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NETTLEHAM PARISH COUNCIL

The Parish Office, Scothern Road, Nettleham, Lincoln. LN2 2TU
 Tel: 01522 750011. Email: parishcouncil@nettleham-pc.gov.uk
 Website: <https://nettleham.parish.lincolnshire.gov.uk>



**A MEETING OF THE PARISH COUNCIL
 WILL BE HELD ON TUESDAY 23 JANUARY 2024, AT 7.30PM
 AT MULSANNE PAVILLION, FIELD CLOSE, NETTLEHAM LN2 2RX**

PUBLIC FORUM FROM 7:15PM

During the public forum the public may address the council on current matters or issues that may become future agenda items. Reports from County and District Councillors, representatives on outside bodies and the Police will also be given during this time.

Agenda

1. **To RESOLVE to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.**
2. **To RECEIVE disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.**
 (Declaration of any disclosable interest in a matter to be discussed at the meeting and which is not included in the register of interests)
3. **To RESOLVE to approve the notes of the Parish Council's Meeting held on 19/12/2023 as the minutes of the meeting.**
4. **To NOTE the Clerk's report.**
5. **Property Committee**
To NOTE the contents of the Property Committee meeting notes of 09/01/2024 and to RESOLVE approval or otherwise of the recommendations of those notes:
 - To undertake Public Consultation on the Draft Biodiversity Policy.
 - Adoption of the Draft Equipment Policy and consideration regarding publicising the availability of equipment for loan.
6. **Terms of Reference – To consider the draft documents, propose any edits and to RESOLVE to adopt:**
 - a) Finance Committee
 - b) Property Committee (Updated)
 - c) Speed Monitoring Working Group
7. **Financial Matters**
 - a) To **NOTE AND RATIFY** the pre-approved payments made since the last meeting and to **RESOLVE** to approve the schedule of accounts for payment.
 - b) To **NOTE** the Full and Summary Income & Expenditure Reports as at 31.12.23. and the Council's Bank Account & Earmark Reserves balances at 31.12.23.
 - c) To **RESOLVE** the Nettleham Parish Council Budget 2024/25
 - d) To **RESOLVE** the Precept request to submit to West Lindsey District Council for 2024/25
 - e) To **RESOLVE** to approve the precept statement for submission to West Lindsey District Council.

- f) To **NOTE** the officer's report on banking arrangements and to **RESOLVE** any action.
- g) To **NOTE** the officer's report on Investment and to **RESOLVE** any action.
- h) To **RESOLVE** to approve expenditure for Tree Works required by Lincolnshire County Council and hedge works highlighted by the Village Inspection, at Riverdale. (**Expenditure under LGA 1972 s111**)

8. Working Groups:

- a) **Climate Change** - to **NOTE**:
 - Green Cube Project signage
 - Wildflower Meadow Project
- b) **Conservation Area** - to **NOTE** the notes of the last meeting and to **RESOLVE** approval or otherwise of the below proposals:
 - To write to the Conservation Officer to suggest matters for inclusion in the Conservation Area appraisal (see the proposal report for full details)
 - To pursue with Lincolnshire County Council the matters highlighted within the proposal report.
 - That the working group begin work on a plan, for submission to full council to promote traffic calming in the village centre.
 - To replace the previously removed Rowan trees on Vicarage Lane.
- c) **The Swathe**
 - To **NOTE** the tree survey report and **RESOLVE** any further action.

9. Correspondence received requiring a **RESPONSE**, or to be **NOTED**:

- Police Priorities
- Speeding
- Flooding/Sewage
- Moles

10. Date of Next Meeting of the Parish Council / any Future Agenda Items – arranged for Tuesday 20 February , commencing at 7.30pm (Public session from 7.15pm), in the Small Hall at The Old School, Nettleham. (Submissions of agenda items / reports by no later than close of business 12/02/2024)

Lucy Waller

Clerk to the Parish Council

18/01/2024

**NETTLEHAM PARISH COUNCIL
DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD AT MULSANN PAVILION, NETTLEHAM
ON TUESDAY 19 DECEMBER 2023, AT 7.30PM**

Present: Councillors: Cllr Mrs A. White (Chairman), Cllr A. Henderson, Cllr P. McNeill,
Cllr D. Newsam, Cllr J. McGuire, Cllr T. Crook, Cllr C. Johnson, Cllr. C Payne

Also in attendance: Cllr J. Barrett (West Lindsey District Council), Lucy Waller (Clerk), 2 members of the public.

Councillors not present: Cllr J. Healy

Prior to the public session the Ray Sellars Community Award 2023 was awarded to Lulu Wood in recognition of services to Buddies Dementia Café.

The public session commenced at 7:20pm

In addition to the previously circulated report Councillor Barrett updated members regarding the Riseholme Campus, recent flooding issues and the former R.A.F base at Scampton. Members also noted that the Blue Plaque had been installed on the former Institute building. On behalf of the Parish Council Councillor White thanked Councillor Barrett for his work on behalf of the village.

The meeting commenced at 7.30pm

1. To RESOLVE to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.

Apologies were received from Councillor A. Simpson, and it was RESOLVED to accept the reasons for the apologies. Apologies were also noted from Councillor F. Brown of West Lindsey District Council and Councillor J. Brockway of Lincolnshire County Council.

2. To RECEIVE disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.

None received.

3. To RESOLVE to approve the notes of the Parish Council's Meeting held on 21/11/2023.

It was RESOLVED to approve the notes of the Parish Council's Meeting held on 21/11/2023 as the minutes of the meeting.

4. To NOTE the Clerk's report.

Members noted the report.

5. Planning Matters

a) To RESOLVE responses to West Lindsey District Council in relation to the following planning applications: -

147650 2 Field Close, Nettleham, planning application for ground floor flat roof extension to form kitchen, lounge, utility, wc and garage.

No objections / comments.

147509 8 Larch Avenue Nettleham, planning application for single storey extension to front of property

No objections / comments

b) To NOTE the responses submitted to West Lindsey District Council under delegated duties since the last council meeting.

Councillor White provided a verbal introduction and members noted the response.

6. Property Committee

To NOTE the contents of the Property Committee meeting notes of 05/12/2023.

Members noted the notes of the meeting.

To RESOLVE to cancel the Property Committee meeting scheduled for 02/04/2024.

Due to staff and Councillor absence, it was RESOLVED to cancel the Property Committee meeting scheduled for 02/04/2024.

Action Point: Published schedule of meetings to be amended to reflect cancellation.

7. Working Groups:

a) Climate Change

To NOTE the notes of the meeting 13/11/2023

Members noted the notes.

To RESOLVE to adopt the updated Climate Change Strategy.

It was RESOLVED to adopt the updated Climate Change Strategy

b) Speed Monitoring

To RESOLVE to appoint a Speed Monitoring Working Group (Terms of Reference to be agreed).

It was RESOLVED to appoint a Speed Monitoring Working Group with Terms of Reference to be agreed.

Action point: Draft Terms of Reference to be prepared.

c) General

To RESOLVE if the notes and agendas of Working Groups are to be published on the council website.

Following discussion, it was RESOLVED not to publish the agendas and notes of Working Groups on the Council's website.

8. Correspondence received requiring a RESPONSE, or to be NOTED:

a) Archer survey results Greetwell Lane, Nettleham

Members noted the correspondence. It was highlighted that the Lincolnshire Road Safety Partnership would undertake speed monitoring exercises at suggested locations on request. It was suggested that a request be made regarding Washdyke Lane and Lodge Lane

b) Police Priorities

Members noted the correspondence.

c) Scampton, Inter Parish Meeting

Members noted the correspondence, and it was agreed that Councillors White, McGuire and McNeil would attend the upcoming meeting.

d) Flooding in Nettleham

Members noted the correspondence, and it was agreed to write to Anglian Water, the Environment Agency and East Mercia Rivers Trust regarding flooding and sewage issues in Nettleham.

Action Point: Letters to be sent.

f) RAF – Cobra Warrior

Members noted that the RAF training exercise had been cancelled after the publication of the meeting agenda.

g) Reepham Neighbourhood Plan

Members noted the correspondence.

9. Financial Matters

a. To NOTE AND RATIFY the pre-approved payments made since the last meeting and to RESOLVE to approve the schedule of future payments.

Members noted and RESOLVED to ratify the payments made since the last meeting and RESOLVED to approve the payment of the outstanding invoices as detailed in **Appendix A** of these minutes.

b. To NOTE the Full and Summary Income & Expenditure Reports as at 30.11.23.

Members noted the report.

- c. **To NOTE the Council's Bank Account & Earmark Reserves balances at 30.11.23.**
Members noted the report.
- d. **To RESOLVE to approve the addition of Carl Thomas to the Bank Mandate**
It was RESOLVED to add Carl Thomas to the Bank Mandate
- e. **To NOTE the Interim Internal Auditor's Report**
Members noted the report, and it was highlighted that there were no issues to address.
- f. **To CONSIDER quotations received for Mole Control and RESOLVE to award the contract.**
It was RESOLVED to award the contract to Pestcotek on an on-going annual contract for £109 plus VAT per month and to instruct Pestcotek to undertake an initial clearance priced at £149 plus VAT plus £25 plus VAT for each mole caught.
- g. **To CONSIDER the appointment of a Finance Committee.**
It was agreed to form a Finance Committee with Terms of Reference to be agreed. It was proposed that the membership consist of the Chairmen of the Council, the HR Committee and the Properties Committee in addition to one other Councillor. Councillor McGuire was suggested as the additional member.
Action point: Draft Terms of Reference to be prepared.

10. Date of Next Meeting of the Parish Council/ any Future Agenda Items –arranged for Tuesday 23 January 2024, commencing at 7.30pm (Public session from 7.15pm), in the **Mulsanne Pavilion, Field Close, Nettleham.**

Members noted the date and time of the next meeting. Use of the Telephone Box near The Green was highlighted for inclusion on the next agenda.

11. To RESOLVE whether to exclude the public and press for the following item/s, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the commercial or sensitive nature of business to be discussed.

It was RESOLVED to exclude the public and press for the following item, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

Members of the Public left the meeting.

12. To CONSIDER correspondence regarding the rent of the land at Bishops Palace Field.

It was RESOLVED to agree the rental increase of £15 to £275 per annum.

The meeting closed at 20:21pm

APENDIX A

NETTLEHAM PARISH COUNCIL

ANALYSIS OF PAYMENTS - MONTH 8 - NOVEMBER 2023

Date	Payee	Nett	VAT	Total	Details
03/11/2023	Co-operative Bank	13.68		13.68	Co-operative Bank - BACS bank fees
21/11/2023	EE	105.60	17.60	88.00	EE
22/11/2023	All Saints Church	8.00		8.00	Half cost Rembrance booklets
22/11/2023	Facilities Manager	15.30		15.30	Facilities Manager - mileage
23/11/2023	DATAPLAN PAYROLL LTD	11184.86		11184.86	Dataplan - Nov salaries
30/11/2023	Active8 Managed Technologies	93.00			IT Support
30/11/2023	Alan Boswell Group	143.28			Insurance amendment
30/11/2023	Clean Sweep Commercial	420.00			Monthly cleaning
30/11/2023	Continental Landscapes	4833.54			Grass cutting Oct
30/11/2023	ESPO	261.12			Stationery/cleaning
30/11/2023	Lincolnshire Web Design Ltd	261.00			IT Support
30/11/2023	A'n' E Tree Services	660.00			Cut back hazel hedging
30/11/2023	British Telecommunication Plc	87.72			Monthly phone/broadband
30/11/2023	Drive Electric	367.19			Electric Van Hire Nov
30/11/2023	Octopus Energy Ltd	186.89			Electricity DD Oct 23
30/11/2023	Personnel Advice & Solutions L	120.00			Monthly personnel services
30/11/2023	Smartest Energy	774.07			NOV DD/55/PO 57/Smartest
30/11/2023	Active8 Managed Technologies	35.10			Phone & broadband office
30/11/2023	ESPO	30.72			Stationery etc less CREDIT
30/11/2023	James Heath Electrical	198.91			Electrical work at MP
30/11/2023	Lincs Association of Local Cou	15.00			Councillor Training
30/11/2023	HCL Clamping Solutions	1494.86			MP change water system
30/11/2023	Rudies Roots	758.34			Winter planting
30/11/2023	Wave Utilities (AW)	183.81			O/S Water
30/11/2023	DATAPLAN PAYROLL LTD	66.00	11.00	55.00	Dataplan - payroll fees
		22317.99	28.60	11364.84	

Key: Green – complete Amber - in progress Black - outstanding				
Minute No	Action	Assigned to	Notes	Status
NPC Full Council 26/09/2023				
<u>9</u>	<i>Action Point: Swathe Working Group to seek the quotes and information in order to present a comprehensive report to council for consideration.</i>	<i>Swathe Working Group</i>		In progress
<u>12</u>	<i>Action point: all Councillors to set up their gov.uk email.</i>	<i>Cllrs</i>	<i>JH outstanding</i>	Outstanding
NPC Full Council 17/10/23				
<u>12</u>	<i>Pre application submission email to be sent detailing proposed grant project (Star).</i>	<i>Cllr D Newsam</i>	<i>(Fort at Bill Baileys)</i>	Outstanding
NPC Full Council 21/11/23				
<u>7</u>	<i>Action Point: Swathe Working group to supply fully costed plans for Phase One of The Swathe Burial Ground Extension, both in line with the currently approved Architect's design and a design incorporating a central straight path as per the approved planning permission.</i>			Outstanding
NPC Full Council 19/12/23				
<u>6</u>	<i>Published schedule of meetings to be amended to reflect cancellation.</i>	<i>Assistant Clerk</i>		Complete
<u>7</u>	<i>Terms of Reference to be prepared for Speed Monitoring working group.</i>	<i>Clerk</i>	<i>On this Agenda</i>	Complete

<u>8d</u>	<i>Letters to be sent to Anglian Water, The Environment Agency, and East Mercia Rivers Trust</i>	<i>Clerk/Chair</i>	<i>Sent 09/01/2024</i>	<i>Complete</i>
<u>9g</u>	<i>Action point: Draft Terms of Reference to be prepared. Finance committee</i>	<i>Clerk</i>	<i>On this Agenda</i>	<i>Complete</i>

Please note that we have had a recent reoccurrence of a known email scam, where scammers posing as the Chairman of the Council request Staff/ Cllrs buy Apple Gift Cards on behalf of the Council – please note that this is not something that the Chairman would request, and any further occurrences of this nature should be checked with the office. Also always check the email address an email of this nature has been sent from as it will usually not be the Chairman’s email address.

NETTLEHAM PARISH COUNCIL
DRAFT MINUTES OF THE PROPERTY COMMITTEE MEETING
HELD AT MULSANNE PAVILION, FIELD CLOSE
ON TUESDAY 9 JANUARY 2024, AT 7.15 PM

ITEM 5

Present: Cllr D. Newsam (Chair), Cllr P. McNeill (PM), Cllr C.Johnson (CJ), Cllr A.Crook (AC), Cllr C.Payne (CP)

Also in attendance: Cllr A. White (AW), Jane Ashby (FM), Claire Ward (AC), and a member of the public

The public session commenced at 7:15pm

A member of the public attended the meeting to discuss the Vicars Wood path and the Biodiversity draft policy (item 7).

There being no more business for the public session the meeting commenced at 7:30pm

1. **To resolve to receive apologies and accept reasons for absence – None**
2. **Disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations - None**
3. **The notes of the Property Committee meeting held on 5 December 2023 to be approved as the minutes**

It was proposed, seconded and

RESOLVED: to approve as a correct record, the notes of the Property Committee meeting held on 5 December 2023 and to authorise the Chairman to sign as the official minutes. The Chairman duly signed the minutes.

4. Financial Matters – (FM)

- a) To approve/ratify recent and proposed expenditure

RATIFICATION OF EXPENDITURE

HCG	£190.00	Annual service of gas boilers at Mulsanne Pavilion x 2
B&Q	£30.83	Paint for benches in Mulsanne etc.
LCC	£242.55	Village sign Mill Hill (Village centre and Village Hall)
Amazon	£29.81	Storage Box for Christmas lights
Amazon	£13.79	Cable Tidy
Quick Crop	£24.91	Replacement rake head Golden Gark
B Knights	£42.20	Mounting timber for Chairmen's board at PO
Allen Signs	£266.43	Dog signs for Mulsanne Park

It was proposed, seconded and

RESOLVED: to approve/ratify recent and proposed expenditure

- b) To consider the income and expenditure report as at 31/12/23 – noted

5. Facilities Manager Report (for information only)

Members noted the Facilities Manager report

6. Working Groups reports.

Green Lane, Trees, and Vicars Wood WG – CP

- Vicars Wood - The group met on site in December to discuss action to be undertaken. The plan is to focus on the central area initially, cutting back alongside the paths, removing saplings and also the ivy from the fence along the side of the wood. Area in front of the Linelands seat to be re seeded and more topsoil added. Next working party to take place on 16 January.
- Green Lane – The group met in December, next working party will be 25th January (10.00-12.00) or 1st February if the weather is unsuitable.

Priorities are: Removing saplings and working on the ivy. The tags on the trees and red paint correspond with the tree survey. Untreated wood, approx. 150mm wide is required to make bird boxes.

7. To Resolve to recommend to Full Council the Biodiversity draft policy.

Committee discussed the content of the Biodiversity draft policy, and suggested inviting feedback from residents by sharing it on FB and Nettleham Matters.

It was proposed, seconded and

RESOLVED: to recommend to Full Council the publication of the Biodiversity draft policy on FB and Nettleham Matters in order to receive feedback from residents.

8. To Resolve to recommend to Full Council the draft equipment policy.

Committee discussed the draft equipment policy, including how the availability of the equipment would be publicised.

It was proposed, seconded and

RESOLVED: to recommend to Full Council the draft equipment policy, and to consider how the availability of the equipment would be publicised.

9. Correspondence

a) Donation of a memorial bench

Committee discussed the offer of another memorial bench. Available sites are at the corner of the Croft (where there is a vacant slab) and in the Old Quarry. FM to write to the donor with both these options.

ACTION FM

10. Councillors' Reports/Future Agenda items

- Notice boards – PM
- Report from Beck WG meeting to be held on 31 January - PM
- Report from Climate Change Strategy WG meeting to be held on 22 January - CJ

11. Date of next meeting:

The next meeting of the Parish Council's Property Committee will be held on 6 February 2024 at Old School Large Mill Hill Nettleham. **Please email items for the agenda and relevant paperwork for the next meeting by Tuesday 30 January 2024 for inclusion on to the Property Committee Agenda.**

Meeting closed at 8.20 pm



NETTLEHAM PARISH COUNCIL

Draft Biodiversity Policy

1 BACKGROUND

- 1.1 Under the Natural Environment and Rural Communities Act 2006 there is a duty on public authorities in England to have regard to conserving biodiversity as part of their policy or decision making. Conserving biodiversity can include restoring or enhancing a population or habitat.
- 1.2 Councils are required to agree policies and objectives for actions to take for biodiversity.

2 SCOPE OF THE POLICY

- 2.1 This policy applies to the all property and green space owned, managed or influenced by Nettleham Parish Council. The Council reserves the right to update the policy, as required.

3 AIMS OF THE POLICY

- 3.1 This policy seeks to set out the Council's principles in the management of its property and green spaces, including:
 - Woodlands, gardens, parks and public open space
 - Community amenities including sports grounds and cemeteries
 - Waste and pollution
 - Energy and water
 - Infrastructure
 - Procurement
- 3.2 This policy seeks to guide the Council's decision making framework as regards biodiversity under a sequence of key actions:
 - Avoid harm
 - Minimize harm
 - Restore and
 - Develop.

4 RESTRICT THE USE OF PESTICIDES

- 4.1 Minimise the impact on habitats and biodiversity from grounds maintenance and landscaping work and prevent pollution by restricting the use of pesticides to a minimum. Applicable to contractors in addition to employees.

5 CREATE, MAINTAIN AND ENHANCE HABITAT

- 5.1 Seek to create, maintain and enhance habitats to encourage both plants and animals, where possible.
- 5.2 Minimise the impact on biodiversity from development works and, where possible, install nature based solutions and seek a net increase in ecological value through project design and delivery.
- 5.3 Ensure ecological surveys are completed prior to, and post completion of change of use, building work etc. Results to be documented.
- 5.4 Work with stakeholders to improve habitat and biodiversity management practices.
- 5.5 Seek opportunities to cultivate an awareness of and connection with nature within our community through the management of our estate.
- 5.6 Identify the risks of and, where possible, reduce the impact of alien species on parish property

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- 5.7 Encourage landscapes to minimise water usage on parish property.
 - 5.8 Review and increase over time the grassed areas that can be left unmown/follow a reduced mowing regime.
 - 5.9 On identified areas, only one mowing a year where possible and consider rotational mowing in sections to avoid mowing an entire site at once (good for hibernating insects and ground nesting birds) - aim to mow in August / September after seeding.
 - 5.10 Develop wildflower meadows to support pollinating insects on suitable identified areas.
 - 5.11 No artificial fertilisers that reduce the quality of grasslands
 - 5.12 Planting more trees and hedges on suitable sites.

6 Training

- 6.1 Provide training for staff to ensure they are able to meet the requirements of the Biodiversity and Sustainability Policies.

7 CHOOSING MATERIALS AND PRODUCTS

- 7.1 Consider whether a proposed purchase is made from manufactured or recycled materials (though some recycling methods also have an environmental impact); using natural materials such as wood deserves consideration.
- 7.2 Consider the lifetime expectancy of a new purchase (the longer the better), which in turn relates to how robust it is and how much it is at risk from climate change, vandalism or other threats.
- 7.3 Consider whether it has elements that may be replaced, giving it a longer life (although the less components the better)
- 7.4 Consider whether its operation has a carbon impact
- 7.5 Consider how it may be recycled or re-used in due course

8 CHOOSING CONTRACTORS

- 8.1 Potential contractors should be asked to fill out an environmental questionnaire e.g. including their understanding of their firm's own environmental impact, their environmental policies and environmental qualifications as applicable to biodiversity.



NETTLEHAM PARISH COUNCIL

EQUIPMENT LOAN AGREEMENT POLICY

1. Aim of the Policy

The Parish Council aim to ensure its equipment is maintained to the highest standard for use by all stakeholders, while still being available for use to third party organisations who are local community groups/not for profit organisations for community events held within the parish of Nettleham.

The equipment is available free of charge for use to third party organisations who are local community groups/not for profit organisations, subject to our terms and conditions set out in the 'Equipment Loan Hire Agreement' attached in appendix A.

2. Equipment Available on Loan

The items the Parish Council have available on loan, are listed below:

- Gazebos
- Various items of PA equipment:

ITEM DESCRIPTION	AVAILABLE UNITS
Mixer	1
Mixer bag	1
Snake	1
Speaker stands (Pair)	1
Powered speaker (MP3)	1
Powered speaker (Bluetooth)	2
Wired Mics	6
DI Boxes	4
XLR Cables	8
Jack Cables – straight	4
Jack Cables – right angle	4
Flight Case for Mics & DI Boxes	1
Flight case for cable / snake	1
Bad for Mic Stands	1
MP3 Player Cable	2

3. Requests for loaning Equipment

Requests to loan equipment should be made to the Parish Council Facilities Manager, ideally at least 3 weeks prior to the required use period. Requests will be dealt with on a first come first served basis.

An "Equipment Loan Agreement Form" (appendix A) must be completed and signed by the borrower; this will ensure that the borrower agrees to pay for any damages which may occur to the Parish Council's equipment during the loan period.

4. Deposit

A cash/ cheque deposit of £100 is required prior to the loan of equipment, this will be returned less the cost of any damages / loss. Where the cost to rectify any damage/loss is more than £100 the hirer will pay the balance to the Parish Council.

Appendix A

EQUIPMENT LOAN AGREEMENT

The equipment listed below will be loaned from Nettleham Parish Council on the understanding that the Client agrees with the Terms & Conditions as outlined in this agreement.

CONTACT NAME:

ORGANISATION ADDRESS:

PHONE:

EMAIL:

LOAN EQUIPMENT DETAILS

ITEM	AVAILABLE UNITS	INCLUDED IN THIS LOAN (Include number of units where applicable)
GAZEBOS	3	
PA EQUIPMENT:		
Mixer	1	
Mixer bag	1	
Snake	1	
Speaker stands (Pair)	1	
Powered speaker (MP3)	1	
Powered speaker (Bluetooth)	2	
Wired Mics	6	
DI Boxes	4	
XLR Cables	8	
Jack Cables – straight	4	
Jack Cables – right angle	4	
Flight Case for Mics & DI Boxes	1	
Flight case for cable / snake	1	

Bad for Mic Stands	1	
MP3 Player Cable	2	

LOAN PERIOD DETAILS

DATE FROM:.....**DATE TO:**.....

DATE AND TIME SIGNED OUT:

Loaned by and on behalf of Nettleham Parish Council

Name/Signature of Officer: Date:

On signing this Equipment Loan Agreement, I understand and agree to abide by the Terms & Conditions and I have received training on how to use the equipment safely and effectively".

Client's Name Signature.....

Date:

DATE AND TIME SIGNED BACK IN:

Returned to Nettleham Parish Council in acceptable working condition / Returned damaged or in unacceptable condition*(delete as applicable):

Name/Signature of Officer of the Council: Date:

Client's Name Signature.....

***In the event of damage/ unacceptable condition, officer to produce separate report with photographic evidence.**

TERMS & CONDITIONS OF EQUIPMENT LOAN AGREEMENT

1. THE FOLLOWING EXPRESSIONS SHALL HAVE THE FOLLOWING MEANINGS:

- "Client" shall mean the party with whom Nettleham Parish Council enters into the "Agreement"
- The "agreement" shall mean the agreement made between Nettleham Parish Council and the Client included in this Equipment Loan Agreement document
- The "equipment" shall mean the object or objects that are being loaned
- The "whole loan period" shall mean the date dispatched/collected from Nettleham Parish Council until the date returned/delivered to Nettleham Parish Council

2. TRANSPORT

All transport costs (delivery and return), including transport insurance, shall be paid by the Client.

The Client is responsible for loss and damage to the equipment whilst in transport as well as during the loan period.

3. LOAN PERIOD

The period of Loan shall commence and cease on the dates specified in **Loan Period Details**. The Client will be responsible for the equipment from the date of despatch until it is returned to Nettleham Parish Council.

4. RETURN OF EQUIPMENT

The equipment shall be returned to Nettleham Parish Council on the date specified in Loan Period Details.

Prior to return, the equipment must be:

1. Cleaned thoroughly according to any instructions provided

5. FAILURE TO RETURN

If the Client does not return the equipment to Nettleham Parish Council within 24 hours of the specified 'Date To' in the **Loan Period Details**, **THIS AGREEMENT SHALL CONSTITUTE A BINDING ORDER TO HIRE THE EQUIPMENT AT THE COST OF £200 PER DAY FOR EACH FULL DAY THAT THE EQUIPMENT IS NOT RETURNED. THE CLIENT SHALL ACCEPT AND PAY ANY INVOICE ISSUED BY NETTLEHAM PARISH COUNCIL REFLECTING SUCH HIRE WITHOUT THE NECESSITY OF FURTHER DOCUMENTATION BEING EXCHANGED BETWEEN THE PARTIES.**

6. ALTERATIONS TO THE EQUIPMENT

The equipment should not be altered in any way without prior written agreement from Nettleham Parish Council; the Client may be liable for the full replacement cost(s) of the equipment without this written permission. **UNAUTHORISED ALTERATION OF THE EQUIPMENT IS STRICTLY PROHIBITED.**

8. LOSS OR DAMAGE TO THE EQUIPMENT

The Client is responsible for any cost(s) as a result of loss or damage to the equipment during the whole loan period. These costs shall not exceed the Unit Cost(s) of the equipment. A cash/cheque deposit of £100 is required prior to the loan of equipment; this will be returned less the cost of any damages / loss. Where the cost to rectify any damage/loss is more than £100 the hirer will pay the balance to the Parish Council.

