



**THE TOWN COUNCIL  
OF  
ROYAL LEAMINGTON SPA**  
TOWN HALL, THE PARADE,  
ROYAL LEAMINGTON SPA  
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STEPHEN MARKS  
Clerk to the Town Council

Our Ref: SM/P&R

Date: 10<sup>th</sup> January 2023

Dear Councillor,

A meeting of the **POLICY AND RESOURCES COMMITTEE** will be held on **THURSDAY 16<sup>th</sup> MARCH 2023** in Room 5 at Leamington Spa Town Hall, Parade, CV32 4AT, commencing at 6.00 pm.

The business will be as set out below.

Yours faithfully,

*S Marks*

**CLERK TO THE TOWN COUNCIL**

To Councillors: Alan Boad, Sarah Boad, Will Bryce, Mubarik Chowdry, Judith Clarke, Bill Gifford, Jade McGhee, Ruggy Singh and Nick Wilkins.

(All other Members of the Town Council – for information.)

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**AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

Members of the Committee to declare any interest they may have in items identified for discussion at the Meeting, in accordance with the Code of Conduct.

3. **PUBLIC FORUM**

To receive representations from members of the public in accordance with the Council's Standing Orders. Notification of participation in the public session should be submitted in writing to the Town Clerk prior to commencement of the meeting.

4. MINUTES pp3-4  
To consider and approve as a correct record the Minutes of the Meeting held on 02<sup>nd</sup> February 2023 (Report No.4)
5. MATTERS ARISING FROM THE MINUTES
6. WDC COST OF LIVING UPDATE pp5-8  
To consider an update from WDC
7. KING'S CORONATION p9  
To receive an update on plans / progress.
8. NEW COUNCILLOR INDUCTION pp10-12  
To consider induction / training for Councillors following the election
9. ECONOMIC DEVELOPMENT STRATEGY CONSULTATION pp13-14  
To consider the current consultation on South Warwickshire Economic Development Strategy
10. FINANCIAL MATTERS AND BUDGET MONITORING pp15-17  
To undertake routine monitoring of budget / finance issues.
11. PAYMENTS p18  
To consider and approve a schedule of payments arising.

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON 02 FEBRUARY 2023 6PM, ROOM 5, LEAMINGTON SPA TOWN HALL**

**Present:** Councillors Mubarik Chowdry (Chair), Alan Boad, Will Bryce, Judith Clarke, Bill Gifford, Jennifer McAllister, Ruggy Singh and Nick Wilkins.

Officers: Town Clerk

Absent – Cllr McGhee

**71. Apologies for Absence**

Apologies were received from Cllr Sarah Boad (Cllr Jennifer McAllister substituting).

**72. Declarations of Interest**

Cllr A Boad declared an interest in relation to item 9 regarding the Transformation board as a District Council representative on the Transformation Board and will leave the room.

Cllr Gifford declared a non pecuniary interest in item 9 as a member of WDC.

**73. Public Forum**

No representations / questions from the public.

**74. Minutes**

**Resolved** that the Minutes of the Meeting of the Policy and Resources Committee held on 15<sup>th</sup> December 2022 (Report No.4) are confirmed as a correct record.

**75. Matters Arising from the Minutes**

**76. Financial Regulations**

The committee considered draft updated financial regulations.

**Resolved** that it is recommended to the town council that the draft updated financial regs are adopted. (with amendment to para 6.18 to refer to Policy & Resources committee)

**77. Corporate Objectives**

The committee discussed report number 7 regarding the Town Council's corporate objectives.

Some comments were made including promoting engagement in local democracy, which should be considered further in the future.

**Resolved** that it is recommended to the Town Council that the corporate objectives remain the same for now.

**78. Kings coronation**

The committee received an update in relation to plans for an event to mark the Kings Coronation.

**Resolved** that the event preparation is progressed.

Suggested the person leading the event reports into a relevant council meeting.

**79. Transformation Board**

Cllr A Boad left the meeting.

The committee considered report number 9 and a request from the Leamington Transformation Board for a funding contribution to support its activities.

**Resolved** that it is recommended to the Town Council that a £10,000 contribution be made to the work of the Leamington Spa Transformation Board.

