



NOTICE OF MEETING AND SUMMONS TO ATTEND

**The Sprowston Town Council meeting to be held Wednesday 24 January 2024 at 7.30pm
in the Council Chamber, Recreation Ground Road, Sprowston NR7 8EW**

AGENDA

Item No.

1. To receive declarations of interest.
2. To receive apologies for absence.
3. To adjourn the meeting to allow members of the public and Councillors with prejudicial interests to speak.
4. To confirm the minutes of the Council meeting held 20 December 2023. Pages 1 - 6
5. To agree action/response arising from the minutes.
6. Police Update.
7. Introduction to Kristian Crittenden, Flight Lieutenant (RAFAC) 231 (Norwich) Squadron.
8. To receive any written/verbal reports from Sprowston County and District Councillors. Pages 7 - 8
9. Adjourn the meeting for a short break.
10. To receive the report of the Town Clerk and makes decisions on:
1.1 Sprowston Diamond Centre Nurse Annex - Lease Extension Page 9
11. To receive any written/verbal reports from the Council's Committees and Working Groups.
(1) Recreational Facilities Working Group.
(2) Heritage Working Group.
12. To receive any written and verbal reports from Councillors representing the Council on or at outside organisations.
13. To consider planning applications to 24 January 2024. Page 10
14. To receive planning decisions weeks ending:
(1) 01-12-23 Pages 11 - 12
(2) 08-12-23 Page 13
(3) 15-12-23 Page 14
(4) 12-01-24 Page 15
15. To receive the schedule of direct debits to 24 January 2024. Pages 16 - 17
16. To confirm the payment of accounts to 24 January 2024.
(1) Invoices to pay. Pages 18 - 21
(2) Invoices-payments made. Page 22
17. To receive the schedule of credit card payments. Pages 23 - 24
18. The Chair will move that the press and public be excluded from the meeting for the remaining business because otherwise information prejudicial to the public interests which is exempt by virtue of the Public Bodies (Admission to Meetings Act) 1960 Section 1 (2) would be disclosed to them.
19. Planning Enforcements
(1) Current - weeks ending:
(i) 04-12-23 Pages 25 - 26

(ii) 01-01-24	Pages 27 - 28
(2) Closed - weeks ending:	
(i) 04-12-23	Page 29
(ii) 01-01-24	Page 30
20. To consider alternative Options for the Streetlight Replacement Programme.	Page 31
21. To consider a Lease and Service Contract for a Utility Vehicle.	Pages 32 - 35
22. To receive details of occupancy and land ownership - Wroxham Road Shopping Parade.	Page 36



Guy Ranaweera
Town Clerk

18 January 2024

Council Office. Sprowston Recreation Ground . Recreation Ground Road Sprowston .
Norwich.NR7 8EW

Tel: 01603 408063 Email: townclerk@sprowston-tc.gov.uk

Footnote:

¹ Councillors 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 B Baby, A R Tipple, E H Tovell and K Vincent 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 four 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.

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.



**Minutes of the Sprowston Town Council meeting held Wednesday 20 December 2023
at the Council Chamber, Recreation Ground Road, Sprowston.**

Councillors (Cllrs.) Present: W F Couzens (Chair),
J Leggett (Vice-Chair)

B Baby	-	A L Parker
M A Booth	-	H W Tarlton
M G Callam	-	E H Tovell
J H Mallen	-	R H Tovell
J Vasco		

Officers: G Ranaweera (Town Clerk and Responsible Financial Officer)
E Elliot (Committee Officer)

Bidwells: Jason Menezes

Members of the Public: One member of the public was present

23/338. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
M G Callam	23/346 (1) - Grant Aid Request, Sprowston Community Garden	Trustee of the Methodist Church
	23/351 - Precept Budget Analysis and Projection 2024-25	Trustee of Sprowston Youth Engagement Project
W F Couzens	23/346 (2) - Grant Aid Request, Sprowston Senior Citizens Club	Trustee Sprowston Senior Citizens Club
J Leggett	23/351 - Precept Budget Analysis and Projection 2024-25	Trustee - Sprowston Youth Engagement project

23/339. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Cllrs. D Coleman and K Vincent and verbal apologies were received from Cllr. S D Booth.

23/340. RESIDENTS' QUESTIONS

On the motion of Cllr. W F Couzens, seconded by Cllr. A L Parker, it was **RESOLVED**, that the meeting be adjourned to receive residents' and councillors' questions on

matters concerning the town. Residents and councillors were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

Mr K Lashley, Treasurer of Sprowston Senior Citizens Club offered to answer questions relating to the grant application to replace lighting with energy efficient units at the Senior Citizens Club's premises on Wroxham Road.

As there were no questions the meeting was reconvened.

23/341. MINUTES

The Minutes of the Council's meeting held on 6 November 2023, having previously been circulated to all Councillors were subject to the following amendment

Minute 23/330 (2) **delete** £12,000 and **insert** £1,250.00

confirmed and signed by the Chair of the Council.

23/342. ACTION FROM MINUTES

(1) Police Update

Further to Minute 23/322, the Town Clerk reported:

- (1) Richard Pearson (Norfolk County Council Highway Engineer) was currently on annual leave. He would contact him on his return to discuss signage arrangements outside the parade of shops on Wroxham Road.
- (2) He had contacted Civil Parking Enforcement to request inclusion of Wroxham Road in their schedule.
- (3) PC Graham Gill was also pursuing refreshment of yellow lines on Wroxham Road and signage arrangements at the parade of shops with Richard Pearson.