9. HEALTH & SAFETY

We strongly advise that all operators of the equipment are trained on the use for which they are responsible for. **ON SIGNING THIS AGREEMENT, YOU AGREE TO TAKE ON THE**

RESPONSIBILITY FOR CARRYING OUT THE RELEVANT RISK ASSESSMENT(S) AND FOR THE SAFE USE OF THE EQUIPMENT.

23/01/2024 Item 6a



NETTLEHAM PARISH COUNCIL

Type of Committee: Standing Committee

Purpose of the Committee:

The Finance Committee will review and make recommendations to Full Council on the following areas:

- Council's banking arrangements and investment strategy
- Council's accounting practices and systems
- Charges applied by the Council including those for the Old School, Mulsanne Park and the Burial Ground
- Council's budget (Recommendation to Council in December/January of budget and precept request to allow council to determine precept levels)
- Forward planning and the provision of earmarked reserves for the replacement of equipment and property
- Council insurance, to ensure Council is adequately insured (reviewed annually)
- All legal matters pertaining to, insurance claims, loans, insurance cover and debt recovery.
- To review finance related policies including Financial Regulations and make recommendations to Full Council
- To negotiate the rent or purchase of land or properties on behalf of the Council when instructed to do so by resolution of the Council and to make recommendations to Full Council regarding the terms of the negotiation.
- To annually review the council's long-term contracts for best value and make recommendations to Full Council.

Delegated Powers:

The Committee has full delegated powers for the matters below:

- To receive quarterly the financial reports from the RFO as set out in the Financial Regulations and Standing Orders and to make any recommendations to Full Council.
- To appoint quarterly a Committee Member to carry out the internal control checks.
- To receive budget and fees recommendations / requests from other Council Committees **by no later than 1st November** which will be used to inform budget recommendations made to Full Council.

- To submit the precept, estimate to West Lindsey district Council in November based on the Committee's projected budget requirement at that time.

Membership Terms:

Membership: 4 members including the Chairmen of the Council, HR Committee and Property Committee (Ex Officio with full voting rights)

Quorum: Three Councillors

Qualities: Members of the Committee should have a good knowledge and understanding of local council finance and legislation, training is encouraged.

Ex-officio: The Chairmen of the Council, HR Committee and Property Committee are Ex officio with full voting rights.

Chairman: To be elected at the first meeting

Vice-Chairman: To be elected at the first meeting, if required

Training: is available to members and is encouraged to keep pace with best practice

Meeting Arrangements and Frequency:

The committee will meet quarterly in the month following the end of the financial quarter (Jan/ April/July & early Nov (adjusted from October to facilitate budget setting)

Additional meetings may be called by the Chairman of the Committee in consultation with the RFO as and when deemed necessary, subject to 5 working days' notice.

Terms of Reference:

Full Council will review these Terms of Reference each year at the Annual Council Meeting and when necessary, make any changes.

Voting:

Only appointed Committee members may vote and participate at a meeting. In the case of an equal vote the Chairman of that meeting shall have a second or casting vote.

Admission of the Public, Press and Non-Member Councillors:

The Public and Press will be admitted to all meetings of the Committee in line with the Council's Standing Orders. However, there will be no public participation session and non-member Councillors/ members of the public/press may not speak unless invited to do so by the Chairman of the Committee. If required, the Committee will have the right to pass a resolution to exclude the press and public in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960, where the Press and Public be excluded from the meeting during consideration of these items due to the confidential nature of this item. Where the press and public are likely to be excluded from the meeting this will be advertised on the Committee's agenda.

Minutes of Meetings:

The minutes of the meetings will be approved at the next meeting of the Committee. If the

Committee does not meet before the next Full Council meeting; the draft minutes will be presented at the Full Council meeting to note and to resolve approval or otherwise of any recommendations of the Committee.

The Chairman of the Committee will provide a verbal update to Full Council on any issues of relevance.

Staffing Arrangements: The Finance Committee will be supported by the RFO.

Note: In accordance with the Local Government Act 1972 (s101) any arrangements made by Full Council for the discharge of functions does not prevent Full Council from exercising those functions when required.

23/01/2024 Item 6b



NETTLEHAM PARISH COUNCIL

Type of Committee: Standing Committee

Purpose of the Committee:

The Property Committee will have delegated powers on management of Council properties and assets in line with relevant legislation and the Council's Policies and Standing Orders.

Membership Terms:

Membership: Five Councillors (if you want to add in a % of Full council it would go here)

Quorum: Three Councillors

Ex-officio: The Chairman and Vice-Chairman of the Council hold ex-officio memberships but do not have a vote and are not included within the membership figure.

Chairman: To be elected at the first meeting

Vice-Chairman: To be elected at the first meeting, if required

Training: is available to members and is encouraged to keep pace with best practice

Meeting Arrangements and Frequency:

One ordinary meeting of the Property Committee is scheduled monthly. – (Why now monthly previously every 2 months?)

Additional meetings may be called by the Chairman of the Committee in consultation with the Clerk as and when deemed necessary, subject to 5 working days' notice.

Terms of Reference:

Full Council will review these Terms of Reference each year at the Annual Council Meeting and when necessary, make any changes.

Voting:

Only appointed Committee members may vote and participate at a meeting. In the case of an equal vote the Chairman of that meeting shall have a second or casting vote.

Admission of the Public, Press and Non-Member Councillors:

The Public and Press will be admitted to all meetings of the Committee in line with the Council's Standing Orders. There will be a public participation session prior to ordinary meetings during which non-member Councillors/ members of the public/press may speak. During the meeting non-member Councillors/ members of the public/press may not speak unless invited to do so by the Chairman of the Committee. If required, the Committee will have the right to pass a resolution to exclude the press and public in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960, where the Press and Public be excluded from the meeting during consideration of these

items due to the confidential nature of this item. Where the press and public are likely to be excluded from the meeting this will be advertised on the Committee's agenda.

Minutes of Meetings:

The minutes of the meetings will be approved at the next meeting of the Committee. If the Committee does not meet before the next Full Council meeting; the draft minutes will be presented at the Full Council meeting to note and to resolve approval or otherwise of any recommendations of the Committee.

The Chairman of the Committee will provide a verbal update to Full Council on any issues of relevance.

Delegated Responsibilities (subject to the Facilities Manger's authority to incur expenditure):

- Maintenance & policy setting regarding all the Council's assets (including properties' contents and equipment) and properties including the Office Building, Old School, Mulsanne Pavilion, The Beck, Recreation Areas, Green Spaces, Public Seating, Litter and Dog Waste Bins and War Memorials. ***Excluding disposal or sale of Council assets and/or properties which must be referred to Full Council***
- Management of Christmas illuminations.
- Manage the early stages of Council contracts regarding property e.g., specifications and seeking of quotes, and to make a recommendation to Full Council regarding quotes received.
- To make recommendations to Full Council regarding any legal issues in relation to Council owned property.
- Submission of grant applications relating to council facilities or assets.

Recommendations to Full Council:

The Committee shall annually , no later than 1st November, prepare and present to the Finance Committee for consideration:

- Projected budget requirements related to Council Properties including forward planning and the provision of earmarked reserves for the replacement of equipment and property.
- Recommended fees for all council services and facilities including The Old School, Mulsanne Pavilion/Sports Field, Allotments, and Burial grounds.

Authority to incur expenditure:

The committee has no direct authority for expenditure and relies on the delegated authority of relevant staff (In conjunction with the Chairman of the committee in some circumstances) as set out in the Council's Financial Regulations where budget is available, any matters for which no budget is available must be referred to Full Council.

I would personally recommend that the Committee itself has authority to resolve to spend within the set budget (perhaps to an upper limit) as that is more democratic and transparent than delegation to staff.

Working Groups:

The Committee may as it feels fit appoint Working Groups made up of no less than one member of the Committee (The Lead Councillor), and one other Councillor to undertake work relating to any of its duties or responsibilities and report back to the Committee, the Committee will determine the terms of reference for the Working Groups. Working Groups have no direct authority for expenditure and rely on the delegated authority of the Facilities Manager as set out in the Council's Financial Regulations where budget is available, any matters for which no budget is available must be referred to Full Council.

Meeting Agendas: Agendas will be compiled by the Facilities Manager in conjunction with the Chairman of the Committee and the Clerk to the Council. Any items for inclusion on the agenda must be provided to the Facilities Manager 7 days prior to the relevant Property Committee meeting, and in line with the Council's standing orders the decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.

Staffing Arrangements: The Properties Committee will be supported by the Facilities Manager with the support of the Assistant Clerk.

Note: In accordance with the Local Government Act 1972 (s101) any arrangements made by Full Council for the discharge of functions does not prevent Full Council from exercising those functions when required.

Current TOR below for comparison:

NETTLEHAM PARISH COUNCIL



PROPERTY COMMITTEE

TERMS OF REFERENCE

1. Under the overall control of Nettleham Parish Council, to manage all property owned, maintained or administered by the Council

2. **Compliance** All decisions must comply with the Parish Council's Standing Orders and Financial Regulations. They need to be seen positively as a means of taking action and subsequently report actions taken to the Parish Council for ratification.
3. **Actions** Members with lead responsibility for designated areas to make contact in the first instance with Chairman of Property Committee and Facilities Manager so that any issue can, if possible, be dealt with straight away. If necessary the outcome will subsequently be reported to the next Property Committee meeting. When necessary further investigation will be undertaken and the issue will then be reported or referred to the Property Committee for discussion or decision if necessary.
4. **Meeting Agenda** In future matters requiring debate or a decision will be listed as such and a nominal debating time will be allocated to them. It is the responsibility of a member raising such an item to provide, in advance of the meeting, any papers and data necessary for the discussion to proceed effectively. This information to be provided to the Facilities Manager 7 day prior to the relevant Property Committee meeting. It is intended that most items raised in this manner will be capable of resolution at that meeting.
5. **Facilities Manager's Role** Routine/planned work such as boiler servicing, PAT testing and H&S Inspections are to be contracted without reference to members. Also reactive work such as bench repairs, fencing repairs, cleaning etc. Additionally a list of Approved Contractors for specific areas of work will be produced for consideration by the Property Committee. It is the intention to ordinarily use them on a preference basis.
6. **Areas of Responsibility** A table detailing the Property Committees Areas of Responsibility is attached at Appendix A.
7. **The functions of the Property Committee** shall include:
 - 7.1 The planned maintenance of the structure and interior of all buildings together with such contents as are owned by or are the responsibility of the Parish Council.
 - 7.2 The maintenance of all land, streams, trees and boundaries on such land including Parish Council owned equipment thereon.
 - 7.3 To prepare an annual budget (including any special budget allocations) for all such premises and to
 - Report such budgets to the Parish Council for approval

- Monitor compliance with the approved budget.
- 7.4 To plan and budget for improvements to all such property and for the purchase of additional property.
- 7.5 To manage all such property in such a way as to ensure fair usage and proportionate charges thereby minimising the operational costs to the Parish Council.
- 7.6 All decisions made by Property Committee to be reported to the Parish Council via the minutes of Property Committee meetings.
- 7.7 To appoint suitable person(s) to:
- Take bookings
 - Collect income
 - Carry out other work necessary to meet these terms of reference.
8. **Review** These terms of reference are to be reviewed annually at the Annual Meeting of the Nettleham Parish Council.

Approved and Adopted at the Annual Parish Council Meeting held on 8 May 2019

Reviewed and approved at the Annual Parish Council Meeting held on 31 May 2022

Review Date: This Policy will be reviewed annually or sooner if legislation or events dictates



NETTLEHAM PARISH COUNCIL SPEED MONITORING WORKING GROUP

TERMS OF REFERENCE

Lead Parish Councillor: Vacant

1. Purpose

The purpose of the speed monitoring Working Group is to:

- Monitor and download data from the Council's Speed indicator Devices, and as appropriate produce any relevant reports to council or articles for publication* relating to data trends or speeding issues. (*subject to approval as per the Council Communications policy.)
- Develop a schedule for the placement of mobile Speed Indicator Devices.
- Request Council staff action as necessary in relation to the moving of Speed Indicator Devices/ charging of batteries. (Working group Members may undertake these tasks themselves only if the Facilities Manager confirms that this meets with the Council's Risk Management / assessment and correct procedures can be followed.)
- Undertake recruitment of volunteer members to support the set up of a Speed Watch Group, and subject to the recruitment of adequate volunteers, undertake the necessary administration of the Speed Watch Group.
- Build relationships with other responsible bodies, to work towards positive outcomes.

2. Management

The Working Group will be administered by the lead Parish Councillor.

The Working Group is solely responsible to Nettleham Parish Council.

The Working Group's scope is defined and agreed in these Terms of Reference by the Parish Council which may vote, at any time, to modify the Working Group's scope.

3. Meetings and reporting

The Working Group will meet as required. Meetings will be called at the discretion of the lead Parish Councillor.

The lead Parish Councillor will chair meetings of the Working Group. Notes of all meetings will be taken and subsequently reported to Nettleham Parish Council.

Progress reports, ad hoc actions and items for substantive debate will be brought to Nettleham Parish Council as necessary.

4. Membership of the Working Group

At a minimum the Working Group will consist of the lead Parish Councillor and one other Parish Councillor. However, the Working Group may have a broader membership, including members of the public if required, and may recruit additional volunteers to form a Speed Watch Group.

Additional members of the group – Nettleham Parish Councillors, Councillors from other authorities or members of the public – may be co-opted at the discretion of the Lead Councillor.

5. Subgroups

Subgroups of this Working Group can be created if necessary. These are expected to be task and finish groups focused on specific topics.

6. Authority to spend

A Working Group or Single Councillor cannot legally hold authority to incur expenditure however, where expenditure falls within the approved Council budget and the delegation limits contained within the Parish Council Financial Regulations the Clerk/ RFO or Facilities Manager (as appropriate) in conjunction with the Lead Councillor may authorise expenditure and report retrospectively to the Parish Council. Any expenditure outside of the approved council budget must be agreed by Full Council.

7. Working Group scope

The Working Group will deliver its outcomes by: -

- a) Setting up task and finish groups as necessary.
- b) Working with other Parish Council Committees and Working Groups as necessary.
- c) Building relationships with other local organisations and relevant representatives of Principal Authorities working and meeting with them as necessary.
- d) Acting within the Parish Council's Financial Regulations and Standing Orders.



Analysis of Payments Made

December 2023

Date	Ref	Payee Name	Total	Detail
04/12/2023	CB005	Amazon Business EU Sarl	11.97	Emergency phone case
05/12/2023		Co-operative Bank	13.68	BACS Fees
08/12/2023	CB003	BT	87.72	BT
11/12/2023		SMARTEST ENERGY	108.00	SMARTEST ENERGY - Elec
11/12/2023		SMARTEST ENERGY	130.00	SMARTEST ENERGY
12/12/2023		OCTOPUS ENERGY LTD.	269.50	OCTOPUS ENERGY LTD.
14/12/2023		Quickcrop	29.90	Quickcrop
18/12/2023	90	Smartest Energy	354.76	Gas Mulsanne
18/12/2023	92	Smartest Energy	356.23	ATH3XEROU/006/92/Smartenergy
18/12/2023	93	Smartest Energy	6.82	ATH3XJ2DW/006/93/Smartenergy
18/12/2023	CB006	AW WAVE	629.20	AW Wave - MP
18/12/2023	CB007	AW WAVE	54.11	AW WAVE - Office
18/12/2023	CB008	AW WAVE	30.65	AW WAVE - allotments
20/12/2023	75	Active8 Managed Technologies	57.90	Telephone
20/12/2023	76	Aegis Technologies Limited	388.80	Alarm monitoring
20/12/2023	77	Andrew Donohue	47.00	Window cleaning
20/12/2023	78	A'n' E Tree Services	540.00	Tree work
20/12/2023	79	Clean Sweep Commercial	336.00	Cleaning
20/12/2023	94	County Cups Limited	38.49	Presentation awards
20/12/2023	95	Lincolnshire County Council	242.55	Flag signs
20/12/2023	97	Tucann	122.40	Tucann
20/12/2023	99	Konica Minolta Ltd	57.23	Konica Minolta
21/12/2023	80	Drive Electric	367.19	Van hire
21/12/2023	81	EKM Limited	1812.60	Work at play area
21/12/2023	82	Elan City Ltd	2807.99	Speed sign
21/12/2023	83	Lindum Fire Services	57.46	Fire extinguisher servicing
21/12/2023	84	James Heath Electrical	770.20	Testing & repairs
21/12/2023	85	Lincs Association of Local Cou	24.00	Training
21/12/2023	86	Lincolnshire Web Design Ltd	201.00	IT Support
21/12/2023	87	Mark Cropper	500.00	Tree works
21/12/2023	089/090	Rialtas Business Solutions Ltd	430.84	IT Services / training
21/12/2023	CB009	EE	105.60	Mobile Telephone
22/12/2023	DD	PERSONNEL ADVICE &	120.00	Monthly personnel services
22/12/2023	DD	DATAPLAN PAYROLL LTD	11629.31	December salaries
29/12/2023	CB012	DATAPLAN PAYROLL LTD	73.80	Dataplan - payroll fees Nov
31/12/2023		Amazon	48.59	Storage trunk on wheels
31/12/2023	100	Tesco	42.99	Mobile phone
31/12/2023	103	Total Workwear	577.47	Workwear for Handyman
31/12/2023	104	B&Q	37.00	Pain for MP changing rooms



Nettleham
Parish Council

Schedule of Payments

January 2024

Date	Ref	Payee Name	Total	Detail
04/12/2023	100	Tesco	42.99	Emergency mobile telephone
06/12/2023	101	Amazon	18.78	Mobile phone cover
06/12/2023	102	Amazon	29.81	Storage Trunk
18/12/2023	103	Total Workwear	577.47	PPE Clothing
12/12/2023	104	B&Q	37.00	Paint
31/12/2023	105	Cleansweep	336.00	Cleaning
31/12/2023	106	Continental Landscapes	371.63	Ground maintenance
18/12/2023	107	Active 8	35.10	Telephone services
03/01/2024	108	Active 8	57.90	Telephone services
09/01/2024	109	Konica Minolta	95.22	Copier contract
31/12/2023	110	Glendale	1585.20	Christmas tree supply / installation
09/01/2024	111	Pescotek	178.80	Mole control
31/12/2023	112	Lincon Web Design	171.00	IT support
09/01/2024	113	Sara Bright	360.00	Tree survey
02/01/2024	114	West Lindsey DC	100.00	Defib maintenance
08/12/2023	CB006	Wave / Anglian Water	629.20	Water
08/12/2023	CB007	Wave / Anglian Water	54.11	Water
08/12/2023	CB008	Wave / Anglian Water	30.65	Water
13/12/2023	CB009	EE	105.60	Mobile telephones
24/11/2023	CB010	BT	87.72	Telephone / Broadband
04/12/2023	CB011	Octopus Energy	269.50	Electricity - sports pavillion
19/12/2023	CB012	Dataplan	73.80	Payroll services
21/12/2023	CB013	BT	87.72	Telephone / Broadband
05/01/2024	CB014	Co Op Bank	13.96	Bankc harges
02/01/2024	CB015	Octopus Energy	256.60	Electricity - sports pavillion
08/01/2024	CB016	West Lindsey DC	264.00	Waste garden waste bins

Please consider the environment and do not print this invoice pack out. Please view electronically. There will be a printed version available at the meeting if you wish to view a paper copy. Thank you.

Authorised Signatory	Authorised Signatory
Print Name	Print Name
Date	Date

From: Tesco <no-reply@mail.tesco.com>
Sent: Monday, December 4, 2023 11:49 AM
To: Parish Council <parishcouncil@nettleham-pc.gov.uk>
Subject: Your tesco.com order confirmation

Tesco.com



Dear Mx Council,

Thank you for shopping at Tesco. We are pleased to let you know that we have received your order number **7330-2692-00** .

We will e-mail you when your order has been dispatched.

[Track my order](#)

We'll send an email when your order is on the way to its delivery point. Until then, please keep this email and make a note of your order number. It will also be your proof of purchase if you need to return any of your delivered items to a Tesco store.

Item	Qty	Price
Tesco Mobile E-Voucher £10.00	1	£10.00
Alcatel 1 2021 Ai Aqua	1	£42.99

Payment Summary

Items	£52.99
Delivery charge	£0.00
Promotional savings	£10.00
Total	£42.99

Delivery address

Nettleham Parish Council
 Scothern Road
 Nettleham
 Lincoln
 LN2 2TU

Regards,

Tesco

[Help centre >](#)

[Privacy >](#)

Your right to cancel your order

We'd like you to be happy with everything you purchase from Tesco. Should you change your mind about your purchase, please return the product with your proof of purchase, within 30 days, and we'll happily offer a replacement or refund.

Please be aware that some products have different return time limits and exceptions when you change your mind.

Is your item faulty or damaged

We do our best to make sure everything works perfectly, but if you find that any of our products are faulty within 12 months from purchase, we guarantee you a full refund, repair or replacement. Many electrical or mobile phone problems can be resolved quickly by our product support guides or by our helplines. Click here for our product support page (www.tesco.com/productsupporttesco) and get step by step instructions, trouble-shooter tips and FAQs on selected products.

If that doesn't solve your problem, contact the helpline on [0800 323 4060](tel:08003234060) . All items we supply are required to comply with the contract. If they don't, you have the following rights in addition to your legal rights.

- Within 30 days of receipt of the goods (or for perishable goods within their use-by date) you will be offered the choice of a repair or full refund.
- From 30 days after receipt of the goods until 12 months, we will arrange for a repair of the goods and, if this does not work, a refund.
- After the first 12 months from receipt of the goods you may be offered a partial refund or repair, depending on the product and usage.

Alternatively, our customer services team are here to help, you can reach them on [0800 323 4050](tel:08003234050) (or [0800 123 4050](tel:08001234050) local rate from a mobile phone).

You agree to return the goods, but we will bear the return postage costs of you returning faulty or damaged goods providing they have been used in accordance with all necessary instructions.

Where possible, damage in transit should be notified within 48 hours of receipt of the goods, by contacting the customer service helpline on [0800 323 4050](tel:08003234050) (or [0800 123 4050](tel:08001234050) local rate from a mobile).

We reserve the right to send out an engineer or technician to inspect the goods to confirm the fault before accepting the return.

Returning PAYG/Sim Free Mobile Products

If you are having trouble with a PAYG/SIM Free mobile product you are welcome to contact our customer helpline on [0800 323 4060](tel:08003234060).

Receiving your Refund

Once we have received your product, we'll refund your money in the same way you initially paid for it.

- **By credit or debit card** - Your money will go back onto the same card. Allow 3-5 working days for the refund to show in your account.
- **Clubcard vouchers** - We'll give you the equivalent value in Clubcard points.

If you purchased at an offer price, your refund will be based on that promotional price. If you are returning items that were purchased on a promotion, such as 'Buy one get one half price' or '3 for 2', then the promotion will no longer apply and your refund value will be adjusted accordingly.

Any Clubcard points on a returned item will be deducted from your account.

Where you use more than one method of payment to pay for goods and you are returning only some of the goods in your order, refunds shall be applied in the following order: 1. Clubcard Voucher (as Clubcard points), 2. Credit/Debit Card. Where you use a Coupon when paying for your order, the Coupon will be considered used where you are returning only some of the goods to which the Coupon applies - you will only be able to redeem the Coupon against a future purchase if you are returning all the goods to which the Coupon applies.

If you have any questions around receiving a refund please call our customer service team on [0800 323 4050](tel:08003234050) or [0330 123 4050](tel:03301234050).

Your Legal Rights

Our refund policy is in addition to and does not affect any of your legal rights.

The simplest way to return your items are set out above but you can also tell us you've changed your mind by completing and returning this cancellation form.

If you have any complaints about an online transaction, please get in touch at our Contact Us page and we will endeavour to find a solution. If you would like to escalate your complaint, the European Commission has set up an online service to resolve disputes about online transactions. Please visit the [Online Dispute Resolution website](#).

Complaints

If you have any complaints about an online transaction, please get in touch at our Contact Us page and we will endeavour to find a solution. If you would like to escalate your complaint, the European Commission has set up an online service to resolve

disputes about online transactions. Please visit the [Online Dispute Resolution website](#) . Items we supply are required to conform with the contract. If they don't our Return and Refund Policy will apply in addition to your legal rights.

VAT

Please note that this is not a VAT receipt. If you need a VAT receipt view your order details. Due to UK VAT law Tesco can only provide a VAT invoice within 30 days from the date of order. We apologise for any inconvenience this may cause.

This is an email from Tesco Stores Limited (company number 519500). Registered in England.

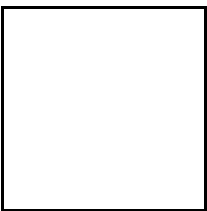
Registered office: Tesco House, Shire Park, Kestrel Way, Welwyn Garden City, AL7 1GA.

VAT registration number: GB 220 4302 31.

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If you receive this email in error please accept our apology. If this is the case we would be obliged if you would contact the sender and then delete this email.

[Your Orders](#) | [Your Account](#) | [Amazon.co.uk](#)



Order Confirmation

Order # [202-8863415-5909137](#)

Order # [202-4403687-8320354](#)

Hello,

Thanks for your order. We'll let you know once your item(s) have dispatched. Your estimated delivery date is indicated below. You can view the status of your order or make changes to it by visiting [Your Orders](#) on Amazon.co.uk.

This order is placed on behalf of Nettleham Parish Council.

Your purchase has been divided into 2 orders.

[Order summary](#)

36

Order #202-8863415-5909137
Placed on December 06, 2023

Arriving:
Thursday, December 7

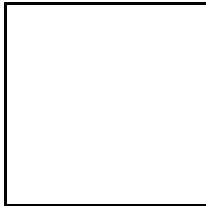
Your delivery option:
Premium Delivery

[View order details](#)

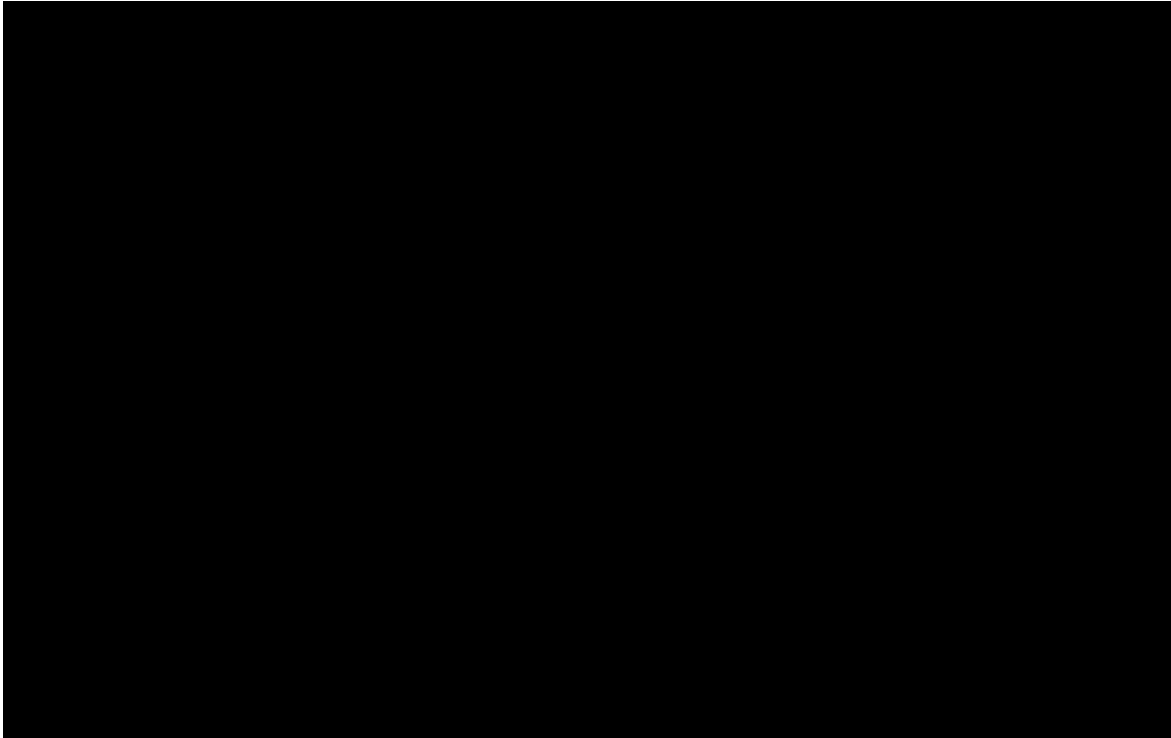
Your order will be sent to:
**Nettleham Parish Council
Lincoln, Lincolnshire
United Kingdom**

Order Total: £18.78

Selected Payment Method: **Visa**



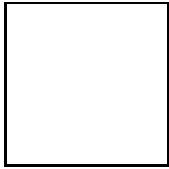
£13.79
XPERTOOLS Outdoor Cable Protector 1.8M Long Black -
Made PVC - Bendable Floor Cable Covers prevent Trip are
Easy to Cut and Quick to Install - Perfect for Multiple
Environments
Condition: New
Sold by: **MMM E-COMMERCE TRADING LTD**
Fulfilled by Amazon



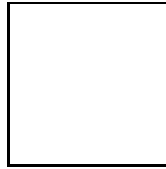
If you use a mobile device, you can receive notifications about the delivery of your package and track it from our free [Amazon app](#).