Cllr A Boad rejoined the meeting.

**80. Financial Matters and Budget Monitoring**

The committee considered report number 10

**Resolved** that the financial information is noted.

**81. Payments**

The Committee considered a schedule of payments arising.

**Resolved** that the following payments are approved:

Cheque No / Electronic Payment	Payee	Details	Amount	VAT	Total
Elec	Old Milverton Allotments Association	Grant payment	£1,290.00	£0.00	£1,290.00
Elec	Classique	Name plates for portraits	£34.00	£0.00	£34.00
Elec	Warwickshire Wildlife Trust Ltd	Sponsorship Peregrines webcam yr2	£180.00	£0.00	£180.00
Elec	Nectere	Stationery Inv IO1754	£3.85	£0.77	£4.62
Elec	Nectere	Stationery Inv IO1888	£3.49	£0.69	£4.18
Elec	Living Designs	Mayoral awards - Ref48020492	£204.00	£0.00	£204.00
Elec	Regent	Picture framing Inv 1019	£100.00	£20.00	£120.00
chq 106842	S Marks	Reimbursement Zoom (Nov22, Dec22, Jan23) Invoices 175816056,180161994,122313464	£35.97		£35.97
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
			<b>£1,851.31</b>	<b>£21.46</b>	<b>£1,872.77</b>

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**WDC COST OF LIVING / WARM HUBS UPDATE**

1. **Purpose of Report**

To receive and consider an update on the work being undertaken by WDC in relation to cost of living support for the local community.

2. **Background**

2.1 The Committee will be aware of the challenges for the community associated with the current cost of living crisis. Local authorities and their partners are working with the local voluntary and community sector to provide support locally.

2.2 In October 2022, WDC wrote to the Town Council seeking its support for activity to address the cost of living crisis.

2.3 At its meeting on 10<sup>th</sup> November 2022, the Town Council considered the matter of the cost of living crisis. In doing so, it noted that the Town Council provides support in a number of ways, including:  
-Funding relevant external organisations that provide support to the community (Citizen's Advice South Warwickshire, Children's centres).  
-Providing small grants to local community organisations to support communities.  
-Raising awareness of the support available.

2.4 The Town Council agreed to make a financial contribution of £6,000 to WDC's work on cost of living. By doing this, it would ensure that local efforts to address the cost of living were joined up – rather than having various different initiatives / funding sources. This payment was made to WDC. It was agreed on the basis that WDC would keep the Town Council updated and recognise its contribution to this work.

2.5 The broad approach that WDC indicated it would take involved:  
Engaging with local community groups to understand and support their efforts to provide community support / warm hubs.  
To provide a pool of funding that local community groups can access to deliver / expand their cost of living support activities.  
To promote the availability of national and local support -  
[https://www.warwickdc.gov.uk/info/20845/cost\\_of\\_living\\_support](https://www.warwickdc.gov.uk/info/20845/cost_of_living_support)

3. **Update**

WDC officers provided a written update which was circulated to Town Councillors recently. This is attached as appendix A (the appendix to WDC's report will be circulated separately). A member of WDC's Community Wellbeing Team will attend the meeting to give a further update.

**Report to Leamington Town Council on Cost of Living – Warm Hubs Support**

**1. Purpose of the report**

To provide Royal Leamington Town Council with an update on the Warwick District Council approach to the Cost of Living Crisis and the work around the creation of Warm Hubs across the Town

**2. Introduction/ Background**

- 2.1 The steep rise in living cost has and will continue to have a devastating impact on household budgets for so many people are making difficult decisions about what to prioritise. The Council has identified the cost-of-living crisis as one of the biggest current threat to its communities.
- 2.2 The magnitude of cost-of-living pressures, which some predict will result in the biggest fall in living standards since the 1950s, will have significant impacts on the residents, communities and businesses of Warwick District and will require a focused response, combining activity at a local level.
- 2.3 The Council is keen to act where it is sensible to do so, to help families and vulnerable individuals cope with the impacts of the cost-of-living crisis and to access the range of support available through the district council, County Council and the voluntary and community sector.

