

**Minutes of the Finance & General Purposes Committee of the  
Lower Severn (2005) Internal Drainage Board  
Meeting held Wednesday 12<sup>th</sup> December 2018 at 10.30 am  
At the Gables Hotel Falfield**

Present:

Ald C Williams                      Chairman

Cllr P Abraham  
Mr M Barnes  
Mr J Cornock  
Mr J Hore

Mr G Littleton  
Cllr M Riddle  
Mr G Simms

Martin Dear	Accounts Officer	AO
James Thomas	Civil Engineer	CE
Kieran Warren	Principal Officer	PO

<b>2794.</b>	<b>Apologies:</b> Apologies were received from: Ald B Richards and Mr R Thatcher	
<b>2795.</b>	<b>Appointment of Chairman</b> <ul style="list-style-type: none"> <li>• <b>Ald C Williams was appointed Committee Chairman for the ensuing year.</b></li> </ul>	
<b>2796.</b>	<b>Declarations of Interest</b> There were no declarations of interest.	
<b>2797.</b>	<b>Minutes of the Previous Meeting</b>  <b>It was resolved that:</b> <ul style="list-style-type: none"> <li>• <b>The minutes of the Finance &amp; General Purposes Committee Meeting held on 12<sup>th</sup> September 2018 be approved as a correct record.</b></li> </ul>	
<b>2798.</b>	<b>Actions from Previous Meeting</b> <u>Action 5 - Developers' Contributions</u> The CE confirmed that a report would be presented to the Board at their next meeting.	
<b>2799.</b>	<b>Treasury Sub-Committee Report</b>  <u>Cash Deposits</u> The AO had identified that the LSIDB was not protected under the FSCS scheme. The Sub-Committee was asked, by the AO, if they wanted to re-consider their previous decision to place deposits with challenger banks. The Committee agreed that deposits should be confined to the four main clearing banks which would be a more secure investment.  Minutes of the Sub-Committee meeting held 7 <sup>th</sup> November 2018 were noted by the Committee.	
<b>2800.</b>	<b>External Audit Report for Y/e 31<sup>st</sup> March 2018</b> The AO reported that the external audit had issued their report and certificate for the 2017/18 accounts. The Annual Governance and Accountability Return (AGAR) had been published on the Board's website together with the 'Notice of Conclusion of Audit'. The Committee noted the auditor's comments with regard to two matters of account presentation. The auditor did not require a restatement of the AGAR for 2017/18 but requested that next year's submission is presented taking into account the report recommendations.	

	<p>The AO accepted the auditor's comments and he would make the changes to next year's AGAR submission. He informed the Committee that he would continue to present the quarterly management accounts in the same format as before.</p> <p>The Committee noted the External Auditor Report.</p>	
2801.	<p><b>Risk Register</b> The AO had updated the Risk Register with entries as recommended by the Committee (minute 2725 refers);</p> <ul style="list-style-type: none"> <li>• The Principal Officer was stated as the owner of the document.</li> <li>• Reputational Risk had been added to the Governance category G1.</li> <li>• Additional risk responses had been included under the Human Resources category HR2.</li> </ul> <p><b>It was resolved that:</b></p> <ul style="list-style-type: none"> <li>• <b>The Risk Register Appendix A, be approved.</b></li> </ul>	<p><u>Action 1</u> Report to Board for noting. Publish on website</p>
2802.	<p><b>IT Review</b> The PO had invited quotes from IT support providers and received two responses. Members discussed the bids. The PO was waiting for a further reference from the fresh bidder. The Committee asked the PO to contact the Board's current supplier, who had proved reliable, and request a quote for a two-year contract and report back to the next Committee meeting.</p>	<p><u>Action 2</u> PO to obtain a quote from the current IT provider for a 2-year contract.</p>
2803.	<p><b>Precept and Foreign Water Grant</b> A letter from the EA requested that the Board confirm acceptance of the increase in precept and foreign water grant. This was in line with the principle approved in 2015 to increase the precept and foreign water grant by 2% per annum until 2021. The draft budget for 2019/20 and the MTFP prepared by the AO had assumed this.</p> <p>Members noted the contents of the EA letter. The AO would write to confirm the acceptance.</p>	<p><u>Action 3</u> AO to confirm precept and foreign water grant with EA.</p>
2804.	<p><b>Engineering Committee Meeting held 21<sup>st</sup> November 2018</b> The Chairman of the Engineering Committee gave a report the of the meeting.</p> <p><u>Biosecurity Action Plan</u> This new policy and procedure had been approved by the Engineering Committee for adoption by the Board. This was required to address the spread of invasive plant species in the Board's area.</p> <p><u>Machinery Replacement Programme</u> The programme had been updated using machine hours as the basis for determining replacement rather than a fixed seven-year term. The LDE had considered that 7,000 hours was a sensible benchmark to use. By this standard machine that were used seasonally would be replaced every nine years but the majority of machines that averaged 1,000 hours per annum would be replaced every seven years.</p> <p>The Energreen 1500, which was used seasonally, would be deferred until 2020/21, based on machine hours.</p> <p>The New Holland 3.6 wheeled excavator would be replaced in 2019/20. The Engineering Committee Chairman reported that the</p>	

	<p>LDE had seen a demonstration of a JCB Hydradig and this machine had proved suitable for the Board's requirements.</p> <p>The LDE had been asked by the Committee to investigate the merits of extended warranties with a high excess on new machinery. The Engineering Committee Chairman reported that since the meeting the LDE had looked into this and considered that it looked attractive to cover a major repair event.</p> <p><u>De-Maining</u> The Engineers had proposed to use the schedule that prioritised the Board's watercourses to relegate some of the less strategic watercourses to less frequent maintenance. By restructuring the maintenance programme, they anticipated that the de-maintenance of the; Longdon Brook, Tirley Main Drains and the Wicksters/Capehall Brook would have a net effect on the maintenance budget.</p> <p>The Engineering Committee had resolved to formally approach the Environment Agency to apply for de-maintenance of the; Longdon Brook, Tirley Main Drains and the Wicksters/Capehall Brook</p> <p>The Engineering Committee had also resolved to set a budget of £30,000 to allow for survey work to help process the de-maintenance application. The survey work would also highlight any capital expenditure that would be required on these watercourses.</p> <p><u>Production of Capital Programme</u> The PO had prepared a first draft of a Capital Programme which included eight schemes. Members would be asked to suggest further projects for inclusion.</p> <p>It was resolved to refer an assessment criteria to the Board for approval. Once agreed this would provide the Engineering Committee with a consistent measure to assess the merits of suggested projects for inclusion in the programme.</p> <p>F&amp;GP members were pleased to see the draft of a programme. Members agreed that costs and benefits of a project could be better understood closer to the present day. Projects more than five years ahead, the predictions would be less confident.</p> <p>The AO suggested that the programme be presented to the Board in three formats; two years, three to five years and a five-years plus.</p> <p>The CE left the meeting.</p>	
2805.	<p><b>Accounts Officer Reports</b> <u>2<sup>nd</sup> Quarter Management Accounts</u> These accounts showed a projected surplus of £10,743 to the 30<sup>th</sup> September 2018.</p> <p>Mr Hore asked for an update on the M49 culvert situation. The AO explained that the Board had put aside £94,000 from the developers fund but as yet there had been no demand for payment.</p> <p>The Chairman suggested members who required more detailed information regarding the M49 culvert to contact the CE who could email his response to the Committee.</p> <p><u>Forecast to 31 March 2019 and Draft Budget 2019/20</u> The AO predicted a £21,853 deficit at the year end. He proposed that this deficit could be met from the Board's unallocated reserves for this year only.</p>	

