Financial Statement - June 2023

Balance Carried Forward 01.06.23 £16,603.60

Income

Date	Payee	Budget Item	Total In	Finance Ref
04.06.23	Sarah Henry - Allotment plot 1B & 2A	Allotment income	£24.00	FR27/23
06.06.23	Curry Allotment plot 3A	Allotment income	£12.00	FR31/23
12.06.23	Allotment cheque 407080 Jackson 2B	Allotment income	£12.00	FR35/23
			£48.00	

Expenditure

Date	Payee	Budget Item	Cost	Minute Ref	Finance Ref
01.06.23	Hannah Pickles	Clerk Salary	[redacted]	262/22	FR26/23
05.06.23	Screatons	Payroll Services	£19.20	262/22	FR28/23
05.06.23	Geoff Cantwell invoice May 23	VAS Maintenance	£105.00	262/22	FR29/23
05.06.23	BHIB	Council Insurance	£636.30	262/22	FR30/23
09.06.23	Community Heartbeat	De-fib pads	£130.74	262/22	FR32/23
09.06.23	PLANIT-X	DNP Work	£780.00	262/22	FR33/23
09.06.23	Groundwork	Grant refund	£3,085.00	262/22	FR34/23
21.06.23	HSBC	Bank Charges	£8.00	262/22	FR36/23
22.06.23	Geoff Cantwell Grounds Invoice 721	Payroll services	£282.84	262/22	FR37/23
28.06.23	Geoff Cantwell Grounds Invoice 722	VAS Maintenance	£105.00	262/22	FR38/23
30.06.23	HMRC	PAYE	£86.30	262/22	FR39/23
			£5,685.21		

Total Expenditure	£5,685.21
Bank Balance After Expenditure	£10,918.39
Total Income	£48.00
Closing Balance 30.06.23	£10,966.39

Signed: Chairman of the Council........................ Date 6/7/23

Countersigned: Chairman of the Finance Committee U. Pd. .... Date 6/7/23

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

Sutton Cheney Parish
Council
67 Broughton Road
Croft
Leicester
LE9 3EB

Account Summary	
Opening Balance	16,603.60
Payments In	48.00
Payments Out	5,685.21
Closing Balance	10,966.39

International Bank Account Number
GB55HBUK40320310784834

Branch Identifier Code
HBUKGB4145F

1 June to 30 June 2023

Account Name
Sutton Cheney Parish Council

Sortcode	Account Number	Sheet Number
40-32-03	10784834	508

Your BUSINESS CURRENT ACCOUNT details

Date		Payment type and details	Paid out	Paid in	Balance
31 May 23		**BALANCE BROUGHT FORWARD**			**16,603.60**
01 Jun 23	BP	Hannah Pickles Clerk Salary	[redacted] ✓		16,156.77
04 Jun 23	CR	SARAH HENRY Plot 1B/2A Sarah H		24.00	16,180.77
05 Jun 23	BP	SCREATONS PAYROLL MAY 23	19.20 ✓		
	BP	GEOFF CANTWELL VAS MAINT MAY 23	105.00 ✓		
	BP	BHIB Ltd LCO02676	636.30 ✓		15,420.27
06 Jun 23	CR	J Curry D. CURRY. 3A		12.00	15,432.27
09 Jun 23	BP	Comm Heart Inv 16950	130.74 ✓		
	BP	PLAN-IT X EST000207	780.00 ✓		
	BP	Groundwork UK Grant return 22/23	3,085.00		11,436.53
12 Jun 23	CR	CHQ IN AT 407080		12.00	11,448.53
21 Jun 23	DR	TOTAL CHARGES TO 30MAY2023	8.00		11,440.53
22 Jun 23	BP	GEOFF CANTWELL GRASS INV 721	282.84		11,157.69
28 Jun 23	BP	GEOFF CANTWELL VAS MAIN INV 722	105.00		
	BP	HMRC PAYE/NIC SPLY 120PZ003715342302	86.30		10,966.39
30 Jun 23		**BALANCE CARRIED FORWARD**			**10,966.39**

