

Notice of meeting

15th May 2025

Councillors are summoned to a meeting of South Marston Parish Council on **Tuesday 20th May 2025 at 7:30pm** in the Village Hall. Members of the public are welcome to join the meeting.

Kevin Morgan, South Marston Parish Council

Agenda item	Supporting info	Start time
Open 10 minutes	None	7:30pm
1. Apologies	None	7:40pm
2. Declarations of interest Members are reminded that they should declare any interest they have in an agenda item at the start of the meeting or, if not previously foreseeable, during any discussion of the matter concerned.	None	7:40pm
3. To approve the minutes of the Parish Council Meeting held on Tuesday 15th April 2025	Website	7:40pm
4. To receive Ward Councillor update		7:40pm
5. To review and update the Parish Council actions	Actions	7:50pm
6. To review and update the Parish Council calendar	Timeline	7:55pm
7. To review and discuss the Clerk's Report	Report	8:00pm
8. To review and comment on Planning & Highways matters: S/25/0432 Re: Installation of 10no. HGV EV charging bays and associated infrastructure. At: Unit 2, Symmetry Park Laines Way Swindon SN3 4DB Deadline: 16 th May 2025 Response submitted prior to meeting – no adverse comments. S/COND/25/0528 Re: Discharge of Condition (14) lighting summary report from previous application S/23/0012 - Erection of buildings to provide additional storage floorspace (Use Class B8). At: Unit 4, Keypoint Thornhill Road South Marston Swindon Deadline: 16 th May 2025 Response submitted prior to meeting – no adverse comment. S/25/0475 Re: Erection of 1 no. bungalow and associated works. At: Land To The Rear Of Kennington, 65 Highworth Road South Marston Swindon SN3 4SF Deadline: 8 th May 2025 Response submitted prior to meeting - no specific comment but raised concerns about precedent for similar developments.	SBC planning website	8:10pm

S/25/0541 Re: Installation of 1 no. dual turnstile, access gate, fencing and muster points (RFID readers) at existing distribution centre. At: Unit 1, Stirling Road Swindon SN3 4TT Deadline: 23 rd May 2025		
9. To discuss and approve Legal Fees for Village Centre, Land Transfer and Associated Works		
10. Reports from Working Groups a) Communications b) Open Spaces c) Allotments d) Rights of Way	Reports	8:20pm
11. Reports relating to Expansion Strategic Planning Working Group	Report	8:40pm
12. Other reports a) SMRA & Play WG b) Parish/Borough Liaison	Reports	9:00pm
13. Finance - To review and approve finance statement and payments	Finance Statement	9:20pm
14. Matters brought forward by or with the consent of the Chair	None	9:30pm

This meeting may be recorded by the Council or members of the press or public. Such recording should be in accordance with the Council's Recording Policy – this is available on the website and a copy will be made available at meetings.

Actions:

Group, AWG – Allotments Working Group, SPWG – Strategic Planning Working Group, FWG – Finance Working Group, NPC – Neighbourhood Planning Committee, SBC – Swindon Borough Council, NP – Neighbourhood Plan, SMRA – South Marston Recreation Association, NEV – New Eastern Villages, GDPR – General Data Protection Regulations

In Progress – started but no significant progress yet

Progressing – some notable progress has been achieved

Done - means that action is complete but there may be a need for a follow-up.*

Meeting & minute	Area	Action	Progress update	Owner	Review date
Oct 24 90/24-25	Actions	Hedge on Hod Corner. Responsibility unclear, escalated to Highways via Cllr Vallender. Clerk to chase	Progressing	Clerk	May 25
Oct 24 92/24-25	Clerk's Report	Wiltshire Prepared – clerk to meet with Highworth TC in new year.	Progressing	Clerk	Jun 25
Nov 24 100/24-25	Open 10 Minutes	War memorial refurb – to proceed with lettering refurbishment. Date to be determined	Progressing	Clerk	Jun 25
Feb 25 155/24-25	Other Reports	Raise concerns about s171 licensing via SLCF	Progressing	Chairman	