(2) Neighbourhood Plan Working Group

Further to Minute 23/332, the Town Clerk had clarified benefits (25% Community Infrastructure Levy Receipts) associated with the existing Neighbourhood Plan remained in place until the plan was no longer valid.

23/343. REVIEW OF VIKING CENTRE TENDERS

Jason Menezes of Bidwells gave a presentation reiterating the Tender Analysis report.

He reported that having received and qualified responses to queries raised, Bidwells recommended Contractor A.

23/343. REVIEW OF VIKING CENTRE TENDERS (CONTINUED)

In answer to Councillors' questions Mr Menezes responded:

- He was surprised only three tenders had been received.
- £50,000 contingency was for unforeseen items such as digging deeper foundations if soft spots found.
- The tender is a fixed priced for 60 days.
- Contractor A had delivered many quality projects of a similar nature.

The Town Clerk confirmed that Council had opted to Tax and VAT could be claimed back on the build. However, the timing of payments would need to be managed carefully as VAT refunds will be used to pay some of the capital costs.

Cllr. J Leggett proposed, seconded by Cllr. M G Callam to select Contractor A. On being put to the vote the motion was carried.

23/344. CORRESPONDENCE

- (1) Nationally Important Infrastructure Page - Broadland District Council

Council noted the new Nationally Significant Infrastructure Projects (NSIP) Information Pages on Broadland and South Norfolk District Councils website.

- (2) Norwich Western Link Project Update

Council noted the Norwich Western Link Project Update.

23/345. GRANT AID REQUESTS (UNDER S137)

- (1) Sprowston Community Garden

RESOLVED to defer a decision for grant aid until more information was available with regard to question 9 on the Community Grant Scheme application form: "Does the project need any permission or consent to go ahead?"

- (2) Sprowston Senior Citizens Club

RESOLVED that a grant of £600.00 be made to Sprowston Senior Citizens Club towards replacing lighting with more energy efficient units in accordance with the Council's powers under Section 137 of the Local Government Act 1972.

23/346. STREET LIGHT REPLACEMENT PROGRAMME

The Town Clerk explained predicted 2024/2025 energy costs for Council's current street lighting stock was £99,000.00. If lanterns were changed to LEDs the projected energy costs would be less than £25,000.

The LED lanterns being proposed by Suffolk County Council were self-fault reporting, leading to less downtime, more robust and reliable.

23/346. STREET LIGHT REPLACEMENT PROGRAMME (CONTINUED)

Individual lanterns were fully controllable and could be scheduled to switch off at any time or, alternatively, dimmed as required.

Council carefully considered the street lighting proposal and associated costs.

In answer to Councillors' questions the Town Clerk replied:

- (1) Council may wish to consult residents before any changes were made to lighting times.
- (2) The estimated life span of LED lanterns is 20 to 30 years depending on operational hours. Energy cost savings would pay for the replacement programme within about 3.5 years.
- (3) Invoicing is annually.
- (4) A small amount of Community Levy Receipts is still to be received, which if not required for the Viking project could be put towards the streetlight replacement programme.
- (5) Costs do not include replacement of lighting columns. These will be funded separately as needed. Currently there are no unsafe columns. He suggested Council replace all lanterns with LEDs to take advantage of significant savings on energy costs prior to replacing the columns.
- (6) He would check if rectifiers were included in the quotation.

Cllr. M G Callam proposed, seconded by Cllr. B Baby to progress with the street lighting replacement programme at a cost of £288,074.36 plus VAT.

23/347. MEETING ADJOURNMENT

On the motion of Cllr. W F Couzens, seconded by Cllr. M G Callam it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

23/348. 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 the application and the accompanying plans the Council

RESOLVED

to raise no objection to planning application 2023/3656 - proposed roof conversion and single storey extension with single storey garden building at 68, School Lane, Sprowston.

- (1) Sports Fees

23/348. PLANNING (CONTINUED)

RESOLVED that effective 1 April 2024 the proposed schedule of sports hire fees be implemented.

23/349. REVIEW OF FEES AND CHARGES FOR 2024-25

(2) Cemetery and Memorial Fees

RESOLVED that effective 1 April 2024 the proposed schedule of cemetery and memorial fees be implemented subject to the following amendment:

Part 2, Item 1 delete £1,038.00 and insert £950.00

(3) Venue Hire Fees

RESOLVED that effective 1 April 2024 the proposed schedule of venue hire fees be implemented.

(4) Allotment Rents and Water Charges

RESOLVED that effective 1 October 2024 the proposed allotment rents and water charges be implemented.

23/350. PRECEPT BUDGET ANALYSIS AND PROJECTION 2024-25

Council carefully considered five scenarios presented in the precept setting budget analysis report.

Responding to Councillors' questions the Town Clerk advised:

- (1) He was confident the Skatepark is fully funded and supported by S106 Agreement.
- (2) Figures in scenario B1, B2 and C assume Council elects to implement the streetlight replacement programme and includes projected energy cost savings. However, additional savings could be made if Council chooses to switch lights off at night or dim them.
- (3) If agreed the street light replacement programme should be implemented during May - June. As invoicing is annual Council would still benefit from lower energy costs.
- (4) Each scenario also presents its impact on the Band D Tax Rate.
- (5) The next issue of Sprowston Matters will explain the budget increase and expenditure, highlighting where the precept is spent. An article on the Council Tax Assistance Scheme can be included together with a general explanation on how Council Tax is formulated.
- (6) Additional new housing has been factored into the figures.