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

1 June to 30 June 2023

Your Statement

Account Name
Sutton Cheney Parish Council

Sortcode	Account Number	Sheet Number
40-32-03	10784834	509

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates	*balance*	*AER variable*
Credit interest is not applied		

Debit Interest Rates	*balance*	*EAR variable*
Debit interest		21.34%

Interest
Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, eg, Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts (excluding Premier and Jade by HSBC Premier) overdraft interest is only charged on arranged overdrawn balances. Debit interest is calculated daily on the cleared debit balance of your account, it accrues during your charging cycle (usually monthly) and is deducted from your account following the end of your charging cycle.

Effective from 1 August 2017
Monthly cap on unarranged overdraft charges
1. Each current account will set a monthly maximum charge for:

(a) going overdrawn when you have not arranged an overdraft; or

(b) going over/past your arranged overdraft limit (if you have one).

2. This cap covers any:

(a) interest and fees for going over/past your arranged overdraft limit;

(b) fees for each payment your bank allows despite lack of funds; and

(c) fees for each payment your bank refuses due to lack of funds.

The monthly cap on unarranged overdraft charges for the Bank Account, Current Account, Home Management Account, HSBC Advance Bank Account and Graduate Bank Account is £80.

The monthly cap on unarranged overdraft charges is not applicable to Bank Account Pay Monthly, Basic Bank Account, Student Bank Account, Amanah Bank Account and MyAccount as these accounts do not incur unarranged overdraft charges.

The introduction of the Monthly Maximum Charge will not affect any charging period that ended prior to 1st August 2017. Any notification of charges that are generated on or after 1st August 2017 will incorporate the new Monthly Maximum Charge cap.

The following references regarding debit cards only apply to personal customers, commercial customers please refer to your terms and conditions.

Your debit card
When you use your card abroad, your statement will show where the transaction took place, the amount spent in local currency and the amount converted into sterling. We also monitor transactions to protect you against your card being used fraudulently.

Unless you agree that the currency conversion is done at the point of sale or withdrawal and agree the rate at that time, for example with the shopkeeper or on the self-service machine screen, the exchange rate that applies to any non-sterling debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made.

For non-Sterling (foreign currency) transactions we will charge a fee of 2.75% of the amount of the transaction. This fee will be shown as a separate line on your statement as a 'Non-Sterling Transaction Fee'.

HSBC UK Bank plc
Registered in England and Wales with registration number 09928412
Registered office: 1 Centenary Square, Birmingham B1 1HQ, United Kingdom

Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk (UK customers) or ciiom.hsbc.com (Channel Islands and Isle of Man customers) or by calling us on the usual numbers. We will deduct the payment from your account once we receive details of the payment from the card scheme, at the latest, the next working day.

For cash machine withdrawals in a currency other than sterling we will charge a Non Sterling Cash Fee of 2% (minimum £1.75, maximum £5). This fee applies to all cash machines outside the UK, Channel islands and the Isle of Man and to cash machines in the UK, Channel Islands and Isle of Man if we convert the withdrawal to Sterling for you. HSBC Advance customers are exempt from this fee.

Some cash machine operators may apply a direct charge for withdrawals from their cash machines and this will be advised on screen at the time of withdrawal.

Recurring Transaction
A recurring transaction, sometimes called a continuous payment authority, is a series of payments collected with your agreement from your card by a retailer or supplier (for example, insurance cover). This is an agreement between you and the retailer. The Direct Debit Guarantee does not cover these transactions. If you wish to cancel a recurring transaction you can do this with the retailer or us. We can cancel the payment, however contacting the retailer allows you to also deal with the agreement you have with them and you can make other arrangements for the payment or cancellation of the goods or services. If you cancel with the retailer, we recommend you keep evidence of the cancellation. Once you have cancelled with the retailer or us, if the retailer does try to collect any future payments under the recurring transaction agreement, we will treat these as unauthorised. If we miss any of the cancelled transactions, please contact us.