	<p>In preparing the draft budget for 2019/20 the AO had worked on the assumption that the proposals to be considered by the S&amp; P Committee on the 9<sup>th</sup> January 2019 would be approved.</p> <p>He predicted a drainage rate of 9.0p in the pound would meet the budgeted expenditure. This was an increase of 6% on the previous year's rate.</p> <p>Concern was expressed about the practice funding a deficit from reserves. The AO explained that the reserves had been accumulated from year end surplus over a number of years.</p> <p>After discussion the Committee preferred the option to maintain the reserve and to fund the predicted deficit from a higher rate. Prior to the next F&amp;GP meeting the AO would update the 2018/19 accounts and would be able to more accurately predict the outturn at 31<sup>st</sup> March 2019. The AO would prepare a budget to fund any deficit from an increase in drainage rate.</p> <p>The Committee considered that ratepayers should be aware that the statutory requirements of the Eels Regulations accounted for the biggest proportion of the increase. The PO explained that the statement posted with the rate demand had been used to illustrate this point to ratepayers.</p> <p><u>Medium Term Financial Plan</u> The AO had prepared the plan based on rate of 9.0p for 2019/20. The plan included the machinery replacement programme agreed by the Engineering Committee. Taking on board the earlier decision of the F&amp;GP Committee to fund a deficit from a rate increase the AO would amend the plan for the next meeting for the Committee to consider again.</p> <p><u>Cash Flow</u> The cash flow table to the end of March 2019 showed a projected cash balance of £1,082,000. From October 2018 the Developers Fund was included in the total, this had been identified on the balance sheet previously.</p>	<p><u>Action 4</u> AO to prepare a budget that funded a deficit from an increase in rate.</p>
2806.	<p><b>Payments Noted</b> Members noted the payments made between 1<sup>st</sup> August 2018 and 31<sup>st</sup> October 2018 and transfers made between accounts.</p>	
2807.	<p><b>Date of Next F&amp;GP Meeting</b> Members noted the next F&amp;GP Committee meeting would be held 23<sup>rd</sup> January 2019.</p>	
	Meeting closed at 11.45 am	

## Lower Severn (2005) Internal Drainage Board

## RISK REGISTER

As at 12 December 2018

The owner of this document is the Principal Officer

Category of Risk	Risk	Likelihood (without controls)	Impact (without controls)	Risk Level (without controls)	Risk response and control procedure	Monitoring and Assurance	Actions	Likelihood (with current controls)	Impact (with current controls)	Risk Level (with current controls)	Responsibility
<b>Governance</b>											
G1	Gradual or sudden loss of reputation	High	High	High	<b>Treat</b> As an action or non-action by the Board, employee, subcontractor or supplier. This includes personal behaviour.	Ensure that all risks are minimised. Ensure plans are fulfilled.	Use governance arrangements to utilise monitoring and feedback controls and assurances. Ensure that the Board is sensitive to changes and can respond accordingly.	Low	High	Medium	Board, PO, AO, LDE, CE
					<b>Treat</b> Inappropriate behaviour by a member of staff. Staff not aware of their importance in maintaining the Boards reputation.	Staff training given on the importance of their actions or non action. Emphasise that they are the contact point for members of the public.	Staff receive ongoing appropriate training.				
G2	Board doesn't have adequate competency/skills to understand or control the business.	Medium	Medium	Medium	<b>Treat</b> 14 elected members, landowners and owner occupiers have a vested interest in ensuring drainage is effective.	The Board consists of 14 elected members and 15 appointed members. The appointed members are determined by the local Councils within the Board's area.	Board members receive appropriate ongoing training.	Low	Medium	Low	Board
G3	Difficulty in appointing new Board Members.	Low	Low	Low	<b>Tolerate</b> Board consists of elected and appointed members. Member turnover is low.	Electoral register in place and updated to enable elections to take place. Last elections took place in October 2015.	Open elections for new Board Members due in October 2018.	Low	Low	Low	Board
G4	Susceptibility to concentration of power.	High	High	High	<b>Treat</b> Management meetings held on a regular basis, Chairman and Vice Chairman involved.	There are five committees that report to the Board. Each committee has an appointed Chair.	Segregation of duties and regular meetings between Board and key members of staff to review major issues and future actions. Schemes of delegation to both Chair and Officers in place.	Medium	Medium	Medium	Board

G5	There is no overall strategy for the organisation as a whole.	High	High	High	<b>Treat</b> The Board has a business plan and a corporate strategy.	Business plan in place and reviewed annually.	Regular review of forthcoming reporting deadlines at the Board meetings.	Medium	Medium	Medium	Board
G6	Failure to comply with key legislation, regulations and Corporation requirements.	High	High	High	<b>Treat</b> Regular Board meetings take place.	Reports to Board on new legislation and regulations. Membership of Association of Drainage Authorities (ADA). Regular review of publicly available websites.	Regular review of forthcoming reporting deadlines at the board meetings. Access specialist advice as appropriate.	Low	High	Medium	Board
					<b>Transfer</b> Audit takes place on Management and Accounts to ensure compliance with legislation.	PKF Littlejohn appointed as external auditors by Smaller Authorities' Audit Appointments. Internal Auditors appointed annually.					
G7	Board not assuming control of key statutory requirements e.g. Health and Safety and Risk.	High	High	High	<b>Treat</b> Citation appointed as Health and Safety and Human Resources advisors.	Reports to Board. LDE monitors and maintains Health and Safety records.	Board have been made aware of the key legislative requirements to ensure they understand their responsibilities. Board members to attend training courses as appropriate.	Low	Low	Low	Board
					<b>Transfer</b> Indemnity policy is in place so board do not have to pay compensation.	Included in insurance cover with Zurich Municipal.					
G8	Implementation of Eel Regulations.	High	High	High	<b>Treat</b> Consultants appointed to report on steps to take to meet the statutory regulations.	Engineers to report to Engineering Committee as necessary. Pump replacement programme in place.	Frequent update to Engineering Committee and Full Board.	Low	High	Medium	Board