We hope to see you again soon.
Amazon.co.uk

[Buy it again](#)



Long Cable Ties 650mm 26
Inch Cable...
£15.03



Toilets Sign Arrow Left
Aluminium...
£6.99

Fulfilled By Amazon (usually referred to as FBA) items are generally sold by third-party sellers but stored in an Amazon Fulfilment Centre and sent to you from there. Items which are sold by Warehouse Deals are also labeled Fulfilled by Amazon. Warehouse Deals is a trading name for Amazon EU Sarl, and is part of the Amazon.com group.

Unless otherwise noted, items sold by Amazon EU Sarl are subject to Value Added Tax based on country of delivery in accordance with the EU laws on distance selling. If your order contains one or more items from a seller other than Amazon EU Sarl, it may also be subject to VAT, depending upon the seller's business policies and the location of their operations. Learn more about [VAT and seller information](#).

If your item(s) are purchased from [Amazon Marketplace](#), the seller may request additional information such as the VAT number or your VAT code, in order to issue a valid invoice.

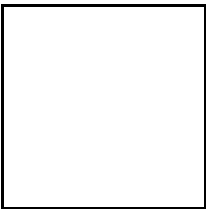
This e-mail is only an acknowledgement of receipt of your order. Your contract to purchase these items is not complete until we send you an e-mail notifying you that the items have been dispatched.

Please note: This e-mail was sent from a notification-only address that can't accept incoming e-mail. Please do not reply to this message.

▪

From: Amazon.co.uk <auto-confirm@amazon.co.uk>
Sent: Wednesday, December 6, 2023 11:07 AM
To: Parish Council <parishcouncil@nettleham-pc.gov.uk>
Subject: Your Amazon.co.uk order of "Strata Products HW440 Ward..." and 1 more item(s)

▪



[Your Orders](#) | [Your Account](#) | [Amazon.co.uk](#)

Order Confirmation

Order # [202-8863415-5909137](#)

Order # [202-4403687-8320354](#)

Hello,

Thanks for your order. We'll let you know once your item(s) have dispatched. Your estimated delivery date is indicated below. You can view the status of your order or make changes to it by visiting [Your Orders](#) on Amazon.co.uk.

This order is placed on behalf of Nettleham Parish Council.

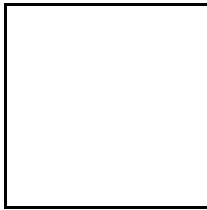
Your purchase has been divided into 2 orders.

[Order summary](#)



Order #202-4403687-8320354
Placed on December 06, 2023

<p>Arriving: Tuesday, December 12 - Wednesday, December 13</p> <p>Your delivery option: Standard Delivery</p>	<p>Your order will be sent to: Nettleham Parish Council Lincoln, Lincolnshire United Kingdom</p>
<p>View order details</p>	<p>Order Total: £29.81</p> <p>Selected Payment Method: Visa</p>

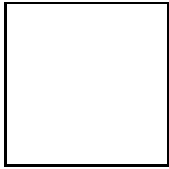


[Strata Products HW440 Ward 145 Litre Storage Trunk on Wheels-Black](#) **£29.81**
 Condition: New
 Sold by: [Cheaper Online Ltd](#)

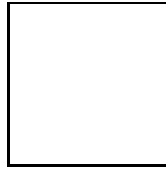
If you use a mobile device, you can receive notifications about the delivery of your package and track it from our free [Amazon app](#).

We hope to see you again soon.
Amazon.co.uk

[Buy it again](#)



Long Cable Ties 650mm 26
Inch Cable...
£15.03



Toilets Sign Arrow Left
Aluminium...
£6.99

Fulfilled By Amazon (usually referred to as FBA) items are generally sold by third-party sellers but stored in an Amazon Fulfilment Centre and sent to you from there. Items which are sold by Warehouse Deals are also labeled Fulfilled by Amazon. Warehouse Deals is a trading name for Amazon EU Sarl, and is part of the Amazon.com group.

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If your item(s) are purchased from [Amazon Marketplace](#), the seller may request additional information such as the VAT number or your VAT code, in order to issue a valid invoice.

This e-mail is only an acknowledgement of receipt of your order. Your contract to purchase these items is not complete until we send you an e-mail notifying you that the items have been dispatched.

Please note: This e-mail was sent from a notification-only address that can't accept incoming e-mail. Please do not reply to this message.

▪

Units 8 & 9
 Lincoln Central Industrial Park
 Tentercroft Street
 Lincoln, LN5 7ED
 Tel: 01522 712172
 www.totalworkwear.co.uk
 sales@totalworkwear.co.uk



Customer Name & Address Nettleham Parish Council The Parish Office Scothern Road Nettleham, Lincoln Lincolnshire LN2 2TU United Kingdom Cust VAT No:	Delivery Address Nettleham Parish Council The Parish Office Scothern Road Nettleham, Lincoln Lincolnshire LN2 2TU United Kingdom	INVOICE FAO: Jane Ashby Your Acc No: 62406 Payment Terms: 30 days Web Order No TW123048 Order Date: 28/11/2023 Invoice Date: 18/12/2023 Invoice No: 138151
--	--	---

Details for Order No: 120870 **Order Date: 28/11/2023**

Qty	Code	Description	Price Each	Line Total	VAT%	Line VAT
6.00	BRS-PRINT-LOGO-SMALL	Logo Print Small	4.00	24.00	20.00	4.80
6.00	BRS-PRINT-TEXT-SMALL	Text Print Small	4.00	24.00	20.00	4.80
Qty	Code	Description	Price Each	Line Total	VAT%	Line VAT
2.00	C470-YW-LXL	Hi Vis Two Band & Brace Vest Yellow Large/XLarge	1.86	3.72	20.00	0.74
1.00	FS100-BK-7	Amblers Safety Wellington Black 7	24.50	24.50	0.00	0.00
1.00	FS100-BK-10	Amblers Safety Wellington Black10	24.50	24.50	0.00	0.00
1.00	FS214-BK-10	Amblers Safety Trainers Black 10	42.83	42.83	20.00	8.57
1.00	FW74-BK-7	Steelite Safety Chest Wader S5 Black 7	33.07	33.07	0.00	0.00
1.00	FW74-BK-10	Steelite Safety Chest Wader S5 Black 10	33.07	33.07	0.00	0.00
2.00	H440-OR-L	Hi Vis Rain Jacket Orange Large	15.89	31.78	20.00	6.36
2.00	PW37-BL	Bold Pro Safety Glasses Blue	2.48	4.97	20.00	0.99
2.00	RT31-OR-L-R	Hi Vis Traffic Trousers GO/RT Orange Large Regular	13.57	27.13	20.00	5.43
1.00	S917-BK-M-R	Iona Safety Combat Trousers Black Medium Regular	22.86	22.86	20.00	4.57
1.00	S917-BK-L-R	Iona Safety Combat Trousers Black Large Regular	22.86	22.86	20.00	4.57
2.00	PS30-CL	Portwest Over-Spectacle - Clear	2.02	4.03	20.00	0.81
4.00	134-GY-M	Tuff Stuff Polo Shirt Grey Medium	6.12	24.47	20.00	4.89
1.00	167-GY-M	Fort Workforce 1/4 Zip Sweatshirt Grey Medium	10.77	10.77	20.00	2.15
1.00	167-GY-L	Fort Workforce 1/4 Zip Sweatshirt Grey Large	10.77	10.77	20.00	2.15
2.00	134-GY-L	Tuff Stuff Polo Shirt Grey Large	6.12	12.23	20.00	2.45
1.00	DX475-ORBK-L	Portwest DX4 Hi Vis Water Resistant Softshell Jacket (3L) Orange/Black Large	47.98	47.98	20.00	9.60
1.00	DX475-ORBK-M	Portwest DX4 Hi Vis Water Resistant Softshell Jacket (3L) Orange/Black Medium	47.98	47.98	20.00	9.60
Additional Discounts/Surcharges			Percentage	Net	VAT %	VAT
Surcharge Standard Surcharge			0.00%	0.04	0.00	0.00
Payments Received		Comments	Amount		Change	
28/11/2023 Visa		TW123048	577.47		0.00	

Comments to Customer:

Lloyds Bank, 106 High Street. Scunthorpe, Lincolnshire, DN15 6HG, UK
 Sort 30-97-44 Account No 37820968 - BIC: LOYDGB21263 - IBAN: GB84 LOYD 3097 4437 8209 68

Goods Net:	477.52
Delivery:	0.00
Surcharge:	0.04
Order Net:	477.56
VAT:	72.48
Total:	550.04
Pound sterling	



Units 8 & 9
 Lincoln Central Industrial Park
 Tentercroft Street
 Lincoln, LN5 7ED
 Tel: 01522 712172
 www.totalworkwear.co.uk
 sales@totalworkwear.co.uk

Customer Name & Address Nettleham Parish Council The Parish Office Scothern Road Nettleham, Lincoln Lincolnshire LN2 2TU United Kingdom Cust VAT No:	Delivery Address Nettleham Parish Council The Parish Office Scothern Road Nettleham, Lincoln Lincolnshire LN2 2TU United Kingdom
--	--

INVOICE	
FAO:	Jane Ashby
Your Acc No:	62406
Payment Terms:	30 days
Web Order No	TW123048
Order Date:	28/11/2023
Invoice Date:	19/12/2023
Invoice No:	138194

Details for Order No: 120870 **Order Date: 28/11/2023**

Delivery Number: 104110

Qty	Code	Description	Price Each	Line Total	VAT%	Line VAT
1.00	S917-BK-M-R	Iona Safety Combat Trousers Black Medium Regular	22.86	22.86	20.00	4.57
Payments Received		Comments		Amount		Change
28/11/2023	Visa	TW123048		577.47		0.00

Comments to Customer:

Goods Net:	22.86
Delivery:	0.00
Surcharge:	0.04
Order Net:	22.86
VAT:	4.57
Total:	27.43
	Pound sterling

Lloyds Bank, 106 High Street. Scunthorpe, Lincolnshire, DN15 6HG, UK
 Sort 30-97-44 Account No 37820968 - BIC: LOYDGB21263 - IBAN: GB84 LOYD 3097 4437 8209 68

From: B&Q <no.reply@diy.com>
Sent: 12 December 2023 10:55
To: Clerk
Subject: Order acknowledgement



Find a store

Customer Services
0333 014 3357

Shop

Ideas & Advice

Clearance

My Account

Dear Nettleham Council

Thank you for your order

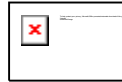
Order number : **1036880660**

Total Cost: **£37.00**

Thank you for ordering from B&Q.

You'll find details of your order and delivery or collection information below. For help with questions about our service, please see the Customer Support pages of our website.

Payment details



VISA
Card ending : 5950
End date :04/2027



Click and Collect
B&Q Lincoln - Beevor Street

Please wait until we contact you to confirm that your order is ready for collection.

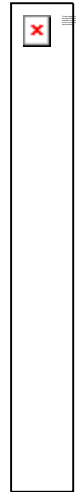
You'll need to take the following with you: - A copy of your order confirmation QR code on your phone or order number. - Proof of age will be required for age restricted products. - If someone else is collecting on your behalf, they must bring the email confirmation or order number.

If you have purchased an age restricted product you will need to show original documents showing valid photo ID.

We're happy for someone else to collect your order, the person you've nominated must present a copy of the order confirmation or order number.

We're unable to cancel your order. If you don't collect your order within 7 days, we'll automatically issue a refund. However if your order includes products that have been cut to size, made to measure or mixed to your individual requirements we are unable to offer a refund or exchange on these products. This does not affect your legal rights.

Bought a new electrical or electronic product from us? Find out about our electrical recycling service at www.diy.com/services/weee. We will send you a text message when your order is ready to collect from the Click & Collect collection point in store – just look for the Collection sign.



[View full store details and directions](#)



Store address:

Beevor Street
off Tritton Road
Lincoln
Lincoln
LN6 7DJ
United Kingdom

Phone:

01522 510009


Email:**Opening times:**

Mon-Sat: 07:00 - 20:00

Sun: 10:00 - 16:00

	Click & Collect (1)	Qty	Price
---	---------------------	-----	-------

Available to collect from **12:00 pm today** at **B&Q Lincoln**

	GoodHome Durable Princeton Satin Multi- surface paint, 2L <small>Product code : 3663602586265</small>	1	£37.00
Basket subtotal			£37.00
Delivery			FREE
VAT			£6.17
Total			£37.00

Kind regards,
B&Q Customer Services



Clean Sweep Commercial

Vat # 916487202
Sparkhouse Studios,
Ropewalk,
Lincoln,
LN6 7DQ



Date: 31/12/2023
Invoice No.: 49562
Due Date: 28/01/2024

Tel: 01522-412126

cleansweepcommercial@aol.com

Nettleham Parish Council
The Old School,
Mill Hill,
Nettleham,
Lincoln,
LN2 2PE

Days	Description	Unit Price	VAT	TAX %	Total
4	Cleaning The Old School Halls PO# 1204	£28.00	£22.40	20%	£112.00
4	Cleaning Mulsanne Pavilion PO# 1604	£42.00	£33.60	20%	£168.00

Subtotal £280.00
VAT(20%) £56.00
Total £336.00
Balance Due £336.00

Payment Details

Bank Name: HSBC
Sort-Code: 40-28-20
Account No: 32517019

Thank You For Your Business.



Head Office: Wychwood House, Landscape Close
 Weston on the Green, Bicester, Oxon, OX25 3SX
 Tel: 01869 344000 • Fax: 01869 344010
 Email: wecare@continental-landscapes.co.uk
 Web: continental-landscapes.co.uk

Nettleham Parish Council
 Jane Ashby
 Facilities Manager
 The Parish Office, Scothern Road, Nettleham
 Lincoln
 LN2 2TU

Sales Invoice Number : 1101059
 Date : 31/12/2023
 Ref : EAS198
 Our VAT Number : 537 1047 60

Period from 01/11/23 to 30/11/23

Reference	Description	Quantity	Unit	Price per unit	Net Amount	VAT
	Grounds Maintenance - November 2023 as per schedule	1.	UNI	309.69000	309.69	20.00
			Net		£ 309.69	
			20.00 % VAT over 309.69		£ 61.94	
			Gross		£ 371.63	

Payments should be made within 30 days from date of invoice
 Payments via BACS should be paid into the following bank account:
 Account name: Continental Landscapes Ltd
 Sort code: 40-63-84
 Account no: 15032012



The 'ISDN Switch Off' is next year
ARE YOU READY ?
 Call us now on 0333 999 7355



CONTRACT INVOICE

Invoice Number: SINV110807

Invoice Date: 18/12/2023

Active8 Managed Technologies Ltd

Unit 15 Halifax Court, Fernwood Business Park, Cross Lane Newark, Notts NG24 3JP
 P: 0333 999 7355 E: invoices@a8mt.co.uk

107

Bill To: Nettleham Parish Council
 Former Police Office, Scothern Road, Nettleham
 Lincoln, LN2 2TU
 UK

Customer: Nettleham Parish Council
 Former Police Office, Scothern Road, Nettleham
 Lincoln, LN2 2TU

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
NETT0001	Invoiced 30 days	17/01/2024	£35.10	£35.10
Invoice Remarks				

Contract Number	Contact	P.O. Number
CT10189-01	claire 01522 750011	
Contract Remarks		

VoIP SIP Trunks x 3
 Standard DDI Monthly Rental x 1 / Spoofed DDI Monthly Rental x 1

Summary:

Contract base rate charge for the 23/12/2023 to 22/01/2024 billing period	£0.00
VoIP SIP Trunks, VoIP DD / Additional Numbers, Fuel and Energy Escalation Charge, SIP Trunk Fraud Protection Charge	£29.25
	£29.25

Vat Code	Vat Description	Goods	Vat Rate	VAT
S	Standard	£29.25	20.00	£5.85

Invoice SubTotal	£29.25
VAT:	£5.85
Invoice Total	£35.10
Balance Due:	£35.10

For Bacs Payment:
 Bank: Yorkshire Bank
 Account Number: 10247514
 Sort Code: 05-01-06



The 'ISDN Switch Off' is next year
ARE YOU READY ?
 Call us now on 0333 999 7355



CONTRACT INVOICE

Invoice Number: SINV112243
Invoice Date: 03/01/2024

Active8 Managed Technologies Ltd

Unit 15 Halifax Court, Fernwood Business Park, Cross Lane Newark, Notts NG24 3JP
 P: 0333 999 7355 E: invoices@a8mt.co.uk

108

Bill To: Nettleham Parish Council
 Former Police Office, Scothern Road, Nettleham
 Lincoln, LN2 2TU
 UK

Customer: Nettleham Parish Council
 Former Police Office, Scothern Road, Nettleham
 Lincoln, LN2 2TU

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
NETT0001	Invoiced 30 days	02/02/2024	£57.90	£57.90
Invoice Remarks				

Contract Number	Contact	P.O. Number
CT10163-01	claire 01522 750011	
Contract Remarks		

- VoIP Handset Support x 5
- VoIP SIP Trunks x 2
- Microsoft Patch Management x 3
- Avast CloudCare AV x 4
- Azure Online Back Up

Summary:

Contract base rate charge for the 05/01/2024 to 04/02/2024 billing period	£0.00
VoIP SIP Trunks, VoIP Handset Support, Fuel and Energy Escalation Charge, SIP Trunk Fraud Protection Charge	£48.25
	£48.25

Vat Code	Vat Description	Goods	Vat Rate	VAT
S	Standard	£48.25	20.00	£9.65

Invoice SubTotal	£48.25
VAT:	£9.65
Invoice Total	£57.90
Balance Due:	£57.90

For Bacs Payment:
 Bank: Yorkshire Bank
 Account Number: 10247514
 Sort Code: 05-01-06



NETTLEHAM PARISH COUNCIL
FORMER POLICE OFFICE
SCOTHERN ROAD
NETTLEHAM
LN2 2TU

Invoice 1168264416

Customer no.: 1039200
Date: 09.01.2024
Page: 1 of 1

Region: BGB Midlands
Branch: Sutton
Phone: 01268 534444
Fax: 01268 644340

Contract no.: 420769258
Purchase order: 068/20

Equi No.	Model / Serial No. Counter Type	Monthly flat rate	Amount GBP
1826162253	bizhub C250i / AA2M021502014 Flat rate period 01.01.2024 until 31.03.2024 Location: NETTLEHAM PARISH COUNCIL FORMER POLICE OFFICE, SCOTHERN ROAD, NETTLEHAM LN2 2TU	26.45	79.35
	Net value		79.35
	VAT 20.00 %		15.87
	Total value		95.22

Payment Terms: Bank transfer up to 08.02.2024 without deduction

All deliveries are subject to our general terms and conditions

If you pay direct into our bank the details are: Natwest 29 East Walk Basildon Essex SS14 1HD

Sort Code: 60-02-39 Account: 33723699

Please quote customer no / invoice no and forward remittance to Credit.Control@konicaminolta.co.uk

If you would like to receive your invoices and/or statements via email, please complete the appropriate form at www.konicaminolta.co.uk/creditcontrol

INVOICE



Customer:
 Nettleham Parish Council

 Fred Stanford
 The Old School
 Mill Hill
 Nettleham
 Lincoln
 LN2 2PE

 01522 750011

Branch Address:
 70 Wragby Road
 East
 North Greetwell
 Lincoln

 LN2 4QZ
 Tel:
 VAT Reg No: 203 3249 52

Payment Address:
 Glendale Countryside Limited
 The Stables, Duxbury Hall Road
 Duxbury Park, Chorley
 PR7 4AT
 Telephone: 01257 460461
PLEASE NOTE OUR NEW BANK DETAILS:
Account No: 01574191 Sort Code: 09-07-20

Purchase Order No: Order no 7
 Customer No: 07371

Page: 1 of 1
 Date: 31/12/2023
 Invoice No: GC446ONE02039

DESCRIPTION	QUANTITY	UNIT PRICE	NET	VAT	VAT	SUB TOTAL
20ft Christmas Tree Supply Erect and decorate	1.00	1,321.00	1,321.00	20.00 STD	264.20	1,585.20

Terms
 Payment is due within 30 days from the date of invoice.
 Bank details: Santander, Account No: 01574191, Sort Code: 09-07-20
 If paying by BACS please email your remittance advice to CreditControl@glendale-services.co.uk
 Please send cheque payments to the above payment address.
 The Company reserves the right to charge daily interest on any outstanding balance at UK clearing bank base lending plus 2% on overdue invoices.
 Payments can also be made by debit card by telephone to the above number.

NET	1,321.00
VAT	264.20
TOTAL	1,585.20



INVOICE

Nettleham Parish Council
 Scothern Road
 Nettleham
 Lincoln
 Lincolnshire
 LN2 2TU

Invoice Date
 9 Jan 2024

Invoice Number
 INV-12457

VAT Number
 238096783

Pestcotek Ltd
 35 Orchard Avenue
 Lea
 Gainsborough
 DN21 5FA
 01427 617793
 info@pestcotek.com

Description	Quantity	Unit Price	VAT	Amount GBP
Mole Trapping Set Up	1.00	149.00	20%	149.00
<p>A technician will visit the site on a regular basis to inspect all traps and to monitor activity, add additional or reposition traps if required, unblock, reset, and rake out mole hills.</p> <p>All moles caught will be charged at £25.00 + vat each.</p> <p>We will invoice all moles at the end of trapping</p>				
			Subtotal	149.00
			TOTAL VAT 20%	29.80
			TOTAL GBP	178.80

Due Date: 8 Feb 2024

BACS INFORMATION: Sort Code: 30-65-86 Account: 23818068

DEBIT/CREDIT CARD: To pay by debit or credit card Please call 01427 617793

Thank you for your business!

54 Lincoln Web Design Limited

7 BLANKNEY CRESCENT
LINCOLN , LINCOLNSHIRE, LN2 2EW
United Kingdom

Telephone: 01522532824
Mobile 07954326242
Email sage@lincswdesign.co.uk



Invoice To:

Lucy Waller
Nettleham Parish Council
The Parish Office, Scothern Road,
Nettleham
Lincolnshire
LN2 2TU

Invoice Date 31/12/2023
Due Date 30/01/2024
Reference 054/2324
Invoice Number SI-1611

SALES INVOICE

Description	Price/Rate	Amount
Monthly Microsoft 365 (5) and Exchange Email accounts (16)	141.00	141.00
Sharepoint to Rialtas Links Progress	30.00	30.00
TOTAL		£171.00

Pay Now

We accept online payments. It's a fast, secure and very easy way to pay.
Simply click the "Pay Now" button to pay this invoice using your credit or debit card.

Notes:

BACS
Sort Code 09-01-28
Account number 86857148
LINCOLN WEB DESIGN LIMITED



INVOICE ref. Swathe 1/24

9th January 2024

Nettleham Parish Council
Parish Office
Scothern Lane
Nettleham
Lincoln

Purchase order number:

To carry out the tree survey of The Swathe in December 2023, issue report and provide advice in relation to the tree management:

Total fee..... £360.00 (no VAT)

Please make cheques payable to: Sara Bright

Or pay by BACS to account 'Sara Bright' - number: 36755968 30 67 76

Please pay within 28 days

Thank you for your custom

Sara Bright TechArborA



The Old Dairy, Hackthorn, Lincoln, LN2 3PF
Sarabright141@gmail.com

INVOICE



114

NETTLEHAM PARISH COUNCIL
 PARISH OFFICE
 SCOTHERN ROAD
 NETTLEHAM
 LINCOLN
 LN2 2TU

West Lindsey District Council
 Guildhall
 Marshall's Yard
 Gainsborough
 DN21 2NA

Customer No.	101049
Invoice No.	1907014912
Invoice Date	02-Jan-2024

Telephone: 01427 676676
Website: www.west-lindsey.gov.uk
Email: recovery.team@west-lindsey.gov.uk

DESCRIPTION	NET PRICE	VAT
Defib Maintenance Service 2023/24 WLDC090 Nettleham Muslane Park 1.00 Unit(s) @ 83.33	83.33	16.67
CONTACT	Ella Williams	
PHONE	01426 676570	
EMAIL	ella.williams@west-lindsey.gov.uk	
DUE DATE	03-Jan-2024	
	NET TOTAL	£83.33
	VAT	£16.67
	INVOICE TOTAL	£100.00

**By BACS
or
Internet
Banking**

Payments can be made by internet banking or bank transfer to the following bank details: Sort Code 30-00-02, Account Number 04066818. Please quote your invoice number **1907014912** when making payment.

Please send us a remittance advice either by e-mail to remit@west-lindsey.gov.uk or by post to West Lindsey District Council, Guildhall, Marshalls Yard, Gainsborough, DN21 2NA

**By secure
online
payment via
our website**

Payments can be made by Debit or Credit Card through the Councils website. Please have your invoice number **1907014912** and card details to hand.

Type the following into your Web Browser's address bar:
www.west-lindsey.gov.uk/payments

**Credit or
Debit
Card over the
Telephone**

Payment can be made by Debit or Credit Card by telephoning 01427 676676,

please have your invoice number **1907014912** and your credit or debit card details to hand. Please note this is an automated telephone system.

**Cheque
Payments**

Payment can be made by cheque and should be made payable to "West Lindsey District Council" and sent to the address at the top of the invoice.

PLEASE NOTE

All payments due to the Council must be made promptly. Delays in making payments may lead to legal action being taken against you. If you are unable to make payment contact the sundry debt team on **01427 676676** immediately for advice.

Privacy Notice:

To find out more about why we need your information, what we do with it and how to contact us if you have any concerns or questions, please read our privacy notice at: <https://west-lindsey.gov.uk/privacy/>

58



CB006

Customer reference
307840701

Bill number 12866044
Invoice/Tax point 03 Dec 2023

Get in touch

Call 0333 207 9283
Email hello@wave-utilities.co.uk
Tweet @WaveUtilitiesUK
Visit and chat to us at www.wave-utilities.co.uk

559/3

11 DEC. 2023

Nettleham Parish Council
Scothern Road
Nettleham
LINCORN
LN2 2TU

In an emergency
find your wholesaler at
www.wave-utilities.co.uk/mywholesaler

How to reduce your usage

Visit www.wave-utilities.co.uk/lesswater
for tips on how to use less water and reduce
your next bill

Your water bill

£629.20

£629.20 will be taken on or around 17 December according to your payment arrangement.

