



NOTICE OF MEETING

AND SUMMONS TO ATTEND

The meeting of Sprowston Town Council
will be held in the St. Quintin Room, at Sprowston Diamond Centre, School Lane
Sprowston on Wednesday 27 June 2018 at 7.30pm

AGENDA

Item No.

1. To receive declarations of interest
2. To receive apologies for absence (proforma enclosed).
3. To confirm the minutes of the Council meeting held
on 6 June 2018. Pages 1 - 6
4. To receive any Police Liaison Officer's report. Pages 7 - 8
5. To receive correspondence & agree action/response arising
from the minutes.
6. To receive any written/verbal reports from Sprowston County
and District Councillors. Page 9
7. To adjourn the meeting to allow members of the public &
Councillors with prejudicial interests to speak¹.
8. To receive the report of the Town Clerk and make
decisions on:- Pages 10 - 13
 - 1.1 Windsor Park Gardens
 - 5.2 Licensing Act 2003 - Lidl, Blue Boar Lane, Sprowston
9. Adjourn the meeting for a short break.
10. To consider planning applications to 27 June 2018. Page 14
11. To receive any written/verbal reports from the Council's
Committees and Working Groups.
12. To receive any written and verbal reports from Members representing
the Council on or at outside organisations. (proforma enclosed)
WWI Centenary Commemoration Group verbal report
from Mr I Moncur
13. To confirm the payment of accounts to 27 June 2018. Pages 15 - 17
14. To receive the schedule of credit card payments. Page 18
15. To receive the schedule of direct debits Page 19

June Hunt
Town Clerk

22 June 2018

Footnote:

¹ Members have a statutory legal duty under the Local Government Act 2000, to declare any personal or prejudicial interest they have in items contained in the above agenda. Failure to do so may result in the individual Councillor being reported to the Standards Board for England.

Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during office hours, and are available from 7 pm on the date of the meeting. Alternatively, to view on line please go to www.broadland.gov.uk and follow the links through to planning.

It should be noted that Councillors Mr Knowles, Mr Moncur (Chairman) and Mr Ward will or could be making comments on the planning applications at this meeting as a non-statutory consultee on behalf of the Town Council. However, as all three Councillors are on the Planning Committee of Broadland District Council they would like it made clear that their views could change at those meetings when more information could lead them to a differing view than that expressed at this meeting. To this end they will be abstaining from voting on planning matters, apart from in the case of a tied vote when the Chairman will make the casting vote.

This Meeting is open to the Public and the Press. Copies of this Agenda and Draft Minutes referred to above are available from the Council Office. Signed copies of the Minutes may also be downloaded from the Council's website www.sprowston-tc.gov.uk (go to Agenda and Minutes page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.

In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

COUNCIL MEETING – 6 JUNE 2018

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 6 June 2018, the following Members were present:-

Mr I Moncur – Chairman

Mr R A Fowkes	-	Mrs J Leggett
Mrs B J Lashley	-	Mr J H Mallen
Mr K Lashley	-	Mr B Osborne
Mr J M Ward		

In attendance

Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
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Mrs E Elliot	-	Committee Officer
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Mr Ray Bond	-	Heritage Contract Services Ltd
Mr Stephen Lambert	-	Heritage Contract Services Ltd
Mr Bob Prior	-	Heritage Contract Services Ltd

3 members of the public were present

18/129. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No. and Heading	Nature of Interest
Mrs B J Lashley	Minute 18/136 1.2, Bowls Green	Chairman - Senior Citizens Bowls Club

18/130. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr W F Couzens, Mrs S L England, Mr R J Knowles, Ms G Landamore, Ms C T Rumsby and Mr N Shaw.

18/131. MINUTES

The Minutes of the Council's Annual meeting held on 16 May 2018, having previously been circulated to all Members were confirmed subject to the following amendment

Page 6 18/121 5.4, delete F A Fowkes and insert R A Fowkes

signed by the Chairman of the Council.