The following references apply to all customers

Dispute resolution
If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

The Financial Ombudsman Service does not apply to customers of our branches in the Channel Islands and Isle of Man, but you could be entitled to refer your complaint to the Channel Islands Financial Ombudsman in Jersey or Guernsey or the Financial Services Ombudsman Scheme in the Isle of Man. Please contact your branch for further details.

Telephone Banking Service
Customer representatives are available from 8am – 10pm everyday and 24 hours a day for HSBC Advance customers. Calls may be monitored or recorded for quality purposes. Alternatively for all your banking needs go to **hsbc.co.uk** (UK customers) or **ciiom.hsbc.com** (Channel Islands and Isle of Man customers).

Disabled Customers
We offer a number of services such as statements in Braille or large print. Please contact us to let us know how we can serve you better.

Lost and stolen cards
If any of your cards issued by us are lost or stolen please call our 24-hour service immediately on **03456 007 010** or if you are calling from abroad, please call us on **44 1442 422 929.**

Incoming Payment
FR 27/23

INVOICE

SUTTON CHENEY PARISH COUNCIL
Blacksmith Lane Allotments

Hannah Pickles
Parish Clerk & RFO
67 Broughton Road
Croft
Leicestershire
LE9 3EB

DATE: 29TH MAY 2023

FOR:

Annual Rent of Allotment Plot

Period: 1st April 2023 to 31st March 2024

David Curry
85 Sycamore Road
Camphill
Nuneaton
CV10 9DS

DESCRIPTION	**AMOUNT**
Plot No- 3A Half Plot	£12.00
TOTAL	£12.00

For BACS payments, please use Account Number **10784834** and Sort Code **40-32-03**
Please make cheques payable to **Sutton Cheney Parish Council**

If you have any questions concerning this invoice, contact Hannah Pickles on 07738 267438 or email suttoncheneypc@gmail.com

Incoming Payemenc
FR31/23

INVOICE

SUTTON CHENEY PARISH COUNCIL
Blacksmith Lane Allotments

Hannah Pickles
Parish Clerk & RFO
67 Broughton Road
Croft
Leicestershire
LE9 3EB

DATE: 29TH MAY 2023

FOR:

Mrs Sarah Henry
1 Lancaster Avenue,
Market Bosworth,
CV13 0LZ

Annual Rent of Allotment Plot

Period: 1st April 2023 to 31st March 2024

DESCRIPTION	AMOUNT
Plot No - 1B Half Plot	£12.00
Plot No - 2A Half Plot	£12.00
TOTAL	£24.00

For BACS payments, please use Account Number **10784834** and Sort Code **40-32-03**
Please make cheques payable to **Sutton Cheney Parish Council**

If you have any questions concerning this invoice, contact Hannah Pickles on 07738 267438 or email suttoncheneypc@gmail.com

Incoming Payment
FR 35/23

INVOICE

SUTTON CHENEY PARISH COUNCIL
Blacksmith Lane Allotments

Hannah Pickles
Parish Clerk & RFO
67 Broughton Road
Croft
Leicestershire
LE9 3EB

DATE: 29TH MAY 2023

FOR:

Mr Alan Jackson
Gable House
3 Main Street
Norton-Juxta-Twycross
Atherstone
CV93QA

Annual Rent of Allotment Plot

Period: 1st APRIL 2023 to 31st March 2024

DESCRIPTION	AMOUNT
Plot No - 2B Half Plot	£12
TOTAL	£12

For BACS payments, please use Account Number **10784834** and Sort Code **40-32-03**
Please make cheques payable to **Sutton Cheney Parish Council**

If you have any questions concerning this invoice, contact Hannah Pickles on 07738 267438 or email suttoncheneypc@gmail.com

Pickles Hannah J	NI No: [redacted]	NI Rate: A	Tax Code: 217T
Month No: 2	Employee No: 2	Dept:	Date: 28/05/2023

Payments	Qty	Rate	Amount	**Deductions**	**Summary this Month**	
Basic Pay (11.	[redacted]		[redacted]		Gross Taxable PAYE Tax NIC	[redacted]
					Total Payments Total Deductions Net Pay	[redacted]

Details To-date:	Gross Taxable PAYE Tax NIC	[redacted]	Net Pay	[redacted]
Sutton Cheney Parish Council		Payable by BACS		[redacted]

Dadlington and Sutton Cheney Finance Sign Off

Finance REF – FR 26/23

Signature 1: Name A Copson Date: 6/7/23

Signature 2: Name V Pritchard Date: 6/7/23

Date Paid: 1/6/23 Min Ref: 262/22

Screatons Ltd.