Cllr. M A Booth proposed, seconded by Cllr. M G Callam scenario B2.

23/350. PRECEPT BUDGET ANALYSIS AND PROJECTION 2024-25 (CONTINUED)

Cllr. E H Tovell proposed, seconded by Cllr. B Baby scenario B1.

On being put to the Vote Scenario B1 was lost.

On being put to the vote Scenario B2 was carried.

23/351. PRECEPT 2024/25

RESOLVED to authorise the Town Clerk to submit, under Section 50 of the Local Government Finance Act 1992, a precept requirement to Broadland District Council of £840,859.00 to meet the Council's funding requirement for 2024/25.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.40pm.

24 January 2024

Chair

BROADLAND DISTRICT COUNCIL REPORT
CLLR MARTIN BOOTH

At the full council meeting in December the council approved a council tax assistance scheme and discretionary housing payment and council tax discretionary relief policies.

These were unchanged from the previous policies but have to be voted on each year.

The council also confirmed the Public Spaces Protection order - vehicle related anti-social behaviour. This allows the police to take action against drivers who cause various types of anti-social behaviour in the district. This is not aimed at legitimate groups of car enthusiasts but at rogue elements who cause trouble in the district.

The council also voted to declare support for the Climate and Ecology bill, which is a private members bill currently before the House of Commons which has cross party support.

Cabinet has approved a scheme under my portfolio to use part of our UK Shared Prosperity Fund allocation to fund an apprenticeship incentivisation scheme, to provide grants up to £25000 for pilot employability and confidence building projects and use funding to develop a skills hub focussed on the construction/ retrofit sector. This hub is very important as there is a huge skills shortage in the retrofit sector.

It has been estimated that to retrofit all the houses in the UK with what they need to become energy efficient we will need 30,000 firms, at the moment there are only 3,000.

Finally, the council has had a very poor financial settlement from the government which equates to only a 3% increase in our grant. We all know how high inflation has been over the last year so this is nowhere near adequate.

14th January 2024

Report from Councillor John Ward

Norfolk County Council

Norfolk Museum Service has put in a bid to the National Heritage Lottery Fund of £4.3m for a major revamp of Time & Tide Museum.

At our last Full Council meeting on 12.12.23, Councillors voted to accept a Level 3 County Deal from the Government. This will bring £20m per year to Norfolk for the next 30 years. The money can be used to invest in transport, skills & job opportunities, housing and regeneration.

Residents are now able to dispose of small amounts of DIY waste at Norfolk's Recycling Centres free of charge.

Norfolk's Adult Learning Service has been rated 'Good' following the latest Ofsted inspection.

NCC's Emergency Team had the busiest Christmas / New Year on record with over 800 calls coming in with 71 on Christmas Day. The calls related to safeguarding, community care, mental health assessments etc.

From 1.2.24, anybody with a disabled concessionary travel pass will be able to get free travel 24 hrs per day, 7 days a week.

Gage Road will be closed to through traffic for 7 weeks from 22.1.24 for essential footpath maintenance work. The work costing £75k will be carried out by NCC's Community & Environmental Services Department.

Seven NCC staff were recognised in the King's New Year Honours List .

Al Collier: Director Procurement & Sustainability

Carl Smith : Advanced Paramedic, NHS Trust

Geoffrey Lowe : Crew Manager, Norfolk Fire & Rescue Service

James Bullion : Executive Director of Adult Social Services

Sarah Tough : Executive Director of Childrens Services

Steve Miller : Director of Culture & Heritage & Head of Norfolk Museum Service

Revd Cadmore : NCC's Chaplain.

COUNCIL MEETING – 24th January 2024

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Sprowston Diamond Centre Nursey Annex – Lease Extension

The Nursery Annex at Sprowston Diamond Centre is currently leased by Chestnut Nursery Ltd. Their five-year lease is due to expire 31st August 2024. Chestnut have requested a further five-year lease.

Sprowston Town Council Decision requested:

- ❖ ***To authorise the Town Clerk to grant Chestnut Nursery Ltd a five-year lease at the Sprowston Diamond Centre Nursey Annex, to include an appropriate rental increase.***

CEMETERY

2.1 No matters to report

STREET LIGHTING

3.1 No matters to report

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Peninsula - New HR Consultants

On-boarding with Peninsula is progressing well. Staff will shortly be issued with refreshed contracts and handbooks supplied by Peninsula so as to ensure compliance with the latest NJC Green Book terms. No employees' terms and conditions, or statements of employment will be changed.

4.2 Insurance Renewal

Councils' multi-year insurance contact with Zurich will end on 31st March 2024. I am preparing a procurement tender to be advertised on the 'Contract Finder' and 'Find a Tender' websites. Any new insurance contract will commence on 1st April 2024 and provide continuity of cover.

PLANNING AND TRANSPORTATION

5.1 Gritting Atlantic Avenue

Gritting adopted roads is the responsibility of Norfolk County Council (NCC). Gritting unadopted roads (such as Atlantic Avenue) is the responsibility of the land owner. Despite the gritting of Atlantic Avenue not being the Town Council's responsibility, we have been attempting to facilitate a gritting agreement between the lead developer (Persimmon Homes) and NCC. Unfortunately, despite NCC indicating it would be able to undertake limited gritting on behalf of the developer on a 'paid-for' basis, and despite initial positive conversations with the developer, no further progress has been made towards a gritting agreement. No responses to my recent requests to the developer have been received. The issue has also been raised again with Broadland District Council Planning.