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<b>Finance</b>											
V1.	Inaccurate assumptions in place within the Business Plan.	High	High	High	<b>Treat</b> There is a Business Plan in place and it is reviewed annually.	Business plan reviewed by the Board at least annually. Medium Term Financial Plan reviewed by F&GP Committee.	Business Plan stating objectives of the Board is in place. Medium Term Financial Plan prepared.	Medium	Medium	Medium	Board and F&GP Committee
V2	Inadequate internal control resulting in poor financial management.	Medium	High	High	<b>Treat</b> Bishop Fleming have been appointed as Internal Auditors.	Auditors to be appointed annually.	Appointed at the September F&GP meeting.	Low	Medium	Low	Board
V3	Security of deposit takers.	Medium	High	High	<b>Treat</b> Use NatWest as the main bankers. Cash deposits to be placed, up to a maximum of £85,000, with institutions that are participants of the Financial Services Compensation Scheme. The maximum fixed term to be six months.	Treasury Sub Committee to review investments and performance.	Regular reporting to the Treasury Sub Committee.	Low	Medium	Low	Board and F&GP Committee
V4	Investments.	High	High	High	<b>Treat</b> Appointed Smith and Williamson as investment managers.	Treasury Sub Committee to review investments and performance.	Regular reporting to the Treasury Sub Committee.	Low	Medium	Low	F&GP Committee
V5	Inaccurate Accounting.	Medium	High	High	<b>Transfer</b> Accounts are audited by external Auditors appointed by the Audit Commission.	External Auditors report on and certify the Annual Governance and Accountability Return (AGAR).	AO responds and takes action regarding recommendations made by the External or Internal Auditors.	Low	Medium	Low	AO and F&GP Committee
				<b>Treat</b> Accounts Officer to be responsible to the preparation of accounts.	Management Accounts are regularly presented to F&GP Committee.	Accounts/budgets prepared by Accounts Officer.					

V6	Fraud occurring through deliberate activity.	High	High	High	<b>Transfer</b> Internal audit will look for fraudulent activity as part of the annual audit process.	Performed by Internal Auditors	Fraud and whistle blowing policy circulated to all staff.	Medium	Medium	Medium	All Staff
					<b>Treat</b> Chairman and Vice Chairman have access to internet banking.	Access log available.	Accounts Officer has been added as a bank signatory and internet banking. Further segregation of duties.				Board
					<b>Transfer</b> Increased Fidelity Guarantee Insurance.	Cover reviewed annually.	Community insurance cover with Zurich Municipal.				Board and PO
					<b>Treat</b> Fraud policy and whistle blowing policy in place.	Policy in place approved by the Board. Fraud and whistle blowing policy circulated to all staff.	Fraud and whistle blowing policy circulated to new staff.				PO
					<b>Treat</b> Register of members interests held on file.	Register maintained and available for review.	Updated as members interests change.				PO
					<b>Treat</b> Ensure no unauthorised transfer of funds from bank accounts.	Bank signatories regularly reviewed.	Dual authorisation of payments and bank transfers required.				PO and AO
V7	Effect on inflation and exchange rate movements on specific areas.	Low	Low	Low	<b>Treat</b> Budget overspent in year.	Budget agreed by the Board in February. Considered when levy and agricultural rate set by Board in February.	Monitored regularly by F&GP Committee.	Low	Low	Low	Board , F&GP Committee and AO
V8	Impact of movements in interest rates on income.	Low	Low	Low	<b>Treat</b> All cash balances held in approved banks.	Monitoring of budget, Medium Term Financial Plan and Severnside funds.	Actual rates and revised estimated presented to Board in February and November. Treasury management policy approved annually.	Low	Low	Low	Board, F&GP Committee and AO
V9	Failure to achieve value for money.	Medium	Medium	Medium	<b>Treat</b> Three quotes are obtained for any major purchase over £5,000 unless there are few suppliers. Compliance with Financial Regulations.	AO reviews with LDE/CE.	Chairman and Vice Chairman informed of award and reasons.	Low	Low	Low	Board and AO



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<b>Management and Maintenance</b>											
M1	Increased risk of flooding owing to inaccurate assumptions affecting the planned maintenance programme.	Medium	High	High	<b>Treat</b> There is a realistic planned maintenance programme.	LDE monitors progress of the plan throughout the year.	Progress regularly reported to the Engineering Committee and the Board.	Low	High	Medium	Board, Engineering Committee and LDE
M2	Inadequate provision for safeguarding the Boards assets. Loss of Machinery through theft or damage.	Medium	High	High	<b>Treat</b> Machines are locked up and fenced off. Spare Machines are available to meet work schedules.	Location is reported daily. Spares either held in workshop, or immediate delivery. Repairs carried out on site/workshop.	Staff training on type of equipment and all aspects of Health, Safety and risk review. All plant machinery insured through Fenton Insurance Services. All machines are tagged.	Low	High	Medium	LDE
M3	Loss of specific personnel leading to work being incomplete on schedule.	Low	High	Medium	<b>Treat</b> Skilled workers are trained up so if one could not work then another could, ensuring minimum down time.	Training schedules are maintained by the LDE.	Staff are trained to use equipment as appropriate.	Low	Low	Low	LDE
M4	Damage to Third Party property or individuals	Medium	High	High	<b>Treat</b> Risk assessments undertaken	Close Supervision by Foreman and LDE. Covered by insurance	Regular staff training and updating of information held re maps, access etc.	Low	High	Medium	LDE
M5	Pumps fail to operate	Medium	High	High	<b>Treat</b> Pumps maintained and checked at regular intervals	Planned maintenance undertaken. Pumps checked by Foreman	Pump replacement programme enacted	Low	High	Medium	LDE
M6	Watercourse unable to convey water	High	High	High	<b>Treat</b> Rhines and ditches regularly cleared of weed growth. Flaps desilted on a regular basis . Culverts regularly checked and cleared out.	Planned maintenance undertaken. Rhines and Ditches checked by Foreman.	Planned annual maintenance schedule.	Low	High	Medium	LDE
M7	Lack of progress of the Biodiversity Action Plan	High	High	High	<b>Treat</b> Aims and objectives are met.	Approved by Board.	Implementation of plan by modifications to standard operations in designated locations and in special projects with partners. Progress regularly reported to the Board on meeting the targets in the plan.	Medium	Medium	Medium	CE and LDE