Charges

From 03 Sep 2023 to 02 Dec 2023 for The Pavilion, FIELD CLOSE, LN2 2RX

Balance brought forward	£962.39
Water charges	£303.16
Sewerage charges	£326.04
Total charges (ex VAT)	£629.20
Total charges (inc VAT)	£629.20
Payments received	-£962.39
Your New Account Balance	£629.20

How your charges are split



Wholesale charges	£572.59
Retail charges	£56.61

Save time and money

Pay by Direct Debit
Easy, convenient and secure payments. Sign up at: www.wave-utilities.co.uk/mydd

Get an online account
Your bills, payments and readings all in one place, 24/7: www.wave-utilities.co.uk/myaccount

Submit a meter reading
Meter readings make bills more accurate. You can submit a read in a few ways:

- Log in to My Account or go to www.wave-utilities.co.uk/myread
- Email submitmyread@wave-utilities.co.uk
- Text 07860 019830

We can help you control your costs – giving regular meter reads makes your bill more accurate. Submit a read today at wave-utilities.co.uk/myread.

Ways to pay

Direct Debit - the convenient way to pay

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Credit/Debit Card

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Or call 0333 207 9283
[Please quote your customer reference](#)

Cheque

Include customer reference on the back of your cheque to:
Anglian Water Business (National) Ltd
PO Box 745
HUNTINGDON
PE29 9PW
[Allow 5 work days for payment to reach us](#)

BACS or bank transfer

Sort Code 20-43-71
Account Number 33298760
Account Name Anglian Water Business (National)
Please use your Customer reference as your payment reference
Send your payment slip to bacs@wave-utilities.co.uk with the payment value in the subject line. For advice visit wave-utilities.co.uk/bankpayments

Please pay on time as we share data with credit reference agencies and the positive experiences shared help to maintain credit scores and keep the supply chain flowing in these challenging economic times.



Account in credit/paying in advance? Visit wave-utilities.co.uk/advancepayments

Having trouble paying your bills? Visit wave-utilities.co.uk/financial-difficulty



Water charges for AW Meter Potable Water Streamline Green
 Waste charges for AW Meter Sewerage FS Streamline Green
 SPIDs: 3021097243W15, 3021097243S12

Readings

Meter number	Chargeable Meter size	015mm
G23XU716266M		
Previous	Current	Units
0 A 18 Oct 2023	000002 A 27 Oct 2023	2 m ³
000002 A 27 Oct 2023	000011 A 20 Nov 2023	9 m ³
000011 A 20 Nov 2023	000013 A 27 Nov 2023	2 m ³
000013 A 27 Nov 2023	000015 E 03 Dec 2023	2 m ³

Meter number	Chargeable Meter size	015mm
15M041979H		
Previous	Current	Units
01423 E 03 Sep 2023	1569 A 18 Oct 2023	146 m ³

Total units used **161 m³**

Water charges

Type	Units	Rate	VAT	Charge
Water	146 m ³	£1.78100	Z	£260.03
	2 m ³	£1.78100	Z	£3.57
	2 m ³	£1.78100	Z	£3.57
	9 m ³	£1.78100	Z	£16.03
	2 m ³	£1.78100	Z	£3.57
Direct Debit Discount	91 days	£0.01027 (£3.75 PA)	Z	-£0.93

Useful Information

VAT
 S = Standard VAT @ 20%
 Z = Zero VAT

Meter Readings

C = Customer Read
 A = Cyclic/Actual Read
 E = Estimated Read

Charges on your bill

Our services are provided in accordance with our terms and conditions. If you have any questions about the charges on your bill and how they are calculated, including questions about VAT codes, please visit our website at www.wave-utilities.co.uk or contact us on 0333 207 9283.

Deaf or Hard of Hearing

We offer a web chat service or email support. Alternatively, you can nominate someone to discuss the bill with us on your behalf.

Call Costs

Calls to 03 numbers cost no more than a national rate call to an 01 or 02 number and count as inclusive minutes in the same way. Call charges can vary. For more information please contact your phone service provider.

Complaints

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Registered office address

Anglian Water Business (National) Ltd, Northumbria House, Abbey Road, Pity Me, Durham, DH1 5FJ
 Company Number: 03017251
 Company VAT number: GB277633960
 All billing correspondence should be sent to Wave, PO BOX 745, HUNTINGDON, PE29 9PW

Save time and money

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Remember to submit a meter reading

By giving us regular meter readings, your bills will be more accurate.

It's easy to submit a reading online.

Simply log in to My Account or visit: wave-utilities.co.uk/myread

Drinking Water Fixed	91 days	£0.19033 (£69.66 PA)	Z	£17.32
Total water charges (ex VAT)				£303.16
Sewerage charges				
Type	Units	Rate	VAT	Charge
Sewerage	138.7 m ³	£1.93230	Z	£268.01
	1.9 m ³	£1.93230	Z	£3.67
	1.9 m ³	£1.93230	Z	£3.67
	8.55 m ³	£1.93230	Z	£16.52
	1.9 m ³	£1.93230	Z	£3.67
Direct Debit Discount	91 days	£0.01027 (£3.75 PA)	Z	-£0.93
Metered Foul Sewerage Fixed	91 days	£0.34541 (£126.42 PA)	Z	£31.43
Total sewerage charges (ex VAT)				£326.04

Useful Information

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Customer reference
254646501
Bill number 12863911
Invoice/Tax point 03 Dec 2023

558/3
Nettleham Parish Council
New Rural Police Office
Scothern Road
Nettleham
LINCOLN
LN2 2TU

11 DEC 2023

Get in touch

Call 0333 207 9283
Email hello@wave-utilities.co.uk
Tweet @WaveUtilitiesUK
Visit and chat to us at www.wave-utilities.co.uk

 In an emergency find your wholesaler at www.wave-utilities.co.uk/mywholesaler

How to reduce your usage

Visit www.wave-utilities.co.uk/lesswater for tips on how to use less water and reduce your next bill

Your water bill £54.11

£54.11 will be taken on or around 17 December according to your payment arrangement.

Charges

From 03 Sep 2023 to 02 Dec 2023 for New Rural Police Office, SCOTHERN ROAD, LN2 2TU

Balance brought forward	£47.39
Water charges	£19.95
Sewerage charges	£34.16
Total charges (ex VAT)	£54.11
Total charges (inc VAT)	£54.11
Payments received	-£47.39
Your New Account Balance	£54.11

How your charges are split



Wholesale charges	£25.93
Retail charges	£28.18

Save time and money

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Get an online account
Your bills, payments and readings all in one place. 24/7: www.wave-utilities.co.uk/myaccount

Submit a meter reading
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- Text 07860 019630

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Ways to pay

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Credit/Debit Card
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Please quote your customer reference

Cheque
Include customer reference on the back of your cheque to:
Anglian Water Business (National) Ltd
PO Box 745
HUNTINGDON
PE29 9PW
Allow 5 work days for payment to reach us

BACS or bank transfer
Sort Code 20-43-71
Account Number 33298760
Account Name Anglian Water Business (National)
Please use your Customer reference as your payment reference
Send your payment slip to bacs@wave-utilities.co.uk with the payment value in the subject line. For advice visit wave-utilities.co.uk/bankpayments

Please pay on time as we share data with credit reference agencies and the positive experiences shared help to maintain credit scores and keep the supply chain flowing in these challenging economic times.



Account in credit/paying in advance? Visit wave-utilities.co.uk/advancepayments

Having trouble paying your bills? Visit wave-utilities.co.uk/financial-difficulty



Water charges for AW Meter Potable Water Streamline Green
 Waste charges for AW Meter Sewerage FS Streamline Green
 SPIDs: 3021341306W14, 3021341306S11

Readings

Meter number	G23XU483494B		Chargeable Meter size	015mm	
Previous	Current	Units			
0 A 13 Oct 2023	000000 A 27 Oct 2023	0 m ³			
000000 A 27 Oct 2023	000001 A 20 Nov 2023	1 m ³			
000001 A 20 Nov 2023	000001 A 27 Nov 2023	0 m ³			
000001 A 27 Nov 2023	000001 E 03 Dec 2023	0 m ³			

Meter number	93M058863L		Chargeable Meter size	015mm	
Previous	Current	Units			
00760 E 03 Sep 2023	761 A 13 Oct 2023	1 m ³			
Total units used		2 m³			

Water charges

Type	Units	Rate	VAT	Charge
Water	1 m ³	£1.78100	Z	£1.78
	1 m ³	£1.78100	Z	£1.78
Direct Debit Discount	91 days	£0.01027 (£3.75 PA)	Z	-£0.93
Potable Water Fixed	91 days	£0.19033 (£69.66 PA)	Z	£17.32
Total water charges (ex VAT)				£19.95

Sewerage charges

Type	Units	Rate	VAT	Charge
------	-------	------	-----	--------

Sewerage

Useful Information

VAT
 S = Standard VAT @ 20%
 Z = Zero VAT

Meter Readings

C = Customer Read
 A = Cyclic/Actual Read
 E = Estimated Read

Charges on your bill

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Deaf or Hard of Hearing

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Call Costs

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Registered office address

Anglian Water Business (National) Ltd, Northumbria House, Abbey Road, Pity Me, Durham, DH1 5FJ
 Company Number: 03017251
 Company VAT number: GB277633960
 All billing correspondence should be sent to Wave, PO BOX 745, HUNTINGDON, PE29 9PW

Save time and money

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wave-utilities.co.uk/mydd



Remember to submit a meter reading

By giving us regular meter readings, your bills will be more accurate.

It's easy to submit a reading online.

Simply log in to My Account or visit: wave-utilities.co.uk/myread

0.95 m ³	£1.93230	Z	£1.83
0.95 m ³	£1.93230	Z	£1.83
Direct Debit Discount	91 days	£0.01027 (£3.75 PA)	Z -£0.93
Metered Foul Sewerage Fixed	91 days	£0.34541 (£126.42 PA)	Z £31.43
Total sewerage charges (ex VAT)			£34.16

Useful Information

VAT
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66

CB008

CB008



11 DEC 2023

Customer reference

307843401

Bill number 12864578

Invoice/Tax point 03 Dec 2023

Get in touch

Call 0333 207 9283

Email hello@wave-utilities.co.uk

Tweet @WaveUtilitiesUK

Visit and chat to us at www.wave-utilities.co.uk

560/2

Clerk To Nettleham P Council
Nettleham Parish Council
Scothern Road
Nettleham
LINCOLN
LN2 2TU

In an emergency find your wholesaler at www.wave-utilities.co.uk/mywholesaler

How to reduce your usage

Visit www.wave-utilities.co.uk/lesswater for tips on how to use less water and reduce your next bill

Your water bill

£30.65

£30.65 will be taken on or around 17 December according to your payment arrangement.

Charges

From 03 Sep 2023 to 02 Dec 2023 for Allotments, WELTON ROAD, LINCOLN

Balance brought forward	£43.27
Water charges	£30.65
Total charges (ex VAT)	£30.65
Total charges (inc VAT)	£30.65
Payments received	-£43.27
Your New Account Balance	£30.65

How your charges are split



Wholesale charges	£15.17
Retail charges	£15.48

Save time and money

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HUNTINGDON
PE29 9PW
Allow 5 work days for payment to reach us

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Account Name Anglian Water Business (National)
Please use your Customer reference as your payment reference
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Having trouble paying your bills? Visit wave-utilities.co.uk/financialdifficulty



Water charges for AW Meter Potable Water Streamline Green

SPID:3021097219W13

Readings

Meter number	G23XU667407E	Chargeable Meter size	015mm	
Previous		Current		Units
0	A 22 Nov 2023	000006	E 03 Dec 2023	6 m ³

Meter number	13M4339005	Chargeable Meter size	015mm	
Previous		Current		Units
00737	E 03 Sep 2023	739	A 22 Nov 2023	2 m ³
Total units used				8 m ³

Water charges

Type	Units	Rate	VAT	Charge
Water	2 m ³	£1.78100	Z	£3.57
	6 m ³	£1.78100	Z	£10.69
Direct Debit Discount	91 days	£0.01027 (£3.75 PA)	Z	-£0.93
Potable Water Fixed	91 days	£0.19033 (£69.66 PA)	Z	£17.32
Total water charges (ex VAT)				£30.65

Useful Information

VAT
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Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

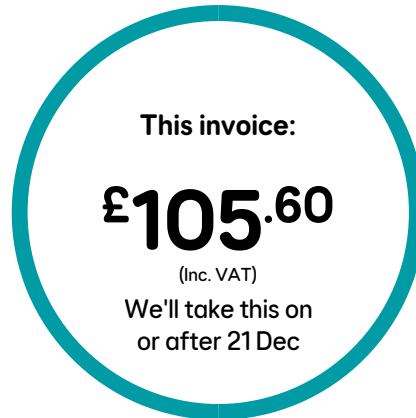
Page
1 of 7

CB009

HELLO

NETTLEHAM PARISH COUNCIL
THE PARISH OFFICE
SCOTHERN ROAD
NETTLEHAM
LINCOLN
LN2 2TU

Here's your EE Mobile invoice for December. You'll find your VAT breakdown on page 7



Your recent invoices:

Dec	£105.60
Nov	£105.60
Oct	£112.39

£88.00
(Exc. VAT)
Monthly charges

› Includes all monthly charges and any recurring add ons

[see more details of this on page 3](#)

NEED AN INVOICE ?

EE can offer you an invoice and it's simple to get it. Your price plan, add-ons, services and contract terms will not change. We'll simply require some copies of documents to complete the transfer.

Once you've submitted the request we'll be in touch within 5 – 7 working days to confirm the details and process the change.

For more information please visit
ee.co.uk/change-in-circumstances

YOU'RE IN CONTROL WITH MY EE

My EE is the smart way to keep an eye on your account, you can:

- swap your benefits (if you're on a smart plan)
- manage your Airtime Rewards
- check remaining data and buy more
- gift any spare data to those on your account
- check your calls with itemised billing.

[Download or log in at ee.co.uk/myee](https://ee.co.uk/myee)



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
2 of 7

CB009

HOW TO GET IN TOUCH

Manage your account using the EE app

The EE app is the easiest way to look after your account. You can:

- › check your data
- › manage and pay bills
- › gift data to anyone on your family account
- › see your upgrade options
- › see itemised calls and texts

To get the EE app text APP to **150** or register online at ee.co.uk/myee

Need to call us?

Call **150** free from your EE phone or **07953 966 150** from any other phone (charges may apply).

Need to write to us?

Our address is: **EE Customer Services, 6 Camberwell Way, Sunderland, Tyne and Wear, SR3 3XN**. Please include your account number, day and evening contact number, name and address.

Understanding my invoice

Please visit ee.co.uk/billhelp for help understanding everything about bills and payments: how to view your bill, how to check data usage and more.

Each individual charge or credit on your bill is shown in pounds and pence and is rounded to two decimal places. As such the value may be rounded up or down by a penny.

Requesting an alternative format

You can receive your bills and other important information in either braille, large print or audio CD format.

To request an alternative format, you or someone acting on your behalf can call customer services on **150** from your EE phone or **07953 966 150** from any other phone. We also offer Text Relay or BSL Video Relay as a way to contact our Customer Services teams. Find out more about these services at ee.co.uk/go/digitalforall

EVERYTHING OK?

If not, let us know. You can call Customer Services on **150** free from your EE phone or **07953 966 150** from any other phone. If we haven't been able to resolve your complaint within eight weeks of you making it, you can contact 'Ombudsman Services: Communications'. They provide a free independent dispute resolution service, and you can contact them on **0330 440 1614**, or at ombudsman-services.org/communications

For more information about how we deal with complaints and how to get in touch, you can view our Customer Complaints Code online at ee.co.uk/complaints

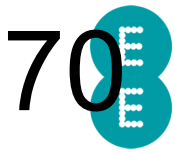
HOW YOU PAY

Thanks for paying by Direct Debit. Please see page 1 for when payment will be taken. You will see EE Limited on your bank statement when payment is taken.

All other ways to pay

For a full list of ways to pay go to ee.co.uk/waystopay

EE Limited (registered in England no. 02382161) Registered Office: 1 Braham Street, London, E1 8EE



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
3 of 7

CB009

WHAT HAPPENED SINCE YOUR LAST INVOICE

Your last invoice £105.60

Payments

Payment received by Direct Debit	21 Nov	-£105.60
----------------------------------	--------	----------

* These were correct at the time your invoice was produced. For full information and your current balance please visit ee.co.uk/myEE.

HOW WE WORKED OUT YOUR INVOICE

Number & User	Plan type	Cost (Exc. VAT)
Total		£88.00
07377 062750 (p.4) NETTLEHAM PARISH COUNCIL	B Ess 10GB 24m £19	£19.00
07415 310354 (p.4) NETTLEHAM PARISH COUNCIL	B Ess 10GB 24m £23	£23.00
07484 024923 (p.5) NETTLEHAM PARISH COUNCIL	B Ess 10GB 24m £23	£23.00
07484 024926 (p.5) NETTLEHAM PARISH COUNCIL	B Ess 10GB 24m £23	£23.00

*A detailed VAT breakdown can be found on page [7]



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
4 of 7

CB009

07377062750 – NETTLEHAM PARISH COUNCIL

£19.00
(Exc. VAT)

Your EE Plan and add-ons

- › Unlimited standard mins & texts in the UK
- › 10GB of uncapped superfast data
- › Stay Connected Data, capped at 0.5Mbps once your data allowance is used
- › Annual Device MOT with EE Lifetime Guarantee

To find out more visit ee.co.uk/myee

Included with EE

- › Annual Device MOT
- › £2 per day for EU roaming
- › WiFi Coverage Boost
- › London Underground Wifi

Monthly charges

13 Dec – 12 Jan

B Ess 10GB 24m £19 (exc. 20% VAT rate) **£19.00**

What you've used

Out of allowance usage charges **£0.00**

WITHIN ALLOWANCE SUMMARY

Type	Used	Allowance
Calls		
Unlimited UK Minutes	2:17 mins	Unlimited
Texts		
Unlimited UK Texts	0 texts	Unlimited
Data		10.00 GB

07415310354 – NETTLEHAM PARISH COUNCIL

£23.00
(Exc. VAT)

Your EE Plan and add-ons

- › Unlimited standard mins & texts in the UK
- › 10GB of uncapped superfast data
- › Stay Connected Data, capped at 0.5Mbps once your data allowance is used
- › Annual Device MOT with EE Lifetime Guarantee

To find out more visit ee.co.uk/myee

Included with EE

- › Annual Device MOT
- › £2 per day for EU roaming
- › WiFi Coverage Boost
- › London Underground Wifi

Monthly charges

13 Dec – 12 Jan

B Ess 10GB 24m £23 (exc. 20% VAT rate) **£23.00**

What you've used

Out of allowance usage charges **£0.00**

WITHIN ALLOWANCE SUMMARY

Type	Used	Allowance
Calls		
Unlimited UK Minutes	33:35 mins	Unlimited
Texts		
Unlimited UK Texts	3 texts	Unlimited
Data		10.00 GB

Spend Cap

- › You have a Business Spend Cap £10 on 24 Apr (exc. VAT at 20%)

To find out more visit ee.co.uk/business/small/spendcap



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
5 of 7

CB009
£23.00
(Exc. VAT)

07484024923 – NETTLEHAM PARISH COUNCIL

Your EE Plan and add-ons

- › Unlimited standard mins & texts in the UK
- › 10GB of uncapped superfast data
- › Stay Connected Data, capped at 0.5Mbps once your data allowance is used
- › Annual Device MOT with EE Lifetime Guarantee

To find out more visit ee.co.uk/myee

Included with EE

- › Annual Device MOT
- › £2 per day for EU roaming
- › WiFi Coverage Boost
- › London Underground Wifi

Spend Cap

- › You have a Business Spend Cap £10 on 24 Apr (exc. VAT at 20%)

To find out more visit ee.co.uk/business/small/spendcap

Monthly charges

13 Dec – 12 Jan

B Ess 10GB 24m £23 (exc. 20% VAT rate) **£23.00**

What you've used

Out of allowance usage charges **£0.00**

WITHIN ALLOWANCE SUMMARY

Type	Used	Allowance
Calls		
Unlimited UK Minutes	195:21 mins	Unlimited
Texts		
Unlimited UK Texts	0 texts	Unlimited
Data		10.00 GB

07484024926 – NETTLEHAM PARISH COUNCIL

£23.00
(Exc. VAT)

Your EE Plan and add-ons

- › Unlimited standard mins & texts in the UK
- › 10GB of uncapped superfast data
- › Stay Connected Data, capped at 0.5Mbps once your data allowance is used
- › Annual Device MOT with EE Lifetime Guarantee

To find out more visit ee.co.uk/myee

Included with EE

- › Annual Device MOT
- › £2 per day for EU roaming
- › WiFi Coverage Boost
- › London Underground Wifi

Spend Cap

- › You have a Business Spend Cap £10 on 24 Apr (exc. VAT at 20%)

To find out more visit ee.co.uk/business/small/spendcap

Monthly charges

13 Dec – 12 Jan

B Ess 10GB 24m £23 (exc. 20% VAT rate) **£23.00**

What you've used

Out of allowance usage charges **£0.00**

WITHIN ALLOWANCE SUMMARY

Type	Used	Allowance
Calls		
Unlimited UK Minutes	30:40 mins	Unlimited
Texts		
Unlimited UK Texts	0 texts	Unlimited
Data		10.00 GB

Your total charges

£88.00

(Excluding applicable taxes)



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
6 of 7

CB009

VAT key:

• **20% VAT rate** Charges subject to VAT at the standard rate of 20%

• **OS VAT** Items outside the scope of VAT



Invoice date
13 Dec 2023

Account number
163416257

Invoice reference
V02176614805

Page
7 of 7

CB009

YOUR VAT INVOICE

EE Limited
Registered office
1 Braham Street
London
E18EE
Registered in England
02382161

NETTLEHAM PARISH COUNCIL
THE PARISH OFFICE
SCOTHERN ROAD
NETTLEHAM
LINCOLN
LN2 2TU

Important information

VAT Invoice number
V02176614805

Our VAT registration number
GB 245 7193 48

Tax point
13 Dec 2023

Total of charges excluding VAT £88.00

Charges subject to VAT at the standard rate of 20% £88.00

Items outside scope of VAT £0.00

Total VAT £17.60

VAT at 20% £17.60

Your total charges including VAT £105.60



MRS. D LOCKER
NETTLEHAM PARISH COUNCIL
SCOTHERN ROAD
SCOTHERN ROAD NETTLEHAM
LINCOLN
LN2 2TU

Account number GP 0010 4141
Bill issue date 24 Nov 2023
Bill reference M092 B8

CB010

Services covered by this bill

see bt.com/billing for full details

Phone

Broadband

Your monthly business bill

The total owed on this account is
£ 87.72 including VAT

Thank you for paying by Direct Debit - this payment will be taken from your bank account on or just after 8 December.

This bill

Regular charges	£ 97.10
Discounts	- £ 24.00
Total VAT	£ 14.62
Total for this bill	£ 87.72

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Thanks for paying by Direct Debit

We'll take payment on or just after 8 December

If you need to change your Direct Debit details or pay a different way please contact us using one of the options opposite.

Bill issue date
24 Nov 2023

Bill reference
M092 B8

Your account number
GP 0010 4141

How to get in touch

Please have your account number ready.
It's in the top right hand corner.

CB010

Questions about your bill


bt.com/billing
or **0800 800 156**

Information about our products

bt.com/bill/productsandservices
or **0800 400 400**

Fixing a fault

bt.com/bill/help
or **0800 800 154**

 **If you use a either a textphone or the Relay UK app**
Please dial 18001 before the number you want
e.g. 18001 0800 800 150
More information is available at relayuk.bt.com

Everything OK?

If we haven't got things right this time, the best way to let us know is by using one of the contact options above.

We'll do our best to sort things out with you.

But if we haven't managed to agree an outcome within eight weeks of your complaint, you can ask **Ombudsman Services: Communications** to look into it. They provide free and independent advice on dispute resolution.

You can contact them on **0330 440 1614**
or at ombudsman-services.org/complain-now

Whole bill Direct Debit Terms of Agreement:

BT reserves the right, from time to time, to bill separately any charges due in respect of any service provided or equipment supplied.

British Telecommunications plc (registered in England no. 1800000). Registered office: 1 Braham Street, London, E1 8EE
Details about the relationship between you and BT plc can be found in the terms and conditions we sent you when you joined, or you can find them on the web at bt.com/terms

Paper bill reminders

We reserve the right not to send further paper reminders for payment of this bill. To prevent late payment charges and possible restriction of services make sure that we get payment by the due date shown.



Bill issue date
24 Nov 2023

Bill reference
M092 B8

Your account number
GP 0010 4141

Your VAT summary

CB010

VAT summary

Total for items where VAT is charged at 20%	£ 73.10
Total excluding VAT	£ 73.10
VAT at 20%	£ 14.62
Total VAT	£ 14.62
TOTAL which includes total VAT of £ 14.62	= £ 87.72

Important information

Your VAT invoice number
GP001041410921

BT VAT registration number
GB245 7193 48

Tax point
24 November 2023

VAT calculation

Items where VAT is charged at 20%

These figures exclude VAT

Regular charges ▶ 1 Nov 23-30 Nov 23	£ 97.10
• Bundled services : £ 97.10	
Discounts ▶ 1 Nov 23-30 Nov 23	- £ 24.00
• Bundled services : - £ 24.00	
TOTAL for items where VAT is charged at 20%	= £ 73.10
Total VAT at 20%	£ 14.62

British Telecommunications plc
Registered Office
1 Braham Street
London E1 8EE
Registered in England
1800000

MRS. D LOCKER
NETTLEHAM PARISH COUNCIL
SCOTHERN ROAD
SCOTHERN ROAD NETTLEHAM
LINCOLN
LN2 2TU

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octopusenergy
for business

CB011

Nettleham Parish Council

Sports The Pavilion Field Close
Nettleham
Lincoln
Lincolnshire
LN2 2RX

Invoice

Invoice number: KI-05496163-0004
Account number: A-05496163
Date issued: 4th Dec 2023

Your charges

Invoice for the period 1st November 2023 - 30th November 2023

	Net charges	CCL	VAT	Total
Electricity	£256.67	£0.00	£12.83	£269.50
Total charges for bill				£269.50

Octopus Energy Limited
Company Number 09263424
VAT Number 358672751



octopusenergy
for business

Your Energy Charges In Detail



Electricity	Supply number	S	3	801	N12
		1100002854168			

Supply Address: Sports The Pavilion Field Close, Nettleham, Lincoln, Lincolnshire, LN2 2RX

Postcode area alpha identifier: H

Green Octopus 12M Fixed (27th October 2023 - 26th November 2023)

Energy Charges for Meter 20L3419284

27th Oct 2023	19879.5 Smart meter reading	
27th Nov 2023	20748.2 Smart meter reading	
Energy Used	868.7 kWh @ 26.59p/kWh	£231.02
Standing Charge	31 days @ 82.76p/day	£25.65
VAT @ 5% on £256.67		£12.83
Total Electricity Charges		£269.50



About Your Tariff

Electricity

Tariff Name	Green Octopus 12M Fixed
Payment Method	Direct Debit Monthly
Agreement End Date	27th Aug 2024
Estimated Annual Usage	3713.8 kWh

Electricity mix

We believe that **renewable energy is no longer an opportunity - it's a responsibility**. Because of that, every single one of our business tariffs are powered by REGO-backed **100% renewable** electricity. As a group we also invest heavily in renewable generation; in fact, we're proud to say that the solar farms we've funded generate over 40% of all the UK's large scale solar.





