



*Great Braxted
Parish Council*

Clerk to the Council:
Lynda Townend

GBPC
Rosewood The Furze
Main Road
Mundon CM9 6PU
Tel: 07307 891 134

Email: parishclerk@greatbraxtedpc.org.uk

11th May 2023

To: Members of Great Braxted Parish Council

You are hereby summoned to attend

**THE ANNUAL PARISH COUNCIL MEETING TO BE HELD AT THE PAVILION
ON THURSDAY 18th MAY 2023 AT 8.00 PM**

for the purpose of transacting the following business:

LTownend
Clerk to the Council

A G E N D A

1. Election of a Chairman
2. To receive the Chairman's Declaration of Acceptance of Office
3. Appointment of Vice Chairman
4. Apologies for absence
5. Minutes of the Parish Council Meeting
Minutes of the Meeting held on 9th March 2023 to be taken as read and signed as a correct record by the Chairman. ([attached](#)).
6. Declarations of Interest
Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct which took effect in July 2022.
Unforeseen interests must be declared similarly at the appropriate time.
7. Maldon District Councillor Update

8. Public Participation Session

With respect to items on the Agenda and other matters of mutual interest.

9. Appointment of Signatories to the Unity Trust Bank Account

To confirm which four Members will be signatories on the Unity Trust bank account.

10. To appoint the Internal Auditor for the financial year 2023/24

To agree to retain the services of Mrs Jan Stobbart as the Council's internal auditor for the year 2023/24 at a cost of £150.

11. Parish Council Policy Documents

To review the following policies and procedures:

- a) Standing Orders
- b) Financial Regulations
- c) Equal Opportunities Statement
- d) Grievance
- e) Data Protection
- f) Data Retention
- g) Social Media and Electronic Communication
- h) Publication Scheme
- i) Training
- j) Complaints

12. To adopt the Financial Risk Assessment for 2023/24

To note and agree the Parish Council's Financial Risk Assessment for 2023/24. [Attached](#)

13. Annual Return for Year Ending 2022/23

13.1 Internal Audit Report 2022/23

To receive, approve and note recommendations from the Internal Audit Report 2022/23

13.2 To Declare the Parish Council Exempt from a Limited Assurance Review Audit

To declare the authority as exempt from a limited assurance review audit

13.3 Section 1 – Annual Governance Statement for the Year Ended 31st March 2023.

To receive, approve and agree for the Chairman to sign Section 1, the Annual Governance Statement for year ending 31st March 2022.

13.4 Section 2 – Accounting Statement for the Year Ended 31st March 2023.

To receive, approve and agree for the Chairman to sign Section 2, the Annual Governance Statements for year ending 31st March 2022.

13.5 Approval of the Annual Accounts and Supporting Statement

To receive and approve the Annual Accounts for the year ended 31st March 2023.

13.6 To Note the Dates of the Period of Public Rights and Publication of Annual Return

The period of public rights will commence on Monday 5th June 2023 and end on Friday 14th July 2023. [Copy attached.](#)

14. Community Governance Review

To Consider Increasing the Size of the Parish Council. [Report attached](#)

15. Planning

15.1 To note the Parish Council's response to planning applications considered outside of a meeting and circulated via email (in accordance with Council Resolution 20/15.2):

1. 23/00193/FUL- Construction of a new day room to replace outbuilding The Orchards 2A Lea Lane Great Braxted Essex. **No Objection.**

2. 23/00274/House – Part single storey, part two storey rear extension to Shrub Hill Farm Maldon Road Tiptree Colchester Essex CO5 0QA. **No objection.**

To consider any planning applications submitted and published on the MDC Planning website between the circulation of this agenda and the meeting.

16. Finance

16.1 To consider and agree the Parish Council's insurance for the year 2023/24

16.2 To receive and approve the Council's bank reconciliation to the 28th April 2023. [Attached.](#)

17. Accounts for Payment

17.1 To agree the accounts for payment for the period between the 2nd March and the 11th May 2023. [Payment schedules attached.](#)

17.2 To approve a list of regular direct debits and BACS payments which will be made each month, outside of the meeting schedules. [Schedule attached.](#)

18. Community Speed Watch in Great Braxted

To hear from Cllr Ian Wardrop about the process required to set up a community speed watch team in Great Braxted and to decide if the Council would like to proceed.