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<b>Human Resources</b>											
HR1	Inability to retain or recruit new staff.	Medium	Medium	Medium	<b>Treat</b> Pay review, pensions.	Board agree all pay reviews and changes.	Pay scales are reviewed to ensure they remain competitive.	Low	Medium	Low	Board, PO and AO
					<b>Tolerate</b> Pay in line with expected action of skill level of staff.	Pay scales are set annually, at national level. Changes to staff responsibilities are set against tables/spine points.	Pay scales and conditions are reviewed at least annually to ensure they remain competitive. Non monetary benefits such as holiday entitlement is monitored to ensure that this also remains competitive to aid recruitment and retention.				
					<b>Treat</b> Increase training.	Training schedules are maintained.	Staff receive ongoing relevant training.				
					<b>Transfer</b> Pension fund review.	Annual review by actuaries of Glos LGPS. LGPS scheme closed to new staff in July 2015. Staff appointed since August 2015 are auto enrolled into a defined contribution Pension Scheme.	LGPS Employer contributions are revised on basis of actuaries triennial review. Review of Employer contribution to defined contribution pension scheme.				
HR2	Incidents to staff.	Medium	High	High	<b>Treat</b> Lone working training, manual handling and use of ladders.	Training schedules are maintained. Skyguard Lone worker system in place.	Where possible restrict amount of lone working.	Low	High	Medium	LDE
					<b>Treat</b> Street work signage training has been given.	Training schedules are maintained.	All workers have completed signage training.				
					<b>Treat</b> Accident occurs which injures a member of staff.	Risk assessments are undertaken before starting a job. Staff wear appropriate Personal Proactive Equipment. Staff are trained on machinery before they operate it. Accidents are reported and logged.	All workers have completed appropriate training. The LDE reviews all risk assessments.				
					<b>Treat</b> A member of staff contracts a disease.	Health and Safety Training schedules are maintained.	All workers have completed first aid training.				
					<b>Transfer</b> Fidelity Guarantee Insurance cover.	Cover reviewed annually.	Cover under community Insurance through Zurich Municipal.				
											AO
HR3	Loss of key members of staff in a small team.	Medium	Medium	Medium	<b>Tolerate</b> Other drainage boards, Environment Agency and Local Authorities could be asked to advise on operational needs if engineers were to leave.	Member of ADA and in dialogue with other Boards and use of consultants.	Ensure that admin duties are understood by more than one individual. Engineers overlap to ensure spread of knowledge.	Low	Low	Low	AO,LDE and CE



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<b>Office Systems/IT</b>											
O1	Disaster to office premises/IT.	Low	High	Medium	<p><b>Treat</b> Can work from home using a Laptop which will have server access.</p> <p><b>Treat</b> Backups of server daily and once a week major backup.</p>	Business Continuity/Disaster Recovery plan tested satisfactorily in 2011 with Orchard computers.	<p>A disaster recovery plan has been approved and clearly explains the steps that should be taken dependent on the type of disaster that occurs.</p> <p>Orchard Computer services. Daily/weekly backups.</p>	Low	Medium	Low	PO,CE, LDE and AO
O2	Failure to store confidential and personal data in a secure environment.	High	High	High	<p><b>Treat</b> Ensure compliance with Data Protection Act 2018 and General Data Protection Regulation.</p>	Review of data held annually. Destruction of data that is either out of date or no longer required. Paper records to be destroyed by a secure method and computer records to be deleted and erased.	Ensure that all staff and the Board are aware of the need to keep data secure and the implications of releasing personal sensitive data	Low	High	Medium	AO
O3	Failure to provide adequate insurance cover.	Medium	High	High	<p><b>Transfer</b> Level of Insurance cover is reviewed annually .</p>	Cover reviewed annually.	Cover provided through Zurich Municipal.	Low	Low	Low	AO
O4	Inadequate functionality of IT systems.	Low	Medium	Low	<p><b>Tolerate</b> IT Systems are updated as and when they are needed. No specific high spec computers are needed, all packages used are basic and non bespoke.</p>	Sage upgrades are incorporated as available. Microsoft Office upgraded as appropriate. Data base holding rating information updated as necessary. Drainage Rating System (DRS) has been implemented.	IT Systems are reviewed on a regular basis. New/upgrades to software packages only purchased as necessary to improve information and efficiency of the business.	Low	Low	Low	PO and CE

Key: CE - Civil Engineer  
LDE - Land Drainage Engineer  
AO - Accounts Officer  
PO - Principal Officer

F&GP Committee - Finance & General Purpose Committee

Payments to be **Noted****August 2018**

Payment Date From : 01/08/2018

Payment Date To : 31/08/2018

<u>Supplier</u>	<u>Details</u>	<u>Amount Paid this Period</u>
Orchard Computer Services	Quarterly Maintenance Cover	563.00
Mr C J N Williams	C Williams - Mileages for 27/06/18	19.80
TESCO	Water for office	21.00
Avon Hydraulics (UK) Ltd	BSP Plugs	14.23
CROMWELL GROUP HOLDINGS LTD	Hammer, Sockets, Wrench Set, Threadlocker	135.08
West Oils Environmental Ltd	Disposal of Oil	116.40
Mr C J N Williams	C Williams - Mileages for 18/07/18	23.40
Konica Minolta Business Solutions (UK) Ltd	Quarterly hire of Photocopier	83.88
HM Land Registry	Land registry Search	6.00
DVLA	Licence for WO14 0EY	165.00
DVLA	Credit card fee	2.50
Electronic Partners	Shipping to Bomford	6.90
CROMWELL GROUP HOLDINGS LTD	Bin Liners & Rivets	51.69
CROMWELL GROUP HOLDINGS LTD	Safety Trainers	84.00
Orchard Computer Services	SDL Renewal	118.80
Bristol Wessex Billing Sevices Ltd	Water Bill	62.19
Pitney Bowes Ltd	Franking Machine Rental	15.54
Spearhead Machinery Ltd	Expansion Vessel for VX65 HTA	467.35
LISTER WILDER LTD	Reversing Camera for Ford Ranger	98.40
K J Conner & Son	Cleaning for July	276.00
Just Ecology Environmental Consultancy Ltd	Slimbridge WLMP	4,680.00
Certas Energy UK Ltd	5836 litres Gas Oil	3,914.78
Konica Minolta Business Solutions (UK) Ltd	Quarterly printing charge	114.31
Moorepay Ltd	July Payroll Costs	100.14
GAP SUPPLIES	Plywood sheet & screws for Ford Ranger	18.67
HM Land Registry	Land Registry Search	6.00
HM Land Registry	Land Registry Search	6.00
Avon Hydraulics (UK) Ltd	Hose assembly for Bomford Eagle Mower	48.00
Avon Hydraulics (UK) Ltd	Hose assembly for WX09 FYF	54.00
Spearhead Machinery Ltd	New Inlet Doc to VX65 HVB	<b>Invoice FYI</b> 5,760.00
Spearhead Machinery Ltd	Site visit & Diagnose fault on VX65 HVB	618.00
CROMWELL GROUP HOLDINGS LTD	Hammer, Pliers, Wrench, Grafting Tools	130.49
Pirtek Gloucester	Hydraulic hose for VX65 HTA	272.70
TONY CULLIMORE SERVICES	Creosoted Stakes & Posts	1,751.56
TONY CULLIMORE SERVICES	Safety Boots	79.99
TONY CULLIMORE SERVICES	Barbed Wire	278.98
Miles Tyre & Exhaust Services	Replacement tyres for Ford Ranger	618.00
HYDRA ENGINEERING SERVICES LTD	Hydraulic Ram repair to VX65 HVB	388.80
Spearhead Machinery Ltd	Filter for AU11 HCH	314.82
Smiths (Gloucester) Ltd	Waste Management - Set up & Collections	169.38
TAILORMADE OFFICE SUP.LTD	A3 Paper. A4 Paper, Batteries & Post It Notes	64.28
Picksons	Flashing Lights for AU11 HCH & WP18 GXY	111.00
Picksons	Flashing Lights for AU11 HCH & WP18 GXY	111.00
Picksons	Strip Lamp for WP18 GXY	53.40
Picksons	Wiper blade for AU11 HCH	29.40
Citation Ltd	Legal Fees	300.00
FILTRATION LTD	Filters for WX12 CWL	28.80
Water Management Alliance	DRS Annual Maintenance 19/08/18 - 18/08/19	1,030.20
SOUTH GLOUCESTERSHIRE COUNCIL	Business Rates	732.00
Pirtek Gloucester	Hose & swivel Joints for VX65 HTA	129.19
CROMWELL GROUP HOLDINGS LTD	Jobber Drill Bits	8.16
Plan Communications Ltd	Mobile Phone Bill	224.62
ZEN INTERNET LTD	Monthly Internet Charge	46.50
MERRETT D C	Transportation of WX12 CWL	144.00
PMC Fluidpower Ltd t/as Group HES	Motors for Bomford Eagle Mower	450.43
Hydroscand Ltd	Hose assembly for VX65 HTA	23.94
RPM Fuels & Tanks	950L Double Axle Highway Tow Fuel Tank & Pump	4,230.00
RPM Fuels & Tanks	Carriage	198.00
Cablestream Ltd	Office phone line rental & calls	86.39
BRITISH TELECOM	Quarterly alternative phone line	45.47