Guy Ranaweera
Town Clerk

Sprowston Town Council
PLANNING APPLICATIONS – 24 January 2024

Broadland DC App. No	Location	Description	Type
2023/3847	66 School Lane Sprowston Norfolk NR7 8TQ	Installation of air source heat pump in the front garden	Householder
2023/3863	3 Oaktree Drive Sprowston Norfolk NR7 8SU	Proposed new garage and rear single storey extension	Householder
2023/3877	7 Elizabeth Close Sprowston Norfolk NR7 8QH	Single storey rear extension and loft conversion	Householder
2024/0069	74 Blackwell Avenue Sprowston Norfolk NR7 8XW	Reduction in size to existing window and creation of 2 new additional window openings to first floor with installation of UPVC window frames and alterations to roof	Householder
2024/0089	32 Greenborough Road Sprowston Norfolk NR7 9HQ	Loft Conversion with associated alteration including dormer window and hip-to-gable roof	Householder
2024/0133	Deepwell Lodge Beeston Lane Sprowston Norfolk NR13 6ND	Variation of conditions 5 (Visibility Splays) & 7 (Highway Improvement Works) of 20221806 - delay implementation by 6 months	Removal/Variation of Condition (S73 / S19)

Weekly List - Application Decisions made during the Week Ending 1 December 2023

Appl Number : 2023/1936
App Type : Householder
Parish: Sprowston
Location : 66 Blenheim Road Sprowston Norfolk NR7 8AJ
Proposal : Erection of front porch, single storey rear extension, first floor side and rear extension and extension to outbuilding
Decision : Approval with Conditions
(Delegated)
Date of decision : 27 November 2023

Appl Number : 2023/2811
App Type : Approval of Condition Details
Parish: Sprowston
Location : Barn To The East Of The Coach House At Sprowston Lodge
Rackheath Norwich NR13 6NB
Proposal : Details of condition 3 of 20210315 - Bat Survey
Decision : Approval of details - Approved
(Delegated)
Date of decision : 27 November 2023 6

Appl Number : 2023/3040
App Type : Householder
Parish: Sprowston
Location : 2 Addey Close Sprowston Norfolk NR6 7QU
Proposal : Single storey rear extension including new window to side within existing wall and new porch to front
Decision : Approval with Conditions
(Delegated)
Date of decision : 27 November 2023

Appl Number : 2023/3221
App Type : Householder
Parish: Sprowston
Location : 240A Wroxham Road Sprowston Norfolk NR7 8RW
Proposal : Single storey side and rear extensions and alterations
Decision : Approval with Conditions
(Delegated)
Date of decision : 30 November 2023

Appl Number : 2023/3550
App Type : TPO - Dead / Dangerous Tree Notification
Parish: Sprowston
Location : Roundtree Way Sprowston NR7 8SQ
Proposal : Removal of dead trees - Under an exception of the TPO
restrictions for dead trees
Decision : Exempt Tree Works
(Delegated)
Date of decision : 27 November 2023

Weekly List - Application Decisions made during the Week Ending 8 December 2023

Appl Number : 2023/2386
App Type : Full
Parish: Sprowston
Location : 14 Archer Close Sprowston Norfolk NR6 7PD
Proposal : Proposed garage conversion to form annexe
Decision : Approval with Conditions
(Delegated)
Date of decision : 8 December 2023

Appl Number : 2023/2766
App Type : Householder
Parish: Sprowston
Location : 276 Constitution Hill Sprowston Norfolk NR6 7RD
Proposal : Single storey side extension with internal and external alterations
Decision : Approval with Conditions
(Delegated)
Date of decision : 7 December 2023

**Weekly List - Application Decisions made during the Week Ending 15
December 2023**

Appl Number : 2023/2854
App Type : Works to TPO trees
Parish: Sprowston
Location : 111 Salhouse Road Sprowston Norfolk NR7 9AN
Proposal : T1 Oak - Crown raise to 2.5m over path and 5.2m over the
roadway
Decision : Approval with Conditions
(Delegated)
Date of decision : 13 December 2023

Appl Number : 2023/3077
App Type : Householder
Parish: Sprowston
Location : 43 Lowry Cole Road Sprowston Norfolk NR6 7QT
Proposal : Proposed single storey side and rear extension.
Decision : Approval with Conditions
(Delegated)
Date of decision : 11 December 2023

Appl Number : 2023/3299
App Type : Householder
Parish: Sprowston
Location : 10 Lindsay Road Sprowston Norfolk NR7 8JR
Proposal : Single storey front, side and rear extension with loft
conversion and associated Internal remodelling
Decision : Approval with Conditions
(Delegated)
Date of decision : 11 December 2023

Appl Number : 2023/3362
App Type : Cert. Lawfulness Proposed
Parish: Sprowston
Location : 24 Moore Avenue Sprowston Norfolk NR6 7LA
Proposal : Certificate of lawful use for a proposed loft conversion with velux windows
Decision : Approval with no Conditions
(Delegated)
Date of decision : 8 January 2024

Appl Number : 2023/3476
App Type : Householder
Parish: Sprowston
Location : 38 Russell Avenue Sprowston Norfolk NR7 8XE
Proposal : Single storey rear extension to replace conservatory
Decision : Approval with Conditions
(Delegated)
Date of decision : 8 January 2024