19. Sole Trustee Status for Great Braxted Pavilion

To receive an update from Mr Ken Hornett regarding the transfer of the Pavilion to the Parish Council who will act as Sole Trustee.

20. Remembrance Day Sunday Service

To receive an update on arrangements and to appoint a Councillor to the Three Parishes Remembrance Day Road Safety Committee.

21. Parish Council Meet and Greet

To agree a date, time and venue for the Parish Council Meet and Greet

22. Councillor Training Requirements

23. Items for the Next Agenda

24. General Announcements

Minutes of the Parish Council Meeting held at the Pavilion on 9th March 2023 at 8pm

Present:

Councillor R Collins (Chairman), Councillor K Hornett, Councillor L Kane, Councillor C Knapman, District Cllr R Siddall, the Clerk and three members of the public

22/64 Election of a Chairman

Following the resignation of Chairman Cllr I Armstrong, Cllr R Collins was duly elected as Chairman and accepted the role.

RESOLVED: That Cllr R Collins becomes the Chairman of the Parish Council.

22/65 Apologies for Absence

All councillors were present.

22/66 Minutes of the Parish Council Meeting

RESOLVED: That the minutes of the meetings held on 12th January 2023 were agreed as a true record and signed by the Chairman.

22/67 Declarations of Interest

None received.

22/68 Resignation of a Councillor

RESOLVED: The resignation of Cllr I Armstrong was noted.

22/69 Maldon District Councillor Update

District Councillor R Siddall addressed the council advising:

- Maldon District Council (MDC) are now close to achieving the target for a five-year land supply. They have employed the services of a Barrister to verify the method used by officers to calculate the land supply to prevent developer's challenging the Council in the future and which had been done previously. Provided the District Council can show over four years land supply any challenge would be weighted in favour of the Council.
- There are currently 1,800 houses in outline planning permission but this is likely to change as building rates are slowing due to the current economic conditions.
- As the Government's planning rules are changing MDC need to develop an up-to-date Local Plan. This is moving forward, albeit slowly.
- MDC are now looking at planning needs for the next 20 years.
- MDC now have a new Corporate Plan which will be refined and reviewed after the election.

- There is a need in North East Essex to ensure there are adequate business units suitable for small businesses to allow them to thrive.
- The Council remains short of money and further cuts have been made. It is essential a review of the Council's strategy takes place, after the election, to ensure works are prioritised to meet the needs of residents.
- The pre-election period starts on Monday the 13th March, two clear weeks before other authorities.
- Maldon Independents are now a political group, registered with the Electoral Commission. Their values have been published this week.

A member of the public asked what MDC was doing about the necessary infrastructure needed to properly service residents in the new developments. Cllr Siddall advised the Council had been let down by both Essex County Council and officers at MDC. Infrastructure needs will be addressed in the Corporate Plan.

Cllr Hornett thanked Cllr Siddall for taking the time to attend the meeting and his support over the past four years.

RESOLVED: Cllr Siddall's update was noted.

22/70 Public Participation Session

A member of the public asked if a blanket tree preservation order (TPO) could be placed on the oak trees in the village.

Councillors advised a TPO could only be put on a tree if it was under threat.

The Chairman advised the Council has spent over £2k in the last year surveying and maintaining the five oak trees around the field.

A member of the public asked if the Council had received a report following the drains being surveyed.

The Chairman advised no report has been received by the Council.

It was noted a lot of work had been done on the drains surrounding the new housing development which included flushing and rodding.

RESOLVED: Cllr Knapman will try to ascertain from the Management Committee of the new housing development who initiated the survey.

RESOLVED: The Clerk will contact ECC Highways to request a copy of the report.