CHARTERED ACCOUNTANTS

FORMER ATHERSTONE COLLEGE, RATCLIFFE ROAD, ATHERSTONE, WARWICKSHIRE, CV9 1LF

TELEPHONE: ATHERSTONE (01827) 715264 FAX: (01827) 715303

www.screatons.co.uk info@screatons.co.uk

Dadlington and Sutton Cheney Finance Sign Off

Finance REF – FR28/23

Signature 1: [signature] Name A Copson Date: 6/7/23

Signature 2: [signature] Name V Pritchard Date: 6/7/23

Date Paid: 08/06/23 Min Ref: 262/22

Hannah Pickles
Sutton Cheney Parish Council

05-Jun-23

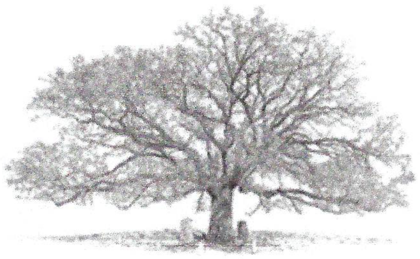
INVOICE

		£.p.
To:	Completion of payroll processing for the hours worked in May 2023 for the 2023/2024 PAYE year.	16.00
	VAT @ 20%	3.20
		19.20

To pay by BACS our bank details are:-
Account Number *28557560*
Sort Code *30-84-79*
Please quote your name as a reference.

If you wish to pay by credit/debit card, please contact us on the above telephone number.

Directors: Neil Screaton A.C.A., Brian Screaton F.C.A.
Registered Office: Former Atherstone College, Ratcliffe Road, Atherstone, Warwickshire, CV9 1LF
Registered Number: 06919261 VAT Number: 765 452 118
Registered in England & Wales



INVOICE

Geoff Cantwell Grounds Maintenance
42 Main Street, Snarestone
Swadlincote,
Derbyshire DE127DB
United Kingdom

Phone: 01530273978
Mobile: 07714750703

BILL TO
Sutton Cheney Parish Council
Hannah Pickles
67 Broughton Road,
Croft
Leicester, Leicestershire LE9 3EB
United Kingdom

07738 267438
suttoncheneypc@gmail.com

Invoice Number: 715
Invoice Date: June 2, 2023
Payment Due: June 2, 2023
Amount Due (GBP): **£105.00**

Items	Quantity	Amount
Speed Camera On 09/05/23 VAS moved. Batteries charged and data emailed.	4	£70.00
Speed Camera On 19/05/23 Batteries charged up and replaced.	1	£17.50
Speed Camera On 29/05/23 Batteries charged up and replaced.	1	£17.50
	Total:	£105.00
	Amount Due (GBP):	**£105.00**

Notes / Terms
Payment preferred by direct bank transfer. Cash and cheque accepted.
BACS Lloyds bank 30-98-97 55818568
Cheques payable to Geoff Cantwell Grounds Maintenance

Dadlington and Sutton Cheney Finance Sign Off
Finance REF – FR 29/23

Signature 1: [signature] Name A Copson Date: 6/7/23
Signature 2: [signature] Name V. Pritchard Date: 6/7/23
Date Paid: 05/06/23 Min Ref: 262/23