Appl Number : 2023/3492
App Type : Householder
Parish: Sprowston
Location : 36 Russell Avenue Sprowston Norfolk NR7 8XE
Proposal : Single storey side and rear extension
Decision : Approval with Conditions
(Delegated)
Date of decision : 11 January 2024

Appl Number : 2023/3512
App Type : Householder
Parish: Sprowston
Location : 60 Linacre Avenue Sprowston Norfolk NR7 8PF
Proposal : Proposed single storey rear and side extension and loft conversion
(re-submission)
Decision : Approval with Conditions
(Delegated)
Date of decision : 10 January 2024

Sprowston Town Council

Direct Debit Payments

Meeting Date: 24th January 2024

Barclaycard			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
31.12.2023	014844361223	Monthly Lease charge & Transaction charges - December	44.80	4.96	49.76	
30.11.2023	014844361123	Monthly Lease charge & Transaction charges- November	73.18	4.96	78.14	
			117.98	9.92	127.90	
British Gas			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
23.12.2023	6420385	Diamond Centre Gas Bill for period 21 Apr 2023 to 21 Dec 2023	5166.63	1033.32	6199.95	
Norse Waste Solutions			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
31.12.2023	NWS100238379	Rental Charge Recycling & Empty Recycling for December 2023	31.80	6.36	38.16	
30.11.2023	NWS100237047	Rental Charge Recycling & Empty Recycling for November 2023	40.70	8.14	48.84	
			72.50	14.50	87.00	
Novuna - Ernest Doe			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
28.01.2024	100/23/0007325/January24	Lease Rental - Husqvarna P535 OutFront Ride On	933.00	186.60	1119.60	
Opus Energy			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
14.12.2023	28563325	Viking Centre Gas Bill for 14 Nov 2023 to 13 Dec 2023	25.52	1.28	26.80	
15.01.2024	28600445	Viking Centre Gas Bill for 14 Dec 2023 to 12 Jan 2024	25.52	1.28	26.80	
			51.04	2.56	53.60	
Peninsula			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
20.12.2023	U003956841	Provision of HR services - Employment Services, Business Safe, online Services & EAP	220.95	43.31	264.26	
Sage			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
01.01.2024	UK-04057088	Accounting Standard & Payroll monthly subscription - January	41.00	8.20	49.20	
01.12.2023	UK-03948763	Accounting Standard & Payroll monthly subscription - December	41.00	8.20	49.20	
			82.00	16.40	98.40	
Siemens			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
24.01.2024	A9769113/Jan24	Sharp MX2651 Rental Lease	185.00	37.00	222.00	
SSE Energy Solutions			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
28.12.2023	IV00229113	Electricity Supply to Sparhawk Park for period 11/03/2023 to 20/12/2023	18,458.86	3758.81	22,217.67	
28.12.2023	IV00233202	Electricity Supply to Cemetery for period 01/09/2023 to 20/12/2023	101.54	5.08	106.62	
28.12.2023	IV00230802	Electricity Supply to Pavilion for period 14/06/2023 to 20/12/2023	820.69	164.14	984.83	
			19,381.09	3928.03	23,309.12	

		Total Energies			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
10.12.2023	323317857/23	Electricity charge to Sprowston Diamond Centre for period November 2023	1,240.24	248.05	1,488.29
10.12.2023	323317835/23	Electricity charge to Sportsfield Floodlights for period November 2023	20.41	1.02	21.43
10.12.2023	323317967/23	Electricity charge to Streetlights for period November 2023	8,670.90	1734.17	10,405.07
11.01.2024	326781141/24	Electricity charge to Sprowston Diamond Centre for period December 2023	1,166.11	233.23	1,399.34
11.01.2024	326781120/24	Electricity charge to Sportsfield Floodlights for period December 2023	16.27	0.81	17.08
10.01.2024	326443221/24	Electricity charge to Streetlights for period December 2023	8,788.79	1757.76	10,546.55
			19,902.72	3975.04	23,877.76
		Utilita			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
05.01.2024	2023-12/1	Energy Bill to Viking Centre for period 01 Dec 2023 to 31 Dec 2023	13.52	0.68	14.20
08.12.2023	2023-11/1	Energy Bill to Viking Centre for period 01 Nov 2023 to 30 Nov 2023	12.71	0.63	13.34
			26.23	1.31	27.54
		Veolia			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
31.10.2023	NRW1286707	Non-Hazardous Industrial Waste Collections - Sprowston Diamond Centre, Sparhawk Park, Car Park, Cemetery & Recreation Ground for October	282.72	56.54	339.26
30.11.2023	NRW1289219	Non-Hazardous Industrial Waste Collections - Sprowston Diamond Centre, Sparhawk Park, Car Park, Cemetery & Recreation Ground for November & Empty Green Waste	591.35	118.27	709.62
			874.07	174.81	1,048.88
		Wave			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
09.01.2024	13010980	Water Bill to Sprowston Diamond Centre for period 09 Dec 2023 to 08 Jan 2024	131.69	0	131.69
09.01.2024	13010049	Water Bill to Sprowston Council Office for period 09 Dec 2023 to 08 Jan 2024	93.00	0	93.00
03.01.2024	12984811	Water Bill to Sparhawk Park for period 09 Dec 2023 to 08 Jan 2024	24.75	0	24.75
29.11.2023	12850890	Water Bill to Pavilion for period 09 Oct 2023 to 28 Nov 2023	1,094.70	0	1,094.70
03.12.2023	12864003	Water Bill to Sparhawk Park for period 03 Nov 2023 to 02 Dec 2023	24.54	0	24.54
29.12.2023	12971605	Water Bill to Pavilion for period 29 Nov 2023 to 28 Dec 2023	1,061.28	0	1,061.28
15.12.2023	12920636	Water Bill to Cemetery for period 15 Sep 2023 to 14 Dec 2023	36.00	0	36.00
15.12.2023	12920075	Water Bill to Allotments for period 15 Sep 2023 to 14 Dec 2023	92.98	0	92.98
09.12.2023	12892425	Water Bill to Sprowston Diamond Centre for period 09 Nov 2023 to 08 Dec 2023	138.85	0	138.85
			2697.79	0.00	2697.79
Total Direct Debits			49,711.00	9422.80	59,133.80