22/71 Sole Trustee Status for the Pavilion

Cllr Hornet gave an update advising the Pavilion Management Committee had met and resolved the Parish Council should become the sole trustee of the Pavilion. He confirmed the current committee members would remain on the managing committee dealing with the day-to-day management of the Pavilion while the Parish Council will manage major issues allowing VAT to be reclaimed and efficiencies put in place.

It was noted the two parcels of land owned by the Village Hall Charity would need to be transferred to the Parish Council which may result in legal costs.

22/72 Side Gate to Playing Field

Councillors discussed the resolution made at the November 2022 meeting (Minute 47.5) to permanently close the pedestrian gate to the playing field and recent feedback received from residents asking to keep the gate in place.

RESOLVED: The side gate will remain in situ and the Council will review as necessary.

22/73 Pavilion Gate

Cllr Knapman confirmed the cost for a new six bar gate, including a drop bolt for safety, to be installed by Roger Clarke would be £898.06.

RESOLVED: Members agreed the cost to install the new gate.

22/74 King's Coronation Event

Councillors discussed the planned activities to celebrate the King's Coronation which will include:

- The Braxted's Coronation Big Lunch will take place on Sunday 7th May from 1pm to 5pm.
- Residents will bring their own picnics
- A raffle will be held with finds given to the Pavilion Management Committee.
- A band and singer will be performing.
- A grant application has been submitted for additional tables, chairs and gazebos.
- Information of the event will be published on social media and in the Braxted Bulletin

Cllr Hornet confirmed the Council's insurance covered the planned activities.

22/75 Remembrance Day Sunday Service

Members received a report from Cllr Morgan regarding the three parishes holding the Remembrance Day Sunday Service at the war memorial.

The Council is in agreement and will participate in the Committee but felt it would be best to defer the appointment to the committee until after the election.

RESOLVED: That the decision confirming which councillor will be appointed to the committee to be deferred until the May meeting.

22/76 Parish Council Meeting Dates

Councillors received a draft schedule of meeting dates for the civic year 2023/24.

RESOLVED: That the schedule of meeting dates for the civic year 2023/24 be agreed.

22/77 Great Braxted Village Clean Up 2023

Members received an update on preparations for the village Spring Clean which will take place on the 18th March 2023 from 10 am to 12pm.

Cllr Hornett advised the Pavilion had been booked and refreshments would be served from 11am.

22/78 Parish Meet & Greet

Cllr Knapman discussed holding a parish meet and greet session after the elections, in July or August, to give residents the opportunity to meet the new councillors and learn about the functions of the Parish Council. He advised a small printing charge would be required to leaflet each household.

Cllr Knapman requested pre-approval to send approximately £20 on printing invitations.

RESOLVED: that the Council will organise the Meet and Greet and invitation printing costs be approved.

22/79 Volunteer Policy

Councillors received a draft volunteer policy which was required as part of the applications for grant funding.

RESOLVED: the Volunteer Policy be adopted by the Parish Council.

22/80 Planning

There were no planning applications to consider

Cllr Hornett gave an update on plans Brice Aggregates are considering, due to the A12 Chelmsford widening scheme, to move activities to Appleford Farm. A leaflet has been sent to all Councillors detailing the Company's plans.

RESOLVED: The Clerk will request a copy of the leaflet.

22/81 Environment

22/81.1 TRUCM Service

Councillors discussed the merits of continuing to use the TRUCAM service agreeing it was essential to keep the service to help control speeding in the village.

RESOLVED: That the TRUCAM service be continued on a rolling 6-month contract to Sep 2023.

RESOLVED: the Clerk will request the service is operational at the two approved sites in the village.

Councillors further discussed persistent speeding on High Ridge and what traffic calming measures could be adopted.

RESOLVED: that a Local Highways application be submitted to request a reduction in speed from 30mph to 20mph in the area.

RESOLVED: that information regarding the Twenty's Plenty for Essex campaign is brought to the next meeting.

22/82 Clerks Training

The clerk advised she had commenced the Certificate in Local Government Administration training (CiLCA) recently the cost of which was being met by Maldon Town Council.

She requested the Parish Council support the application for a bursary provided by the EALC which would enable core training courses to be undertaken at 25% of the usual cost up to a value of £500.