**3. Outcomes**

3.1 The key outcomes of the Council's Cost of Living work are:

- The Community is supported to cope as best as possible with Cost-of-Living impacts.
- Staff can identify the triggers associated with someone who is struggling financially and have the knowledge of the range of support available through statutory and voluntary and community sector
- A practical information resource toolkit is developed and made available to enable effective signposting
- Information on the Council's website and website/intranet to is developed to support customers/ staff to access to the range of support services
- A Communication Plan is developed to promote income maximisation/ support services for example benefit check campaigns, Free School meals etc.

- We work with voluntary and community sector and other partners/stakeholders to develop clear pathways for supporting residents.

#### **4. Update on work undertaken to date**

- 4.1 The focus of the activity has been around mapping out the community venues across the town that are or intending to provide a welcoming warm space which includes Community Hubs and Churches (see appendix 1 for details of the Warm Hubs in Leamington Town)
- 4.2 The Community Wellbeing Team over January have been visiting Warm Hubs to share the Warwickshire Rural Community Council's checklist for guidance in running a warm hub. In addition through conversations with warm hub service providers assessment have been undertaken in respect of the financial status to ascertain if further funding support is required.
- 4.3 A member of the Community Wellbeing Team has specifically worked with SYDNI Centre to establish their warm hubs
- 4.4 The Community Wellbeing Team have used the mapping information to identify gaps geographically and working with community organisations to establish a warm hub
- 4.5 They are a number of warm hubs that are not well attended and it has the feedback is that labelling the provision as a warm hub may be putting people off. The more successful warm hubs are those that offer activities as the focus or are providing the provision of food such as a community café. The Community Wellbeing Team are in the process of revisiting hubs to share best practice
- 4.6 The Warm Hubs are a gateway to other activities and support services.
- 4.7 The District Council has recently launched its Cost of Living Fund. The main aim of the criteria is to enable a wider range of Cost of Living initiatives to be supported. The funding criteria is as follows:  
Successful applications will focus on one or more of the following cost of living pressures.
  - Supporting start up costs for creating a warm hub including activities
  - Projects that support residents struggling financially for example expanding food provision, warm bags, equipment such as slow cookers, light bulbs etc
  - School holiday activities for children and young people

- Support to families to cook on a budget such as cooking demonstrations or workshops
- Developing a more sustainable alternative to warm hubs such as community cafes, craft clubs, skill shares etc.
- Money saving events for example a money advice market, repair café, community lunches, creative crafts, signposting residents to support etc.

4.8 We are working closely with the County Council to ensure some that we share the bids we receive with each other and therefore avoid duplication and double funding projects. We can also look at how we can part fund proposal. The fund is opened until 24<sup>th</sup> March and to date we have received 2 bids from Leamington and are expecting more bids to be submitted.

Date: 17<sup>th</sup> February 2023



**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**KINGS CORONATION UPDATE**

1. **Purpose of agenda item**

To receive an update on plans for the Community Celebration event to celebrate the King's Coronation.

2. **Background**

2.1 The Town Council made provision for £10,000 in its 2023/24 budget towards a King's Coronation event. WDC has also allocated £8,000 for the event.

2.2 Following discussion with partner organisations, the Town Council will take the lead on arranging a community celebration event on 6<sup>th</sup> May to celebrate the Coronation.

2.3 An event planner / organiser has been appointed to plan for and manage the event.

3. **Update**

3.1 An update will be provided at the meeting on plans for the celebration event.

Report No 08.

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**COUNCILLOR INDUCTION AND TRAINING 2023**

1. **Purpose of the Report**

To consider Councillor induction and training following the elections in May 2023.

2. **Background / context**

2.1 Town Council elections take place on a four year cycle and will take place in May 2023.

2.2 Ensuring that Councillors (as well as staff) have access to the appropriate information and training is a critical component in ensuring the smooth and effective operation of the Town Council. This is recognised in the Town Council's Training and Development Policy, which was adopted in January 2023. This is particularly important at election time where it is possible that newly elected Councillors may not have been involved with a town / parish council previously.