Added in April 2025					
Apr 25 182/24-25	Actions	Thames Water Thornhill Rd works – TW contacted.	Progressing	Clerk	
Apr 25 183/24-25	Clerk's report	Tree survey – done, report awaited.	Progressing	Clerk	
Apr 25 183/24-25	Clerk's report	Donation to Party in Park – to make payment in May.	Done	Clerk	
Apr 25 184/24-25	Planning	S/RES/25/0437 Reserved matter R3-R5 – SPWG to review and respond	Done	SPWG	
Apr 25 184/24-25	Planning	S/HOU/25/0403 Oxleaze Farm Garage Conversion – Clerk to respond	Done	Clerk	

Apr 25 184/24-25	Planning	S.HOU/25/0456 St Heliers New garage – number of concerns, objection, SPWG to respond	Done	SPWG	
Apr 25 185/24-25	Working Groups	Clerk and BT to discuss compensating watering volunteers		Clerk/BT	
Apr 25 185/24-25	Working Groups	Clerk and BT to agree watering terms with Allbuild	Progressing	Clerk/BT	
Apr 25 185/24-25	Working Groups	Clerk chased SBC and developers over RoW queries	Progressing	Clerk/BT	

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Calendar:

APRIL 2025		
Responsibility:	Activity:	Progress
Allotment WG	Send invoices to tenants	Progressing
Allotment WG	Inspect allotments and notify holders	Done
Communications WG	Produce May edition of Community News	Done
Council admin	Clerk to prompt Chair to produce Annual report	Done
Council admin	Clerk to prompt FWG Chair to produce Finance report	Done
Council admin	Confirm precept income received	Done
Finance WG	Meeting to review end of year reports, review Financial Regulations etc	May
Agenda items:	None	
MAY 2025		
Responsibility:	Activity:	Progress
Allotment WG	Chase outstanding allotment rents	Progressing
Council Admin	Create and post agenda for Annual Meeting	Done
Council Admin	Produce year end accounts	Progressing
Council admin	Hold Annual Meeting of the Council	Done
Council admin	Hold Annual Parish Meeting	In May
Council admin	Publish annual report	Progressing
Council admin	Audit preparation (for 27 th May)	Progressing
Agenda items (PC meeting):	- Approve insurance provider (if appropriate) - Approve end of year accounts	
Agenda items (Annual Meeting):	- Appoint Chair, Vice Chair - Sign acceptances of office - Agree terms of reference for Working Groups - Appoint members to Working Groups and other positions - Adopt Financial Regulations, Code of Conduct, standing orders	
JUNE 2025		
Responsibility:	Activity:	Progress
Council admin	Approval of Annual Return by full PC	
Council admin	Public viewing of accounts	
Comms WG	Produce July edition of Community News	
Agenda items:	- Approve and sign Annual Return - Publish Annual Return	

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Clerk's Report:

Report details	
Report Date:	May 2025
Report written by:	Clerk
Inclusion in PC meeting: Agenda item number:	May 2025 7
Overview	
Lengthsman Audit & FWG Insurance renewal SLCC membership renewal	
Item	Progress/activity update
Lengthsman	Justin Wright has joined the council as lengthsman and started work on various tasks.
Audit & FWG	Audit scheduled for Tues 27 th May. FWG to meet this week to agree end of year 24-25 figures for use in the audit.
Tree Survey	Was conducted on Tuesday 13 th May, results expected soon.
DBS payment	Mr Cave-Ayland has obtained a DBS check as part of his volunteer mentoring for the Duke of Edinburgh awards. It has been asked if the PC would pay the fee of £21.50.
Insurance renewal	Our renewal quote has been received as part of our three-year agreement. There is a change of underwriter, and an increase to £1343 (budgeted £1300) from £1180 last year that included the additional interim premium for the allotment container. Cllrs Carter and Thunder asked to review the documents. Payment included in this month's schedule.
SLCC Membership Renewal	Renewal due this month - £240 - included in this month's schedule.
Correspondence	Mrs Featherstone circulated some documentation regarding the Duke of Edinburgh Award scheme, and her development of an initiative formalising this process within the village. - The Clerk raised several concerns about this initiative - particularly that it had not been discussed or raised formally and any requirement for council involvement and support (for example utilising the council's insurance) had not been agreed. SBC is conducting a review of polling places in preparation for next year's elections. Arrangements for SM residents remain unchanged. Circulated for info.
Actions or queries for consideration by the Council at PC meeting	

Note FWG meeting and audit date.
Payment of £21.50 DBS fee for Mr Cave-Ayland.
Note insurance renewal.
Note renewal of SLCC membership.