18/132. HERITAGE CONTRACT SERVICES LTD

Mr Bob Prior gave a detailed presentation regarding Heritage Contract Services Ltd facilities care service and proposed contract with Sprowston Town Council. Mr Prior and his colleagues then answered Member's questions including:

Current portfolio, hourly pay rates, age profile of employees, staffing structure, availability of environmental cleaning products, uniforms and logo, handling anti-social behaviour, public liability insurance, sub-contracting and various financial aspects of the business.

The Chairman thanked Mr Bond, Mr Lambert and Mr Prior for their attendance.

18/133. RESIDENT'S QUESTIONS

On the motion of Mr I Moncur, seconded by Mr K Lashley it was **RESOLVED**, that the meeting be adjourned to receive residents' questions on matters concerning the town. Residents were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

A member of the public raised concerns regarding noise nuisance from the Cricket Club on Barkers Lane, glass and litter in alleyways throughout Sprowston and a streetlight between Adams Road and Foxburrow Road.

The Chairman advised him to contact Broadland District Council's Environmental Services regarding noise nuisance issues and litter and that the Town Council were aware and resolving the issue with the streetlight.

The meeting was reconvened.

18/134. COUNCIL OFFICE RECREATION GROUND ROAD

Members considered various designs for the Council chamber walls at Recreation Ground Road and on the motion of Mr I Moncur, seconded by Mrs J Leggett it was

RESOLVED to instruct the Town Clerk to arrange to clad two walls in the Council Chamber in light ash coloured soft wood in a geometrical design and to fit R32 air conditioning units in the office area, at an additional cost to the build specification.

18/135. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

(1) Mr Ward also verbally reported:

(1.1) Cliff Jordon had resigned as Leader of Norfolk County Council and will be replaced by Andrew Proctor with Graham Plant as Deputy.

(1.2) a new Leader will be elected to Broadland District Council following Andrew Proctor's resignation.

(1.3) on Share Museums East 2018 Volunteer Awards

(2) Mrs J Leggett reported that she was enjoying her Chairmanship of Broadland District Council.

(3) A written report was received from Norfolk County Councillor Mr J Fisher.

18/136. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Norwich Pickleball

Having considered a request from the Norwich Pickleball Club to mark out a badminton court on one of the Council's hard tennis court with tape it was felt that this would be unsafe for other users and the courts were provided free for casual use not clubs.

RESOLVED to refuse this request and discourage the use of tennis courts for other activities.

18/136. REPORT OF THE TOWN CLERK (CONTINUED)

1.2 Bowls Green

RESOLVED to confirm the actions of the Town Clerk to reduce the 2018/19 bowls hire fees by 3% following complaints about worn areas around the play area edge.

1.3 Internal Audit Recommendation

Members noted the recommendation of the Internal Auditor to implement an annual independent specialist's assessment of the Council's play equipment and considered two quotations.

On the motion of Mr R A Fowkes, seconded by Mrs B J Lashley it was **RESOLVED** to accept the quotation from Zurich Insurance Plc at a total cost of £636.50 plus VAT.

1.4 Beryl Reed Sports Hall - Hire Fees

Having considered the report of the Town Clerk it was

RESOLVED to set the hire fee of the Beryl Reed Sports Hall at:

Monday to Friday Hourly Fee: £21.00 plus VAT
Saturday and Sunday Hourly Fee: £23.00 plus VAT
Sessional Hire for Saturday (parties, weddings, dances and business hire)
9.00am - midnight £265.00 plus VAT
1.30pm - midnight £215.00 plus VAT
6.30pm - midnight £161.00 plus VAT

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 No matters were reported

PLANNING AND TRANSPORTATION

5.1 Broadland District Council Food Waste Collection

Members noted the expansion of Broadland District Councils' food waste doorstep collection service.

18/137. MEETING ADJOURNMENT

On the motion of Mr I Moncur, seconded by Mrs J Leggett it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

18/138. PLANNING

The Town Clerk reported that observations had been requested by the District Council's Head of Planning on applications received since the last meeting.