2.3 This report identifies the key components of the induction and training that are anticipated following the elections. While its emphasis is on newly elected Councillors, it provides opportunities for re-elected Councillors also.

3. **Induction / Information**

3.1 Information to be provided following election:

**Forms:**

Declaration of acceptance of office (needs to be signed before the first meeting)  
Code of conduct and register of interests forms.

**Generic information**

Good Councillor guide  
Planning information

**Leamington Spa Town Council specific information**

Corporate Objectives  
Standing Orders  
Financial regulations  
Budget 23/24  
Committees and terms of reference  
Calendar of meetings  
Members allowances info  
Neighbourhood Plan info

3.2 In order to save time and resources, it is proposed that the default position is for most documents to be provided electronically. However, key information can be provided in hard copy format if required.

#### 4. Training

It is important that all Councillors but especially those that are new to the role have access to appropriate training. It is proposed that this should initially consist of:

<u>Core training</u>	
<u>Training</u>	<u>Provider / notes</u>
<b>Introduction for new Parish Councillors ('Off to a Flying Start'),</b> covering: -The Council's purpose -What the law allows you to do -The role of a Parish Councillor and your responsibilities -local services, -deciding on how much to raise by way of a precept -improving the quality of life and the environment in the local area, -deciding Council policy	WALC: (It is understood that funding from WDC will cover costs of this course)
<b>Code of conduct</b>	WDC
<b>Planning</b> Esp. for those interested in being involved with planning matters.	WDC / WALC.(tbc)
<b>Informal / Internal training:</b> <b>Intro to RLSTC</b>	RLSTC
<u>Other training</u>	
Finance for Councillors	WALC
Understanding Council Meetings	WALC
Various other training courses available via WALC	WALC

5. **Budget / Financial Aspects**

A budget of £1,500 was agreed for Cllr training in relation to 2023/24. WDC has funded WALC to deliver the introductory training for Cllrs.

6. **Recommendations**

That the committee considers appropriate induction and training content.

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**ECONOMIC DEVELOPMENT STRATEGY CONSULTATION**

1. **Purpose of the Report**

To enable consideration of the current consultation on a draft Economic Development Strategy for Stratford -on-Avon and Warwick Districts.

2. **Background and Overview**

2.1 Warwick District Council (WDC) and Stratford District Council (SDC) are consulting (until 31Mar23) on a five year economic development strategy for South Warwickshire (ie Warwick and Stratford districts).

2.2 The information and documentation can be accessed at

<https://www.warwickdc.gov.uk/swes>

[https://www.warwickdc.gov.uk/downloads/download/1653/south\\_warwickshire\\_economic\\_strategy\\_swes\\_documents](https://www.warwickdc.gov.uk/downloads/download/1653/south_warwickshire_economic_strategy_swes_documents) and will be circulated separately.

Attached as a separate appendix A is the consultation survey.

The main objective of this strategy is to **co-ordinate economic growth activities across South Warwickshire and highlight South Warwickshire's significance and contribution to the wider regional and national growth plans.**

3. **Key Components**

3.1 Vision

***'Our vision for South Warwickshire is that by 2028, Stratford-on-Avon and Warwick District Councils will have contributed to the creation of a larger, stronger, greener and more inclusive economy.'***

*Our mission is to foster the growth of the South Warwickshire economy sustainably and equitably. Working together, we will ensure economic participation and prosperity for everyone in South Warwickshire. We will also lead the way and take smarter steps towards a greener future to meet our ambitions for a 55% reduction in South Warwickshire's carbon emissions by 2030.'*

3.2 Themes

The strategy is built around three themes: **People, Productivity and Place**, reflecting the three main pillars of our local economies. It also identifies 8 objectives:

## **People**

1. To address the skills imbalance
2. To increase the provision of affordable housing

## **Productivity**

3. To strengthen existing economic sectors
4. To de-carbonise the existing South Warwickshire economy
5. To attract new sectors to diversify the local economy

## **Place**

6. To improve infrastructure provision across South Warwickshire
7. To increase the vitality of our high streets and town centres and promote the economic value of our artistic and cultural assets
8. To ensure the adequate supply of employment land

### 3.3 Five core opportunity sectors

The strategy also identifies **five core opportunity sectors** to be jointly and actively promoted and supported by the two Councils. The first three of these sectors (Automotive, EV Batteries and Hydrogen) combine to form **one of the UK's leading low-carbon transport technology clusters**. The core opportunity sectors are:

- Automotive
- Electric Vehicle (EV) Batteries
- Hydrogen
- Bioscience and Agri-tech
- Digital Creative

#### 4. **Leamington Spa**

The strategy references Leamington Spa as the home of the UK's Video Games industry (Silicon Spa).