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Communications Working Group report:

Report details	
Report Date:	14.5.2025
Report written by:	Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting: Agenda item number:	May 2025 10
Face book/web posts Comms finances	
Community News	May edition was oversubscribed, but resulted in a good mix of interesting and colourful articles. Managed to include notice advertising the Have Your Say/Annual Parish Meeting on 28 th May.
Website revamp	Very good reception to the new Village Development webpages. It has been used for news items re construction traffic and will shortly be used for advertising elements of work on the new Village Centre Design. Have requested that the SMPC logo on the front page is updated to the new version.
Facebook/Newsposts	We have been using both Facebook and the website newposts to tackle issues such as unwanted construction traffic through the village, where our immediate action, publicised within 24 hours was appreciated by villagers. It should be noted, however, that it is still difficult with only part time staff for us to respond quickly on FB/website.
Communications Finances	The accounts show that Communications is one of our departments that, every year, risks being in deficit – fixed costs include the salary of the Comms Officer and the print run numbers, where we have to respond to need. We no longer benefit from the Eneco sponsorship. We are approaching a state of flux in Community News numbers that require printing – at the moment, our print run delivers some spare copies for use in Welcome Packs with new residents (there seems to be a higher turnover of existing housing at the moment). We agreed in the budget for 2025/26 that we would still base our projected costs on this print run number, knowing that if occupation of the expanded South Marston begins before March 2026, we will have to increase numbers and go seriously over-budget. We are approaching the time when a reprint of the Welcome Pack is needed – the intention was that Travel Plan money from SBC would be used for both reprint of the folders/insert updates and additional spare copies of Community News required for inclusion in it.

	We should approach SBC for agreement on use of Travel Plan money for this purpose.
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PC Recommendations/Actions

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| <ul style="list-style-type: none">• Note the variability factors in the Communications Annual budget performance.• Approach SBC with a view to allocating Travel Plan finance to the Welcome Pack update |
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Open Spaces Working Group report:

Report details	
Report Date:	14 th May 2025
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	May 2025 10
Overview	
Lengthsman work CPB update Village Garden Tree survey Watering costs Tree planting request	
Progress/activity update	
Lengthsman progress	Justin, our Lengthsman, commenced part time duties last week with work in Oxleaze Wood, Village Garden and Orchard Meadow. He will also cover my new tree watering at the allotments/village garden, whilst I am on holiday. The initial month's work will be on PC and Allotment work only, until we all settle into a routine. Longer hours and additional tasks can be added once Justin is fully available from September.
Orchard Meadow & St Julian's	Tree watering in Orchard Meadow is going well. The main grassed area will not be mowed until the end of June, to allow any wild flowers to flourish. The longer grass appears to work well with water retention around the 12 new fruit trees.
Oxleaze Woods & Morses Lane	Current work plans on hold pending more detailed planning. Likely next project to be replacement seating around the forest path. To be paid via Community Forest funding.
Village garden	The three new trees are growing well with ample watering. Plans underway to restore the old wrought iron kissing gate and tidy the circular flower bed.
Village pavements & gutters	Planning and specified spraying awaiting more detailed location plans. Spraying by either Allbuild or Lengthsman. Budget is for Allbuild costs but could be lowered if we use Justin for the work.
Cost of tree watering	I am proposing that we allow for the cost of water for the trees outside the rec. My proposal is to fund this cost via a voucher type amount, based on an estimated cost of 0.08p per 20lt. To be confirmed by third party research into this cost.
Resident request to plant commemorative tree in Orchard Meadow	Provided all planting and water cost are covered for two years and any pruning is carried out/or funded by the resident, I would approve this request. However, what are the long-term considerations, if other residents require similar plantings etc? Thoughts please.
Actions or queries for consideration by the Council at PC meeting	
Councillors, please note the above and give support where you can. Discuss memorial tree planting.	