Sprowston Town Council

Invoices To Pay

Meeting Date: 24th January 2024

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
30.11.2023	707248	Adcock Refrigeration Air Conditioning Attended site on 28/11/2023 to complete the air conditioning maintenance	521.00	104.20	625.20
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
29.11.2023	68077	The Alarm Company Sprowston Diamond Centre - for an engineer's attendance to the intruder alarm system	104.50	20.90	125.40
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
09.01.2024	INV-8016	Cozens Monthly standard maintenance charge for December 2023	600.00	120.00	720.00
28.12.2023	INV-7991	Supply and install 2 x LED Lantern - 19 Woodcroft Close & 103 Mountbatten Drive	790.00	158.00	948.00
04.12.2023	INV-7911	Monthly standard maintenance charge for November 2023	600.00	120.00	720.00
14.12.2023	INV-7957	Supply and install 1 x LED Lantern - 6 Mountbatten Road & 107 Mountbatten Road	790.00	158.00	948.00
16.01.2024	INV-8051	Supply and install 1 x LED Lantern & 1 x shade - 11 Linacre Avenue	470.00	94.00	564.00
			3250.00	650.00	3900.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
02.01.2024	393247	CPS Fuels 1000L ULSD @ £125.15p	1251.50	250.30	1501.80
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
15.12.2023	CD-224062832	Culligan Limited 5x 18.9L Pure Angel Water & Cup Dispenser	39.87	7.97	47.84
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
04.01.2024	N/A	EL Mileage 43.20 miles per 0.45ppm - November & December	16.20	3.24	19.44
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
06.12.2023	J15746	Ernest Doe John Deer Gator - Attended to Gator	257.13	51.43	308.56
29.11.2023	J15493	Pin Lower CAT 1/2 1/2 x2	24.86	4.97	29.83
14.12.2023	J16060	Mulch Kit & Carriage	432.50	86.50	519.00
			714.49	142.90	857.39
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
05.01.2024	No 7192824	ESPO A4 Copier paper 5 Rim x2	49.20	9.84	59.04
08.12.2023	No 7179025	A4 Recycling paper 5 Rim, Mop bucket, Handle Mop wood & Wet Mop Cotton	41.15	8.23	49.38
			90.35	18.07	108.42

EE Mileage & Expenses			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
20.12.2023	N/A	79.10 miles @ 0.45ppm - Sep to Dec 2023	29.66	5.93	35.59	
20.12.2023	N/A	Orange Juice, Sausage Rolls, milk instant chocolate for Christmas Chairman Allowance & Decorating Equipment to paint Diamond Centre Room	95.54	13.37	108.91	
			125.20	19.30	144.50	
EC Mileage & Expenses			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
14.12.2023	N/A	Purchase 2nd class Stamps 50 @ £0.75	37.50	0.00	37.50	
18.12.2023	N/A	29.60 miles @ 0.45ppm - Sep 2023 to Dec 2023	11.10	2.22	13.32	
			48.60	2.22	50.82	
File Stream			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
16.12.2023	6863	File Stream Support and Maintenance - monthly charge 20/12/2023 to 19/01/2024	123.48	24.70	148.18	
Flameskill			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
06.12.2023	502330	Pavilion & Changing Rooms - Inspection and test of fire alarm and emergency lighting, replacement alarm batteries & LED emergency lights. Bowls & Cemetery - Inspection & test of emergency lighting.	409.00	81.80	490.80	
06.12.2023	502331	Council Office - Inspection & test of fire alarm & emergency lighting	130.00	26.00	156.00	
06.12.2023	502332	Groundsman store - Inspection & test of fire alarm and emergency lighting	115.00	23.00	138.00	
			654.00	130.80	784.80	
Gale Building & Maintenance Ltd			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
11.12.2023	2023/426	Pavilion - Repair to ceilings	323.00	64.60	387.60	
G&G Fencing Ltd			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
18.12.2023	12889	Supply and fit new gates between Tennis Courts	2406.50	481.30	2887.80	
Grants - SYEP			Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>				
Jan-24	N/A	SYEP Outreach Worker 4 of 4 payments	6198.50	0.00	6198.50	