References to the challenges faced by town centres including Leamington Spa are identified, along with approaches to address them.

#### 5. **Survey questionnaire**

The consultation includes a survey questionnaire which can be seen at appendix A.

#### 6. **Recommendation**

That the consultation is considered and any responses identified.

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**FINANCIAL MATTERS AND BUDGET MONITORING**

1. **Purpose of the report**

To enable the Committee to monitor budget spend and related financial processes / procedures.

2. **Overview**

2.1 The Policy & Resources Committee receives regular reports to enable it to monitor the Town Council's budget spend and to consider any issues arising from that monitoring.

2.2 Attached at appendix A is a list of transactions from January 2023, period ten of the 2022/23 financial year.

2.3 Attached at appendix B is a summary of expenditure against budget to the end of January 2023.

3. **Issues of note**

3.1 The Town Council agreed a £10k contribution to the work of the Leamington Spa Transformation Board, at its meeting on 2<sup>nd</sup> March 2023.

3.2 Any invoices payable after this meeting and before the end of the financial year – are likely to be paid under delegated authority to the clerk. This will be in accordance with the agreed procedures and reported to a future meeting.

3.3 The council has allocated a budget of £5k for climate change activity. The climate change working group will consider options.

3.4 Community Infrastructure Levy (CIL) funding – the CIL working group will be convened to explore the detail and information will be brought forward to the Town Council. Further engagement with WCC and WDC will be necessary.

4. **Recommendation**

That the committee notes the information provided and considers any issues further if necessary.

Summary of Transactions					
Jan-23					
<b>Cheque No / Electronic</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
	Warwick District Council	Business rates parlour	162.00		162.00
	Warwick District Council	Business rates offices	536.00		536.00
	Warwick District Council	Garage rental	51.39	10.27	61.66
	Bank of Scotland	Interest accrued	-18.53		-18.53
	CCLA Public sector dep bond	interest accrued	-193.67		-193.67
	Okapi technology	Software costs	15.40	3.08	18.48
	HSBC	bank charges	15.81		15.81
	Bank of Scotland	interest accrued	-282.92		-282.92
	Allstar Business Solutions	fuel card costs	2.00	0.40	2.40
	SD Worx	payroll summary	26.09	5.22	31.31
	IntouchCRM / Orangutan	web hosting	55.98	11.20	67.18
	BT Group	phone charges	73.69	14.74	88.43
	IntouchCRM / Orangutan	web hosting	55.98	11.20	67.18
	Tesco Mobile	mobilecontract1	8.33	1.67	10.00
	Tesco Mobile	mobilecontract2	15.83	3.17	19.00
	Hyundai Contract Hire	lease car rental	301.00	60.20	361.20
	Warwickshire County Council	street trees	20000.00	4000.00	24000.00
	Leander Architectural Ltd	Blue plaque ironside	467.50	93.50	561.00
	Nectere Ltd	stationery etc	114.14	22.82	136.96
	Community Hearbeat Trust	Defibrillator parts	50.00	10.00	60.00
	Community Hearbeat Trust	Defibrillator parts	165.00	33.00	198.00
	Community Hearbeat Trust	Defibrillator parts	200.00	40.00	240.00
	West Midlands Employers	Job advertising	240.00	48.00	288.00
	Warwick District Council	Quarterly service charges offices	600.00	0.00	600.00
	Warwick District Council	Quarterly rent offices	2290.49		2290.49
	Warwickshire Pension fund	Pension conts Jan23	1973.55		1973.55
	Employees & Cllrs	Payroll Jan23	9165.05		9165.05
	Entanet International	Broadband	19.99	4.00	23.99
	HMRC	Tax & NI Dec22	3348.04		3348.04
	HSBC	bank charges	11.40		11.40
	Art in the Park	Community Grant	1325.00		1325.00
	Leam North PCN	Community Grant	1000.00		1000.00
	Leamington Sinfonia	Community Grant	1000.00		1000.00
	Leam Old Town Traders	Community Grant	1000.00		1000.00
	Motionhouse	Community Grant	1200.00		1200.00
	Muscular Dystrophy Support	Community Grant	1000.00		1000.00
	Rotary Club Leam Spa	Community Grant	2000.00		2000.00
	2nd Warwick Sea Scouts	Community Grant	800.00		800.00
	Shrubland Street school	Community Grant	1000.00		1000.00
	Sikh Centre	Community Grant	500.00		500.00
	Sydenham Neighbourhood Initiative	Community Grant	1764.00		1764.00
	Young People First	Community Grant	1858.00		1858.00
	Warwickshire Pride	Community Grant	500.00		500.00
	Hygiene Bank	Community Grant	2000.00		2000.00
	Bank of Scotland	Interest accrued	-16.99		-16.99
	SD Worx	Payroll Jan23	144.27	28.85	173.12
					0.00
		<b>Expenditure</b>	<b>57055.93</b>	<b>4401.32</b>	<b>61457.25</b>
		<b>Income</b>	<b>-512.11</b>	<b>0</b>	<b>-512.11</b>