The Clerk also requested the Council fund the purchase of the book Arnold-Barker on Local Council Administration at a cost of £163 plus P&P and 'The Clerks Manual 2023' at a cost of £67.50 plus P&P.

RESOLVED: The council agreed to support the application for a bursary and purchase of the required reference books.

22/83 Finance

22/83.1 Accounts for payment made between meetings between the period 13th January 2023 and 1st March 2023 be approved as follows:

Staff Costs	£495.85
Office Expenses	£12.00
HMRC	£116.45
Maldon District Council	£150.95
Cllr Knapman Expenses	£305.50
Total	£1,080.75

RESOLVED: that the accounts be approved for payment.

22/83.2 Signatory Removal from Bank Account

RESOLVED: Councillors signed the necessary forms to remove Mr Armstrong's access to the bank account.

22/84 General Announcements

Cllr K Hornett and Cllr L Kane announced they would not be standing at the elections in May.

The Chairman thanked both Members for the contributions they have made as councillors. Cllr Collins provided an update on the grant funding applications he had submitted to raise between £80-90k for works to the Pavilion. One had been rejected and two are still being considered but additional data is required to support the applications.

Cllr Collins advised 200 trees would need to be planted in the village to offset the carbon lost by the Pavilion and due to its position solar panels were not an option due to the direction of the roof.

Cllr Siddall advised trees were available free of charge from ECC and would send through the details.

A member of the public advised the fencing around the field required maintenance.

RESOLVED: that Cllr Knapman will inspect the fencing and determine what works are required.

RESOLVED: that the Council consider budgeting an amount for fence maintenance in the 2024/25 budget.

A member of the public expressed concern about cars parking on the area outside the Pavilion Gate.

RESOLVED: that the matter be brought to the May meeting for councillors to discuss methods of deterring parking in this area.

There being no further business the Chairman closed the meeting at 10.05pm.

Signed: _____

Dated: _____

CLLr Richard Collins
Chairman



Parish Council Risk Assessment 2023/24

Service Area	Risk	Recommendation
Insurance	Public Liability (statutory)	Continue existing cover (£10m)
	Employers Liability (statutory)	Continue existing cover (£10m)
	Property	Continue with existing cover on play equipment, street furniture, outside equipment, computer equipment.
	Officials Indemnity (officers liability)	Continue with existing cover (£25K)
	Libel & Slander	Continue with existing cover (£100K)
	Council legal liability and legal expenses	Continue with existing cover (£100K)
	Personal accident	Continue existing cover (£500K any one person; £2m any one incident; dependent on injury)
	Assets	Continue with the review of assets for insurance and maintenance purposes.
Financial records	Loss of data on laptop due to system fault	Continue to back up data on a regular basis. Also continue to regularly obtain up to date versions of program.
	Loss of services of employee	Immediately advertise any vacancy (if permanent loss) and request help from EALC for assistance until new Clerk recruited.
Administration	Payment arrangements	Continue with requirement to report all payments to Council for approval. Continue with requirement for two signatories where cheques are written and two approvers for online payments.
	Reconciliation	Continue with bank reconciliation to be carried out monthly. Reconciliations will continue to be checked by a Councillor bi-monthly at physical meetings.
	Agency advice	Continue with memberships of EALC and SLCC.



Service Area	Risk	Recommendation
Parks	Loss of use of play/outdoor gym equipment	Continue with regular maintenance and safety checks and take unsafe equipment out of service until repairs carried out.
Precept	Annual precept not the result of proper detailed consideration	Continue to present budget to the meeting in January.
	Inadequate monitoring of performance	Budget updates will continue to be provided at regular intervals.
	Illegal expenditure	Continue to ensure that all expenditure is within legal powers.
Accounting	Non-standard and/or noncompliant records kept.	Continue to require adequate, complete and statutory financial records and accounts.
	Non-compliance with statutory deadlines for the completion/ approval/submission of accounts and other financial returns	Continue to ensure that all accounts and returns are completed and submitted by the deadlines.
	Non-compliance with internal audit requirements	Review appointment of internal auditor annually.
Decision Making	Meeting inquorate – no decisions made; no payments authorised.	Meeting dates agreed in advance with all Councillors. Inquorate meetings closed and rescheduled as soon as possible following the date of the original meeting.
Contracts	Ensure continued value for money coupled with continuity of work	Continue the practice of obtaining the correct number of quotes as detailed in the Financial Regulations.
	Loss of service contractor	Advertise vacancy in the appropriate time and manner, depending on the nature of the contract.

