,056)	(4,759)	(2,703)				
<u>204 Meeching Hall</u>								
1010 Hall Hire Charges	11,661	1,954	9,418	7,464			20.7%	
Meeching Hall :- Income	11,661	1,954	9,418	7,464			20.7%	0
4012 Business Rates	0	2,046	2,433	387		387	84.1%	
4014 Utilities, Elec/Water/Sew/Fire	13,403	1,999	8,751	6,752		6,752	22.8%	
4015 Repairs and Maintenance	8,583	1,582	4,000	2,418		2,418	39.5%	
4021 Communications	204	0	750	750		750	0.0%	
4150 Consumables	4	0	260	260		260	0.0%	
Meeching Hall :- Indirect Expenditure	22,194	5,627	16,194	10,567	0	10,567	34.7%	0
Net Income over Expenditure	(10,533)	(3,673)	(6,776)	(3,103)				
<u>301 Community Services</u>								
1151 Memorial Slat on Bench	1,041	(254)	2,300	2,554			(11.1%)	
1160 Allotment Income Cemetery	1,547	0	1,638	1,638			0.0%	
1175 Grass Verge Income	2,454	0	3,200	3,200			0.0%	
1178 Misc Income	915	0	0	0			0.0%	
Community Services :- Income	5,957	(254)	7,138	7,392			(3.6%)	0
4014 Utilities, Elec/Water/Sew/Fire	267	749	0	(749)		(749)	0.0%	
4200 CCTV Maintenance/Operating	15,441	0	5,500	5,500		5,500	0.0%	
4201 Dog Bins/Emptying	0	0	1,000	1,000		1,000	0.0%	
4202 Defibrillator Elec/Pads	0	0	2,100	2,100		2,100	0.0%	
4210 Christmas Lights	19,562	0	25,000	25,000		25,000	0.0%	
4213 Grass Verge Expenditure	16,668	1,082	16,931	15,849		15,849	6.4%	
4230 Play Areas	4,913	4,454	7,000	2,546		2,546	63.6%	
4234 Environmental Enhancements	11,125	0	10,000	10,000		10,000	0.0%	
4235 Amenity Areas	21,844	2,352	19,000	16,648		16,648	12.4%	
4236 Allotments	1,456	6	7,000	6,994		6,994	0.1%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4241 Town Centre Planters	1,807	0	6,900	6,900		6,900	0.0%	
4248 Business Asset Management	24,629	1,300	0	(1,300)		(1,300)	0.0%	1,300
4500 Professional Fees	920	900	2,000	1,100		1,100	45.0%	
4510 Tree Work	6,832	0	9,000	9,000		9,000	0.0%	
4511 Tree Wardens	3,078	112	3,600	3,488		3,488	3.1%	
4512 Banners on Riverside	2,770	125	5,500	5,375		5,375	2.3%	
Community Services :- Indirect Expenditure	<u>131,312</u>	<u>11,079</u>	<u>120,531</u>	<u>109,452</u>	<u>0</u>	<u>109,452</u>	<u>9.2%</u>	<u>1,300</u>
Net Income over Expenditure	<u>(125,355)</u>	<u>(11,333)</u>	<u>(113,393)</u>	<u>(102,060)</u>				
6000 plus Transfer from EMR	39,724	1,300						
Movement to/(from) Gen Reserve	<u>(85,631)</u>	<u>(10,033)</u>						
Environment & Amenities :- Income	104,527	19,179	108,887	89,708			17.6%	
Expenditure	276,942	50,856	293,689	242,833	0	242,833	17.3%	
Net Income over Expenditure	<u>(172,415)</u>	<u>(31,677)</u>	<u>(184,802)</u>	<u>(153,125)</u>				
plus Transfer from EMR	43,092	1,300						
Movement to/(from) Gen Reserve	<u>(129,322)</u>	<u>(30,377)</u>						
<u>Personnel</u>								
<u>102 Staff Costs</u>								
4000 Salaries	136,105	32,868	180,767	147,899		147,899	18.2%	
4001 National Insurance & Pension	94,104	8,310	56,670	48,360		48,360	14.7%	
4002 Staff Overtime	0	0	10,000	10,000		10,000	0.0%	
4006 NTC Van	0	5,490	4,800	(690)		(690)	114.4%	
4007 Subsistence	0	0	200	200		200	0.0%	
4008 Travel	3,133	169	2,000	1,831		1,831	8.4%	
4009 Payroll Costs	723	133	876	743		743	15.2%	
4010 Training Staff & Councillors	2,204	80	3,000	2,920		2,920	2.7%	
4013 Employment Law/Health & Safety	7,890	5,784	7,300	1,516		1,516	79.2%	
4153 PPE	0	31	0	(31)		(31)	0.0%	
Staff Costs :- Indirect Expenditure	<u>244,159</u>	<u>52,866</u>	<u>265,613</u>	<u>212,747</u>	<u>0</u>	<u>212,747</u>	<u>19.9%</u>	<u>0</u>
Net Expenditure	<u>(244,159)</u>	<u>(52,866)</u>	<u>(265,613)</u>	<u>(212,747)</u>				
Personnel :- Income	0	0	0	0			0.0%	
Expenditure	244,159	52,866	265,613	212,747	0	212,747	19.9%	
Movement to/(from) Gen Reserve	<u>(244,159)</u>	<u>(52,866)</u>						
<u>Full Council</u>								