Having considered each application and the accompanying plans the Council

RESOLVED

(a) to raise no objection to the following applications:

2018/0745 - single storey rear extension at 142, Blithewood Gardens

2018/0769 - 1 No. Vinyl externally applied glazing at Tesco Stores Limited, Blue Boar Lane

2018/0789 - extend existing dwelling & subdivide curtilage to form new dwelling - amends PP20180067 by extending first floor over single storey rear lean-to at 45, Tills Close

2018/0810 - first floor side extension at 27, Meadow Gardens

2018/0819 - change of use from class B1 (Business) to class A1 (Shop) at 12, Corbet Avenue

2018/0847 - single storey side extension (car port) and two storey side and rear extension at 24, Blenheim Crescent

(b) to raise concerns regarding planning application 2018/0708 - reserved matters for phase one strategic infrastructure at Land to the North of Sprowston and Old Catton between Wroxham Road and St Faiths Road including shared use of community land; sufficient vehicular access to schools; obscured splays; close location of open space to water; late phasing of the Health Centre and possible criminality resulting from private lanes.

18/139. POLICE LIAISON OFFICER'S REPORT

The June Newsletter was not available.

18/140. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

18/141. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

18/142. FINANCE

(i) **Annual Governance and Accountability Return 2017/18 (Section 1)**

Having reviewed the Annual Governance and Accountability Return for the year ended 31 March 2018 it was

RESOLVED to adopt the Annual Governance and Accountability Return and authorise the Chairman to sign all accounting documents and supporting statements to the accounts for year ended 31 March 2018 on behalf of the Council.

18/142. FINANCE (CONTINUED)

- (ii) Statement of Accounts (Income & Expenditure) and Balance Sheet for the year ended 31 March 2018**

RESOLVED to approve and adopt the Statement of Accounts and Balance Sheet and Detailed Income and Expenditure for year ended 31 March 2018.

- (iii) Statement of Petty Cash for the year ended 31 March 2018**

RESOLVED to approve the Statement of Petty Cash for the year ended 31 March 2018.

- (iv) Annual Governance and Accountability Return 2017/18 (Section 2)**

Having reviewed the Annual Governance and Accountability Return for the year ended 31 March 2018 it was

RESOLVED to adopt the Annual Governance and Accountability Return for the year ended 31 March 2018 and authorise the Chairman to sign all accounting documents and supporting statements to the accounts for the year ended 31 March 2018 on behalf of the Council.

- (v) To receive the Internal Audit Report 2017/18 (Page 5)**

RESOLVED to accept the report of the Internal Auditor 2017/18.

- (vi) to complete the Internal Audit Review Checklist 2018 part 1 & 2 (and report)**

Having reviewed the Internal Audit Review Checklist parts 1 & 2 it was

RESOLVED to authorise the Chairman to complete all questions in the affirmative and sign on behalf of the Council.

Councillors were advised that the Notice of Conclusion of Audit and rights to inspect the Annual Return year ending 31 March 2018 would be advertised.

- (vii) to review Financial Risk Assessments 2018/19 and approve the Terms of Reference as listed under Internal Audit Assurance**

Having reviewed the Financial Risk Assessments for 2018/19 it was

RESOLVED to approve the Assessment and Terms of Reference as listed under the Internal Audit Assurance including insurance details checklist.

- (viii) Appointment of Internal Auditor**

RESOLVED to confirm the appointment of Auditing Solutions Ltd as the Council's Internal Auditors for the ensuing year.

18/143. SUSPENSION OF STANDING ORDER 3X

On the motion of Mrs B J Lashley seconded by Mr J H Mallen it was **RESOLVED** to suspend Standing Order 3X to complete the business of the evening.

18/144. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 6 June 2018 totalling £5,941.83 and answered Members' questions arising therefrom.

On the motion of Mrs J Leggett, seconded by Mr J M Ward it was

RESOLVED that payment of the accounts to 6 June 2018 totalling £5,941.83 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

18/145. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £106.61 was approved and noted.

18/146. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £1,702.07 was approved and noted.

18/147. EXCLUSION OF PRESS AND PUBLIC

RESOLVED to exclude the Press and Public from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them.

18/148. REPORT OF THE TOWN CLERK

RESOLVED to accept the quotation from Heritage Contract Services Ltd at a cost of £64,140 plus VAT per annum year 1, £66,835 plus VAT year 2, £69,640 plus VAT year 3 for a contract period of 3 years subject to an amended Service Level Agreement, bus shelters to be included in the quotation and contract verified by the Council's solicitor.