Allotments Working Group report:

Report details	
Report Date:	14 th May 2025
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	May 2025 10
Overview	
Allotment vacancies and Annual rent payments. Honda Memorial Garden update - Panattoni. Projects underway. Water meter and likely additional costs. Car parking area landscaping.	
Item	Progress/activity update
Tenancy agreements	In advance of adding additional clauses to the tenancy Agreement, I sent all tenants an update email, this covered, mains water usage, rubbish controls, and reminders of ongoing plots maintenance and upkeep responsibilities. Once all 25/26 invoicing is sent out, we will update all tenant Agreements.
Thames Water connection	All pipework leaks repaired and systems working as required.
Plot vacancies & usage	All new plots are looking good under the new tenants. We have served three long term tenants with eviction notices and where applicable, we have withheld refunding their £50 deposits. Two other plots are vacant due to family matters. We are advertising for new tenants to take on these plots. There is likely to be a cost to bring these vacated plots up to a lettable standard. The withheld deposit money will fund some of this cost. Final cost to be advise at the June pc meeting.
Mains water supply costs etc	When we set up the piped water system onto the site, it was the intention to monitor usage via two water meters. One on the main, as it enters the site and a second, as it enters the Memorial Garden. That would have given us a monthly or annual usage cost for the allotments only. I am unsure if the second meter was ever installed. This will be an early discussion to have with Panattoni.
Memorial Garden & allotments ownership	Now that we have mains water on site, Honda have passed responsibility for the entire area to Panattoni. I will be contacting them shortly to introduce the Allotment area to them and to discuss any matters relevant to our Agreement with Honda and whether or not this requires amending.
Car park area landscaping	We have started to add low maintenance ground cover plants onto this unsightly area, utilising existing plants and low-cost new ones. Existing whips are being utilised to replace missing hedgerow from when the water connection was made.
Actions or queries for consideration by the Council at PC meeting	
Councillors, please note all the above.	

Rights of Way Working Party:

Report Details:	
Report Date:	14/05/2025
Report written by:	Andy Carter
Inclusion in PC meeting: Agenda item number:	May 2025 10
Overview	
Dumping of materials/debris	
Footpath Two debris	Debris has been dumped on the side of the ditch on the short section of footpath 2 that runs from the Glebe, along the side of the Vicarage down to the brook. Grass and hedge trimmings have been deposited there for some time and now there is some soil. This will prevent any water from the path reaching the ditch leaving it more waterlogged than usual during the winter. Pictures below.
Actions or queries for consideration by the Council at PC meeting	
Do we ask the landowners to remove the debris, and request that they do not do this in the future and/or clarify if the Borough should handle it.	



Strategic Planning Working Group report:

Report details	
Report Date:	15.05.25
Report written by:	Colin McEwen, Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting:	May 25
Agenda item number:	11

Overview	
TWV- Work started. Construction Traffic & Surprise Road GI Maintenance: Developer lack of clarity Ed Snook: Meeting held Drainage Day Care provision Village Centre Design work Have Your Say Event	
Item	Summary
TWV	Work has started on the western and central portions of the Haul Road. A temporary section of road has appeared opposite Manor Cottages. We held a site meeting with residents and developers. Developers to provide plans dealing with piping the ditch under the opening and replacement of hedges removed to improve sight lines. Construction vehicles continue to come through the village despite reassurances. Construction contractors to take steps. Facebook request put up asking that photos are taken as evidence. It has been confirmed that the first parcel to involve house-building will be Nightingale Corner, on the east side of Old Vicarage Lane. Construction vehicles will be using the stretch of OVL up to that housing parcel. We still struggle to get appropriate construction management plans that determine the details of how that will be progressed.
GI Maintenance	It is agreed in principle that the PC will adopt the GI on completion. Planners approve. The TW rep. preparing house purchase documentation is having difficulty grasping the concept.
Meeting with Ed Snook	Good meeting with the planning officer. He shares our concerns as to what happens if a Manco folds and agrees that PCs are a more robust solution to GI maintenance. Supports our desire for foot/cycleway to extend to the Thornhill junction. Says S106 spec. for new Community Centre is only indicative. Amendment, to include external appearance, is possible until detailed Planning application submitted. Notes our aspiration for full day nursery provision for the village but not within the new Community Hall. Ed anticipates that the design of the whole Village Centre, including the Hall build, car park and SUDs requirements will be via a single Reserved Matters planning application. Notes need for new drainage proposals for Magdalene Close outlet.