Additional Information

Contacting us

Contact us by email and get a response within hours. Of course, if you need to you can also get a hold of us on the phone, or even by post.

Email: business@octopus.energy

Phone: 020 3389 5613

Trading office: UK House, 5th floor, 164-182 Oxford Street, London, W1D 1NN

Advice and complaints

If you feel that our service has not met your expectations, please get in touch so we can put things right:

First: Contact our team.

Then: If an advisor is not able to resolve your query, you can ask for it to be escalated to a specialist or team leader as appropriate.

Finally: If you're still not happy with our decision, you can contact our Operations Manager for an independent review, and you will receive a reply within 5 working days.

If you have followed the above steps, but your complaint remains unresolved after 8 weeks you can contact the Energy Ombudsman on 0330 440 1624 or at www.energyombudsman.org. This is a free and independent service whose decisions we must abide by.

You can read our complaints policy on our website.

Ending your contract with us

You can end your contract at any time by giving us 30 days' notice. However, the effects of ending your contract differ depending on where you are within your contract period:

In contract, not within the final 30 days: we reserve the right to charge exit fees. Please see section 12 of our Terms and Conditions for more details.

In contract, within the final 30 days: you can leave at any time after the last day of your contract (even if you give notice less than 30 days before the contract end date)

Out of contract: If you are out of contract with us, you'll simply be moved onto to our fairly-priced Variable tariff (we don't believe in expensive out of contract rates). On this tariff you're free to leave at any time - though of course we'd love you to get in touch to see if you could save money by re-fixing.

Paying by bank transfer

We are also able to accept one-off payments by bank transfer. However, please do not use this method if you already have an active direct debit with us as you may end up paying twice.

It's important that you enter your account reference as the payment reference, otherwise the payment may not be allocated to your account:

Your account reference: A-05496163

Account number: 44594118

Sort Code: 40-05-30

82 STATEMENT

Nettleham Parish Council
Former Police Office
Scothern Road
NETTLEHAM
LN2 2TU


Statement Date: **19-12-2023**
Payment Terms: **30 DAYS**
VAT No: **GB 678 7928 53**
Email: **accounts@dataplan.co.uk**
Tel: **03331 123456**

DATE	INVOICE	DESCRIPTION	AMOUNT	OUTSTANDING
30-11-2023	201089	Monthly Payroll - Period 8	73.80	73.80

OUR BANK DETAILS

Bank Name: HSBC
Bank Sort Code: 40-22-24
Bank Account: 42141760
VAT No: GB 678 7928 53
Registered in England 06475128

Current	30 Day	60 Day	90 Day	120+ Day	TOTAL DUE
73.80					73.80

 03331 123456

 accounts@dataplan.co.uk

 www.dataplanpayroll.co.uk





Account number GP 0010 4141
Bill issue date 21 Dec 2023
Bill reference M093 FV

MRS. D LOCKER
NETTLEHAM PARISH COUNCIL
SCOTHERN ROAD
SCOTHERN ROAD NETTLEHAM
LINCOLN
LN2 2TU

CB013

Services covered by this bill

see bt.com/billing for full details

Phone

Broadband

Your monthly business bill

The total owed on this account is
£ 87.72 including VAT

Thank you for paying by Direct Debit - this payment will be taken from your bank account on or just after 4 January.

This bill

Regular charges	£ 97.10
Discounts	- £ 24.00
Total VAT	£ 14.62
Total for this bill	£ 87.72

84

Thanks for paying by Direct Debit

We'll take payment on or just after 4 January

If you need to change your Direct Debit details or pay a different way please contact us using one of the options opposite.

Bill issue date

21 Dec 2023

Bill reference

M093 FV

Your account number

GP 0010 4141

How to get in touch

Please have your account number ready.
It's in the top right hand corner.

CB013

Questions about your bill


bt.com/billing
or **0800 800 156**

Information about our products

bt.com/bill/productsandservices
or **0800 400 400**

Fixing a fault

bt.com/bill/help
or **0800 800 154**

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Paper bill reminders

We reserve the right not to send further paper reminders for payment of this bill. To prevent late payment charges and possible restriction of services make sure that we get payment by the due date shown.

CB013

Your VAT summary

VAT summary

Total for items where VAT is charged at 20%	£ 73.10	
Total excluding VAT	£ 73.10	
VAT at 20%	£ 14.62	
Total VAT	£ 14.62	
TOTAL which includes total VAT of £ 14.62	=	£ 87.72

Important information

Your VAT invoice number
GP001041410931

BT VAT registration number
GB245 7193 48

Tax point
21 December 2023

VAT calculation

Items where VAT is charged at 20%

These figures exclude VAT

Regular charges ▶ 1 Dec 23-31 Dec 23	£ 97.10	
• Bundled services : £ 97.10		
Discounts ▶ 1 Dec 23-31 Dec 23	- £ 24.00	
• Bundled services : - £ 24.00		
TOTAL for items where VAT is charged at 20%	=	£ 73.10
Total VAT at 20%		£ 14.62

British Telecommunications plc
Registered Office
1 Braham Street
London E1 8EE
Registered in England
1800000

MRS. D LOCKER
NETTLEHAM PARISH COUNCIL
SCOTHERN ROAD
SCOTHERN ROAD NETTLEHAM
LINCOLN
LN2 2TU

****phone 03457 213 213**

co-operativebank.co.uk/business



MRS L WALLER
Nettleham Parish Council
The Parish Office
Scothern Road
Nettleham Lincoln
LN2 2TU



015770 33600

Community Directplus Account Invoice

Summary	Service Type	Volume	Rate Per	Charge
Account title NETTLEHAM PARISH COUNCIL	BACS-ITEMS 202311 0892996522262900	14	14P EACH	1.96 *
	BACS-FILES 202311 0892996522262900	4	£3.00 EACH	12.00 *

Sort code
089299

Any queries should be referred to Business Account Support on **03457 213 213**

Account number
65222629

Charging period
17 November 2023
to **19 December 2023**

Invoice number
180

Total Charges
13.96

Entries marked *
will be passed to
your account on
5 January 2024

04 JAN 2024

Statement to
current invoice
folded ✓

87



octopus energy
for business

CB015

Nettleham Parish Council

SPORTS THE PAVILION FIELD CLOSE
NETTLEHAM
LINCOLN
LINCOLNSHIRE
LN2 2RX

Invoice

Invoice number: KI-05496163-0005
Account number: A-05496163
Date issued: 2nd Jan 2024

Your charges

Invoice for the period 1st December 2023 - 31st December 2023

	Net charges	CCL	VAT	Total
Electricity	£244.38	£0.00	£12.22	£256.60
Total charges for bill				£256.60

Octopus Energy Limited
Company Number 09263424
VAT Number 358672751



octopusenergy
for business

Your Energy Charges In Detail



Electricity	Supply number	S	3	801	N12
		1100002854168			

Supply Address: Sports The Pavilion Field Close, Nettleham, Lincoln, Lincolnshire, LN2 2RX

Postcode area alpha identifier: L

Green Octopus 12M Fixed (27th November 2023 - 26th December 2023)

Energy Charges for Meter 20L3419284

27th Nov 2023	20748.2 Smart meter reading	
27th Dec 2023	21573.7 Smart meter reading	
Energy Used	825.6 kWh @ 26.59p/kWh	£219.55
Standing Charge	30 days @ 82.76p/day	£24.83
VAT @ 5% on £244.38		£12.22
Total Electricity Charges		£256.60



About Your Tariff

Electricity

Tariff Name	Green Octopus 12M Fixed
Payment Method	Direct Debit Monthly
Agreement End Date	27th Aug 2024
Estimated Annual Usage	4757.0 kWh

Electricity mix

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Finally: If you're still not happy with our decision, you can contact our Operations Manager for an independent review, and you will receive a reply within 5 working days.

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Paying by bank transfer

We are also able to accept one-off payments by bank transfer. However, please do not use this method if you already have an active direct debit with us as you may end up paying twice.

It's important that you enter your account reference as the payment reference, otherwise the payment may not be allocated to your account:

Your account reference: A-05496163

Account number: 44594118

Sort Code: 40-05-30

From: Clerk
Sent: 08 January 2024 16:23
To: Facilities Manager; RFO; Accounts
Subject: FW: Garden Waste Subscription - GWS_575574887

Hi all

Green bin payment for 20124 sent to WLDC by Debit Card today –
£44 per bin so total of £264

Kind regards

Lucy Waller, BA (Hons), PSLCC

Parish Clerk
Nettleham Parish Council, The Parish Office, Scothern Road, Nettleham, Lincoln LN2 2TU
Tel: 01522 750011.
Mobile: 07484024923

Office Opening Hours – Monday to Thursday 9.00am to 12.00noon

The information contained in or attached to this email is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, you are not authorised to and must not disclose, copy, distribute or retain this message or any part of it. It may contain information which is confidential and /or covered by legal professional or other privilege (or other rules or laws with similar effect in jurisdictions outside of England and Wales).

From: West Lindsey District Council <donotreply@west-lindsey.gov.uk>
Sent: Monday, January 8, 2024 4:17 PM
To: Clerk <clerk@nettleham-pc.gov.uk>
Subject: Garden Waste Subscription - GWS_575574887

Dear Lucy,

Thank you for subscribing to the Garden Waste Service for collections in 2024 for the following address(es) .

Old Police Office Scothern Road, Nettleham
Lincoln
LN2 2TU
Number of bins: 1

The Pavilion Mulsanne Park Field Close, Nettleham
Lincoln
LN2 2RX
Number of bins: 2

The Old School Mill Hill, Nettleham
Lincoln

Payment receipt reference: **FRMP00086772**

You will be provided with a welcome pack containing a sticker to place on the garden waste bin(s) you have subscribed for. You will receive your welcome pack week commencing 4th March 2024, please only contact us if you haven't received your welcome pack after this week.

If you have ordered new / additional green waste bin(s), delivery will take place within 14 days to the address of the garden waste collection.

For your scheduled collections please refer to your collection calendar or see www.west-lindsey.gov.uk/mybinday for your scheduled collections.

If you would like to see further information on the terms and conditions of the Garden Waste Service, please visit our Garden Waste policy page.

Kind Regards,
Customer Services



BANK RECONCILIATION AND CASH POSITION

31st December 2023

Account balance as at 31/12/23	Co Op Current Account	22177.69
	Co Op 14 Day Account	386439.09
	Co Op Instant Access	5402.44
	Total Funds as at 30/11/23	414019.22
General Reserves	3 months running costs	55013.25
Earmarked Reserves	320 EM RESERVE - LARCH AVE - S106	23235.00
	322 EARMARKED RESERVES MP	13561.61
	323 EARMARKED RESERVES OS	12025.55
	324 EM RESERVE - MAJOR PROJECTS	33249.00
	326 BILL BAILEY'S CAPITAL PROJECTS	20104.19
	328 EM RESERVE MP PLAY EQUIP	50103.00
	329 EM RESERVE TENNIS COURT	26360.00
	333 EM Reserve BG- Memorial Safety	3555.00
	334 EMR Village Beck	3500.00
	335 EMR TS-BURIAL GD EXT	27075.47
	336 EMR FP-Permissive Paths	1207.00
	337 EMR ELECTION COSTS	3476.85
	338 EMR LEGAL COSTS	2010.00
	339 EMR TREE WORKS RESERVE	6420.00
	340 EMR MINSTER FIELDS	1000.00
	341 EMR CIL -COMM INFRASTR LEVY	25416.63
	350 CAPITAL RECEIPTS RESERVE	6357.00
	Total reserves	258656.30
	REMAINING FUNDS	100349.67

Summary Income & Expenditure by Budget Heading 13/01/2024

Month No: 10

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	ADMINISTRATION							
	Income	0	201,591	196,393	(5,198)			102.6%
	Expenditure	415	70,188	77,322	7,134	95	7,039	90.9%
	Net Income over Expenditure	<u>(415)</u>	<u>131,403</u>	<u>119,071</u>	<u>(12,332)</u>			
	plus Transfer from EMR	0	33					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>(415)</u>	<u>131,436</u>					
102	OLD SCHOOL							
	Income	490	27,593	30,800	3,207			89.6%
	Expenditure	200	18,359	39,788	21,429	46	21,384	46.3%
	Movement to/(from) Gen Reserve	<u>290</u>	<u>9,235</u>					
103	BURIAL GROUNDS							
	Income	675	11,285	15,000	3,715			75.2%
	Expenditure	0	7,174	13,979	6,805		6,805	51.3%
	Movement to/(from) Gen Reserve	<u>675</u>	<u>4,111</u>					
104	ALLOTMENTS							
	Income	0	17	24	7			70.8%
	Expenditure	0	853	1,592	739		739	53.6%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(836)</u>					
105	VILLAGE/PARISH FACILITES							
	Income	0	6,600	0	(6,600)			0.0%
	Expenditure	1,868	47,424	42,530	(4,894)	2,939	(7,834)	118.4%
	Net Income over Expenditure	<u>(1,868)</u>	<u>(40,824)</u>	<u>(42,530)</u>	<u>(1,706)</u>			
	plus Transfer from EMR	0	1,760					
	Movement to/(from) Gen Reserve	<u>(1,868)</u>	<u>(39,064)</u>					
106	MULSANNE PARK							
	Income	48	11,814	11,600	(214)			101.8%
	Expenditure	584	24,760	24,960	200	245	(45)	100.2%
	Net Income over Expenditure	<u>(536)</u>	<u>(12,946)</u>	<u>(13,360)</u>	<u>(414)</u>			
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>(536)</u>	<u>(12,946)</u>					
107	BISHOPS PALACE SITE							
	Expenditure	0	1,160	4,182	3,022		3,022	27.7%
108	NEIGHBOURHOOD PLAN							
	Expenditure	0	2,400	4,000	1,600		1,600	60.0%
	plus Transfer from EMR	0	0					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(2,400)</u>					
109	PARISH OFFICE							
	Expenditure	0	83	0	(83)		(83)	0.0%
112	THE SWATHE							
	Expenditure	360	447	1,200	753		753	37.3%
120	LCC - GRASS CUTTING							
	Income	0	0	2,646	2,646			0.0%
	Expenditure	0	6,038	8,500	2,462		2,462	71.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(6,038)</u>					
130	CAPITAL EXPENDITURE							
	Expenditure	0	4,259	36,880	32,621		32,621	11.5%
	plus Transfer from EMR	0	1,590					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(2,669)</u>					

Summary Income & Expenditure by Budget Heading 13/01/2024

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
131 CAPITAL INCOME	Income	0	25,802	470	(25,332)			5489.9%
	plus Transfer from EMR	0	0					
	less Transfer to EMR	0	21,802					
	Movement to/(from) Gen Reserve	<u>0</u>	<u>4,000</u>					
201 FIELDPATHS	Expenditure	0	887	2,000	1,113		1,113	44.4%
Grand Totals:- Income		1,213	284,703	256,933	(27,770)			110.8%
Expenditure		3,426	184,032	256,933	72,901	3,324	69,577	72.9%
Net Income over Expenditure		<u>(2,213)</u>	<u>100,671</u>	<u>0</u>	<u>(100,671)</u>			
	plus Transfer from EMR	0	3,383					
	less Transfer to EMR	0	21,802					
	Movement to/(from) Gen Reserve	<u>(2,213)</u>	<u>82,252</u>					

Detailed Income & Expenditure by Budget Heading 13/01/2024

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Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 ADMINISTRATION								
1176 PRECEPT RECEIVED	0	196,023	196,023	0			100.0%	
1177 ADM-WLDC CTAX CONTRIBUTION	0	0	100	100			0.0%	
1183 ADM - INCOME JOHN MOSS	0	5	10	5			53.6%	
1184 ADM - INCOME MISC	0	910	10	(900)			9104.5%	
1196 ADM - INTEREST REC'D	0	4,652	250	(4,402)			1860.9%	
ADMINISTRATION :- Income	0	201,591	196,393	(5,198)			102.6%	0
1101 ADM - STAFF SALARIES	0	36,536	46,419	9,883		9,883	78.7%	
1104 ADM - CONTRACTOR COSTS	0	2,546	3,500	954		954	72.8%	
1108 ADM - TRAINING	0	1,288	1,000	(288)		(288)	128.8%	
1109 ADM - STAFF TRAVEL	0	122	50	(72)		(72)	243.0%	33
1112 ADM - WATER	0	284	210	(74)		(74)	135.2%	
1113 ADM - PO RENT	0	0	1	1		1	0.0%	
1114 ADM - ELECTRICITY	0	863	2,400	1,537		1,537	36.0%	
1116 ADM - CLEANING MATERIALS	0	8	40	32		32	20.5%	
1117 ADM - CHAIRMAN'S ALL	0	32	200	168		168	16.0%	
1118 ADM - IT MANAGEMENT	0	23	0	(23)		(23)	0.0%	
1119 ADM - IT MANAGEMENT	249	7,600	2,800	(4,800)	27	(4,827)	272.4%	
1120 ADM - MISC EST COSTS	0	371	500	129	42	87	82.6%	
1121 ADM - TELEPHONE/BROADBAND	73	1,921	1,300	(621)		(621)	147.8%	
1122 ADM - POSTAGE	0	4	100	96		96	3.8%	
1123 ADM - PRINT/STATIONERY	0	349	750	401	26	376	49.9%	
1124 ADM - SUBSCRIPTIONS	0	765	900	135		135	85.0%	
1125 ADM - INSURANCE	0	4,955	3,850	(1,105)		(1,105)	128.7%	
1126 ADM - PROP. REPORTS	0	0	50	50		50	0.0%	
1127 ADM - P/COPIER CONTRCT	79	206	0	(206)		(206)	0.0%	
1129 ADM - ADVERTISING	0	454	0	(454)		(454)	0.0%	
1130 ADM - OFFICE EQUIPMENT	0	1,983	1,500	(483)		(483)	132.2%	
1137 ADM - ROUTINE REPAIRS/MAINTENC	0	48	300	252		252	16.0%	
1140 ADM - REFUSE COLLECTION	0	200	220	20		20	91.0%	
1150 ADM - ELECTIONS	0	0	1,250	1,250		1,250	0.0%	
1153 ADM - LOAN REPAYMENTS	0	7,896	0	(7,896)		(7,896)	0.0%	
1154 ADM - VILLAGE HALL LOAN	0	0	3,782	3,782		3,782	0.0%	
1157 ADM - AUDIT FEES	0	1,606	2,000	394		394	80.3%	
1158 ADM - BANK FEES	14	120	200	80		80	60.0%	
1162 ADM - S137 GRANTS	0	8	0	(8)		(8)	0.0%	
1163 ADM - LEGAL EXPENSES	0	0	1,000	1,000		1,000	0.0%	
1164 ADM - GRANTS GENERAL	0	0	1,000	1,000		1,000	0.0%	
1165 ADM - CLIMATE CHANGE INITIATIV	0	0	2,000	2,000		2,000	0.0%	
ADMINISTRATION :- Indirect Expenditure	415	70,188	77,322	7,134	95	7,039	90.9%	33
Net Income over Expenditure	(415)	131,403	119,071	(12,332)				
6000 plus Transfer from EMR	0	33						
Movement to/(from) Gen Reserve	(415)	131,436						

Detailed Income & Expenditure by Budget Heading 13/01/2024

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102 OLD SCHOOL								
1281 OS-SMALL ROOM	80	11,428	15,000	3,572			76.2%	
1282 OS-LARGE ROOM	302	14,901	15,000	99			99.3%	
1283 OS-KITCHEN	109	993	500	(493)			198.6%	
1285 OS-STORAGE INCOME	0	245	300	55			81.7%	
1287 OS-MEETING ROOM INCOME	0	26	0	(26)			0.0%	
OLD SCHOOL :- Income	490	27,593	30,800	3,207			89.6%	0
1201 OS-SALARIES	0	9,325	10,258	933		933	90.9%	
1202 OS-WAGES	0	1,361	1,544	183		183	88.1%	
1204 OS-CONTRACTOR COSTS	112	2,718	3,200	482		482	84.9%	
1212 OS-WATER	0	266	500	234		234	53.2%	
1214 OS-ELECTRICITY	0	1,476	3,200	1,724		1,724	46.1%	
1215 OS-GAS	0	1,386	4,500	3,114		3,114	30.8%	
1216 OS-CLEANING MATERIAL	0	445	400	(45)	27	(72)	117.9%	
1219 OS-PERFORMING RIGHTS	0	52	50	(2)		(2)	103.2%	
1220 OS-MISCELLANEOUS	0	24	200	176	19	157	21.3%	
1221 OS-TELEPHONE/FAX	0	0	220	220		220	0.0%	
1231 OS-ADVERTISING	0	204	425	221		221	48.0%	
1237 OS-ROUTINE MAINT/REPAIRS	0	702	3,000	2,298		2,298	23.4%	
1240 OS-REFUSE COLLECTION	88	400	280	(120)		(120)	142.9%	
1253 OS-LOAN REPAYMENTS	0	0	12,011	12,011		12,011	0.0%	
OLD SCHOOL :- Indirect Expenditure	200	18,359	39,788	21,429	46	21,384	46.3%	0
Net Income over Expenditure	290	9,235	(8,988)	(18,223)				
103 BURIAL GROUNDS								
1381 BG-INCOME	675	11,285	15,000	3,715			75.2%	
BURIAL GROUNDS :- Income	675	11,285	15,000	3,715			75.2%	0
1301 BG-SALARIES	0	3,391	7,153	3,762		3,762	47.4%	
1302 BF-WAGES	0	2,041	2,316	275		275	88.1%	
1312 BG-WATER RATES	0	62	60	(2)		(2)	103.7%	
1320 BG-MISCELLANEOUS	0	21	150	129		129	13.7%	
1336 BG-GRASS CUTTING	0	1,658	2,700	1,042		1,042	61.4%	
1337 BG-ROUTINE MAINTENANCE	0	0	500	500		500	0.0%	
1340 BG-REFUSE COLLECTION	0	0	100	100		100	0.0%	
1342 BG-TREE MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
BURIAL GROUNDS :- Indirect Expenditure	0	7,174	13,979	6,805	0	6,805	51.3%	0
Net Income over Expenditure	675	4,111	1,021	(3,090)				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 ALLOTMENTS								
1481 ALL-INCOME	0	17	24	7			70.8%	
ALLOTMENTS :- Income	0	17	24	7			70.8%	0
1402 ALL-WAGES	0	681	772	91		91	88.2%	
1412 ALL-WATER RATES	0	132	180	48		48	73.4%	
1413 ALL-RENT	0	40	40	0		0	100.0%	
1437 ALL-ROUTINE MAINTENANCE	0	0	500	500		500	0.0%	
1438 ALL-ELECTRICITY	0	0	100	100		100	0.0%	
ALLOTMENTS :- Indirect Expenditure	0	853	1,592	739	0	739	53.6%	0
Net Income over Expenditure	0	(836)	(1,568)	(732)				
105 VILLAGE/PARISH FACILITES								
1577 VF-MISCELLANEOUS INCOME	0	6,600	0	(6,600)			0.0%	
VILLAGE/PARISH FACILITES :- Income	0	6,600	0	(6,600)				0
1501 VF-SALARIES	0	8,181	11,885	3,704		3,704	68.8%	
1502 VF-WAGES	0	6,805	7,720	915		915	88.1%	
1503 VF -TRAVEL ALLOW - F/STAFF	0	84	250	166		166	33.5%	
1504 VF-CONTRACTOR COSTS	149	149	1,000	851	375	476	52.4%	
1505 VF - WORKS VEHICLE	0	3,217	4,500	1,283	0	1,283	71.5%	
1512 VF-WATER RATES	0	49	60	11		11	81.0%	
1519 VF-PERFORMANCE RIGHTS	0	141	130	(11)		(11)	108.5%	
1520 VF-MISCELLANEOUS	0	2,473	750	(1,723)	674	(2,397)	419.5%	
1521 VF - SPEED REDUCTION	0	2,800	50	(2,750)		(2,750)	5599.7%	
1532 VF - COMMUNITY EVENTS	0	602	0	(602)		(602)	0.0%	
1533 VF-CHRISTMAS TREE COSTS	1,321	1,346	1,600	254	1,321	(1,067)	166.7%	
1534 VF-FLORAL DISPLAYS	0	1,393	2,000	607		607	69.6%	
1536 VF-GRASS CUTTING	310	3,673	2,700	(973)		(973)	136.0%	
1537 VF-ROUTINE MAINTENANCE	0	6,547	1,000	(5,547)		(5,547)	654.7%	
1539 VF-VILLAGE GREEN TEL KIOSK	0	0	100	100		100	0.0%	
1540 VF-REFUSE COLLECTION	88	88	0	(88)		(88)	0.0%	
1541 VF-WEED SPRAYING	0	1,583	1,500	(83)		(83)	105.6%	
1542 VF-TREE MAINTENANCE	0	4,877	4,000	(877)	550	(1,427)	135.7%	1,760
1544 VF-TREE MAINTENANCE HIGHWAYS	0	0	500	500		500	0.0%	
1546 VF-PLAY EQUIP REPAIR & SERVICE	0	2,596	1,000	(1,596)		(1,596)	259.6%	
1551 VF-VILLAGE SEATS - MAINTENANCE	0	75	1,000	925		925	7.5%	
1564 VF - DEFIBRILATOR	0	0	85	85		85	0.0%	
1565 VF - PPE EQUIPMENT	0	495	200	(295)	19	(314)	257.1%	
1566 VF - TOOLS /SUNDRIES	0	252	500	248		248	50.4%	
VILLAGE/PARISH FACILITES :- Indirect Expenditure	1,868	47,424	42,530	(4,894)	2,939	(7,834)	118.4%	1,760
Net Income over Expenditure	(1,868)	(40,824)	(42,530)	(1,706)				
6000 plus Transfer from EMR	0	1,760						