**August 2018**

<u>Supplier</u>	<u>Details</u>	<u>Amount Paid this Period</u>
Dual Energy Direct Ltd	Lapperditch Electricity	16.71
Dual Energy Direct Ltd	Office Electricity	153.07
Dual Energy Direct Ltd	Oldbury P/S Electricity	24.41
Dual Energy Direct Ltd	Saul Electricity	12.12
Dual Energy Direct Ltd	Wicks Green Electricity	9.40
		<u>29,918.27</u>

Please note that the amounts shown above include Vat where applicable

Amount Paid this Period	29,918.27
Credits	<u>(9.40)</u>
<b>Amount Paid this Period (Supplier Invoices)</b>	<b>29,908.87</b>

**Bank Payments for August 2018**

NatWest	Bankline Charge	108.60
NatWest	Bank Charges (Rates Cheques Banked)	<u>65.37</u>
	<b>Amount Paid this Period (Bank Payments)</b>	<b>173.97</b>

**Total Amount Paid this Period - August 2018**  
**£30,082.84**

## Payments to be Noted

September 2018

Payment Date From : 01/09/2018

Payment Date To : 30/09/2018

<u>Supplier</u>	<u>Details</u>	<u>Amount Paid this Period</u>
Dual Energy Direct Ltd	Wicks Green Electricity	0.01
Eurocarparts	Filters for WN03 NVK	0.03
Information Commissioner's Office	Annual Data Protection Fee	35.00
Regency Hampers Ltd	Staff Welfare	16.25
Regency Hampers Ltd	Staff Welfare	30.98
Orchard Computer Services	Quarterly Maintenance Cover	563.00
RS COMPONENTS LTD	Fuse & Fuse Holders	99.02
Motion Consultants Ltd	General Consultancy advise for Jun 18	604.80
Motion Consultants Ltd	Saul Pumping Station Project - Jun 18	3,374.60
Tincknell Fuels Ltd	6500 litres Gas Oil	4,474.08
Water Environment Ltd	Elmore Back P/S Strategic Modelling	<b>Invoice FYI</b> 5,202.00
Water Environment Ltd	Elmore Back P/S Strategic Modelling	208.00
TAILORMADE OFFICE SUP.LTD	Rexel Shredder	563.94
Avon Hydraulics (UK) Ltd	Hydraulic hose assembly for WX09 FYF	51.52
LISTER WILDER LTD	Flashing Light & bolts for VX65 HVB	91.04
LISTER WILDER LTD	Filter & bolts for AU11 HCH	52.68
Halfords	Rubber mat for WP18 GXY	20.00
HM Land Registry	Land Registry Search	6.00
Leader Air Conditioning Ltd	Annual Air Con Maintenance	444.00
K J Conner & Son	Cleaning for August	276.00
Claas Western Ltd	Long life Grease	792.00
Tincknell Fuels Ltd	6000 litres Gas Oil	4,187.52
Electronic Partners	Parts for Bomford Mower	21.79
HM Land Registry	Land Registry Search	6.00
BRT Group	Timing belts for Normat Mower	58.70
AVON ALARMS LTD	Annual Maintenance on Intruder Alarm	96.00
Moorepay Ltd	Payroll costs for Aug 18	100.14
MERRETT D C	Transportation of WX12 CWL	180.00
Hydroscand Ltd	2 x hose assemblies for WX12 CWL	34.96
GAP SUPPLIES	Tube of Stixall	6.42
Picksons	Core cable for WP18 GXY	50.63
Smiths (Gloucester) Ltd	Waste Management for Aug18	32.88
FILTRATION LTD	Filters for AU11 HCH	73.69
TAILORMADE OFFICE SUP.LTD	Lever Arch Files, Laminating Pouches, Planner	60.76
CROMWELL GROUP HOLDINGS LTD	Belts for Normat Mower	94.61
Motion Consultants Ltd	Saul P/S Contract for Jul 18	864.00
Motion Consultants Ltd	General Consultancy Advise Severnside for Jul 18	1,152.00
ZEN INTERNET LTD	Monthly Internet Charge	46.50
MERRETT D C	Transportation of WX12 CWL	180.00
SOUTH GLOUCESTERSHIRE COUNCIL	Business Rates	732.00
Citation Ltd	Legal Fees	300.00
Dual Energy Direct Ltd	Saul Electricity	12.39
Dual Energy Direct Ltd	Lapperditch Electricity	15.11
Dual Energy Direct Ltd	Marshfield Electricity	19.58
Dual Energy Direct Ltd	Elmore Back Electricity	56.02
Dual Energy Direct Ltd	Office Electricity	296.33
Dual Energy Direct Ltd	Oldbury P/S Electricity	11.82
Plan Communications Ltd	Mobile Phones Bill	224.34
Pirtek Gloucester	Hydraulic Hose for VX65 HTA	172.76
Hydroscand Ltd	Hydraulic hose for WX12 CWL	81.88
CROMWELL GROUP HOLDINGS LTD	Assort Screws , washers & bolts	21.71
Cablestream Ltd	Office phone line rental & calls	89.35
Glamorgan Telecom Ltd	Ext 224 pick up added	54.00
FENTON INSURANCE SOLUTIONS LTD	Adj - addition of WP18 GXY	421.97
		<u>26,660.81</u>