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>800 Full Council</u>								
1181 Town Deal Fund	0	93,346	0	(93,346)			0.0%	
Full Council :- Income	0	93,346	0	(93,346)				0
4097 EastSide Rec - Town Deal	0	93,346	0	(93,346)		(93,346)	0.0%	
Full Council :- Indirect Expenditure	0	93,346	0	(93,346)	0	(93,346)		0
Net Income over Expenditure	0	0	0	0				
Full Council :- Income	0	93,346	0	(93,346)			0.0%	
Expenditure	0	93,346	0	(93,346)	0	(93,346)	0.0%	
Movement to/(from) Gen Reserve	0	0						
<u>Earmarked Reserves</u>								
<u>901 Earmarked Reserves</u>								
1172 CIL Income	35,300	0	0	0			0.0%	
Earmarked Reserves :- Income	35,300	0	0	0				0
9034 Towns Deal - East Side Project	28,526	7,895	0	(7,895)		(7,895)	0.0%	
9035 Towns Deal - 1st Floor Library	82,001	0	0	0		0	0.0%	
Earmarked Reserves :- Indirect Expenditure	110,527	7,895	0	(7,895)	0	(7,895)		0
Net Income over Expenditure	(75,227)	(7,895)	0	7,895				
6000 plus Transfer from EMR	91,683	0						
Movement to/(from) Gen Reserve	16,456	(7,895)						
Earmarked Reserves :- Income	35,300	0	0	0			0.0%	
Expenditure	110,527	7,895	0	(7,895)	0	(7,895)	0.0%	
Net Income over Expenditure	(75,227)	(7,895)	0	7,895				
plus Transfer from EMR	91,683	0						
Movement to/(from) Gen Reserve	16,456	(7,895)						
Grand Totals:- Income	751,339	448,740	800,417	351,677			56.1%	
Expenditure	869,912	241,259	800,417	559,158	0	559,158	30.1%	
Net Income over Expenditure	(118,573)	207,481	0	(207,481)				
plus Transfer from EMR	150,187	1,300						
Movement to/(from) Gen Reserve	31,614	208,781						

Newhaven Town Council Co-Option Application Form

Name: Willem Browne	
Address: [REDACTED]	
Telephone Number: [REDACTED]	
Are you 18yrs old or over? <u>Yes</u> /No	
Which Ward do you wish to apply for? Please tick:	
Denton Ward <input checked="" type="checkbox"/>	South Ward <input type="checkbox"/>
North Ward <input type="checkbox"/>	Central Ward <input type="checkbox"/>

Please detail any experience you may have that is relevant to Newhaven Town Council.
(Where necessary continue on a separate sheet)

I am used to community engagement because I am a publican which also means I understand what the ~~publican~~ public want.

Being a publican I have done several charity events and will always try my best to help out the local community. During the flooding this year I tried my best to keep the community spirits high by handing out food and staying open.

I like to think the local community see me as someone who is very approachable.

**Is there any other information you would like to disclose regarding your application?
(Where necessary continue on a separate sheet)**

Use of Personal Information.

The Town Council will use your information, including that which you provide on this application, to assess your suitability to be a Town Councillor.

Declaration & Consent.

I confirm that I have read the section entitled 'Use of Personal Information' and in signing this form I consent to the use and disclosure of my information included thereon.

I declare the information on this form to be true and correct.

SIGNED...  NAME..... *Willem Braune*

DATE..... *22/04/24*

Once completed, please return this form, together with the completed Co-Option Eligibility form to: -

Ken Dry (Town Clerk), Newhaven Town Council, 18 Fort Road, Newhaven. East Sussex BN9 9QE.
Telephone – 01273 516100
E-Mail – ken.dry@newhaventowncouncil.gov.uk

Newhaven Town Council Co-Option Eligibility Form

1. In order to be eligible for co-option as a Newhaven Town Councillor, you must satisfy certain criteria. You must satisfy (a) and (b) below and at least one of the options (c)-(f).
Please tick which apply to you:

a. I am 18 years of age or over; and	<input checked="" type="checkbox"/>
b. I am a British Citizen or a Citizen of the Commonwealth or a citizen of any member state of the European Union; and	<input checked="" type="checkbox"/>
c. I am registered as a local government elector for the Town; or	<input checked="" type="checkbox"/>
d. I have, during the whole of the twelve months preceding the date of my co-option occupied, as owner or tenant, land or other premises in the parish; or	<input checked="" type="checkbox"/>
e. My principal or only place of work during those twelve months has been in the town.	<input checked="" type="checkbox"/>
f. I have during the whole of those twelve months resided in the Town or within 3 miles of it	<input checked="" type="checkbox"/>


2. Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being a town councillor if he/she:

- Is employed by the Town Council or holds paid office (other than Chairman, Vice-Chairman or Deputy Chairman) under the Town Council (including joint boards or committees);
- Is employed by an entity controlled by the Town Council.
- Is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order or a debt relief restrictions order or an interim debt relief restrictions order; or
- Has within five years before the date of this co-option, or since his/her co-option been convicted in the UK, Channel Islands or Isle of Man of any offence and has been sentenced to imprisonment (whether suspended or not) for not less than three months without the option of a fine; or
- Is otherwise disqualified under Part III of the Representation of the People Act 1983 (relating to corrupt or illegal electoral practices and offences relating to donations) or the Audit Commission Act 1998.

Use of Personal Information.
The Town Council will use your information, including that which you provide on this application, to assess your suitability to be a Town Councillor.

Declaration & Consent.
I William Browne hereby confirm that I am eligible for the vacancy of Newhaven Town Councillor and I am not disqualified from being a town councillor under s80 of the Local Government Act 1972 and that the information given on this form is true and correct.

I confirm that I have read the section entitled 'Use of Personal Information' and in signing this form I consent to the use and disclosure of my information included thereon.

SIGNED:  NAME William Browne

DATE 22/04/2021



Newhaven Town Council Co-Option Application Form

Name:	ANDREW BRYANT		
Address:	[REDACTED]		
Telephone Number:	[REDACTED]		
Are you 18yrs old or over? Yes/No	Yes		
Which Ward do you wish to apply for? Please tick:			
Denton Ward	<input checked="" type="checkbox"/>	South Ward	<input type="checkbox"/>
North Ward	<input type="checkbox"/>	Central Ward	<input type="checkbox"/>

Please detail any experience you may have that is relevant to Newhaven Town Council.
(Where necessary continue on a separate sheet)

Member of Labour Party.
Employed in past as computer programmer.
Active in student politics at university.

**Is there any other information you would like to disclose regarding your application?
(Where necessary continue on a separate sheet)**

qualified to degree level.
have Broodkeeping qualification.

Use of Personal Information.

The Town Council will use your information, including that which you provide on this application, to assess your suitability to be a Town Councillor.

Declaration & Consent.

I confirm that I have read the section entitled 'Use of Personal Information' and in signing this form I consent to the use and disclosure of my information included thereon.

I declare the information on this form to be true and correct.

SIGNED.....

NAME..... ANDREW SEYMOUR

DATE..... 17/5/2024.....

Once completed, please return this form, together with the completed Co-Option Eligibility form to: -

Ken Dry (Town Clerk), Newhaven Town Council, 18 Fort Road, Newhaven. East Sussex BN9 9QE.

Telephone – 01273 516100

E-Mail – ken.dry@newhaventowncouncil.gov.uk

Newhaven Town Council Co-Option Eligibility Form

1. In order to be eligible for co-option as a Newhaven Town Councillor, you must satisfy certain criteria. You must satisfy (a) and (b) below and at least one of the options (c)-(f).

Please tick which apply to you:

- a. I am 18 years of age or over: and
- b. I am a British Citizen or a Citizen of the Commonwealth or a citizen of any member state of the European Union; and
- c. I am registered as a local government elector for the Town; or
- d. I have, during the whole of the twelve months preceding the date of my co-option occupied, as owner or tenant, land or other premises in the parish: or
- e. My principal or only place of work during those twelve months has been in the town.
- f. I have during the whole of those twelve months resided in the Town or within 3 miles of it

2. Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being a town councillor if he/she:

- Is employed by the Town Council or holds paid office (other than Chairman, Vice-Chairman or Deputy Chairman) under the Town Council (including joint boards or committees);
- Is employed by an entity controlled by the Town Council.
- Is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order or a debt relief restrictions order or an interim debt relief restrictions order: or
- Has within five years before the date of this co-option, or since his/her co-option been convicted in the UK, Channel Islands or Isle of Man of any offence and has been sentenced to imprisonment (whether suspended or not) for not less than three months without the option of a fine; or
- Is otherwise disqualified under Part III of the Representation of the People Act 1983 (relating to corrupt or illegal electoral practices and offences relating to donations) or the Audit Commission Act 1998.


Use of Personal Information.

The Town Council will use your information, including that which you provide on this application, to assess your suitability to be a Town Councillor.

Declaration & Consent.

I Andrew Doyent hereby confirm that I am eligible for the vacancy of Newhaven Town Councillor and I am not disqualified from being a town councillor under s80 of the Local Government Act 1972 and that the information given on this form is true and correct.

I confirm that I have read the section entitled 'Use of Personal Information' and in signing this form I consent to the use and disclosure of my information included thereon.

SIGNED.....  NAME Andrew Doyent

DATE 17/01/2021