Thank you for your business

BHIB COUNCILS INSURANCE

Invoice

Invoice Number:	LCO02676
Invoice Date:	30/05/2023
Policyholder Name:	Sutton Cheney Parish Council
Policyholder Address:	67 Broughton Road Croft Leicester Leicestershire LE9 3EB
Policy Number:	LCO02676
Policy Type:	Local Councils
Effective Date:	15/06/2023
Description:	Local Councils Insurance Renewal
Premium:	£545.80
Insurance Premium Tax:	£65.50
Administration Fee:	£25.00
Total Premium Due:	£636.30
Terms of Payment:	In advance of your renewal date 15/06/2023

How To Make Payment:

Credit/Debit Card:	Please access our online BHIB Self Service Portal* or call BHIB on 0330 013 0036 and have your card details ready. * Please refer to our recent email communications detailing the registration and access process. If you need any assistance getting started, please email, or call the team and we will be happy to help.
BACS/Automatic Transfer:	Account Name: BHIB Ltd Account No.: 01100742 Sort Code: 56-00-60 Reference: Your quote reference (see above)
Cheque:	Please make cheques payable to BHIB Ltd and send to, BHIB Ltd, AGM House, 3 Barton Close, Grove Park, Enderby, Leicester, LE19 1SJ, quoting your quote reference (see above) on the reverse.

Dadlington and Sutton Cheney Finance Sign Off

Finance REF – FR30/23

Signature 1: Name A Copson Date: 6/7/23

Signature 2: Name V Pritchard Date: 6/7/23

Date Paid: 05/06/23 Min Ref: 262/22

BHIB Leicester
AGM House,
3 Barton Close,
Grove Park, Enderby,
Leicester
LE19 1SJ

T.0330 013 0036
E.enquiries@bhibaffinities.co.uk
www.bhibcouncils.co.uk

The Community Heartbeat Trust (Solutions) Ltd
PO Box 168
.
Haverhill
Suffolk
CB9 1AX
Tel : 0330 1243067
Email : office@communityheartbeat.org.uk

COMMUNITY HEARTBEAT

The Community HeartBeat Trust

VAT No 187 5510 82

Sutton Cheney Parish Council
67 Broughton Road
.
Croft
Leicestershire
LE9 3EB

Invoice No	16950
Invoice Date	30/05/2023
Order No	13348
Account Ref	SUT011

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
2.00	DDP-2001 Adult Pads View D121322-01 30/06/2025	52.00	104.00	20.00	20.80

Dadlington and Sutton Cheney Finance Sign Off

Finance REF – FR 32/23

Signature 1: Name A Copson Date: 8/7/23

Signature 2: Name V Pritchard Date: 6/7/23

Date Paid: 09/06/23 Min Ref: 262/22

Bank Details
Barclays Bank plc
Melton Mowbray
Sort Code: 20-52-69
Account No: 23750442

Total Net Amount	£	104.00
Carriage	£	4.95
Total Tax	£	21.79
Invoice Total	£	130.74

PLAN-IT X
TOWN AND COUNTRY PLANNING SERVICES

Invoice
INV2463568

From	Planit-X Town & Country Planning Services Ltd Details
To	Sutton Cheney Parish Council Details
Date	22/03/2023
Due	21/04/2023
Ref	EST000207

View PDF

Dadlington and Sutton Cheney Finance Sign Off
Finance REF – FR33/23
Signature 1: Name A Copson Date: 6/7/23
Signature 2: Name V Pritchard Date: 6/7/23
Date Paid: 09/06/23 Min Ref: 262/22

Amount due
£780.00

Dadlington Neighbourhood Plan: Proposal

Item	Qty	Unit price	VAT rate	VAT	Amount
Finalise pre-submission Neighbourhood Plan	10	£65.00	20%	£130.00	£780.00

Net	£650.00
VAT (20%)	£130.00
Total	**£780.00**

Payment information

Thank you for your business!

Bank details

Cheque payment details

Powered by ClearBooks

suttoncheneypc@gmail.com

From:	Groundwork - Gifts <mail@grantapplication.com>
Sent:	20 June 2023 23:46
To:	suttoncheneypc@gmail.com
Subject:	Groundwork UK Requirement Form Submission - Gifts Programme Management System

Thank you for your submission. Your requirement form has been submitted successfully to Groundwork and the tracking number is 137834.