Please note that the amounts shown above include Vat where applicable

Amount Paid this Period	26,660.81
t	(58.30)
<b>Amount Paid this Period (Supplier Invoices)</b>	<b>26,602.51</b>
Bankline Charge & Bank Charges	140.17
<b>Amount Paid this Period (Bank Charges)</b>	<b>140.17</b>

**Bank Payments for September 2018**

NatWest

**Total Amount Paid this Period****£26,742.68**

Payments to be **Noted****October 2018**

Payment Date From : 01/10/2018

Payment Date To : 31/10/2018

<u>Supplier</u>	<u>Details</u>	<u>Amount Paid this Period</u>
Mr J Nichols	J Nicholls - Mileages for 27/06/18	5.40
Orchard Computer Services	Quarterly Maintenance Cover	563.00
HM Land Registry	Land Registry Search	6.00
HM Land Registry	Land Registry Search	6.00
Glamorgan Telecom Ltd	Annual Maintenance 14/10/18 - 13/10/19	297.60
Mr C JN Williams	C Williams - Mileages for 05/09/18	23.40
RS COMPONENTS LTD	Spare plugs	35.16
Toolstop	12V Ratchet Wrench Kit	95.00
Water Environment Ltd	Hydraulic Modelling Assessment for the Wave	<b>Invoice FYI</b> 11,856.00
Mr BB Richards	B Richards - Mileages for 12/09/18	20.25
Mr C JN Williams	C Williams - Mileages for 12/09/18	19.80
Mr R Thatcher	R Thatcher - Mileages for 12/09/18	33.75
HORE MR J	J Hore - Mileages for 12/09/18	10.80
Thomas Silvey Ltd	1500 litres Derv	1,897.02
The Gables Hotel	Room hire for 12/09/18	60.00
Hydroscand Ltd	Spare O Rings for stock	64.08
Miles Tyre & Exhaust Services	Exhaust clamps for WP18 GXY	9.00
Reach Publishing Services Ltd	Election Notification in WDP	261.24
metals4U.co.uk	Steel for roof rack on WP18 GXY	67.70
Certas Energy UK Ltd	6000 litres Gas Oil	4,266.00
M J Burgess Ltd	MOT on WN03 NVK	54.00
ARCO LTD	First Aid Kits, Burns Kit, Hand Wipes	239.04
ARCO LTD	Sandbags	81.60
Motion Consultants Ltd	General Consultancy Advice for Aug 18	768.00
Motion Consultants Ltd	Saul Pumping Station	983.92
Galleon Supplies Ltd	Hand Towels	187.50
HM Land Registry	Land Registry Search	6.00
HM Land Registry	Land Registry Search	6.00
M J Burgess Ltd	MOT on OV57 FPK	54.00
M J Burgess Ltd	MOT on VN62 RPY	54.00
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on WX09 FYF	812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on AU11 HCH	812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on WX12 CWL	812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on WO14 OEY	<b>Invoice FYI</b> 812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on VX65 HTA	812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on VX65 HVB	812.60
ENGINEERING & HIRE LTD	Replacement parts for Ridding Buckets on WU16 TZM	812.71
Pitney Bowes Ltd	Hire of Franking Machine for Aug & Sep 18	31.08
HYDRA ENGINEERING SERVICES LTD	Hydraulic Ram Repair to WX09 FYF	333.60
ĆROMWELL GROUP HOLDINGS LTD	Assort screws, nuts, bolts, cable ties etc	56.70
Hydroscand Ltd	2 x hose assemblies for VX65 HVB	47.21
BRT Group	Bearings & Seals for Mower	405.38
K J Conner & Son	Cleaning for September	276.00
Pirtek Bristol	Parts for WX09 FYF	11.93
Pirtek Bristol	Drum of Adblue	23.94
Hydroscand Ltd	Hose assembly for VX65 HVB	38.63
Mr K Withers	K Withers - Mileages for 26/09/18	13.50
ClIr S Morgan	S Morgan - Mileages for 26/09/18	16.65
Mr BB Richards	B Richards - Mileages for 26/09/18	20.70
ClIr Bronwen Behan	B Behan - Mileages for 26/09/18	26.10
ClIr P Awford	P Awford - Mileages for 26/09/18	31.50
Mrs F Collins	F Collins - Mileages for 26/09/18	26.10
Rose Hewlett	R Hewlett - Mileages for 26/09/18	11.25
Mr C JN Williams	C Williams - Mileages for 26/09/18	19.80
Mr W J Cornock	J Cornock - Mileages for 26/09/18	6.00
Mr I Ractcliffe	I Ractcliffe - Mileages for 26/09/18	10.80
Mr P Abraham	P Abraham - Mileages for 26/09/18	15.30
Mr R Godwin	R Godwin - Mileages for 26/09/18	15.30
Beeline Eng. Products Ltd	Belts for Bomford Mower	161.89
Buycarparts.co.uk	Filters for VN62 RPY	36.35



Payments to be **Noted**

**October 2018**

<u>Supplier</u>	<u>Details</u>	<u>Amount Paid this Period</u>
Highways England Company Ltd	Severn Bridge Tolls	11.20
Just Ecology Environmental Consultancy Ltd	Slimbridge WLMP - Final Invoice	3,963.60
PKF Littlejohn LLP	External Audit Fees for YE 31 Mar 2018	2,400.00
ENVIRONMENT AGENCY	IDB Precept net of FWG	<b>Invoice FYI</b> 11,186.50
ASSOCIATION OF DRAINAGE AUTHORITIES	3 x Delegates for Ada Conference	432.00
Avon Hydraulics (UK) Ltd	Hose for AU11 HCH	15.93
The Gables Hotel	Room hire & Refreshments for 26/09/18	110.00
BNP PARIBAS LEASE GROUP	Quarterly Office Telecoms rental	414.00
TAILORMADE OFFICE SUP.LTD	A4 Paper, Staples, Binding Covers, Shredder Oil Sheets	103.06
Moorepay Ltd	Payroll costs for Sep 18	100.14
Plan Communications Ltd	Mobile Phones Bill	223.68
SOUTH GLOUCESTERSHIRE COUNCIL	Business Rates	732.00
Citation Ltd	Legal Fees	300.00
Smiths (Gloucester) Ltd	Waste management for Sep 18	32.88
BRT Group	Bearings & seals for VX65 HTA	98.80
BRT Group	Bearings & seals for VX65 HVB	98.79
BRT Group	Bearings & seals for AU11 HCH	98.82
Tilney Ltd	Pension Consulting Services 01/02/18 - 31/07/18	600.00
Certas Energy UK Ltd	6311 litres Gas Oil	4,575.73
ZEN INTERNET LTD	Monthly internet charges	46.50
Dual Energy Direct Ltd	Office Electricity	42.66
Dual Energy Direct Ltd	Saul Electricity	10.84
Dual Energy Direct Ltd	Marshfield Electricity	31.12
Dual Energy Direct Ltd	Lapperditch Electricity	13.84
Dual Energy Direct Ltd	Elmore Back Electricity	65.87
Dual Energy Direct Ltd	Oldbury P/S Electricity	3.72
ARCO LTD	Eye Pods	16.20
Nomenca Ltd	Saul P/S Application No. 1	3,454.91
Hydroscand Ltd	Hose assembly for WX12 CWL	18.83
Hydroscand Ltd	Gloves	15.35
LITTLETON MR G	G Littleton Mileages 01/04/18 - 30/09/18	138.60
Cablestream Ltd	Office phone line rental & calls	74.56
		<u>58,785.41</u>