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(1,868)	(39,064)						
106 MULSANNE PARK								
1681 MP-GROUND LETTINGS	0	9,430	9,400	(30)			100.3%	
1682 MP-PAVILION LETTINGS	48	1,806	1,200	(606)			150.5%	
1684 MP-MISC INCOME	0	578	1,000	422			57.8%	
MULSANNE PARK :- Income	48	11,814	11,600	(214)			101.8%	0
1601 MP-SALARIES	0	2,777	5,144	2,367		2,367	54.0%	
1602 MP-WAGES	0	2,041	2,316	275		275	88.1%	
1604 MP-CONTRACTOR COSTS	168	8,006	2,200	(5,806)	190	(5,996)	372.6%	
1612 MP-WATER RATES	0	1,897	600	(1,297)		(1,297)	316.1%	
1614 MP-ELECTRICITY	244	2,039	2,000	(39)		(39)	101.9%	
1615 MP-GAS	0	797	4,000	3,203		3,203	19.9%	
1616 MP-CLEANING MATERIALS	0	442	350	(92)	55	(147)	141.9%	
1619 MP-PERFORMING RIGHTS	0	265	250	(15)		(15)	105.9%	
1620 MP-MISCELLANEOUS	0	184	200	16		16	92.1%	
1621 MP-TELEPHONE	0	86	300	214		214	28.8%	
1635 MP-PROPERTY MANAGEMENT	83	113	0	(113)		(113)	0.0%	
1636 MP-GRASS CUTTING	0	3,826	3,500	(326)		(326)	109.3%	
1637 MP-ROUTINE MAINT/REPAIRS	0	1,054	2,000	946		946	52.7%	
1640 MP-REFUSE COLLECTION	88	785	500	(285)		(285)	157.0%	
1641 MP-WEED SPRAYING	0	447	600	153		153	74.4%	
1642 MP-TREE MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
MULSANNE PARK :- Indirect Expenditure	584	24,760	24,960	200	245	(45)	100.2%	0
Net Income over Expenditure	(536)	(12,946)	(13,360)	(414)				
107 BISHOPS PALACE SITE								
1702 BP - WAGES	0	680	772	92		92	88.1%	
1712 BP - WATER	0	47	60	13		13	77.5%	
1713 BP - RENT	0	208	250	42		42	83.2%	
1736 BP - GRASS CUTTING	0	225	1,600	1,375		1,375	14.0%	
1737 BP - ROUTINE MAINTENANCE	0	0	500	500		500	0.0%	
1742 BP - TREE MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
BISHOPS PALACE SITE :- Indirect Expenditure	0	1,160	4,182	3,022	0	3,022	27.7%	0
Net Expenditure	0	(1,160)	(4,182)	(3,022)				
108 NEIGHBOURHOOD PLAN								
1820 NP-MISCELLANEOUS	0	2,400	4,000	1,600		1,600	60.0%	
NEIGHBOURHOOD PLAN :- Indirect Expenditure	0	2,400	4,000	1,600	0	1,600	60.0%	0
Net Expenditure	0	(2,400)	(4,000)	(1,600)				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
109 PARISH OFFICE								
1937 PO-ROUTINEMAINT/REPAIRS	0	83	0	(83)		(83)	0.0%	
PARISH OFFICE :- Indirect Expenditure	0	83	0	(83)	0	(83)		0
Net Expenditure	0	(83)	0	83				
112 THE SWATHE								
2036 TS - GRASS CUTTING	0	0	300	300		300	0.0%	
2037 TS - ROUTINE MAINT/REPAIRS	0	0	300	300		300	0.0%	
2038 TS - RENT	0	87	100	13		13	87.0%	
2042 TS - TREE MAINTENANCE	360	360	500	140		140	72.0%	
THE SWATHE :- Indirect Expenditure	360	447	1,200	753	0	753	37.2%	0
Net Expenditure	(360)	(447)	(1,200)	(753)				
120 LCC - GRASS CUTTING								
12086 HIGHWAY VERGES-INCOME	0	0	2,646	2,646			0.0%	
LCC - GRASS CUTTING :- Income	0	0	2,646	2,646			0.0%	0
12036 HIGHWAY VERGES-GRASS CUTTING	0	6,038	8,500	2,462		2,462	71.0%	
LCC - GRASS CUTTING :- Indirect Expenditure	0	6,038	8,500	2,462	0	2,462	71.0%	0
Net Income over Expenditure	0	(6,038)	(5,854)	184				
130 CAPITAL EXPENDITURE								
13001 MAJOR PROJECTS RESERVE	0	0	3,000	3,000		3,000	0.0%	
13002 OLD SCHOOL CAP PROJECTS	0	0	1,400	1,400		1,400	0.0%	
13003 MULSANNE PARK CAP PROJECTS	0	660	4,000	3,340		3,340	16.5%	660
13004 SECTION 106 EXPENDITURE	0	17	4,000	3,983		3,983	0.4%	
13006 BILL BAILEYS CAP PROJECTS	0	0	4,000	4,000		4,000	0.0%	
13008 MULSANNE PARK PLAY EQUIPMENT	0	0	4,000	4,000		4,000	0.0%	
13009 TENNIS CRTS L/TERM MAINTENANCE	0	0	2,000	2,000		2,000	0.0%	
13012 NEIGHBOURHOOD PLAN	0	2,449	0	(2,449)		(2,449)	0.0%	
13018 TS - BURIAL GD EXTENSION	0	930	10,000	9,070		9,070	9.3%	930
13021 TREE WORKS RESERVE	0	0	4,480	4,480		4,480	0.0%	
13024 ELECTION EXPENSES	0	202	0	(202)		(202)	0.0%	
CAPITAL EXPENDITURE :- Indirect Expenditure	0	4,259	36,880	32,621	0	32,621	11.5%	1,590
Net Expenditure	0	(4,259)	(36,880)	(32,621)				
6000 plus Transfer from EMR	0	1,590						
Movement to/(from) Gen Reserve	0	(2,669)						

Detailed Income & Expenditure by Budget Heading 13/01/2024

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
131 CAPITAL INCOME								
13027 INCOME - MULSANNE PARK	0	4,000	0	(4,000)			0.0%	
13119 INCOME-TENNIS CRTS MAINTEN	0	0	470	470			0.0%	
13125 INCOME - CIL	0	21,802	0	(21,802)			0.0%	21,802
CAPITAL INCOME :- Income	0	25,802	470	(25,332)			5489.9%	21,802
Net Income	0	25,802	470	(25,332)				
6001 less Transfer to EMR	0	21,802						
Movement to/(from) Gen Reserve	0	4,000						
201 FIELDPATHS								
2120 FP-MISCELLANEOUS	0	0	200	200		200	0.0%	
2136 FP-GRASS CUTTING	0	887	1,800	913		913	49.3%	
FIELDPATHS :- Indirect Expenditure	0	887	2,000	1,113	0	1,113	44.4%	0
Net Expenditure	0	(887)	(2,000)	(1,113)				
Grand Totals:- Income	1,213	284,703	256,933	(27,770)			110.8%	
Expenditure	3,426	184,032	256,933	72,901	3,324	69,577	72.9%	
Net Income over Expenditure	(2,213)	100,671	0	(100,671)				
plus Transfer from EMR	0	3,383						
less Transfer to EMR	0	21,802						
Movement to/(from) Gen Reserve	(2,213)	82,252						

102
24.01.23
Item 7c)



NETTLEHAM PARISH COUNCIL

2024/25 BUDGET

Version 3 – Final Recommendation 11th January 2024

The attached pages detail the recommended budget for financial year 2024/25.

Actual figures for the year ending 31st December 2023 have been used to generate 2023/24 end of year forecasts and all lines adjusted to reflect isolated expenditure whether actually spent or forecast to be spent in the current financial year.

The two summary pages collate the same information but presented by cost centre followed by income/expenditure.

For the financial year ending 2023/24 there is an end of year forecast income totalling £297,512 against a budget of £256,933 an improvement of £40,579. This has been achieved by CIL income (21,802), interest (5,953), hall hires (5,989) and grants (6,600).

Expenditure is forecast to be £229,692 against a budget of £256,733. This is an improvement of £27,041 although there are a number of budget lines not expected to have any actual expenditure. Additionally, some areas have been overspent which includes salaries owing to an increase in staff, training, IT management, telephone, office equipment, insurance and audit fees.

The forecast for the financial year 2024/25 shows income of £270,425, assuming the recommended precept of £201,500 is approved, with expenditure totalling £267,626.

The precept suggested for 2024/25 is £201,500 representing an increase of £5,477 (2.79%) on last year. However, there has been an increase in properties within the parish and the tax base has increased from 1611.20 to 1639.77 so the net effect of this would see an increase in the council tax to residents of 1%, equivalent to £1.22 per annum or 2p per week.

Whilst there may be a feeling to keep the precept level with no increase, which is achievable by using £2,003 from reserves, costs have increased over the year and forecast to increase further which would mean we would actually go backwards. Even with an increase of 1% we would be absorbing some increases faced.

Further savings may be possible and by better investing the cash balances additional interest of circa £6,000 could be generated and there is the option of using some reserves on some expenditure.

The Cash Reconciliation and Reserves page details the forecast end of year cash position together with existing and proposed reserves for the following year.

The forecast end of year cash balance is £378,721. Allowing for current reserves this will leave an estimated balance of £141,867. I have suggested some movement in reserves and also providing funds for a new project installing solar panels at the new allotments.

The Council shouldn't really be sitting on significant amounts of cash so councillors should consider the proposed earmarked reserves and projects for 2024/25 and beyond with the additional funds available. Where a council is sitting on significant sums with no plans for expenditure the External Auditor could direct a restricted precept request for the forthcoming year. This will have an impact then on future years as significant increases will be needed.

The remaining pages detail each cost centre narrowed down further to individual codes giving, where appropriate, notes as to significant expenditure together with a forecast for 2024/25.

In reviewing the accounts I would also make the following suggestions for councillors consideration:-

- There are a number of cost centres which have limited transactions and as such it would make sense to close 109-Parish Office and include this with 101-Administration; 120-LCC grass Cutting and include this with 105-Village/Parish Facilities; 201-Fieldpaths and include with 105-Village/Parish Facilities.
- I'm also a little concerned with 130-Capital Expenditure/131-Capital Income as this income is more grant funding. Most grant funds are for specific projects when applied for and resultant expenditure should be allocated to the respective cost codes with the budgeted amounts more earmarked reserves. I would therefore suggest that these two codes are removed in their entirety.
- Combining codes for all tree work codes into one to come under Village/Parish facilities.
- Salaries are presently split across a number of codes which creates additional work to split and whilst I can see the reasoning behind this it doesn't represent the true costs and can potentially result in errors particularly when budgeting. Councillors may wish to re-consider this and include all salaries within administration.
- The present Properties Committee does have a large involvement in the finances of the Council and it may be appropriate for this committee to be renamed 'Finance & Facilities' and extend their responsibilities to a thoroughly review the accounts and budget every four months and have more involvement with the budget and make appropriate recommendations to full council.

Carl Thomas

11th January 2024

		2022/23		2023/24						2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	£ Budget Variation	% Budget Variation	Notes	Budget	Notes
101 - Administration	Income	191,918	192,083	196,393	201,035	202,706	6,313	3.21		208,007	
	Expenditure	77,179	69,570	77,322	69,774	97,029	-19,707	-25.49		100,288	
102 - Old School	Income	24,390	35,659	30,800	27,592	36,789	5,989	19.45		29,250	
	Expenditure	38,476	34,220	39,788	18,157	24,140	15,648	39.33		37,102	
103 - Burial Grounds	Income	9,000	13,680	15,000	11,285	15,047	47	0.31		15,000	
	Expenditure	10,557	7,915	13,979	7,173	9,589	4,390	31.40		11,980	
104 - Allotments	Income	24	16	24	17	23	0	0.00		23	
	Expenditure	1,826	920	1,592	853	1,207	385	24.16		2,163	
105 - Village/Parish Facilities	Income	225	0	0	6,600	3,000	3,000	0.00		0	
	Expenditure	37,151	37,042	42,530	43,798	50,335	-7,805	-18.35		60,702	
106 - Mulsanne Park	Income	11,250	11,445	11,600	11,814	11,500	-100	-0.86		11,500	
	Expenditure	20,503	17,581	24,960	24,174	29,676	-4,716	-18.89		28,391	
107 - Bishops Place	Income	0	0	0	0	0	0	0.00		0	
	Expenditure	4,088	2,404	4,182	1,160	1,614	2,568	61.41		5,052	
108 - Neighbourhood Plan	Income	0	0	0	0	0	0	0.00		0	
	Expenditure	0	0	4,000	2,400	2,400	1,600	40.00		2,400	
109 - Parish Office	Income	0	0	0	0	0	0	0.00		0	
	Expenditure	0	0	0	83	111	-111	0.00		111	
112 - The Swaithe	Income	0	0	0	0	0	0	0.00		0	
	Expenditure	1,200	221	1,200	87	100	1,100	91.67		1,200	
120 - LCC Grass Cutting	Income	2,646	2,865	2,646	0	2,646	0	0.00		2,646	
	Expenditure	8,200	5,139	8,500	6,038	8,051	449	5.29		10,565	
130 - Capital Expenditure	Income	540	39,191	470	25,802	25,802	25,332	5,389.79		4,000	
	Expenditure	38,088	65,260	36,880	4,258	4,258	32,622	88.45		4,258	
201 - Fieldpaths	Income	0	0	0	0	0	0	0.00		0	
	Expenditure	2,000	634	1,800	887	1,183	617	34.30		2,414	
		239,993	294,939	256,933	284,145	297,512	40,581	5,412		270,425	
				196,023	196,023	196,023				201,500	
				60,910	88,122	101,489	40,581			68,925	
		239,268	240,906	256,733	178,842	229,692	27,041	353		266,626	

Required Precept	197,701	-1.89% difference on 2023/24
Proposed Precept	201,500	

Tax Base	2024/25	1639.77
	2023/24	1611.20
	Difference	28.57

Band D Equivalent	122.88	1.00% difference on 2023/24
Band D Equivalent	121.66	1.22 per annum 0.02 per week

101 - Administration	Income
102 - Old School	Income
103 - Burial Grounds	Income
104 - Allotments	Income
105 - Village/Parish Facilities	Income
106 - Mulsanne Park	Income
107 - Bishops Place	Income
108 - Neighbourhood Plan	Income
109 - Parish Office	Income
112 - The Swaithe	Income
120 - LCC Grass Cutting	Income
130 - Capital Expenditure	Income
201 - Fieldpaths	Income
TOTAL INCOME	

101 - Administration	Expenditure
102 - Old School	Expenditure
103 - Burial Grounds	Expenditure
104 - Allotments	Expenditure
105 - Village/Parish Facilities	Expenditure
106 - Mulsanne Park	Expenditure
107 - Bishops Place	Expenditure
108 - Neighbourhood Plan	Expenditure
109 - Parish Office	Expenditure
112 - The Swaithe	Expenditure
120 - LCC Grass Cutting	Expenditure
130 - Capital Expenditure	Expenditure
201 - Fieldpaths	Expenditure
TOTAL EXPENDITURE	
Income	
Precept	
Net income	
Expenditure	

2022/23	
Budget	Actual
191,918	192,083
24,390	35,659
9,000	13,680
24	16
225	0
11,250	11,445
0	0
0	0
0	0
0	0
0	0
2,646	2,865
540	39,191
0	0
239,993	294,939

77,179	69,570
38,476	34,220
10,557	7,915
1,826	920
37,151	37,042
20,503	17,581
4,088	2,404
0	0
0	0
1,200	221
8,200	5,139
38,088	65,260
2,000	634
239,268	240,906
239,993	294,939
239,268	240,906

2023/24					
Budget	Actual YTD	Forecast YTD	£ Budget Variation	% Budget Variation	Notes
196,393	201,035	202,706	6,313	3.11	
30,800	27,592	36,789	5,989	16.28	
15,000	11,285	15,047	47	0.31	
24	17	23	0	0.00	
0	6,600	3,000	3,000	100.00	
11,600	11,814	11,500	-100	-0.87	
0	0	0	0	0.00	
0	0	0	0	0.00	
0	0	0	0	0.00	
0	0	0	0	0.00	
2,646	0	2,646	0	0.00	
470	25,802	25,802	25,332	98.18	
0	0	0	0	0.00	
256,933	284,145	297,512	40,581	13.64	

77,322	69,774	97,029	-19,707	-20.31	
39,788	18,157	24,140	15,648	64.82	
13,979	7,173	9,589	4,390	45.78	
1,592	853	1,207	385	31.86	
42,530	43,798	50,335	-7,805	-15.51	
24,960	24,174	29,676	-4,716	-15.89	
4,182	1,160	1,614	2,568	159.11	
4,000	2,400	2,400	1,600	66.67	
0	83	111	-111	-100.00	
1,200	87	100	1,100	1,100.00	
8,500	6,038	8,051	449	5.58	
36,880	4,258	4,258	32,622	766.13	
1,800	887	1,183	617	52.20	
256,733	178,842	229,692	27,041	11.77	
256,933	284,145	297,512	40,581	13.64	
196,023	192,023	196,023		0.00	
60,910	92,122	101,489	40,581	39.99	
256,733	178,842	229,692	27,041	11.77	

2024/25	
Budget	Notes
208,007	
29,250	
15,000	
23	
0	
11,500	
0	
0	
0	
0	
2,646	
4,000	
0	
270,425	

100,288	
37,102	
12,980	
2,163	
60,702	
28,391	
5,052	
2,400	
111	
1,200	
10,565	
4,258	
2,414	
267,626	
270,425	
196,023	
74,402	
267,626	

BUDGET FORECAST 2024/25

101 - Administration

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
Income		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1176	Precept Received	191298	191298	196023	196023	196023		201500	
1177	WLDC Council tax Contribution	100	100	100					
1183	Income John Moss	10	11	10	5	7		7	
1184	Income Misc	10	223	10	355	473	Printing 206.83 Comp 25	300	
1196	Interest Received	500	451	250	4652	6203		6200	Likely to increase with interest rates and movement of reserves into better paying accounts
		191918	192083	196393	201035	202706		208007	

		2022/23		2023/24				2024/25	
Expenditure		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1101	Staff Salaries	47326	45490	46419	36535	50787	Jan-Mar 12612. NIC: 1640	60027	4204 pm. 6% pay award £3027. NIC 546 pm
1104	Contractor Cost	3450	2844	3500	2546	3395		3600	6% increase
1108	Training	700	642	1000	1288	1525	£500 Rialtas training one off	2000	
1109	Staff Travel	50		50	122	163		215	
1112	Water	230	171	210	284	379		410	
1113	PO Rent	1		1					
1114	Electricity	1350	606	2400	863	1151	New contract needs implementing	1890	New contract
1116	Cleaning Materials	30	27	40	8	11		40	
1117	Chairmans Allowance	200	214	200	33	44		250	
1118	IT Management				23	31			Combine into 1119
1119	IT Management	2800	3048	2800	7352	9803	£1150 Rialtas cemetery module one off; 1000 Rialtas PO ledger/order processing one off; 530 one off IT migration	10000	Rialtas Annual Support £4763 pa; VOIP Phones £1670; Domain £220; Office 365/Emails £1692
1120	Misc Est Costs	500	1655	500	371	400	£350 Prev Chair board one off	420	
1121	Telephone/Broadband	1800	1149	1300	1848	2464	BT Broadband, VOIP, Mobile	2550	Active8 VOIP £275; BT £877; EE mobiles £1320
1122	Postage	50	83	100	4	5		50	

BUDGET FORECAST 2024/25

101 - Administration

Version 4 - 9th January 2024

Income	2022/23		2023/24				2024/25	
	Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1123 Print/Stationary	750	800	750	349	465		1000	
1124 Subscriptions	1000	1353	900	765	765	LALC	900	LALC / Poss ICCM £95 ?
1125 Insurance	4100	4235	3850	4955	4405	BHIB renewed May 23	4650	5% increase
1126 Prop Reports	50	3	50			?? Check (Property Reports) ??	50	
1127 P/Copier Contract				127	169		140	
1129 Advertising				454	352		500	
1130 Office equipment	1500	250	1500	1983	2300	303 screens; 820 laptop; 833 desktopsx2	1500	
1137 Routine Repairs/Maint	300	57	300	48	64		300	
1140 Refuse Collection	260	195	220	200	267	WLDC commercial	250	WLDC assuming 5% increase
1150 Elections	1250	390	1250					EMR reserve should have sufficient to cover
1153 Loan Repayments				7896	15792	Should be coded to 1253 Old School		See 1253
1154 Village Hall Loan	3782	3782	3782			PWLB 2023/24 coded to 1153	3782	PWLB
1157 Audit Fees	1500	197	2000	1606	2141	additional cost due audit inquiry	1450	
1158 Bank fees	200	167	200	106	141		164	
1162 S137 Grants		124		8	11	Remembrance booklets	150	
1163 Legal Expenses	1000	1250	1000				1000	
1164 Grants General	1000		1000				1000	
1165 Climate Change Initiative	2000	838	2000				2000	
	77179	69570	77322	69774	97029		100288	

BUDGET FORECAST 2024/25

102 - Old School

Version 4 - 9th January 2024

Income	2022/23		2023/24				2024/25	
	Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1281 Small Room	10000	17989	15000	11428	15237		13500	
1282 Large Room	13000	16523	15000	14901	19868		15000	
1283 Kitchen	500	471	500	992	1323		500	
1285 Storage	300	355	300	245	327		250	
1286 Telephone	500	249	0	0	0		0	
1287 Meeting Room	90	72	0	26	35		0	
							0	
	24390	35659	30800	27592	36789		29250	

Expenditure	2022/23		2023/24				2024/25	
	Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1201 Staff Salaries	11850	11274	10258	9324	12477	Jan-Mar 930pm. NIC 121 pm	13012	930 pm. 6% pay award NIC 93pm
1202 Wages	1455	1776	1544	1361	1716	Jan-Mar 173pm. NIC 23pm	2200	173 pm. 6% pay award
1204 Contractor Costs	2500	2978	3200	2606	3475		3685	6% increase
1212 Water	700	610	500	266	355		400	
1214 Electricity	2100	737	3200	1476	1968		2200	New contract
1215 Gas	3100	1723	4500	1386	1848	Gas account in credit	4410	New contract
1216 Cleaning Material	200	323	400	445	593		610	
1219 Performing Rights	500	47	50	51	52		60	
1220 Miscellaneous	200	32	200	24	32		50	
1221 Telephone/Fax	220	187	220	0	0		0	
1231 Advertising	360	408	425	204	272		300	
1237 Routine Maintenance	3000	1854	3000	702	936	Boiler/CO2 repairs	2000	
1240 Refuse Collection	280	260	280	312	416	Additional due invoicing error 2022/23	440	WLDC assuming 5% increase
1253 Loan Repayments	12011	12011	12011		0	2023/24 coded to 1153 in error	7735	PWLB
					0		0	
	38476	34220	39788	18157	24140		37102	

BUDGET FORECAST 2024/25

103 - Burial Grounds

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
Income		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1381	Burial Income	9000	13680	15000	11285	15047		15000	
						0		0	
		9000	13680	15000	11285	15047		15000	

		2022/23		2023/24				2024/25	
Expenditure		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1301	Salaries	3854	3573	7153	3391	4345	Jan-Mar 288pm. NIC 30pm	4134	288 pm. 6% pay award. NIC 37pm
1302	Wages	2183	2484	2316	2041	2923	Jan-Mar 260pm. NIC 34pm	3740	260 pm. 6% pay award. NIC 34pm
1312	Water Rates	60	35	60	62	83		85	
1320	Miscellaneous	150	31	150	21	28		100	
1336	Grass Cutting	2700	1658	2700	1658	2211	3 year agreement ending - new quotes being sought.	3321	New quotes being obtained. 2024/25 rates estimated based on indicitive figures received.
1337	Routine Maintenance	500	17	500		0		500	
1340	Refuse Collection	110	117	100		0	Green bin x 2	100	
1342	Tree Maintenance	1000		1000		0		1000	
						0		0	
		10557	7915	13979	7173	9589		12980	

BUDGET FORECAST 2024/25

104 - Allotments

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
Income		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1481	Income	24	16	24	17	23		23	
					0			0	
		24	16	24	17	23		23	

		2022/23		2023/24				2024/25	
Expenditure		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1402	Wages	727	767	772	681	978	Jan-Mar 87 pm. NIC 12pm	1260	87 pm. 6% pay award. NIC 12pm
1412	Water Rates	200	113	180	132	176		250	allowing for 2 potential allotment sites
1413	Rent	40	40	40	40	53		53	
1437	Routine Maintenance	759		500		0		500	
1438	Electricity	100		100		0		100	
						0		0	
		1826	920	1592	853	1207		2163	

BUDGET FORECAST 2024/25

105 - Village/Parish Facilities

Version 4 - 9th January 2024

Income		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1577	Income	225			6600	3000	Grant - first part large village grant (£3k in total)		
						0		0	
		225	0	0	6600	3000		0	

Expenditure		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1501	Salaries	9480	8699	11885	8181	10740	Jan-Mar 755pm. NIC 98pm	10850	755 pm. 6% pay award. NIC 98pm
1502	Wages	7277	8538	7720	6805	9739	Jan-Mar 866pm. NIC 112pm	12440	866 pm. 6% pay award. NIC 112pm
1503	Travel Allowance - F/Staff	250	149	250	84	112		112	
1504	Contractor Costs	1000	950	1000		0		1000	
1505	Works Vehicle	4000	3999	4500	3217	4289	£306 pm	4200	306 pm
1512	Water Rates	60	50	60	49	65		60	
1519	Performance Rights	130	127	130	141	141		160	
1520	Miscellaneous	750	2009	750	2473	600		750	
1521	Speed Reduction	50		50	2800	450	SID	7000	2 x SIDs + posts / £500 community speedwatch.
1532	Community Events				602		Nothing budgeted for	600	??
1533	Christmas tree Costs	1200	1414	1600	25	1600		2000	
1534	Floral Displays	1400	1312	2000	1393	2000		2000	
1536	Grass Cutting	2700	3055	2700	3363	4484	3 year agreement ending - new quotes being sought.	5730	New quotes being obtained. 2024/25 rates estimated based on indicative figures received.
1537	Routine Maintenance	1300	401	1000	6547	7000	£6410 Vickers Wood Path one off	1000	
1539	Village Green Telephone Kiosk	100		100		0		500	needs painting
1540	Refuse Collection	54	39			0		50	?
1541	Weed Spraying	1400	1530	1500	1583	2111		1400	
1542	Tree Maintenance	4000	2885	4000	4877	4000		4000	EMR ?

BUDGET FORECAST 2024/25

105 - Village/Parish Facilities

Version 4 - 9th January 2024

Income		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1544	Tree Maintenance Highways	500		500		0		500	
1546	Play Equip Repair & Service	500	1138	1000	2596	2600		2600	
1551	Village Seats - Maintenance	200	237	1000	75	100		1000	
1564	Defibrillator	100	83	85		0	Mulsanne	100	
1565	PPE Equipment	200	61	200	495	650	Nw uniforms	650	
1566	Tools/Sundries	500	366	500	252	2000	New tools owned by PC	2000	
						0		0	
	EMR Transfer				-1760	-2347			
						0		0	
		37151	37042	42530	43798	50335		60702	

BUDGET FORECAST 2024/25

106 - Mulsanne Park

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
Income		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1681	Ground Lettings	9000	9430	9400	9430	9400	Leases/Licences ??	9400	
1682	Pavilion Lettings	1000	1326	1200	1806	1500		1600	
1684	Misc Income	1250	689	1000	578	600		500	
								0	
		11250	11445	11600	11814	11500		11500	

		2022/23		2023/24				2024/25	
Expenditure		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1601	Salaries	3080	3036	5144	2777	3644	Jan-Mar 256 pm. NIC 33pm	3676	256 pm. 6% pay award. NIC 33pm
1602	Wages	2183	2579	2316	2041	2923	Jan-Mar 260 pm. NIC 34pm	3740	260 pm. 6% pay award. NIC 34 pm
1604	Contractor Costs	2000	2998	2200	7838	8000	CCTV 4218 (one off cost); 510 fan in bar	3000	CCTV Maintenance needs considering
1612	Water Rates	600	779	600	1896	2528	Faulty urinal increased water costs	1200	
1614	Electricity	1500	1519	2000	1794	2392	Not including solar return	1911	New contract (not including solar return)
1615	Gas	2200	457	4000	797	1063		2260	New contract
1616	Cleaning Materials	200	241	350	442	589		600	
1619	Performing Rights	230	237	250	265	265		275	
1620	Miscellaneous	200	903	200	184	200		200	
1621	Telephone	200	290	300	86		Payphone £86 pq. Believed to have been entered under 1121	350	Payphone £86 pq
1635	Property Management				30	40	Garage keys		Remove code
1636	Grass Cutting	3500	2580	3500	3826	5101		6154	New quotes being obtained. 2024/25 rates estimated based on indicitive figures received.
	Advertising							250	New code
1637	Routine Maintenance	2000	311	2000	1054	1405		2000	
1639	Security	500				0			Is this required ?
1640	Refuse Collection	550	754	500	697	929	Additional due invoicing error 2022/23	975	WLDC assuming 5% increase

BUDGET FORECAST 2024/25

106 - Mulsanne Park

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income									
	1641 Weed Spraying	560	447	600	447	596		800	
	1642 Tree Maintenance	1000	450	1000		0		1000	
						0		0	
		20503	17581	24960	24174	29676		28391	

BUDGET FORECAST 2024/25

107 - Bishops Place

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
Income		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
						0		0	
		0	0	0	0	0		0	

		2022/23		2023/24				2024/25	
Expenditure		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
1702	Wages	728	867	772	680	974	Jan-Mar 87 pm. NIC 11pm	1247	87 pm . 6% pay award. NIC 11pm
1712	Water	60	43	60	47	63		60	
1713	Rent	250	292	250	208	277		277	
1736	Grass Cutting	1500	1202	1600	225	300	3 year agreement ending - new quotes being sought.	1968	New quotes being obtained. 2024/25 rates estimated based on indicitive figures received.
1737	Routine Maintenance	500		500		0		500	
1742	Tree Maintenance	1000		1000		0		1000	
1743	Tree Planting	50				0		0	
						0		0	
		4088	2404	4182	1160	1614		5052	

BUDGET FORECAST 2024/25

108 - Neighbourhood Plan

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income						0		0	
		0	0	0	0	0		0	
Expenditure									
1820	Miscellaneous			4000	2400	2400	One off consultancy	2400	Referendum / Consultancy costs
						0		0	
		0	0	4000	2400	2400		2400	

BUDGET FORECAST 2024/25

109 - Parish Office

Version 4 - 9th January 2024

109

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income						0		0	
		0	0	0	0	0		0	
Expenditure									
1937	Routine Maintenance / Repairs				83	111	PHS - Move into admin	111	
						0		0	
		0	0	0	83	111		111	

Suggest this code is removed and incorporated into Administration

BUDGET FORECAST 2024/25

112 - The Swaithe

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income						0		0	
		0	0	0	0	0		0	
Expenditure									
2036	Grass Cutting	300	126	300		0		300	
2037	Routine Maintenance / Repairs	300		300		0		300	
2038	Rent	100	95	100	87	100		100	
2042	Tree Maintenance	500		500		0		500	
						0		0	
		1200	221	1200	87	100		1200	

BUDGET FORECAST 2024/25

120 - LCC Grass Cutting

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income									
12086	Highway Verges	2646	2865	2646		2646		2646	
						0		0	
		2646	2865	2646	0	2646		2646	
Expenditure									
12036	Hughway Verges - Grass Cutting	8200	5139	8500	6038	8051	3 year agreement ending - new quotes being sought.	10565	New quotes being obtained. 2024/25 rates estimated based on indicitive figures received.
						0		0	
		8200	5139	8500	6038	8051		10565	

Suggest this code is removed and moved into Village Facilities

BUDGET FORECAST 2024/25

130 - Capital Expenditure

131 - Capital Income

Version 4 - 9th January 2024

Income	2022/23		2023/24				2024/25	
	Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
					0		0	
					0		0	
	38088	65260	36880	4258	4258		4258	

I'm not sure what this code is as any capital income should be ring fenced to further capital expenditure and the income isn't capital income but grants and levies. The CIL may be restricted to specific expenditure. The expenditure, some of which is capital expenditure would be better allocated to the respective cost centres and not one called 'capital expenditure'. Most of these items are actually earmarked reserves and should be treated as such.