There being no other necessary business the Chairman of the Council thanked Members for their attendance and declared the meeting closed.

27 June 2018

CHAIRMAN

Newsletter

Date: June 2018



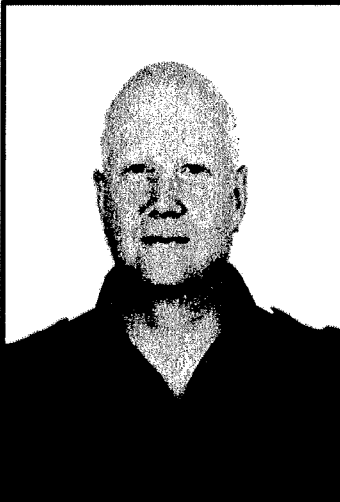
Message from Inspector Lisa Hooper

Welcome to the newsletter for Sprowston. Our aim is to ensure you receive regular updates on crime levels along with relevant news and crime prevention advice. We will inform you of any opportunities to meet the local policing team and encourage you to advertise these within your parish newsletters and magazines. Working together helps the police understand the issues and concerns that matter to the public helping us to maintain a place to live that we can all be proud of.



Crime Updates 1st-31st May 2018

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	0	Harassment, alarm or distress is caused in a non-crime incident.
Burglary Business and Community	1	A person commits theft in a building or structure that is not lived in.
Burglary Residential	4	Entry and theft in a building or a structure that is lived in.
Criminal Damage	7	A person destroys or damages property belonging to someone else.
Domestic	3	Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.
Hate Incident	0	Any incident where a crime has not occurred which the victim, or anyone else, thinks is based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.
Race or Religious aggravated public fear	0	Any crime determined to have a hate element as per above.
Possession of controlled substance	3	Unlawful possession of a drug classified in class A, B or C.
Possession of weapons	1	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	5	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	1	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	4	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	Any motor vehicle including those abandoned.
Theft of pedal cycle	1	From a public place.
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.



Engagement Officer, PC Rob Devlin

I am PC Rob Devlin and I work as the Engagement Officer for Broadland. My responsibilities include working alongside and promoting the Special Constabulary, Police Support Volunteers, Neighbourhood Watch and Community Speedwatch. If you are interested in volunteering for any of these roles please e-mail me at devlinr@norfolk.pnn.police.uk. I will also be attending Safer Neighbourhood Action Panel (SNAP) meetings when possible as well as other community events. These will all be promoted on the 'Broadland Police' Facebook page and Twitter account. You can also receive regular information by signing up to Police Connect.

What is happening in your area

SNAP

Public Engagement Meeting

The next Public Engagement meeting for Sprowston and the surrounding area will be at a date, time and venue to be confirmed.

Neighbourhood Priorities

The area priorities adopted are:

- Parking on Wroxham Road outside Tesco fully obstructing the pavement
- Speeding in Sprowston and Old Catton

Beat Manager, PC Nick Roberts



I am the local officer for Sprowston and Old Catton. I am based at Sprowston Police Station and can be contacted through the 101 number.

Point of contact

Follow us on social media



@BroadlandPolice

www.crimestoppers.co.uk

www.norfolk.police.co.uk

SNTProwston@norfolk.pnn.police.uk

Non Emergency: 101

Partner contacts



111 NHS

County Council 03448008012

District Council 01603 431133

Parking Issues 01553 616222



15th June 2018

Report from Councillor John Ward

Broadland District Council

Compulsory Purchase Orders have been instigated on 5 properties in Broadland in order to bring them back into use. These include 2 Church Lane, Sprowston and 24 Longfields Road, Thorpe St. Andrew.

New businesses to Broadland and those looking to expand can now apply for discounts to their business rates.

On Saturday 30th June there is a chance to recycle your electrical and electronic items for free. The event is being held at Acle Recreation Centre Car Park.

Norfolk County Council

Norfolk Museums Service has just been awarded £745,500 of National Lottery funding for the youth programme 'Kick the Dust' which is run in conjunction with the YMCA, Creative Collisions and the Library Service. It's a 4 year project and will involve 8000 11-25 yr olds giving them the opportunity to play a role in shaping their heritage. With specialist mentoring they will be able to gain certified skills and training which will enhance employment opportunities.