Please note it may take up to 10 working days to assess the information you have submitted.

For your records, here is a copy of the contents of your requirement form.

This is an automated email, please do not respond.

Neighbourhood Planning - End of Grant Report - 22/23

Thank You! Your Requirement/Report has been submitted successfully. A confirmation email will be sent to you, which will include a copy of your form. Please look out for this email and if you do not receive it, please check your Junk Folder.

1.Contents

Neighbourhood Plan - End of Grant Report

Dadlington and Sutton Cheney Finance Sign Off

Finance REF – FR34/23

Signature 1: Name A Copson Date: 6/7/22

Signature 2: Name V Pritchard Date: 6/7/22

Date Paid: 09/06/23 Min Ref: 262/22

2. Introduction

2. Introduction

Please complete this form to tell us how you have spent your grant commenting on whether it has helped your organisation to meet the aims of the programme.

You should only include expenditure for items purchased against the grant reference number shown in the 'Your Details' section. If your organisation has been awarded more than one grant through this programme, please check your grant offer letter to make sure that you are reporting expenditure against the correct grant reference number. We do not need to know about any costs that were paid for using other funds.

Note that the form includes some sections which you must answer in order to submit the form. Other sections have been automatically populated using the information you provided us with previously. Those sections are read only.

When you submit the form, you will receive an automated email to confirm that the form has been submitted successfully along with a copy of your completed form. Groundwork UK aim to contact you within 10 days to confirm completion of the grant or to request further information. We may also contact you to request further information or clarification on the information provided. This is quite normal.

If you have any questions please contact your Grants Officer at Groundwork UK via email at neighbourhoodplanning@groundwork.org.uk. Thank you.

3. Grant Details

3. Grant Details

Your Grant Reference Number
NPG-12960

Applicant Group Name

Sutton Cheney Parish Council

Applicant Group Contact Name

Joanne Lowe

Did you use an accountable body to hold your grant funds?
No

Name of Accountable body

Amount of Grant Awarded
4335.00

4. Grant Expenditure

4. Grant Expenditure

The table below shows a breakdown of the items included in your grant offer along with the associated budget for each item. Next to each item for lines 1-10, you must complete the expenditure column on the right hand side to show how much of your grant you have spent on these items. If you have not incurred any expenditure please leave the value as zero.

Where changes to your budget have already been approved by Groundwork UK, the budget below should represent these changes. Please give each invoice/receipt a reference number so we know which costs are related to which invoices. Invoices or other evidence of expenditure for costs over £1000 must be uploaded at the bottom of the page.

1. Budget Heading 1

Finalise pre-submission Neighbourhood Plan

1. Approved amount

650.00

1. Expenditure

750.00

1. Invoice Ref.

EST000207

2. Budget Heading 2

Consider representations and prepare Statement of Consultation

2. Approved amount

1300.00

2. Expenditure

0

2. Invoice Ref.

3. Budget Heading 3

Prepare Submission Neighbourhood Plan

3. Approved amount

390.00

3. Expenditure

0

3. Invoice Ref.

4. Budget Heading 4

Prepare Basic Conditions Statement. Includes Equalities Impact Assessment

4. Approved amount

1170.00

4. Expenditure

0

4. Invoice Ref.

5. Budget Heading 5

Advice and guidance with respect to Neighbourhood Plan examination

5. Approved amount

325.00

5. Expenditure

0

5. Invoice Ref.

6. Budget Heading 6

Printing costs, adverts, Parish Online subscription etc.

6. Approved amount

500.00

6. Expenditure

500.00

6. Invoice Ref.

DNP001/2023

7. Budget Heading 7

7. Approved amount

0.00

7. Expenditure

0

7. Invoice Ref.

8. Budget Heading 8

8. Approved amount

0.00

8. Expenditure

0

8. Invoice Ref.

9. Budget Heading 9

9. Approved amount

0.00

9. Expenditure

0

9. Invoice Ref.

10. Budget Heading 10

10. Approved amount

0.00

10. Expenditure

0

10. Invoice Ref.

If you spent slightly more than the amount allocated in your budget (e.g. no more than £500 difference) that should not be an issue provided that the costs were incurred against items outlined in your Grant Offer and consultant rates did not exceed the £500 daily rate cap.