Heritage Contract Services Ltd					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
01.01.2024	929061	To labour re cemetery gates and litter picking - January 2024	134.12	26.82	160.94
01.01.2024	929060	To provide caretaker and cleaning services for February 2024	7048.43	1409.69	8458.12
31.12.2023	929069	To provide attendance Christmas and Boxing Day to unlocking & locking gates	200.00	40.00	240.00
14.12.2023	929014	To install new PIR detector in ladies toilets at Sparhawk Park	256.00	51.20	307.20
		To supply of: 10 urinal screen deodorises, 2 packs professional bulk packs, 2Kg granule salt, 1 pack 2 in 1 laundry powder, 1 pack cotton tea towels, 2 pack toilet rolls, 1 pack C-fold hand towel, 1 pack dishwasher tablets & graffiti remover	208.25	41.65	249.90
11.12.2023	929009				
01.12.2023	928989	To provide caretaker and cleaning services for January 2024	7048.43	1409.69	8458.12
01.12.2023	928990	To labour re cemetery gates and litter picking - December 2023	134.12	26.82	160.94
			15,029.35	3,005.87	18,035.22
HH Tankering					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
19.12.2023	21566	Sprowston Cemetery Septic Tank emptying	166.00	33.20	199.20
HVW Ltd					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
03.01.2024	154958	Hi-Vis Essential 5-in-1 Jacket, 3x polo & 3x sweatshirts	121.10	24.22	145.32
Intouch Systems					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
08.01.2024	773116	Server backup - 18/01/2024 to 18/02/2024	52.68	10.54	63.22
01.01.2024	771848	WISP 01/01/2024 to 31/01/2024 - business8000plus	53.70	10.74	64.44
01.01.2024	771849	WISP 01/01/2024 to 31/01/2024 - bespoke package	161.20	32.24	193.44
21.12.2023	771653	Website support	120.00	24.00	144.00
02.01.2024	773023	10x hosted exchange plus 4 x extra data - 01/02/2024 to 01/03/2024	78.50	15.70	94.20
08.12.2023	771295	server backup - 18/12/2023 to 18/01/2024	52.68	10.54	63.22
11.12.2023	771335	Call charges Nov 2023, service charges Dec 2023 - 4x sip trunk	34.07	6.81	40.88
02.12.2023	771186	9x hosted exchange plus 4x extra data - 01/01/2024 to 01/02/2024	71.51	14.30	85.81
01.12.2023	769995	WISP 01/12/2023 to 31/12/2023 - business8000plus	53.70	10.74	64.44
01.12.2023	769996	WISP 01/12/2023 to 31/12/2023 - bespoke package	161.20	32.24	193.44
			839.24	167.85	1007.09
Moviola Ltd					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
09.01.2024	214133	For supply of Film 'The Old Oak' 08.01.2024	85.54	15.86	101.40
12.12.2023	214045	For supply of Film 'Oppenheimer' 11.12.2023	68.46	12.44	80.90
			154.00	28.30	182.30
Norfolk Association of Local Councils					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
12.12.2023	1257	Planning for Parish Councillors course	76.00	15.20	91.20
Norfolk Drain Services Limited					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
13.12.2023	02060	Attended to the blocked ladies and gents toilets and descale.	192.40	38.48	230.88

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
16.01.2024	100856	Norfolk Electrical And Testing Attend the Diamond Centre and complete EICR on building and sportsfield. Complete PAT testing & replace 21 circuit protection devices, replace faulty socket in school room & nursery. Replace faulty switch in kitchen.	4,272.81	854.56	5,127.37
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
09.01.2024	PJI/22945	PJ Plumbing Heating & Maintenance Ltd Attended on 30.10.2023 - Carried out servicing on a Worcester Danesmoor 18/25 & Worcester Utility 35/50 oil boilers - oil boiler service x2	170.00	34.00	204.00
09.01.2024	PJI/22944	Sprowston Pavilion - attended on 21.09.2023 to the ladies toilet in the main hall	80.21	16.04	96.25
10.01.2024	PJI/22958	Sprowston Recreation Ground Changing Rooms - Replace faulty pump & renew pipework	235.00	47.00	282.00
			485.21	97.04	582.25
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
05.01.2024	8072517554	Sharp Business System UK Mono copies 2754 copies used @ 0.44 ppc & Colour copies 2863 copies used @ 3.96 ppc	125.49	25.10	150.59
07.12.2023	8072483070	Mono copies 2303 copies used @ 0.40 ppc & Colour copies 1091 copies used @ 3.60 ppc	48.49	9.70	58.19
			173.98	34.80	208.78
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
18.12.2023	33026991	The Conservation Volunteers 1 day task coppicing and bulb planting at Sprowston Millenium Woods	330.00	66.00	396.00
		TOTAL OF INVOICES	37,707.28	6,286.02	43,993.30
Transfer:	STC Active to STC Drawings a/c		-	-	43,993.30 Trf 45
Transfer:	STC Active a/c to Salaries a/c		-	-	33,000.00 Trf 46

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Councillor

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Councillor

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Town Clerk

Sprowston Town Council

Invoices Payments Made

Meeting Date: 24th January 2024

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
12.12.2023	82462058	Cadent Your Gas Network Viking Centre - Service Pipe Disconnection	1,573.00	314.60	1,887.60
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
11.12.2023	INV-1953	Containers Direct Ltd Supply 1 no 3m x 2.1m galvanised self-assembly steel anti-vandal container	1,935.00	387.00	2,322.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
30.10.2023	471 a	The Foolhardy Folk FETE 2024 - deposit paid for hire of Foolhardy circuits tent	500.00	0.00	500.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
08.11.2023	1013289968	Hays Temporary Groundmen Worker - CS w/e 03.11.2023	261.90	52.38	314.28
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
12.12.2023	1000159696	Imperative - defibshop Medical iPad disposable Li-ion Battery	238.50	47.70	286.20
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
06.11.2023	2022-302/02	John Plummer Additional Structural Engineering design work re column removal at Viking Centre	750.00	150.00	900.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
27.12.2023	20004156	Opus Energy Viking Centre - Remove of Gas meter	182.52	36.50	219.02
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
05.01.2024	N/A	SDFC MJ reimbursement for Christmas nibbles	117.20	0.00	117.20
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
05.01.2024	N/A	Sprowston Senior Citizens Welfare Committee - Donation Grant agreed to Sprowston Citizen Welfare Committee	600.00	0.00	600.00