Parish Partnerships – NCC has again allocated £325k on a 50/50 basis (max £25k per bid) for small road related schemes, eg footways, trods, crossings, rights of way, SAMs, p/t 20mph signs, bus shelters, road markings outside schools.

There is a consultation running until 27th July on what people would like to see at a new recycling centre. Details at www.norfolk.gov.uk/recycling

NCC's pioneering work with boarding schools where 52 vulnerable, looked after, children have been placed in boarding schools is being held up as a showcase example by the DofE. The boarding school fees were a lot less than keeping the children in care and there have been good results with 63% of the children moved off the risk register.

COUNCIL MEETING – 27 JUNE 2018

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Windsor Park Gardens

A. Waterfield & Sons Ltd have been contracted to tarmac the paths at Windsor Park Gardens following the Council's resolution to accept their quotation.

The path which is parallel to North Walsham Road has been identified as in similar need of tarmac surface and I submit the attached quotation on behalf of A. Waterfield & Sons Ltd. Whilst this has not been included in this year's budget we do have sufficient funds in reserve if the Council considers this expenditure.

Recommendation: to consider the quotation from A. Waterfield & Sons Ltd.

CEMETERY

2.1 No matters to report.

STREET LIGHTING

3.1 No matters to report.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Broadland District Council Standards Committee

There are currently 2 vacancies for parish/town council representatives on that council's standards committee. Enclosed is a copy of "information for applicants" if any Member is interested in applying for these posts. Applications, supported by a written submission (no more than 200 words) using the attached pro forma, are invited to be submitted to Broadland District Council by Thursday 14 June.

PLANNING AND TRANSPORTATION

5.1 APP/K2610/W/18/3194955 Appeal against Broadland District Council decision

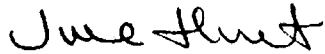
An appeal has been made to the Secretary of State against the decision of Broadland District Council to refuse planning permission for sub-division of plot and erection of detached chalet bungalow and detached garage at 49 Cozens Hardy Road, Sprowston, NR7 8QF.

This Council's comments will be considered as written representations which have been forwarded by Broadland to the Planning Inspectorate.

5.2 Licensing Act 2003 – Lidl, Blue Boar Lane, Sprowston

Broadland District Council has received an application for a new premises licence under the Licensing Act 2003 for Lidl at the above address. This Council is asked to make any representations by 13 July 2018.

Option: to comment on the premises licence.



**June Hunt
Town Clerk**

Sprowston Town Council
PLANNING APPLICATIONS – 27 JUNE 2018

Broadland DC App.No. 2018/0883	Applicant Mr Sean Douce as location	Location 11 Inman Road, Sprowston, NR7 8JT
Classification: Minor dwellings Type: Full Permission		
Description: Side Extension of Front Dormer and Add Rear Dormer		
<hr/>		
Broadland DC App.No. 2018/0974	Applicant Mr & Mrs D Crotch as location	Location 30 Cozens Hardy Road, Sprowston, NR7 8QF
Classification: Minor dwellings Type: Full Permission		
Description: 1) Single Storey Side Extension 2) Single & Two Storey Rear Extension (Revised Proposal)		