Please note that the amounts shown above include Vat where applicable

Amount Paid this Period	58,785.41
Credits	<u>(31.12)</u>
<b>Amount Paid this Period (Supplier Invoices)</b>	<b>58,754.29</b>

**Bank Payments for October 2018**

NatWest	Bankline & Bank Charges	<u>135.96</u>
	<b>Amount Paid this Period (Bank Charges)</b>	<b>135.96</b>

**Total Amount Paid this Period - October 2018**

**£58,890.25**

**Payments to be Noted Aug 18 - Oct 18**

Aug 18	30,082.84
Sep 18	26,742.68
Oct 18	<u>58,890.25</u>
<b>TOTAL</b>	<b>£115,715.77</b>

Date From : 01/08/2018

Date To : 31/10/2018

**Aug 2018 - Oct 2018**

No	Type	Date	N/C	Ref	Details	Net Amount	Tax Amount	Gross Amount	Bank Rec. B	Date
75968	BP	15/08/2018	2231	D/D	<b>Aug 18</b> Peoples Pension Cont - Jul 18	655.40	0.00	655.40	R	31/08/2018
75969	BP	17/08/2018	2230	D/D	Glos CC - Pension Cont for Jul	14,794.67	0.00	14,794.67	R	31/08/2018
75970	BP	22/08/2018	2210	D/D	HMRC - Liability for Jul 18	12,466.75	0.00	12,466.75	R	31/08/2018
75971	BP	28/08/2018	2220	D/D	LSIDB Salary for Aug 18	32,956.32	0.00	32,956.32	R	31/08/2018
75972	BP	28/08/2018	2211	D/D	GMB - Union Cont for Aug 18	39.66	0.00	39.66	R	31/08/2018
76229	BP	17/09/2018	2231	D/D	<b>Sep 18</b> Peoples Pension Cont - Aug 18	804.38	0.00	804.38	R	30/09/2018
76230	BP	19/09/2018	2230	D/D	Glos CC - Pension Cont for Aug	15,529.05	0.00	15,529.05	R	30/09/2018
76231	BP	21/09/2018	2210	D/D	HMRC - Liability for Aug 18	14,313.23	0.00	14,313.23	R	30/09/2018
76232	BP	28/09/2018	2220	D/D	LSIDB Salary for Sep 18	35,409.70	0.00	35,409.70	R	30/09/2018
76233	BP	28/09/2018	2211	D/D	GMB - Union Cont for Sep 18	39.66	0.00	39.66	R	30/09/2018
76448	BP	15/10/2018	2231	D/D	<b>Oct 18</b> Peoples Pension Cont - Sep 18	823.88	0.00	823.88	R	31/10/2018
76449	BP	19/10/2018	2230	D/D	Glos CC - Pension Cont for Sep	16,628.18	0.00	16,628.18	R	31/10/2018
76450	BP	22/10/2018	2210	D/D	HMRC - Liability for Sep 18	15,943.26	0.00	15,943.26	R	31/10/2018
76451	BP	26/10/2018	2220	D/D	LSIDB Salary for Oct 18	34,537.71	0.00	34,537.71	R	31/10/2018
76452	BP	26/10/2018	2211	D/D	GMB - Union Cont for Oct 18	41.10	0.00	41.10	R	31/10/2018
						<u>194,982.95</u>	<u>0.00</u>	<u>194,982.95</u>		
						<u>194,982.95</u>	<u>0.00</u>	<u>194,982.95</u>		

## Petty Cash

Date From: 01/08/2018  
Date To: 31/10/2018

## Aug 2018 - Oct 2018

No	Type	Date	Ref	Details	Net £	Tax £	Gross £	B	Bank Rec.	Date
75976	CP	02/08/2018	7326	Bridge Tolls	<b>Aug 18</b> 11.20	0.00	11.20	R	31/08/2018	
75977	CP	06/08/2018	7327	Tesco - 2 x Milks	2.18	0.00	2.18	R	31/08/2018	
75978	CP	13/08/2018	7328	Milk & Paracetamols	3.09	0.00	3.09	R	31/08/2018	
75979	CP	20/08/2018	7329	Post Office - Milk	3.50	0.00	3.50	R	31/08/2018	
75980	CP	27/08/2018	7330	Card for GRL	1.63	0.32	1.95	R	31/08/2018	
75981	CP	28/08/2018	7331	Tesco - 1 x Milk	1.09	0.00	<u>1.09</u>	R	<u>31/08/2018</u>	
76237	CP	03/09/2018	7332	Bridge Tolls for NG	<b>Sep 18</b> 11.20	0.00	11.20	R	30/09/2018	
76238	CP	03/09/2018	7333	Milk & biscuits for Treasury	3.37	0.00	3.37	R	30/09/2018	
76239	CP	04/09/2018	7334	Sandwiches for working lunch	31.85	6.37	38.22	R	30/09/2018	
76240	CP	10/09/2018	7335	Tesco - 2 x Milks	2.18	0.00	2.18	R	30/09/2018	
76241	CP	17/09/2018	7336	PO - 2 x Milks	3.04	0.00	3.04	R	30/09/2018	
76242	CP	18/09/2018	7337	Tesco - Tea, Coffee, Sugar	19.36	0.00	19.36	R	30/09/2018	
76243	CP	24/09/2018	7338	Tesco - 2 x Milks	2.18	0.00	<u>2.18</u>	R	<u>30/09/2018</u>	
76481	CP	01/10/2018	7339	Tesco - 1 x Milk	<b>Oct 18</b> 1.09	0.00	1.09	R	31/10/2018	
76482	CP	08/10/2018	7340	PO - Milk	2.20	0.00	2.20	R	31/10/2018	
76483	CP	11/10/2018	7341	McColls - Milk	1.20	0.00	1.20	R	31/10/2018	
76484	CP	10/10/2018	7342	Butties - Sandwiches for	14.80	2.96	17.76	R	31/10/2018	
76485	CP	15/10/2018	7343	Tescos - 2 x Milks	2.18	0.00	2.18	R	31/10/2018	
76486	CP	24/10/2018	7344	Tesco - 1 x Milk	1.09	0.00	1.09	R	31/10/2018	
76487	CP	29/10/2018	7345	Tescos - 2 x Milks	2.18	0.00	2.18	R	31/10/2018	
Totals					£	<u>120.61</u>	<u>9.65</u>	<u>130.26</u>		