BUDGET FORECAST 2024/25

201 - Fieldpaths

Version 4 - 9th January 2024

		2022/23		2023/24				2024/25	
		Budget	Actual	Budget	Actual YTD	Forecast YTD	Notes	Budget	Notes
Income						0		0	
		0	0	0	0	0		0	
Expenditure									
2120	Miscellaneous	200				0		200	
2136	Grass Cutting	1800	634	1800	887	1183	3 year agreement ending - new quotes being sought.	2214	New quotes being obtained. 2024/25 rates estimated based on indicitive figures received.
						0		0	
		2000	634	1800	887	1183		2414	

Would suggested moving this code to Village Facilities.

The information in this leaflet shows how the money received from West Lindsey District Council will be spent.

Contained within the total amount to be spent by all Parish Councils in the West Lindsey District area is the sum of £201,500 which is required by Nettleham Parish Council for the 2024/25 precept.

This means that there will be a 1% increase in the annual Parish Council tax which will be £122.88 for a Band D property.

The precept if further analysed:

Estimated Expenditure	£
Administration	100,288
Burial Ground	12,980
Old School	37,102
Mulsanne Park	28,391
Neighbourhood Plan	2,400
Village Amenities <i>Bishops Meadow, allotments, Bill Baileys Memorial Field, play areas, grass cutting, Swathe, street furniture, litter picking, Vicar's Wood, field paths, floral/planter displays and area od the Village Beck.</i>	82,207
Capital Reserves	4,258
TOTAL EXPEDNITURE	267,626
Less income	66,126
BALANCE TO BE FUNDED BY LOCAL CHARGE PAYERS	201,500

The Parish Council plans to continue to improve local facilities which will include improvements to play areas, continuing plans to extend the burial ground, new allotments and the Climate Change Working Group will be creating wildflower meadows and walkways at The Old Quarry and tree planting At Bill Baileys Field.

It is recognised that residents continue to face mounting household expenses and we do not wish to add to such burdens. The Council have managed costs prudently throughout 2023/24 whereby savings can and have been made and this will continue through 2024/25. There has been a further increase in new properties within the parish which provides additional contributions which has enabled us to keep the increase in the precept to just 1%.

This report is submitted to allow the Council to review its banking arrangements.

Parish Councils are governed by many ancient laws and rules which don't seem to have caught up with present day practices and technology.

Section 150(5) of the Local Government Act 1972 required cheques or orders for payment to be signed by two elected members. This requirement was repealed on 12th March 2014. It was however recommended that the 'two-member signatures' control remained in place until such time as the authority had put in place safe and efficient arrangements.

The model Financial Regulations still encourage payments to be made by cheque and with payments for 'certain items' to be made by electronic means.

In reality cheques are now hardly used with most, if not all payments, being made electronically.

Where cheques were issued these had to be signed by two members of council and it is for this reason that most still believe that all payments must be signed (authorised) by two members and this has for some years caused issues within Councils and has indeed resulted in fraudulent activities by both Officers and Members.

Most Councils have now amended their Financial Regulations to mitigate risk and accommodate electronic payments and the model Financial Regulations reflect the changes as follows:-

- 1.1. If thought appropriate by the council, payment for certain items may be made by BACS or CHAPS methods provided that the instructions for each payment are signed, or otherwise evidenced, by two authorised bank signatories, are retained and any payments are reported to council as made. The approval of the use of BACS or CHAPS shall be renewed by resolution of the council at least every two years.
- 1.2. If thought appropriate by the council payment for certain items may be made by internet banking transfer provided evidence is retained showing which members approved the payment.

This has been adopted into the NPC Financial Regulations.

Therefore there is no "legal" requirement to dual authorise payments (unless it's a cheque !) but some may still sway towards this to protect themselves.

Most high street banks, including Co-Op, do not understand parish councils and how they work and it can take an awful long time for mandate changes to be effected.

Most do not offer multi authorisation of payments and where they do they often charge for the privilege.

Currently any single bank signatory, whether Officer or Member, can instruct an internet payment from the bank. Nettleham Parish Council resolved at a meeting on 16/05/2023 that once the RFO was in place and all signatories had bank access we would upgrade our bank account to dual authorisation.

Our existing bankers, Co-Op, only offer the facility to allow one additional signatory to that of the person entering the payment which would fulfil our needs and mitigate the necessary risk.

To further safeguard any member of council who have access to the bank may, at any time, log into the account and verify payments against the Schedule of Payments submitted to Council as stipulated in the Financial Regulations.

Unity Trust Bank was established to fill the void aimed more towards community organisations rather than commercial businesses whereby they are more understandable to parish councils requirements and do offer a multiple authorisation facility whereby two signatories must authorise payments after the payments have been entered.

Over the last few years Unity Trust Bank have become the preferred supplier of bank accounts to many Town and Parish councils as it effectively mirrors the repealed law and offers increased security to public money.

It is councillors and not staff members who are responsible for making a declaration that they have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness, each year. Therefore, it is Councillors who must decide if they feel one additional signatory authority, (that while is required in council policy to be a councillor , could in practice be another staff member) is a safe and efficient arrangement.

In deciding whether one or more signatures are required you may wish to consider moving banks. If two signatures are required to authorise payments then we would need to move banks.

It's hard to be exact on existing and potential fees as transactions vary from month to month.

As a guide therefore year to date our bank charges total £106.06 which is approx. £12 / month so it's likely to be around £144 per annum.

In the last two months we have had 48 and 49 transactions so in the figures below I have assumed 49 transactions a month.

Unity Trust Bank

Used by a large percentage of parish and town councils as they have an understanding of how such councils' work. Multiple authorisation available as standard.

Estimated annual costs would be £160.35.

Nat West – Community Account

Limited to £100,000 turnover but could apply over this with fees being payable. Nat West do undertake alot online including mandate changes so such changes are generally quicker and relatively easy. Dual authorisation is possible.

Estimated annual costs would be £205.80.

Lloyds Bank – Standard Business Account

Mandate changes are undertaken manually and can take some time to resolve. Dual authorisation is possible.

Estimated annual costs would be £205.80.

Barclays Bank – Standard Business Account

Barclays Have a bad reputation within the parish council industry. Dual authorisation is possible with certain accounts.

Estimated annual costs would be £174.00.

TSB

No longer offer community accounts.

The question is why change ?

Changing banks does bring in complications as incoming payments may take some time to switch and existing standing orders and direct debits would need changing although most of this is now undertaken automatically on transfer.

We are presently with Co Op which and there is no real reason to consider a change. I wouldn't day we are unhappy with the service provided albeit changes can be somewhat frustrating. They do offer an additional person to authorise if you require this additional level of security and fee wise are reasonable.

Both the Co-op and UTB have Ethical Consumer organisation scores of 10 or more out of 20 which a councillor has requested the Council consider (Co-Op 12.5 ,UTB 12)

If we were to consider moving than I would recommend Unity Trust Bank as simply they understand parish councils and offer multi authorisation. The only drawback is that the fees would be approx. £160 per annum which is a potential increase of £16 per annum.

Carl Thomas

11th January 2024

At present all the Councils money is invested in Co-Op Bank which at the time of writing totals £416,122 with £391,841 earning 1.62% interest.

Of this we have, at risk, £331,122 as the Council would only be covered for £85000 under the Financial Services Compensation Scheme (FSCS).

I would therefore recommend that money is spread across different banks who may also offer a better return and in doing so have reviewed the NPC Investment & Borrowing Strategy last adopted on 22nd February 2022 although it would appear this has not been implemented.

Attached is a revised Investment & Borrowing Strategy which incorporates recommendations.

Carl Thomas

11th January 2024

Introduction

Nettleham Parish Council's investments throughout 2024 and beyond will exceed £100,000 and acknowledges the importance of prudently investing surplus funds held on behalf of the community.

In preparing its strategy the Council is required, under Section 15(1) of the Local Government Act 2003 to have regard to such Guidance as the Secretary of State may issue.

The current Statutory Guidance on Local Government Investments (3rd Edition) came into force on 1 April 2018.

The statutory guidance applies:

- To all local authorities, including Parish Councils;
- Providing the Council's total investments exceed or are expected to exceed £100,000 at any time during the financial year.

The guidance recommends that a council produces an Annual Investment Strategy which sets out its policy for managing the investments and giving priority to the liquidity and security.

3. Investment Objectives

The Council's investment priorities are:

- the security of reserves and its liquidity of its investments;
- to achieve the optimum return on its investments commensurate with proper levels of security and liquidity;
- all investments will be made in sterling;
- the Council will also seek investment opportunities that are 'ethical' and contribute positively to the environment alongside consideration of yield; subject to such investments complying with the statutory guidance in this document.

The Department for Communities and Local Government maintains that borrowing of monies purely to invest or to lend and make a return, is unlawful and this Council will not engage in such activity.

Specified Investments

Are those offering high security and high liquidity, made in sterling and with maturity of no more than one year. Investments placed with the UK Government, a UK Local Authority, or a Town or Parish Council will automatically be specified investments.

For the prudent management of its treasury balances and for maintaining sufficient levels of security and liquidity, the Council will use deposits with banks, building societies, local authorities or other public authorities. To satisfy this strategy each bank must hold a UK banking licence and be a members of the Financial Services Compensation Scheme.

Non-Specified Investment

Is any other type of investment where there can be a greater risk e.g. investment in money market, stocks and shares and where professional investment advice will likely be required.

Given the unpredictability and uncertainty surrounding such investment, the Council will not use this type of investment.

Long term Investments

These are defined as investments that are made for a period greater than 12 months. The Council does not currently hold any funds in long term investments and none are envisaged during the financial years 2024/25.

Loans

The Council is currently developing plans for extension of the existing cemetery into the Swathe and depending upon the capital costs involved, may consider taking out a loan. Generally, the Council would consider making a loan application with the Public Works Loan Board. Any borrowing undertaken needs to be affordable and sustainable. Before seeking agreement from the Parish Council to make an application for a loan, the Council will develop a business case setting out how the loan will be repaid, over the term e.g. via revenue generated from services provided or by including sufficient provision for loan payments, each year, in the Council's precept submission.

Investment Approval

The Council will consider and make investments, in accordance with the Annual Investment Strategy, Financial Regulations and Government Guidance. These investments will be recorded at the Annual meeting of the Parish Council.

Investment Reports

The Responsible Financial Officer will prepare a report on investment activity for full Council, at least twice per year.

Review of this strategy

The Investment Strategy will be reviewed as a minimum annually and approved by full Council before commencement of a new financial year. The Council reserves the right to make variations to the Strategy at any time, subject to the approval of full Council. Any variations will be made available to the public.

Risk Assessment

The Council does not employ in-house or external financial advisers but will generally rely on information which is publicly available. The risks associated with investments will be kept to a minimum by using high quality organisations including the UK Government or a local authority. The Council will invest surplus monies in banks and other appropriate financial organisations, as agreed by full Council.

APPENDIX A**Bank Interest Rates as at 11th January 2024**

Bank	Account	Notice	Interest Rate	Interest Paid
Metro Bank (9.5)	Instant Access	None	4.0%	Monthly
Cynergy Bank	Online Easy Access	None	3.65%	Annual
Beehive Money	Limited access	None	4.55% (max 2 withdrawals pa year)	Annual
Principality BS	Branch 5 Bonus Saver	None	4.85% (max 2 withdrawals pa year) 3.65% (max 3 withdrawals pa)	Annual
Cahoot	Simple Saver	None	5.12% (auto matures after 12 months). No restrictions on withdrawals.	Annual
Tide (12)	Business Savings	None	4.33%	Annual
Skipton BS	Single Access 1	None	3.8%	Annual
Co Op Bank (12.5)	95 Day notice 35 day notice Business Select	95 days 35 days None	2.5% 2.12% 1.62%	Bi annually Bi annually
Unity Trust Bank (12)	24 Deposit 12 Deposit 6 Deposit 90 Day deposit 30 Day deposit Instant	24 months 12 months 6 months 90 days 30 days None	5.2% (min: £100k) 5.0% (min: £100k) 4.0% (Min: £100k) 3.06% (Min: £100k) 2.96% (Min: £100k) 2.2%	Annual Annual 6 monthly Monthly Monthly Monthly
Charity Bank	Ethical Easy Access Ethical 40 day Ethical 1 Year	None 40 days 1 year	3.22% 3.11% up to £24,999 3.26% over £25,000 4.86%	Monthly Monthly Monthly Annual
Allica Bank	95 day notice East Access 12 Month Fixed	95 days None 12 months	4.51% 3.65% 5.10%	Annual Annual Annual
Redwood Bank	Savings Account Savings Account	35 days 95 days	3.75% 4.30%	Annual Monthly

Ethical Consumer Scores are shown in brackets where known.

APPENDIX B

Suggested Investment Proposal

Maintain £25,000 in current account

Maintain £50,000 in bankers everyday savings account (currently Co-Op at 1.65%)

Invest:-

I estimate that at the end of January there will be approx. £300,000 available for further investment.

£85,000 with Cahoot at 5.12% (interest estimated at £4352 pa)

£85,000 with Tide at 4.33% (interest estimated at £3680 pa)

£85,000 with Redwood (95 day notice) at 4.3% (interest estimated at £3655 pa)

£45,000 with Metro at 4% (interest estimated at £3400 pa)

Any surplus funds available to be invested with Metro up to £85,000.

Any further funds available to be invested up to a maximum of £85,000 in:-

Skipton BS at 3.8% (interest estimated at £2090 pa)

Redwood Bank at 3.75%

Allicia Bank at 3.65%

Any investments to be made after February 2024 or whereby any investment is contrary to this policy would be brought back to full Council for approval.

23.01.24
Item 7h

Tree & hedge works Riverdale

Riverdale, Nettleham, Nettleham Parish Council

Please see below for a detailed quote of all works to be completed

1. Crown raise all trees over hanging the road to approx 5.8m shape where possible, cut back from curb by 1m. Approx 8 trees

Subtotal - £375

VAT @ 20% - £75

Total - £450

2. Heavy cut back and reduce mixed hedging to approx height of 4ft all along beck on riverdale
 - Some select small trees to be kept within hedging area to maintain varied wildlife habitats

Subtotal - £800

VAT @ 20% - £160

Total - £960

All waste to be removed

Additional Works - Please ensure that all work you require is listed in the quote. Additional charges may be incurred if extra work is requested that is not listed.

TPO and Conservation forms - These are completed free of charge upon the formal acceptance of a quotation. If the application is denied by the local authority, or the customer seeks another company to complete the tree work after we have applied for the permission a fee of £60 inc VAT is payable to A 'n' E Tree Services. We cannot be held responsible for refusal of any applications that the local authority deem unnecessary/unsuitable. Please note this service does not include Tree Reports.

Replanting Information - We source our plants from local suppliers where possible, all plants are checked by us before planting and planted following the suppliers specifications, we cannot be held responsible for any aftercare of plants or the success rate.

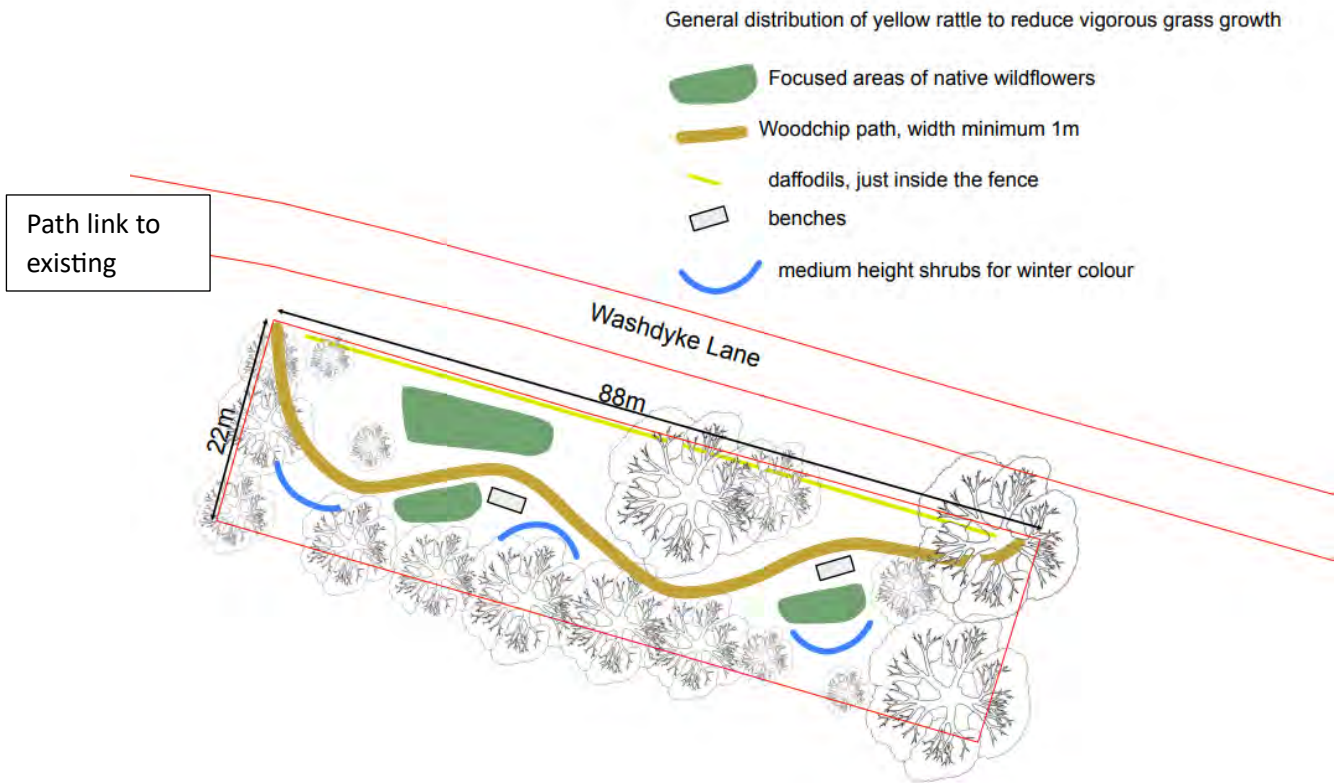
Payment Terms - Our preferred payment method is bank transfer, please make us aware if you are unable to pay this way.

Climate Change Working Group (CCWG)

Project Proposal: Wildflower Meadow at The Old Quarry Site

This project was originally initiated by then Cllr Phil Jenkins with support from Su Colman. Costs were obtained for some planting and it is believed there was a budget for this, but it is not known whether this will have carried over to the current year.

The current proposal is to take forward the design early in 2024 in time for the growing season. An indicative plan is shown below.



Within the CCWG team there is good knowledge of wildflowers and development of habitat.

It is proposed that the CCWG manage the project, and the site, over the longer term, liaising with the Bishop's Palace Wildflower meadow team to share knowledge, plants and resources.

The first stage would be to clear areas of grass to prepare the soil for wildflower seeds and plug plants in February 2024. This will require a turf cutter.

Planting would then take place in March through June, to create a mix of plants with colour over a long period. The project would deliver an increased level of biodiversity over that currently at the site, with habitat and food sources for a range of invertebrates, which in turn support birds and other wildlife.

It is advisable to buy in some established plants to increase survival rates and help the area become established and more attractive quickly.

Examples of plant species include:

red campion	Echinops	wild carrot
Ox eye daisy	cornflower	field scabious
foxgloves	field poppies	dog rose
yellow rattle	corncockle	daffodils
cow slips	cow parsley	snowdrops

A previous soil analysis has been undertaken and there is no need to repeat this.

Funding will be required to cover the:

- Turf cutting (local landscaper)
- Plants
- Pathing material (bark/chippings)
- Seats/benches

A maximum budget of £2,000 is expected. This area would not require mowing under NPC's grass cutting contract.

The project would itself have a positive carbon footprint.

31 December 2023

Climate Change Working Group (CCWG)

Project Proposal: Signage for the “Green Cube” at Bill Baileys field

Four silver birch trees were planted in a square at Bill Baileys as part of a project initiated by Richard Porter in 2022. The intention was to provide visual representation of one tonne of CO₂ which would occupy a space 8.3 metres along each side.

There is currently no signage at the site, which renders it rather meaningless. The proposed project would involve erecting four signs around the perimeter of the cube, between the trees.

The explanatory notices would be designed using the Nettleham PC signage colour scheme. The signs are expected to measure around 400x300 mm, and be mounted on reclaimed wooden signposts.

The wording of the signage would be submitted to NPC for approval, with information for the sign posts including, for example:

This space measures 8.3 metres by 8.3 metres and is marked by a silver birch at each corner, planted in 2022

When the trees are grown this cube will represent how much space would be occupied by one tonne of CO₂ (8.3 metres cubed)

Every year Nettleham emits 35,000 tonnes of CO₂. Trees help reduce CO₂ in the atmosphere.

The area inside will be used to help nature and inspire you to take action at home. Over time we hope that this will become a “green cube” that will help us all reflect on our carbon footprints.

For more information on creating space for nature, encouraging biodiversity and reducing greenhouse gas emissions, please contact clerk@nettleham-pc.gov.uk

Funding: The posts for the signs will be reclaimed stakes and available at no costs. The cost of the four signs would be a maximum of £800, designed to be hard wearing and easy to clean. On going maintenance would be minimal; the grass within the cube will be unmown.

Planting and maintenance within the cube would be undertaken by the CCWG.

The project would itself have a negligible carbon footprint.

31 December 2023

The Green Cube Nettleham

**This space measures
8.3 metres by 8.3 metres
and is marked by a silver
birch at each corner,
planted in 2022**

**When the trees are grown
this cube will represent
how much space would be
occupied by one tonne of
CO₂**

**Trees help reduce CO₂
in the atmosphere.**



The Nettleham Green Cube

In 2022, we estimated out that the average household in Nettleham emitted around 17 tonnes of CO₂

This equates to around 36,000 tonnes of CO₂ tonnes for the village

You could find an estimate for your household - look on-line for carbon calculators such as 'ClimateHero'



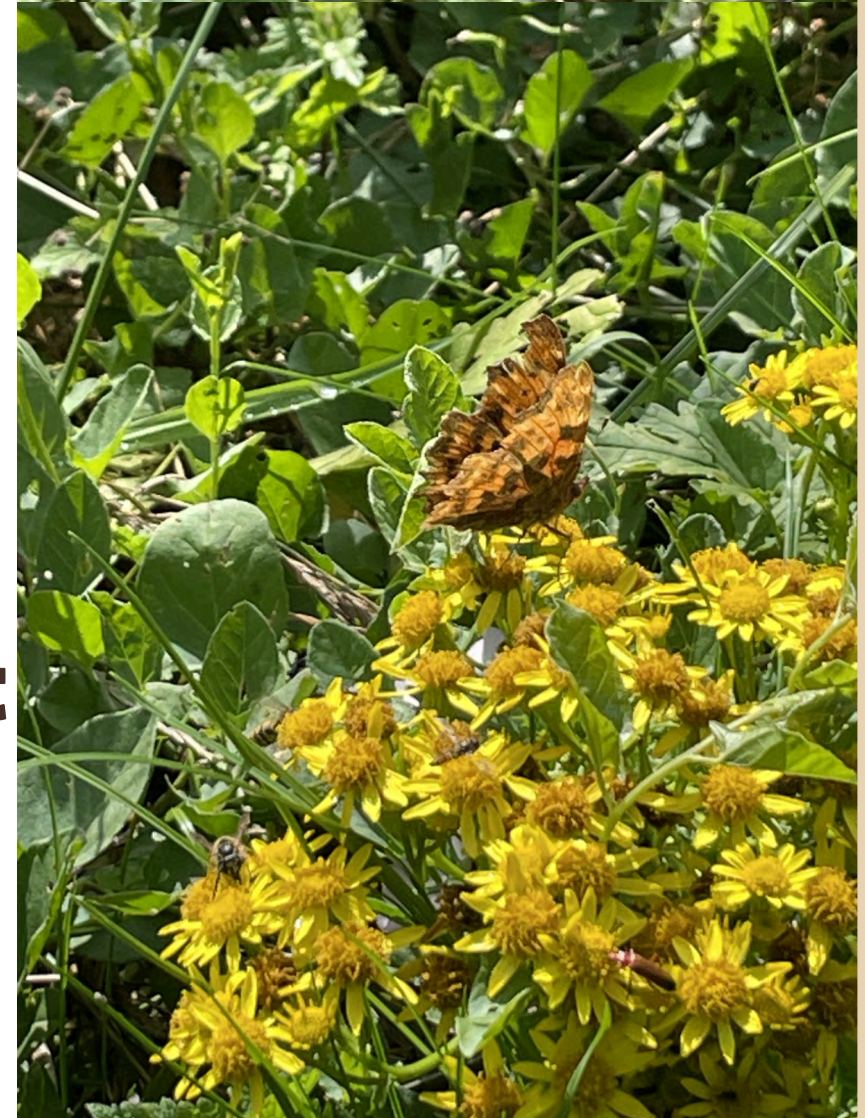
The Nettleham Green Cube

The area within the Cube is being used to help nature by encouraging biodiversity

This mini-rewilding project will include wildflowers and provide a home for bees, butterflies and other invertebrates.