Sprowston Town Council		Payments	Meeting Date:	27th June 2018
<u>Invoice Date</u>	<u>Invoice No.</u>	Adcock Refrigeration & Air Conditioning Ltd	<u>Net</u>	<u>Amount</u>
20/06/2018	588035	<u>Details</u> Completion air Conditioning maintenance	356.72	428.06
			<u>VAT</u>	<u>BACS</u>
			71.34	51
<u>Invoice Date</u>	<u>Invoice No.</u>	Bartram Mowers Ltd	<u>Net</u>	<u>Amount</u>
25/05/2018	120363	<u>Details</u> Bush	8.61	10.33
			<u>VAT</u>	<u>BACS</u>
			1.72	52
<u>Invoice Date</u>	<u>Invoice No.</u>	Bidwells	<u>Net</u>	<u>Amount</u>
20/06/2018	SI18-06836	<u>Details</u> professional Services:Phase 4 Sports Hall	3,035.75	3,642.91
			<u>VAT</u>	<u>BACS</u>
			607.16	53
<u>Invoice Date</u>	<u>Invoice No.</u>	Ben Burgess	<u>Net</u>	<u>Amount</u>
31/05/2018	434271	<u>Details</u> Service : John Dere tractor AU15 AZT	665.73	798.89
12/06/2018	434924	50 Hour Service: Gator	207.34	248.80
13/06/2018	434932	McConnel Hedgecutter	9,000.00	10,800.00
13/06/2018	434977	A/N Service JD Compact Tractor AU14 B/JF	2,023.56	2,428.27
14/06/2018	435212	Belt Rotor:Flail (A002)	54.80	65.76
			11,951.43	14,341.72
<u>Invoice Date</u>	<u>Invoice No.</u>	Cozens (UK) Ltd	<u>Net</u>	<u>Amount</u>
04/06/2018	3482	<u>Details</u> 103 Blithewood Gardens: Led Lantern	425.00	510.00
07/06/2018	3491	Maintenance : May 2018	600.00	720.00
15/06/2018	3533	Photocell+ Switch Kit:34 Cere Road	75.00	90.00
			1,100.00	1,320.00
<u>Invoice Date</u>	<u>Invoice No.</u>	Dazzle	<u>Net</u>	<u>Amount</u>
15/06/2018	STC36	<u>Details</u> Bus shelter cleaning iune 2018	99.00	99.00
			<u>VAT</u>	<u>BACS</u>
				56
<u>Invoice Date</u>	<u>Invoice No.</u>	ESPO	<u>Net</u>	<u>Amount</u>
25/05/2018	4852550	<u>Details</u> Gloves,Cleaning Materials, Toilet tissue,	203.71	244.45
11/06/2018	4865872	Graffiti remover,Highlighters,Copy Paper,Envel.	35.73	42.88
			239.44	287.33

<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
11/06/2018	SIN025965	Fenland Leisure Products Ltd <u>Details</u> Rope connectors@Recreation Grd. & Sparhaw	27.00	5.40	32.40	58
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
30/05/2018	12862	Forethought Marketing <u>Details</u> Delivery : Sprowston Matters	246.09	49.22	295.31	59
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
15/06/2018	753072	Glasdon U.K. Ltd <u>Details</u> Bins Sparhawk Park	335.97	67.19	403.16	60
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
26/06/2018	924578	Heritage Contract Services Ltd <u>Details</u> Caretaking/Cleaning services :July 2018	5,345.00	1,069.00	6,414.00	61
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/05/2018	301248/BL	Ingleton Wood <u>Details</u> Review Contracts Proposals:Quality Inspection:	382.50	76.50	459.00	62
31/05/2018	301249/BL	Air Conditioning/Solar Water Pipes Review	85.00	17.00	102.00	
			467.50	93.50	561.00	
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/06/2018	643279	Intouch Systems <u>Details</u> Office Internet Jun 2018	50.00	10.00	60.00	63
01/06/2018	643509	Hosted exchange July 2018	60.00	12.00	72.00	
			110.00	22.00	132.00	
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		Omnis Construction Ltd <u>Details</u> New sportsHall & Refurbishment works	79,429.88	15,885.98	95,315.86	64
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
05/06/2018		Moviola Ltd <u>Details</u> All The Money in the World 04/06/2018	101.88	19.37	121.25	65
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
15/06/2018	059/72063988	Ridgeons <u>Details</u> Sand,Cement,Paving Slabs	264.92	52.98	317.90	66