**Transfers Between Accounts August 2018 - October 2018**

Bank	NominalRecord.AccountName	Type	Date	Journal	TransactionNominal.Details	Amount
1200	NAT WEST ACCOUNT NO 1:	JD	15/08/2018	J1270	Tsf from Direct Res to No1 Acc	65,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	15/08/2018	J1271	Tsf from No1 acc to No2 acc Re : Wages	-65,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	24/08/2018	J1273	Sevenside Drawdown for 2018/19	41,200.00
1200	NAT WEST ACCOUNT NO 1:	JD	13/09/2018	J1279	Tsf from Direct Res to No1 Acc	50,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	13/09/2018	J1280	Tsf No1 acc to No2 acc Re: wages	-65,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	14/09/2018	J1282	Tsf from lloyds Current to No1 Acc	95,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	14/09/2018	J1283	Tsf from No1 Acc to Direct Res	-95,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	04/10/2018	J1288	Tsf from Lloyds current to No1 Acc (To close Acc)	95,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	05/10/2018	J1289	Tsf from Lloyds current to No1 Acc (To close Acc)	95,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	05/10/2018	J1290	Tsf from No1 Acc to Direct Res	-190,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	10/10/2018	J1291	Tsf from lloyds Current to No1 Acc To Close Acc)	95,000.00
1200	NAT WEST ACCOUNT NO 1:	JD	11/10/2018	J1292	Tsf from lloyds Current to No1 Acc To Close Acc)	70,367.97
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1293	Tsf from No1 Acc to Direct Res (To close Lloyds)	-95,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1294	Tsf from No1 Acc to Direct Res (To close Lloyds)	-70,367.97
1200	NAT WEST ACCOUNT NO 1:	JD	12/10/2018	J1295	Tsf from Hempsted Pond to No1 Acc (To close Acc)	32,737.97
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1296	Tsf from No1 Acc to Dir Res (Hempsted Pond)	-32,737.97
1200	NAT WEST ACCOUNT NO 1:	JD	12/10/2018	J1297	Tsf from Area Wide to No1 Acc (To close Acc)	146,360.39
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1298	Tsf from No1 Acc to Dir Res (Area Wide)	-146,360.39
1200	NAT WEST ACCOUNT NO 1:	JD	12/10/2018	J1299	Tsf fromDir Res to No1 Acc (Re Wages/Creditors)	100,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1300	Tsf from No1 Acc to No2 Acc (Re Wages)	-70,000.00
1200	NAT WEST ACCOUNT NO 1:	JC	12/10/2018	J1301	Tsf from No1 Acc to Petty Cash	-100.00
1201	NAT WEST ACCOUNT NO 2:	JD	15/08/2018	J1271	Tsf from No1 acc to No2 acc Re : Wages	65,000.00
1201	NAT WEST ACCOUNT NO 2:	JD	13/09/2018	J1280	Tsf No1 acc to No2 acc Re: wages	65,000.00
1201	NAT WEST ACCOUNT NO 2:	JD	12/10/2018	J1300	Tsf from No1 Acc to No2 Acc (Re Wages)	70,000.00
1230	PETTY CASH	JD	12/10/2018	J1301	Tsf from No1 Acc to Petty Cash	100.00
1251	ACC CLOSED - NW :(Hempsted Pond)	JC	12/10/2018	J1295	Tsf from Hempsted Pond to No1 Acc (To close Acc)	-32,737.97
1251	ACC CLOSED - NW :(Hempsted Pond)	JC	17/10/2018	J1306	Tsf of Interest to close Hempsted Pond Acc	-2.11

Bank	NominalRecord.AccountName	Type	Date	Journal	TransactionNominal.Details	Amount
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	24/08/2018	J1273	Sevenside Drawdown for 2018/19 Commuted Sums	-20,600.00
1253	ACC CLOSED - LLOYDS (Com Sums)	JD	03/09/2018	J1281	Tsf from Lloyds 32 day to Lloyds current	401,182.29
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	14/09/2018	J1282	Tsf from lloyds Current to No1 Acc	-95,000.00
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	04/10/2018	J1288	Tsf from Lloyds current to No1 Acc (To close Acc)	-95,000.00
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	05/10/2018	J1289	Tsf from Lloyds current to No1 Acc (To close Acc)	-95,000.00
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	10/10/2018	J1291	Tsf from lloyds Current to No1 Acc To Close Acc)	-95,000.00
1253	ACC CLOSED - LLOYDS (Com Sums)	JC	11/10/2018	J1292	Tsf from lloyds Current to No1 Acc To Close Acc)	-70,367.97
1255	ACC CLOSED - (Area Wide Charge) :	JC	24/08/2018	J1273	Sevenside Drawdown for 2018/19 Area Wide Charge	-20,600.00
1255	ACC CLOSED - (Area Wide Charge) :	JC	12/10/2018	J1297	Tsf from Area Wide to No1 Acc (To close Acc)	-146,360.39
1255	ACC CLOSED - (Area Wide Charge) :	JC	17/10/2018	J1307	Tsf of Interst to close Area Wide Acc	-9.42
1257	Nat West Direct Reserve Acc	JC	15/08/2018	J1270	Tsf from Direct Res to No1 Acc	-65,000.00
1257	Nat West Direct Reserve Acc	JC	13/09/2018	J1279	Tsf from Direct Res to No1 Acc	-50,000.00
1257	Nat West Direct Reserve Acc	JD	14/09/2018	J1283	Tsf from No1 Acc to Direct Res	95,000.00
1257	Nat West Direct Reserve Acc	JD	05/10/2018	J1290	Tsf from No1 Acc to Direct Res	190,000.00
1257	Nat West Direct Reserve Acc	JD	12/10/2018	J1293	Tsf from No1 Acc to Direct Res (To close Lloyds)	95,000.00
1257	Nat West Direct Reserve Acc	JD	12/10/2018	J1294	Tsf from No1 Acc to Direct Res (To close Lloyds)	70,367.97
1257	Nat West Direct Reserve Acc	JD	12/10/2018	J1296	Tsf from No1 Acc to Dir Res (Hempsted Pond)	32,737.97
1257	Nat West Direct Reserve Acc	JD	12/10/2018	J1298	Tsf from No1 Acc to Dir Res (Area Wide)	146,360.39
1257	Nat West Direct Reserve Acc	JC	12/10/2018	J1299	Tsf fromDir Res to No1 Acc (Re Wages/Creditors)	-100,000.00
1257	Nat West Direct Reserve Acc	JD	17/10/2018	J1306	Tsf of Interest to close Hempsted Pond Acc	2.11
1257	Nat West Direct Reserve Acc	JD	17/10/2018	J1307	Tsf of Interst to close Area Wide Acc	9.42
1259	ACC CLOSED - Lloyds 32 Day Notice	JC	03/09/2018	J1281	Tsf from Lloyds 32 day to Lloyds current	-401,182.29