Drainage	Meeting with WW rep. Contract to clear current drainage of Magdalene Close outlet about to go out to tender. Notes need for new drawings for permanent solution.
Day Care	Meeting with SBC Early Years adviser arranged this week – verbal update to be given
Village Centre Design	A briefing paper setting the context for the Village Centre design was developed as a result of the ad hoc meeting held at the end of April. (attached below). The developers have confirmed this has/will accompany the tender documents being sent out to acquire the designer. We have not yet been sent the actual tender documents, though this was promised. The timescale set by the developers appears to have slipped by about a month. Display on the village centre to be mounted by the Parish Council at the Have Your Say event on 28th May.
Have Your Say Event	The developers have now confirmed they will be in attendance, with relevant plans of roads and housing parcels, at the Have Your Say event. Some of the plans will still be awaiting final approval by SBC, but the substantive details will be correct for residents wanting to know what is happening.
Recommendations/Actions: Note the report	



18 April 2025

The Village Centre will be the heart of the expanded village of South Marston and must relate well to all existing and planned housing, facilities and pedestrian and cycle access. The 'Village Centre' will, when completed, be defined as the area made up of:

- **the existing Recreation Ground**, owned by the Parish Council and bordering onto Old Vicarage Lane, together with its play areas and recreational facilities
- **an additional 'Bell Garden's field'** to the west, owned by the developers, to be transferred to the Parish and drained and designated for sports and recreational uses, with new road access from the south and pedestrian and cycle links from the west and northwest
- **the new Primary School expansion**, to be built on existing Recreation Ground land by Swindon Borough Council, funded separately via a S106 agreement with planning permission already acquired.

In 2018, Swindon Borough Council commissioned a Village Centre Design Brief and the plan from this is attached, although it is not entirely accurate and predated work on the school expansion.

Scope of current works

For the purposes of the current work, the Village Centre area concerned is the southern end of the existing Recreation Ground plus the new Bell Gardens field. Appropriate licences will be in place to ensure construction can take place on both the developer-owned Bell Gardens Field and the Parish Council owned land.

Existing S106 Specification for the South Marston Community Hub

Various aspects of the S 106 design layout (2021) are either deficient or outdated and the community, led by the Parish Council wish to revisit these. This must not lead to additional cost to the developers.

Whilst it covers the provision of a Hall, sports pitch and car park, the S106 Specification makes no mention of designing it in relationship to the Primary School, road accesses and the footpath and cycle network. The designer will be expected to show at all times how proposals for the building design relates to neighbouring facilities and access routes, regardless of land ownership.

The community has determined that the proposals for a 'Creche Facility' within the building are neither useful nor practical. The Parish Council is exploring alternative solutions to provide a purpose-built day care facility.

They have reconfirmed that inclusion of a small café/retail outlet for essentials is a required element in line with Local Plan Policy RA3.

The internal layout and orientation etc. is to be revisited.

Options for using sustainable energy and minimising maintenance costs will be relevant to the design proposals.

Initial tasks would be production of an accurate plan of the whole Village Centre area and a meeting with the Parish Council and Community Working Group liaison thereafter.

SMRA report:

Report details	
Report Date:	14.5.2025
Report written by:	Sylvia Brown
Working Group meeting date:	13.5.2025
Inclusion in Parish Council meeting:	May 25
Agenda item number:	12
Rec Ground Maintenance Change to football teams Village Hall	
Rec Maintenance	All going well. Grass is cut short for football use but we are now at the end of the season. Ahead of what promises to be a dry period, we will ask Allbuild to mow higher to reduce the likelihood of roots baking and cracks appearing. First safety inspections by Sovereign now done and we await their report. New landscaping is being regularly watered by Allbuild – trees and hedges being monitored.
Play WG schedule	Apart from the toddler's roundabout repair (still proving problematic), all work originally planned has been complete. Review of S106 remaining funds taking place.
Football Teams	One of our 3 teams is folding at the end of the season and we have received two firm proposals from other teams (and another likely to come forward). We are aware that we will lose the very small pitch (which was previously used by the school) with the start of the school build, so will have to accommodate their use, probably on the second pitch between the oak tree and the play area. The main adult pitch should remain intact with the school build and the interim car park but would be taken out of action with any actual construction work for the Village Hall. Timing for offering pitches for the 2025/6 season is therefore important. We are checking with the school re their requirements. We will also consult our remaining football teams about their requirements. The likelihood is that we can manage two teams playing in the 'Sunday League' plus our existing Saturday pitch use just by using the main adult pitch, but all users need to be aware that at some time into 2026, they may have to consider transferring to the second pitch (which although usable, is slightly too small for regular League matches).
Have Your Say event	SMRA is happy to help with organisation and catering for the HYS event on the 28 May. The Harris Trust has been offered a spot to continue their gathering of views on the fortnightly bus service.
Village Hall	Electrician has reviewed the heater and found the noise is vibration of the casing – has been seen to and can be muffled further if required when the heaters are in regular use again.