If actual expenditure was in excess of £500 of the original approved budget was it approved by Groundwork UK before expenditure was incurred?
No

Please provide a reason if any of the items (1-10 listed above) incurred additional spend over £500 and were not approved by Groundwork UK :
PLANIT-X invoice for pre-submission came in at £650.00 + VAT totaling £750.00

Please click on the calculator icon below to total your grant expenditure.

If the total is not correct, please revise the figures you provided in the previous section and then click on the calculator icon again. Remember that we only need to see how you have spent this grant so you do not need to include costs/invoices for items that were paid for using other funds/match funding.

Total Expenditure
1250.00

Do you have any single invoices over £1000?
Any single invoices over £1000 must be uploaded as evidence below
No

Please upload your invoices/receipts here:
If any of the items listed above have a single invoice or receipt over £1000 please upload this as evidence. You should upload invoices/receipts for all items over £1000 as a single document if possible. If you are unable to combine invoices and have more than three to upload please email them to neighbourhoodplanning@groundwork.org.uk quoting your grants reference number. Alternatively please call 0121 236 8565.
DNP Invoice April 2023.pdf

Please upload additional invoices here
PLANIT-X Invoice INV2463568 june 23.html

Please upload additional invoices here

Please upload additional invoices here

Please upload additional invoices here

If you have not spent all of your grant in accordance with your grant agreement you must pay it back to Groundwork UK at the end of the grant period. We will review your submitted form and confirm via an email statement the amount (if any) that you need to repay. The email will also contain further instruction on how to repay the money via one of the methods outlined below. If you spent slightly more than the amount allocated in your budget (e.g. no more than £500 difference) that should not be an issue provided that the costs were incurred against items outlined in your Grant Offer and consultant rates did not exceed the £550 daily rate cap.
Please note we will not request underspend of £25 or less to be returned.

Unspent Grant
The amount below must be returned to Groundwork UK via one of the methods outlined below.
3085.00

To use BACS to transfer the balance of your grant use these details:
Sort code: 08-90-01
Bank account no. 65400124

Alternatively make Cheques payable to **"Groundwork UK"**.Please send cheques to:

Neighbourhood Planning
Groundwork UK
Suite B2
The Walker Building
58 Oxford Street
Birmingham
B5 5NR

Please make ensure you quote your Grant Reference number in the transaction.

5. Monitoring Questions

5. Monitoring Questions

If you have any queries about the questions below please contact Locality via email: info@locality.org.uk

Neighbourhood Planning Progress

1. Has the Grant enabled you to decide on Key Objectives of your Neighbourhood Plan or Order?
Not Applicable

2. Has the Grant helped you to get your Neighbourhood Area/Forum Designated?
Yes

3. Has the Grant enabled you to prepare a Draft Plan or pre-sub Consultation (Reg 14)?
Not Applicable

4. Has the Grant helped you to get Independent Examination?
No

5. Has the Grant helped you to get to Referendum?
No

6. Declaration

6. Declaration

This should be completed by the Group or Accountable Body who held the grant money and settled invoices/payments

Name of Person Completing Declaration
Hannah Pickles

Organisation Name
Sutton Cheney Parish Council

Position in Organisation
Clerk & RFO

Grant Offer Date
26/07/2022

I have spent the grant in accordance with the previously agreed terms and conditions as outlined in my Grant Offer Letter. All incurred expenditure has taken place after my Grant Offer date above.