Inspired?

You too can help wildlife at home by leaving space for nature



The Nettleham Green Cube

The Parish Council is finding ways of reducing its carbon footprint including

i) an electric van for the village handyperson

ii) solar panels on the pavilion at Mulsanne Park

iii) three tree planting initiatives at the Police HQ, Minster Fields and Mulsanne park (about 3000 trees planted)

iv) No Mow May introduced to support pollinators

...and more to come

For more information on creating space for nature, encouraging biodiversity and reducing your carbon footprint, please get in touch

Parish Council - clerk@nettleham-pc.gov.uk

Draft notes: **Conservation Area Working Group: December 11, 2023**

Apologies: None

Introductions: Present: Andrew Simpson (Chair); Andy Blow; David Gill; Angela White and Pearl Wheatley.

Volunteer Policy: members of the group need to sign this policy.

Members agreed to co-ordinate with other Parish Council Working Groups. E.g. Beck Working Group, CC Working Group, Green Lane Group and note the Biodiversity Policy.

Subjects for Discussion:

1. West Lindsey District Council Conservation Area Appraisal Update.

Although the Conservation Officer (Chris Bradley) has said that he did not want any feedback until he had completed the appraisal, the protocol for an appraisal includes 'working with community groups during the process.' It will be proposed AS will respond to CB with some early comments for his consideration, Traffic, Flood risk due to infrastructure, Signage, Enforcement, P' permission, listing for Black Horse and Old Institute building, boundary change to encompass Green Lane, protection for street furniture (street lamps).

2. Consider Chris Bradley's proposal for annual condition reports to be included in his appraisal.

The group was unclear what would be included in the condition report. Are there any buildings in the Conservation Area which are in need of repair? AS will write for clarification

3. The Beck: Flood risk- impact on the Conservation Area.

Flooding is of concern and separate work will be ongoing. AW and AS have a meeting with LCC in the New Year, the case for improvements to the restrictive culverts would be stronger if the risk to the conservation area was noted in the appraisal. Furthermore, the culverts are an impediment to biodiversity. See 1 above

4. Review of buildings and structures within the Conservation Area that may need recommending for additional protection.

Strong recommendation that the Village Institute and the Black Horse be included as listed buildings. See 1 above

There was some discussion about the best way to protect buildings without making it difficult to effect changes. An alternative would be to list buildings as being of local interest so that planning permission would be required.

Suggested properties would be 9, 15 and 16 The Green; The Barn; Stocke House; Greystones; The Small Hall at the Old School; the Church Cemetery including the Cross to the Hood brothers.

No 16 The Green is already suitably protected, others on the above list may be – this needs further research. PW/AW

5. Review of Conservation Area Boundaries:

It was suggested that Green Lane be included, as this was one of the thirty feet wide ways set out in the Enclosure Act. See 1 above

6. Review 'live' planning applications within the Conservation Area or those outside the Area that may have significant impact.

It was agreed that this is important and also it is necessary to check that conditions have been put in place. It is noted that maintenance should be a requirement of any remedial action. AS requested, that everyone on the group was vigilant and fed back their views by email. Due to notice period constraints, Councillors frequently have to feed back their views to the Clerk prior to the forthcoming full Council meeting.

7. Existing harmful development carried out without the necessary planning permission including any Article 4 restrictions.

Chapel Lane has an Article 4 Direction and changes have been made without planning permission. An alternative would be to list a building as 'of local interest.' There needs to be clarity and consistency. At present, residents make changes without permission and those who ask for permission do not get it. It was agreed that it would be made clear to Chris Bradley that we expect permission and any conditions attached to be fully enforced. These are put in place for a reason and it is especially important to protect the Conservation Area, see 1 above

8. Other projects to improve the amenity value of the Conservation Area.

a.) Traffic/Congestion

Following a meeting with Lincolnshire County Council officers there seems to be chance to get some limited improvements, a proposal for a lowered kerb to allow safer road crossing at the side of the Coop and also by the bridge near the Old School. There could also be a zone within which there is a 20mph advisory speed limit. DG raised the issue of speeding on Mill Hill which all acknowledged – this road is not in the Conservation Area and AS reported LCC are reluctant to address this at the moment. We should return to this in the future. For the moment we see our best chance for an advisory 20mph zone to be within the Conservation Area across The Green, Vicarage Lane to Scothern Rd,(a recognised 'rat run') and Church Street. AS will respond to LCC in order to keep momentum.

It was agreed our ultimate aim is to persuade LCC to piloting a more modern traffic calming scheme (Dorset Model?) that looks to reduce speed and congestion via persuasion rather than enforcement as is increasingly seen in other regions.

b.) Signage(Less of it and more appropriate material)

Some of the signage on the Coop does not have planning permission. Also, are all the traffic signs necessary?

LCC have an officer dedicated to trimming back signs but have said they would do this after reviewing the current TRO. AS to include in feedback to LCC

c.) Trees – replacing new trees/ lost trees.

This fits in with the Parish Council Tree Policy.

Can the planters alongside the Coop be replaced by trees? This would reduce maintenance and allow more space here.

AS to draft a proposal to put to Full Council in January.

d.) Routine maintenance improvements:

- Planters to side of COOP are not currently maintained by NPC, (see above)
- The lamp posts in the Conservation Area show signs of deterioration. These were put here by West Lindsey District Council.

Would these be part of the annual condition report? Protection to be requested in the appraisal, see 1 above

e.) Leaflet/review of existing NPC materials.

Chris Bradley, West Lindsey District Council Conservation Officer, had sent a copy produced for Wragby Conservation Area. It would be good publicity and inform residents. There has been no update since 1985, so it is needed. It could provide an historic tour of the village. It had been suggested that the telephone box on the Green could be a place to display local information.

9. A.O.B. Pearl Wheatley would send round a list of the buildings to be considered for listing or being 'of local interest'. A date would be proposed for another meeting in January 2024.

NETTLEHAM PARISH COUNCIL

THE CONSERVATION AREA WORKING GROUP – PROPOSALS TO FULL COUNCIL

Date; 13th December 2023

Cllrs; AW, AS

Working Group Volunteers; DG, PW, AB

1. **It is proposed** that although the Conservation Officer (Chris Bradley) has said that he did not want any feedback until he had completed the appraisal, the Historic England protocol for appraisal includes ‘working with community groups during the process.’ It is therefore proposed AS will write to CB with suggestions for inclusion in the appraisal as follows;
 - Traffic congestion and speed is a matter of serious concern and this should be acknowledged in the appraisal
 - Increased Flood risk due to inadequate capacity of infrastructure belonging to LCC
 - Signage, ‘proliferation of’ and the need for advertising consent in some cases
 - The WLDC approach to non-compliance with Planning Permission, including conditions that have a negative impact on the Conservation Area should be ‘zero tolerance’.
 - Desirability of grade 2 listing for Black Horse and Old Institute building,
 - The following properties are identified as of special local interest if they are not already; 9, 15 and 16 The Green; The Barn; Stocke House; Greystones; The Small Hall at the Old School; the Church Cemetery including the Cross to the Hood brothers.
 - Boundary change to encompass Green Lane, (if it is seen as advantageous),
 - Protection for street furniture (street lamps).
 - Chris Bradley’s proposal for annual condition reports is accepted as outlined at 65 of ‘Conservation Area Appraisal, Designation and Management.

2. **It is proposed** that following a meeting in September 2023 and subsequent correspondence with LCC Highways that some minor but helpful improvements are pursued;
 - Lower kerbs to both sides of Church Street adjacent to the Old School to aid pedestrians crossing the road at this point. An area of concern noted by LCC Officers themselves
 - Lower kerbs adjacent to the Coop store at the bottom of Vicarage Lane and on the opposite kerb. This is to provide a safer crossing point for pedestrians with improved lines of sight and to discourage vehicles parking illegally.

- Create a plan for safer passage from and to the Green (lowered kerb) to the Coop.
 - 20 mph zone for the Village Centre, Church St, Vicarage lane and East Street – all problem areas in regard to speed and congestion.
3. **It is proposed** that the Conservation Area WG begin work on a plan to put before council that looks to reduce traffic speed and congestion in the Village Centre by introducing modern traffic calming techniques that succeed by creating an environment that persuades rather than enforces. This has been successfully introduced in other regions and is well documented.
4. **It is proposed** that the 3 dead/diseased Rowan trees felled a few years ago on Vicarage Lane are replaced. We ask you to consider the following;
- According to Conservation Area guidance, dead trees in a Conservation Area should be replaced irrespective of other considerations.
 - Tree Species that having roots that **do not** regularly lift paving are available
 - This area of the Village is stark, neglected and in need of improvement. (Village award schemes home in on neglected areas and what has been done/not done to make the best of them)
They will soften the austere look of the building
 - Trees need minimal maintenance compared to planter maintenance - NPC although previously seemingly agreeing to maintain the planters at this location have not done so (see March 23 Council meeting notes)
Therefore, the trees would offer a financial saving over time.
 - The Conservation Area amenity value would be dramatically improved
 - As the land is of zero ownership the trees will act as protection against unwanted ownership claims in the future
 - The Coop has previously emailed to say they do not object to the planting of new trees.
 - As the trees grow and mature they will create an avenue of trees that narrows the street to the human eye – an accepted technique in slowing traffic by ‘persuasion.
 - Contribution to nett zero and biodiversity albeit small, another step in the right direction rather than the wrong one.



Artist's impression



150
23.01.24
Item 9c



9th January 2024

Dear Jane,

The Swathe, Nettleham – tree survey

Thank you for instructing me to carry out the tree survey for The Swathe, an area of public open space south of the village burial ground.

Please find the accompanying report, map and invoice. I apologise for the delay in sending this to you.

The tree survey report primarily highlights the issues I have identified in relation to tree safety, and makes recommendations to mitigate the associated risk. I have incorporated your 'traffic light' risk level in the report.

I did not find any tree that, in my opinion, presents a need for removal; I have seen that some proposals for the site have included extensive tree removal.

The size ranges I use in the report:

S1 to 5m, S2 5-10m, S3 10-15m, S4 15-20m and S5 over 20m

OHB's means overhanging branches

The groups of trees with shrub species have been unmanaged for some time, resulting in some species becoming spindly and losing their value for conservation and amenity for people.

I have suggested starting some coppicing and low pollarding to regenerate species such as Hazel, Hawthorn and Dogwood (Cornus). I would be happy to discuss the detail of this if required. I could also identify trees which have long term potential; many of the trees have been damaged by grass cutting and poor pruning which has limited their potential.

The tree work I have recommended should be carried out by a competent and insured tree surgeon.

As with any tree there cannot be a guarantee that the trees will not fail in the event of exceptional conditions, e.g. a violent storm.

It is regarded as good practice to survey your trees every 3 years; this will ensure you can demonstrate you are managing your trees and fulfil your obligations under the Occupiers Liability Act, provided you carry out any recommended tree work in the report.

Please contact me if you have any queries.

Yours sincerely,

Sara Bright TechArborA



The Old Dairy, Hackthorn, Lincoln, LN2 3PF

The Swathe, Nettleham, Lincoln

Tree no	Size band	Species	Age class	Condition/ notes	Work required	Priority	Risk category - Nettleham PC
1	S4	Acer pseudoplatanus Sycamore	mature	group of 5 trees in graveyard, along the boundary, in moderate condition, some low target deadwood, small stem cavities and old pruning wounds, identified on PC plan potentially to be removed, this is not necessary for health and safety reasons	no action		
2	S3	Sorbus species	mature	tree in graveyard next to entrance to the Swathe, in rather poor condition; poor pruning in past, deadwood in crown, adapted lean to path	remove deadwood above path	3 months	
3	S4	Acer pseudoplatanus Sycamore	mature	line of 3 trees in graveyard with one Sorbus at western end, along the boundary fence, in moderate condition, minor deadwood, some small stem cavities, identified on PC plan potentially to be removed, this is not necessary for health and safety reasons	no action		
4	S2	mixed	semi mature	group of trees opposite entrance - including Hawthorn, Yew, Ash, Prunus, in moderate condition, unmanaged shrub species getting slender/ high and will start to fail	suggest some coppicing or low pollarding (0.5m) of shrub species e.g. Hawthorn, Privet	1 year	
5	S2	Fraxinus excelsior Ash	semi mature	3 trees on the edge of above group, in moderate condition, no evidence of ADD seen	no action		
6	S2	mixed	mature	group of trees and shrubs along boundary - including Hawthorn, Field maple, Lime, Ash, Cornus, in moderate condition, unmanaged shrub species, self-set Ash establishing with poor forms	suggest some coppicing or low pollarding of shrub species e.g. Hawthorn, Cornus, and some formative pruning of retained trees	1 year	
7	S3	Fraxinus Raywood	semi mature	group of 3 specimen trees, appear to be in moderate condition (some have inherent union weakness)	no action		
8	S2	Acer species	semi mature	specimen tree in moderate condition	no action		
9	S2	Acer species	semi mature	specimen tree in moderate condition	no action		
10	S2	Quercus robur Oak	semi mature	tree growing within the group, in moderate condition, has long term potential	no action		
11	S3	Acer campestre Field maple	mature	single tree growing in the field margin, in moderate condition but poor pruning in past resulting in low potential	no action		
12	S3	mixed	mature	group of field boundary trees - mostly Ash and Field maple with shrub species, in moderate condition, unknown Ash dieback disease status, minor deadwood	suggest some coppicing or low pollarding of shrub species e.g. Hawthorn, Cornus, and some formative pruning of retained trees	1 year	
13	S2	Aesculus hippocastanum Horse chestnut	semi mature	specimen tree, in rather poor condition; basal damage - probably from strimmers, poor pruning in past	no action		
14	S3	Sorbus intermedia	mature	specimen tree in moderate condition	no action		
15	S2	Betula pendula Birch	mature	group of 3 trees in long group along footpath, in moderate condition, basal damage- probably from strimmers, slender stems	suggest formative pruning and thinning to retain these trees for long term	1 year	
16	S3	mixed	mature	large group of trees and shrubs along the footpath and field margin, including Field maple, Ash, Hazel, Hawthorn, Cornus, in moderate condition, unmanaged shrub species becoming thickets	suggest some coppicing or low pollarding of shrub species e.g. Hazel, Cornus, and some formative pruning of retained trees	1 year	
17	S2	Aesculus hippocastanum Horse chestnut	semi mature	specimen tree in rather poor condition; basal damage - probably from strimmers (may be Red chestnut)	no action		
18	S2	Acer campestre Field maple	mature	row of 6 trees along the path, in moderate condition, have long term potential	no action		

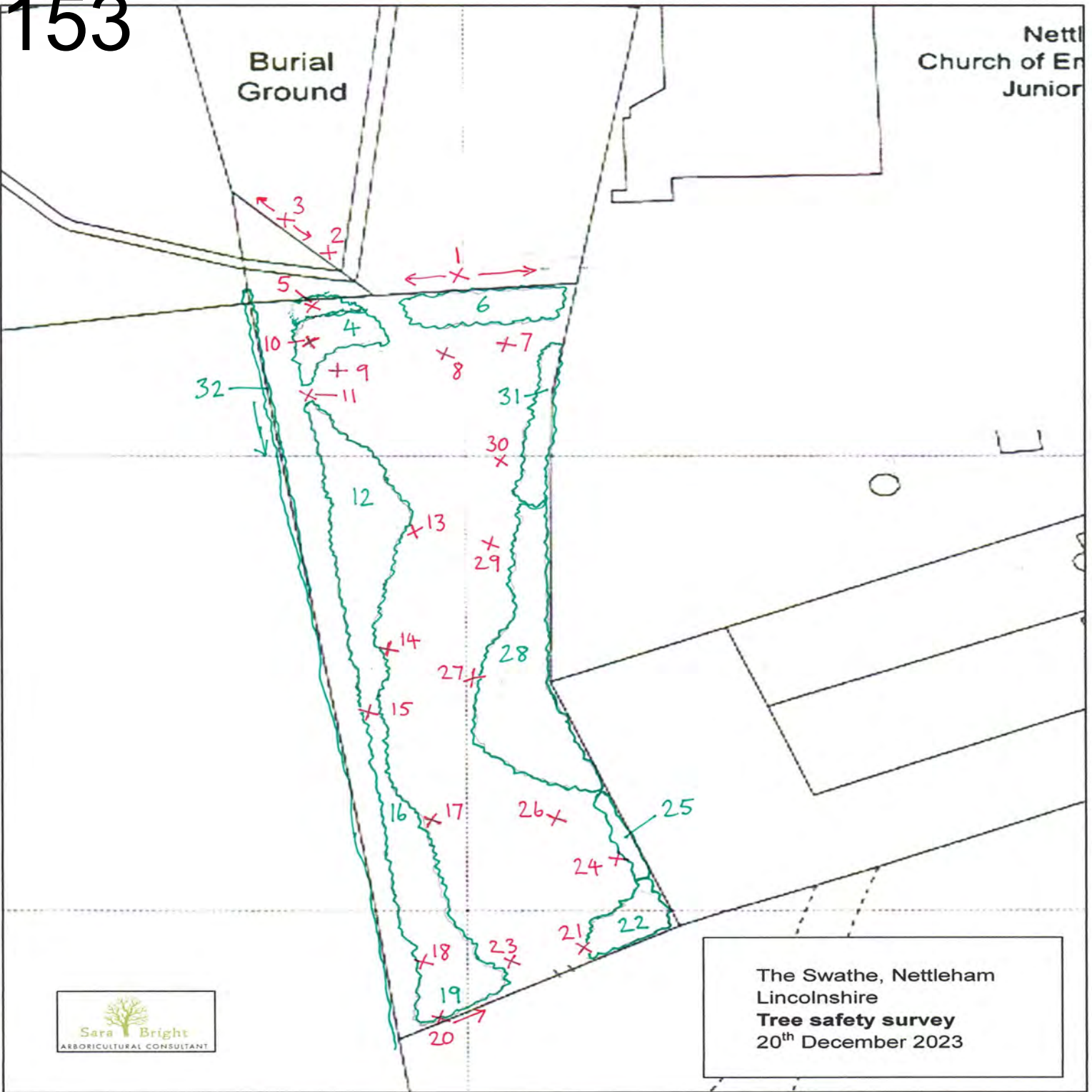
19	S3	mixed	mature	group of trees and shrubs between path and field, including Rhamnus cathartica, Field Maple, Ash, Cornus, in moderate condition, minor deadwood	suggest some coppicing or low pollarding of shrub species e.g. Hazel, Cornus, and some formative pruning of retained trees	1 year	
20	S2	mixed	mature	trees along the boundary fence - Field maple and Ash, in moderate condition, have long term potential	no action		
21	S2	Fraxinus excelsior Ash	semi mature	specimen tree near informal access point, in moderate condition, unknown Ash dieback disease status	no action		
22	S2	mixed	mature	group of mainly Field maple trees within unmanaged scrub and shrubs - Hawthorn, Prunus, Cornus, in moderate condition, minor deadwood	suggest some coppicing or low pollarding of shrub species e.g. Hazel, Cornus, and some formative pruning of retained trees	1 year	
23	S1	Metasequoia glyptostroboides Dawn redwood	young	memorial tree (John Hill) in moderate condition	no action		
24	S2	Quercus robur Oak	semi mature	in moderate condition, but poor form	no action		
25	S2	Acer campestre Field maple	mature	row of trees along boundary, in moderate condition, but slender stems, rather poor forms	no action		
26	S3	Metasequoia glyptostroboides Dawn redwood	mature	memorial tree (Harry Dickinson) in moderate condition	no action		
27	S2	Aesculus hippocastanum Horse chestnut	mature	specimen tree in moderate condition (may be Red chestnut)	no action		
28	S2	mixed	mature	large group of trees and shrubs along the boundary and field margin, including Field maple, Prunus, Birch, Hawthorn, Cornus, in moderate condition, unmanaged shrub species becoming thickets	suggest some coppicing or low pollarding of shrub species e.g. Prunus, Cornus, and some formative pruning of retained trees	1 year	
29	S2	Fagus sylvatica Beech	semi mature	memorial tree (Bill Needham) in moderate condition	no action		
30	S2	Castanea sativa Sweet chestnut	young	specimen tree in moderate condition, in wire guard and protected from strimmers	no action		
31	S3	Prunus species (probably cerasifera)	mature	group along boundary with school, in poor condition; unmanaged, some failing stems over fence from school, thicket slowly encroaching the Swathe, does have conservation value	suggest remove biggest failed stems from fence, control spread of suckers into field	1 year	
32	S1	mixed	mature	'hedge' along full length of western boundary, mostly self-set Elder with some old Hawthorn, northern end has ivy clad and failing stems, recently flailed suggesting neighbouring farmer has ownership, has little value for conservation or amenity	suggest establish the boundary line, plant new hedge on Swathe land for long term benefit (or discuss planting gaps and appropriate management with farmer)	1 year	

size ranges: S1 to 5m, S2 5-10m, S3 10-15m, S4 15-20m and S5 over 20m

ADD Ash dieback disease

Burial Ground

Nettleham
Church of England
Junior



23.01.24

ITEM 10 – Correspondence

Police

Good morning all,

I have managed to produce an email template which should make it easier for me to send information specific emails for your area (Nettleham and Cherry Willingham). These emails will contain information such key updates around incidents and crime stats. My intention is to send these out monthly – I know I previously tried doing this for the area last year but it fall a bit by the way side due to the changes to NPT and the time it was taking to pull the emails together (The templates will help regarding this).

It will likely please you to know that 2 days of action targeting the fatal 5 for road traffic accidents (Speeding, mobile phones, seat belts, drink/drug drive and driving without due care and attention) was conducted by PC Key and a number of others from NPT and the Roads Policing Unit. These 2 days of action resulted in:

Approximately 90 vehicles were stopped, all of which had committed a form of moving traffic offence.

52 VDRS/TORS have been issued.

78 Breath Tests have been conducted - No Positive Roadside Tests

2 Drugs Wipes

16 Drivers issued with letters from the Community Speed Watch Teams within the Neighbourhood Policing Area

3 Drivers issued with either Speed Awareness Courses or Conditional Offers from the Road Safety Partnership

17 Pieces of Op Limit intelligence with known offenders, reviewed and passing patrols conducted

6 Pieces of intelligence submitted

Kind regards

Inspector 1144 Mike Head

Gainsborough Police Station

23.01.24

ITEM 10 – Correspondence

Speeding

To the Parish Council

Months go by and nothing is done about the state of the traffic in Nettleham.

The latest 'remedy' to be installed is a totally inept speed monitor on the road to Lodge Lane. We have stood there and watched cars go past it at 44 mph 38 mph 35 mph. None of them slow down. Who on earth is going to monitor their speeds? This morning when I was dark I decided to walk down to the Co-op. The road was obviously dark. The traffic, including a heavy lorry, was hurtling along at very high speeds.

Why on earth doesn't the Council get some sort of camera system that records average speeds between two points. It really is not rocket science. It could be organised between the A158 and the A46 because we all know this village is now a rat run. Everyone lives their lives as if the hounds of hell are after them and they speed.

The school is another nightmare. People double park to drop off children. A know a man who told a girl not to park like that and he was regaled with foul language in front of her children.

We visit Scotland. There all schools have a 20 mph outside and also cameras. Woe betide anyone who speeds.

I am baffled.

Name supplied.

23.01.24

ITEM 10 – Correspondence

Flooding/Sewage

Dear Sir Edward, (**NPC Cc'd**)

I write to raise a significant issue within your constituency which I believe warrants your attention and to request your support in securing a long-term fix.

Following the recent named storms (Gerrit and Henk), Nettleham (LN2) has been inundated with water (something which I know also concerns you in Dunholme). However, the specific issue to raise with you relates to the sewers which are no longer fit for purpose in Nettleham and now overflow with raw sewage whenever there is heavy rain. This results in human effluent flowing out in large volumes into public areas – particularly on the Beckside footpath through the centre of the conservation zone.

On 2nd January 2024, the sewers overflowed and circa 40m of footpath was deluged with raw sewage with human faeces and toilet paper swilling freely, several inches deep. I attach photos to show that this is no exaggeration (I apologise that they are graphic, but I need to impress upon you the public health hazard being created here).

Sadly, this is not only not the first time, but now a regular occurrence whenever there is heavy rain. The same happened in December, October and September 2023. It has got noticeably worse over the last 3 years, but we can also point back to other incidents in July 2021, November 2019 and September 2015. It is clear that this is a systemic problem that is getting worse.

Living on Nettleham's Beckside is a privilege – as you know, Nettleham is one of the jewels in West Lindsey's crown. It has won the "Best Kept Village Award" several times and the conservation area is simply stunning. But living on Beckside also means that residents rely on the footpath to access our homes.

For almost 10 days this year that access has been taken away from us. We have lived with raw sewage swilling around our front doors and our children, grandchildren and elderly visitors, as well as public services such as the Royal Mail and other delivery personnel, have had to find a way through the sewage to get to our houses. Would you want your children or grandchildren to have to walk through human faeces and toilet paper up to their ankles every time they come into or leave your house? I'm sure you wouldn't.

With Anglian Water unable to clean up until water levels subsided and no tangible action forthcoming from the Parish or District Council (although I am grateful for the engagement with Cllr John Barrett and Cllr Jackie Brockway - please see the very active threads with dozens of comments on the Nettleham Village Facebook group), we had to take our own action and made a temporary raised walkway via wooden pallets to allow us to access our houses (see photos).

After 5 days this self-action restored our ability to finally cross the path and get into our homes with clean shoes!

Remarkably, despite the smell and visible human excrement, some people have continued to travel along the pathway through the sewage with dogs, children and on bikes. This is clearly unsanitary.

True to their word (following residents and Councillors reporting the issue to them), Anglian Water came out to clear up the detritus from the pathway today (the grass borders are still clogged with the sewage, but they have committed to clearing this in due course). That is a welcome relief, but it is not enough. Next time there is heavy rain we will be inundated with raw sewage once again. We need to upgrade the village's sewers.

According to census data from the Office for National Statistics, Nettleham's population has grown significantly in the last decade. The population of the parish has increased by more than 20per cent from 3,437 in 2011 to 4,128 in 2021. As more housing has been approved and built, the population of the village has grown yet my understanding is that the infrastructure has remained the same to the point where it is now overwhelmed and has no spare capacity in the event of a storm. This cannot continue.

I implore you to take this issue seriously in order to prevent a public health hazard with ever more frequent floods of raw sewage. I have three asks:

1. We need to get this issue fixed, not just cleaned up until next time. Please bring your elected power to bear to get the investment needed for a long-term fix to be implemented so that it doesn't happen again. I appreciate this may require Anglian Water, the Environment Agency and government (local or central) to work together. None of those entities should be prepared to allow UK residents to live for days in raw sewage in the 21st century.
2. Please use your elected power to help stop the building of more and more houses with no investment in the village's infrastructure which is already overwhelmed. The planning process does not compel Anglian Water to build or upgrade the infrastructure to which any new households will be connected. This is clearly not sustainable so unless the law can be changed, we need to stop any new development. Failure to do so will only compound the problem.
3. Come and meet with us to hear our experiences. We are not drainage experts. We are not planning experts. We are tax paying, hard working residents who simply wish to be able to access our houses without wading through raw sewage and risking the health and wellbeing of our families.

I am grateful to you for reading this and look forward to your response.

Yours faithfully

Name & address supplied.

23.01.24

ITEM 10 – Correspondence

Mole Control

Dear Parish Council

I note with concern that moles are being trapped or are going to be trapped in the Bishops Palace or cemetery area of the village.

Moles are a part of our natural ecology and play a part in the food web. They aerate the soil, eat slugs and other invertebrates and are also prey for other species.

Moles generally only burrow to about 70cm below the surface, so if the precipitating factor is grave disturbance, this is probably an unrealistic concern.

Name & address supplied.