	Note that the neighbouring house at the rear of the Hall offers the fire escape route. Its likely sale in the near future will mean we may have to negotiate continued access through the garden. There may also be an issue with the state of the boundary wall between the properties.
Tots and Toddlers	A new organiser is in place and actively promoting the group, so we are no longer losing that as a community activity in the Hall.
Party in the Park	Arrangements in hand for 26 th July event. Car boot, dog show, Scarrotts, food vans, raffle and musicians and bands in the early evening. Request was submitted to SMPC for grant towards costs and should be an agenda item at this meeting.
PC Recommendations/Actions Note the report.	

Parish/Borough Liaison report:

Report details	
Report Date:	May 2025
Report written by:	CM
Inclusion in PC meeting:	May 2025
Agenda item number:	12
Overview	
Chair continues to push the Chair of the SLC Forum to set up a meeting with the CEO and Leader to discuss the Parishes taking on more local initiatives.	

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Finance

May 2025

Account balances:

Account	Balance date	Balance
Unity Trust	30/04/2025	£67,543.67
Nationwide	12/05/2025	£88,654.79
Hinckley & Rugby BS	08/04/2025	£60,060.74
	TOTAL:	£216,259.20

Payments

Payment method	SMPC ref	Payee	Reason	Dept	VAT	Total
Paid in April	0015	WALC	Annual subscription	Admin	£73.00	£437.99
Paid in April	0016	Mr Cave-Ayland	Expenses	Trees for CC	£63.64	£381.83
BACS 21/05/2025	0017	Mandy Larcombe	Bookkeeping	Admin	£0.00	£135.00
BACS 21/05/2025	0018	Allbuild	Pitch marking	SMRA	£48.00	£288.00
BACS 21/05/2025	0019	Allbuild	Waste collection	Open Spaces	£29.63	£177.79
BACS 21/05/2025	0020	Allbuild	Grass cutting 2 of 8	Open Spaces	£222.98	£1,337.87
BACS 21/05/2025	0021	Allbuild	Various jobs	Allotments 106, TfCC	£148.00	£888.00
BACS 21/05/2025	0022	Allbuild	Rec field grass 2 of 8	SMRA	£143.00	£858.00
DD 16/05/2025	0023	Lloyds Bank	Various	Admin	£7.78	£110.94
DD 28/04/2025	0024	Scottish Widows	Pension	Admin	£0.00	£228.30
BACS 21/05/2025	0025	Staff	Salaries	Admin, comms	£0.00	£3,585.73
DD 17/06/2025	0026	HMRC	Month 2	Admin	£0.00	£1,692.16

BACS 21/05/2025	0027	SLCC	Annual subscription	Admin	£0.00	£240.00
BACS 21/05/2025	0028	SMRA	Grant for PitP	Comm Eng	£0.00	£500.00
BACS 21/05/2025	0029	B Thunder	Expenses for plants	Allotment s106	£0.00	£40.00
BACS 21/05/2025	0030	Clear Insurance	Annual insurance	Admin	£0.00	£1,343.34
				TOTALS:	£736.03	£12,244.95



Credit Card summary form

Month: May 2025

Cardholder: Kevin Morgan

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Vonage	Phone Line	2	7080	£13.33	£2.67	£16.00	Y
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
Microsoft	Office Licenses	2	7080	£25.53	£5.11	£30.64	Y
Inform Comm Office	Annual GDPR fee	2	7130	£52.00	£0.00	£52.00	N
Carpenters Arms	Refreshments	2		£6.30	£0.00	£6.30	Y
	TOTALS:		TOTALS	£100.16	£7.78	£107.94	

Cardholder: Barry Thunder

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
	TOTALS:		TOTALS	£3.00	£0.00	£3.00	