Yes

INVOICE

Geoff Cantwell Grounds Maintenance
42 Main Street, Snarestone
Swadlincote,
Derbyshire DE127DB
United Kingdom

Phone: 01530273978
Mobile: 07714750703

BILL TO
Sutton Cheney Parish Council
Hannah Pickles
67 Broughton Road,
Croft
Leicester, Leicestershire LE9 3EB
United Kingdom

07738 267438
suttoncheneypc@gmail.com

Invoice Number: 721
Invoice Date: June 22, 2023
Payment Due: June 22, 2023
Amount Due (GBP): **£282.84**

Items	Quantity	Amount
Spraying On 02/06/23 spraying of the parish areas in accordance with the scope of work. Trade strength roundup.	1	£0.00
Mowing On 06/06/23 Mowing and strimming of the parish areas. Church L2.25 Village Hall L2.0 Green L2.25	1	£141.42
Mowing On 06/06/23 Mowing and strimming of the parish areas. Church L2.0 Village Hall L2.0 Green L2.0	1	£141.42

Total: £282.84

Amount Due (GBP): **£282.84**

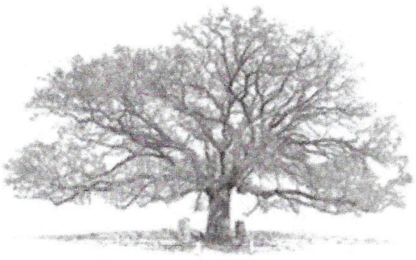
Notes / Terms
Payment preferred by direct bank transfer. Cash and cheque accepted.
BACS Lloyds bank 30-98-97 55818568
Cheques payable to Geoff Cantwell Grounds Maintenance

Dadlington and Sutton Cheney Finance Sign Off
Finance REF – FR37/23

Signature 1: Name A copson Date: 6/7/23

Signature 2: Name V Pritchard Date: 6/7/23

Date Paid: 22/6/23 Min Ref: 262/22



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07738 267438
suttoncheneypc@gmail.com

Invoice Number: 722
Invoice Date: June 28, 2023
Payment Due: June 28, 2023
Amount Due (GBP): **£105.00**

Items	Quantity	Amount
Speed Camera On 08/06/23 VAS moved. Batteries charged and data emailed.	4	£70.00
Speed Camera On 18/06/23 Batteries charged up and replaced	1	£17.50
Speed Camera On 28/06/23 Batteries charged up and replaced	1	£17.50

Total: £105.00

Amount Due (GBP): **£105.00**

Notes / Terms
Payment preferred by direct bank transfer. Cash and cheque accepted.
BACS Lloyds bank 30-98-97 55818568
Cheques payable to Geoff Cantwell Grounds Maintenance

Dadlington and Sutton Cheney Finance Sign Off
Finance REF – FR38/23
Signature 1: Name A Copson Date: 6/7/23
Signature 2: Name V Pritchard Date: 6/7/23
Date Paid: 28/6/23 Min Ref: 262/22

Thank you for your business

From:	Kim Pountney <kim@screatons.co.uk>
Sent:	22 June 2023 12:21
To:	suttoncheneypc@gmail.com
Cc:	valpritchard@hotmail.co.uk
Subject:	Payroll
Attachments:	Payslip Month 3 Sutton Cheney PC.pdf; Summary Month 3 Sutton Cheney PC.pdf

Hi Hannah,

Apologies for being a few days early with your payslip this month – I know we'd agreed on the 25th, however I'm off tomorrow and Monday, and I thought you'd probably prefer it today than the on 27th when I'm back in.

The PAYE for the quarter is £86.30. It's due for payment by the 19th July 2023 and the reference for the payment is 120PZ00371534 2403.

Kind regards,

Kim Pountney
Payroll Administrator

Dadlington and Sutton Cheney Finance Sign Off
Finance REF – FR39/23

Signature 1: Name A Copson Date: 6/7/23
Signature 2: Name V Pritchard Date: 6/7/23
Date Paid: 28/6/23 Min Ref: 262/22

Screatons Ltd
CHARTERED ACCOUNTANTS
Atherstone College, Ratcliffe Road, Atherstone, CV9 1LF
Tel: 01827 715264
Fax: 01827 715303
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