<u>Invoice Date</u>	<u>Invoice No.</u>	The Safe Shop Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
12/06/2018	SI-914007	<u>Details</u> 3 Pheonix Fire Ranger Cabinets	3,443.04	688.61	4,131.65	67
<u>Invoice Date</u>	<u>Invoice No.</u>	Wicksteed Leisure Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/05/2018	801529	<u>Details</u> Nursery Rhyme Steering wheel replacement	64.50	12.90	77.40	68
<u>Invoice Date</u>	<u>Invoice No.</u>	Zurich Municipal	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
08/06/2018	32164045	<u>Details</u> Additional insurance:Works in progress	134.40		134.40	69
16/06/2018	32282184	Inspection Contract:Playground Equipment	636.50	127.30	763.80	
			770.90	127.30	898.20	
		TOTAL OF INVOICES	107,397.63	21,431.85	128,829.48	Trf 12
Transfer:		STC Drawings a/c to Salaries a/c				Trf
Transfer:		STC Drawings a/c to Petty Cash Imprest a/c				Trf
Transfer:		STC General a/c to STC Drawings a/c				
			107,397.63	21,431.85	128,829.48	
					128,829.48	

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Councillor

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Councillor

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Town Clerk



Sproutston Town Council Barclaycard Payments Meeting Date: 27th June 2018

<u>Invoice Date</u> 19/06/2018	<u>Invoice No.</u> 947000776	<u>Details</u> Bunnings Warehouse Gorilla SuperGlue	<u>Net</u> 8.34	<u>VAT</u> 1.66	<u>Amount</u> 10.00
<u>Invoice Date</u> 18/06/2018	<u>Invoice No.</u> 9308 0875175	<u>Details</u> Dunelm (Soft Furnishings) Ltd Storage Box:Electrical Equipment	<u>Net</u> 4.00	<u>VAT</u> 0.80	<u>Amount</u> 4.80
<u>Invoice Date</u> 19/06/2018	<u>Invoice No.</u> 18619132033	<u>Details</u> Storage Boxes:Electrical Equipment	<u>Net</u> 12.00	<u>VAT</u> 2.40	<u>Amount</u> 14.40
			16.00	3.20	19.20
<u>Invoice Date</u> 19/06/2018	<u>Invoice No.</u> 421966	<u>Details</u> M D Thompson 10 2-D 4 pin Light Bulbs	<u>Net</u> 23.80	<u>VAT</u> 4.76	<u>Amount</u> 28.56
<u>Invoice Date</u> 05/06/2018	<u>Invoice No.</u> 10009918	<u>Details</u> The Plastic Man 6 Acrylic Mirror sheets	<u>Net</u> 83.72	<u>VAT</u> 16.74	<u>Amount</u> 100.46
<u>Invoice Date</u> 19/06/2018	<u>Invoice No.</u> 25569	<u>Details</u> Progress Fuels Diesel	<u>Net</u> 75.75	<u>VAT</u> 15.15	<u>Amount</u> 90.90
<u>Invoice Date</u> 13/06/2018	<u>Invoice No.</u> 3052284	<u>Details</u> JA Glass Bus shelter Glass	<u>Net</u> 22.40	<u>VAT</u> 4.48	<u>Amount</u> 26.88

Total of Payments 230.01 45.99 276.00

Due by Direct Debit

Sprowston Town Council	Direct Debits	Meeting Date:	27th June 2018
Invoice Date	Invoice No.	Net	Amount
31/05/2018	4366776	3.57	4.28
Details			
Angel Springs Ltd (T/A Waterlogic Environmental Charge : May 2018			
Invoice Date	Invoice No.	Net	Amount
31/05/2018	603496	206.84	240.61
Details			
Anglia Farmers Limited Comm tech, Vodafone, Screwfix			
Invoice Date	Invoice No.	Net	Amount
19/06/2018	9066371148	88.83	88.83
19/06/2018	9066329145	29.30	29.30
Details			
Anglian Water Business Allotments :21/03/2018-18/06/2018 Cemetery :17/05/2018-18/06/2018			
Invoice Date	Invoice No.	Net	Amount
09/06/2018	171157332/18	510.75	612.90
09/06/2018	171157420/18	2,181.09	2,617.31
09/06/2018	171157343/18	8.83	9.27
Details			
Total Gas & Power STC :01/05/2018-31/05/2018 Streetlights :01/05/2018-31/05/2018 Floodlights : 01/05/2018-31/05/2018			
Invoice Date	Invoice No.	Net	Amount
31/05/2018	SIO1114397	282.25	338.70
Details			
Veolia All sites skip hire May 2018			
Total Direct Debits			
		3,311.46	3,941.20