Budget monitoring 2022/23 - to end January 23				Policy & Resources Committee 16Mar23		
Cost Centre	Budget 2022/23	Expenditure at 31/01/23	Adjustment for 2021/22 expenditure	Balance of budget remaining £	% of budget unspent at 31/01/23	Notes
	£	£	£		%	
Allowances	18000	17346	4396	5050	28	
Salary costs	159000	133949	3983	29034	18	Underspend due to vacancy
Mayoral Transport	5265	4532	0	733	14	
Civic Expenses	5565	3694	0	1871	34	
Administrative Expenses	21360	10683	-1603	9074	42	
Property and Assets	26880	20973	0	5907	22	
Mayors Award	300	273	0	27	9	
Twinning (not LITS)	400	231	0	169	42	
Grants and Community Expenditure	161800	143360	0	18440	11	Climate change budget yet to be allocated
Elections	20000	18994	18994	20000	100	By election costs for 21/22 paid in May22
Allotments	5800	4717	0	1083	19	
Platinum jubilee contribution	10000	10000	0	0		
less income	100	2574	0	-2474	-2474	Interest rates increased so more interest received.
<b>Total exc V.A.T.</b>	<b>434270</b>	<b>356178</b>		<b>93862</b>	<b>22</b>	
<b>Community Infrastructure Levy</b>	<b>Date Paid</b>	<b>Amount</b>	<b>Balance</b>			
	31.03.22		31382.48			
	22.04.22	27914.82	<b>59297.30</b>			
	26.10.22	82211.2	<b>141508.50</b>			

Report No 11.

**REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 16<sup>th</sup> MARCH 2023**

**PAYMENTS**

1. **Purpose of the Report**

To consider and approve payments arising. A schedule of payments is below. Any further payments will be added and the schedule re-circulated.

		Policy & Resources 16.03.23			
Payments for approval 16Mar23					
<b>Cheque No / Electronic Payment</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>
Elec	Godfrey Payton	Allotment rental (invoice 20181 - Old milverton allotments - 6 months)	£330.00	£0.00	£330.00
Elec	Godfrey Payton	Allotment rental (invoice 20187 - Binswood allotments one year)	£3,050.00	£0.00	£3,050.00
Elec	Godfrey Payton	Allotment rental (invoice 20221 - Cliffe allotments - 6 months)	£400.00	£0.00	£400.00
Elec	Sharp	Invoice 8072088006- printer and copier costs	£395.40	£79.08	£474.48
chq	S Marks	Reimbursement Zoom (Feb23)	£11.99		£11.99
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
					£0.00
			<b>£4,187.39</b>	<b>£79.08</b>	<b>£4,266.47</b>