Total Invoices paid

6,158.12 988.18 7,146.30

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Councillor

.....
Councillor

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Town Clerk

Sprowston Town Council

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
03.11.2023	GB374KH5VAEUI
05.11.2023	DS-ASE-INV-GB-2023-453504481
08.11.2023	N/A
08.11.2023	DS-ASE-INV-GB-2023-459441107
08.11.2023	DS-ASE-INV-GB-2023-459441113
08.11.2023	INV-GB-857713545-2023-72204
09.11.2023	N/A
09.11.2023	INV-GB-126895901-2023-6692
21.11.2023	DS-ASE-INV-GB-2023-483085153
21.11.2023	GB37OHQ30AEUI
21.11.2023	GB37OI11CAEUI

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
13.11.2023	N/A

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
16.11.2023	62F0D6C4-0025

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
21.11.2023	07V304881

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
23.11.2023	0045878

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
28.11.2023	N/A

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
28.11.2023	V1003603

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
28.11.2023	N/A

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
30.11.2023	SI23515691

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>
30.11.2023	N/A

Barclaycard Payments (November 2023)

Amazon
<u>Detail</u>
Car trailer net for the groundsman
Fuel Petrol Syphon Pump
Credit of Self-adhesive stickers ordered 05/10/23 - part 1
Safety Shoes Waterproof for groundsman - part of £82.82
Waterproof Safety Shoes for groundsman - part of £82.82
Heavy Duty Safety Boots for groundsman
Credit of Self-adhesive stickers ordered 05/10/23 - part 2
Metal Free Safety Boots for groundsman
Strip edge corner foam roll for the Diamond Centre sound system
Leaf Grabber
Leaf Grabber

Progress Fuels Ltd
<u>Detail</u>
Fuel purchase for machinery 90.67L @ 150.9 ppL

WeTransfer
<u>Detail</u>
WeTransfer subscription 16 Nov to 16 Dec 2023

Fast-Fit Exhaust Ltd
<u>Detail</u>
Spare Wheels to trailer, high pressure valve & casing disposal

Jarrold Training
<u>Detail</u>
Introduction to Supervisory Skills on 5 Feb 2024 to 6 Feb 2024

B&Q
<u>Detail</u>
Tarmac for potholes in the car park x2

AC Leigh
<u>Detail</u>
Diamond Centre - Door handle for School Room kitchen

Chantry Place Car Park
<u>Detail</u>
Banking Travel Car Park Expenses

Dulux Decorator Centre
<u>Detail</u>
Saddle Brown 5L paint for benches at the Parks

B&Q
<u>Detail</u>
More tarmac for the potholes in the car park x2 bags

Total of Payments

Meeting Date: 24th January 2024

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
26.80	5.36	32.16
13.32	2.66	15.98
-1.50	-0.30	-1.80
31.10	6.23	37.33
37.90	7.59	45.49
32.46	6.49	38.95
-2.50	-0.50	-3.00
38.92	7.79	46.71
14.15	2.83	16.98
28.55	5.72	34.27
28.56	5.72	34.28
247.76	49.59	297.35

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
114.02	22.8	136.82

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
9.01	0	9.01

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
179.52	35.9	215.42

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
495.00	99.00	594.00

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18.80	3.76	22.56

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
11.25	2.25	13.50

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
1.37	0.28	1.65

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
182.87	36.57	219.44

<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18.80	3.76	22.56

1,278.40	253.91	1,532.31
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Sprowston Town Council

Barclaycard Payments (December 2024)

Meeting Date: 24th January 2024

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05.12.2023	N/A	Membership Fee Credit	-10.14	0.00	-10.14
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05.12.2023	N/A	Tesco Tea Bags, A4 white paper x2, Non-scratch sponge cleaner, Bleach & Potato Chips	26.11	1.82	27.93
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
16.12.2023	62F0D6C4-0026	WeTransfer WeTransfer subscription for period 16 Dec 2023 to 16 Jan 2024	8.88	0	8.88
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18.12.2023	SI23616769	Dulux Decorator Centre Diamond Centre - Diamond Matt paint 5L x6	317.46	63.49	380.95
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
19.12.2023	GB38UTZMSAEUI	Amazon Ear Muffs Hearing Protection - Part of £30.64	14.43	2.89	17.32
19.12.2023	DS-ASE-INV-GB-2023-552838335	Safety Gardening Gloves - Part of £30.64	11.10	2.22	13.32
19.12.2023	DS-ASE-INV-GB-2023-552265545	Waterproof Trousers - Part of £48.72	28.18	5.64	33.82
19.12.2023	DS-ASE-INV-GB-2023-552265551	Pack of 20 face masks - Part of £48.72	6.31	1.27	7.58
19.12.2023	INV-GB-2034821245-2023-6529	Safety Glasses - Part of £48.72	6.10	1.22	7.32
20.12.2023	INV-GB-137145381-2023-110698	Safety Boots Waterproof for Groundsman	30.38	0.14	30.52
20.12.2023	INV11041117	Headphone Adapter to Diamond Centre	3.99	1.00	4.99
			100.49	14.38	114.87
Total of Payments			442.80	79.69	522.49