GREAT BRAXTED PARISH COUNCIL
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF
ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN
(EXEMPT AUTHORITY)

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE

1. Date of announcement - Friday 19 May 2023

2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review.

Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2023, these documents will be available on reasonable notice by application to:

The Parish Clerk Lynda Townend
Rosewood The Furze Main Road Mundon Essex CM9 6PU

commencing on **Monday 5 June 2023**

and ending on **Friday 14 July 2023**

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:

PKF Littlejohn LLP (Ref: SBA Team)
15 Westferry Circus
Canary Wharf
London E14 4HD
sba@pkf-l.com

5. This announcement is made by - Lynda Townend, Parish Clerk and RFO



Background Information

Maldon District Council held local elections on Thursday 5th May 2023.

Nominations were received from 5 candidates, two of whom were existing councillors. This resulted in an uncontested election, with the Council's 5 seats filled.

However, Members have advised there were a number of other residents who expressed an interest in joining the council but who did not submit election nomination papers. This has given rise to a question has been raised about the possibility of increasing the council from 5 to 7 seats.

Summary

An increase in council seats could be obtained by requesting the Principal Council (Maldon District Council/MDC) to conduct a community governance review.

The Parish Council would need to make a formal decision on the matter and set out in writing the grounds for the request to increase the number of councillors. This could be due to population changes or in relation to a specific or local new issue.

Once MDC receive the request they would consider if a review was required and are not obliged to complete a review if one has occurred in the past 2 years or a review is currently underway.

If MDC agreed a review was required, the community governance review would commence. This would involve consultation with interested parties including Essex County Council and local residents. The review should be completed within 12 months of the start of the review with the aim being to ensure community governance within the area is:

- reflective of the identities and interests of the community in the area and
- effective and convenient

At the conclusion of the review the District Council will make a formal decision as to whether to increase the number of seats on the Parish Council.

Statutory guidance on governance reviews sets out the matters that MDC would consider and can be found at this link:-

[Guidance on community governance reviews \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Advice

Members to decide whether to formally request a community governance review with the view of increasing the number of seats on Great Braxted's Parish Council from 5 to 7.



Great Braxted Parish Council Bank Reconciliation

Unity Trust Bank Balance at	09/03/2023	<u>£ 20,228.45</u>
	Cheques not presented	£ -
	Add income	£ 14,716.00
	Less expenditure	£ 2,112.55
	Balance carried forward	£ 32,831.90

Unity Trust Bank Balance at	28/04/2023	<u>£ 32,831.90</u>
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Reconciled to bank statement on 18/05/2023

Signed: _____

Name: _____

Dated: _____



*Great Braxted
Parish Council*

Great Braxted Parish Council Regular Payments – 2023/24

Description	Frequency
Clerk's salary and expenses	Monthly
Mobile phone	Monthly
DWP Maintenance – Grass Cutting	Monthly during the growing season
Maldon District Council – TRUCAM patrols	Quarterly
HMRC payments	Quarterly

**Accounts for
Payment**

For authorisation on 18/05/2023

Date	Supplier	Item	Net	VAT	Total	VAT Reclaim	Authorisation No.	Budget Heading
16/03/2023	CommuniCorp	KCIII Mugs	£ 246.00	£ 49.20	£ 295.20	Y	305021805	OABE
17/03/2023	CommuniCorp	KCIII Mugs	£ 246.00	£ 49.20	£ 295.20	Y		OABE
20/03/2023	Maldon District Council	TRUCAM - Jan, Feb Mar 2023	£ 197.67	£ 39.53	£ 237.20	Y	426827787	IS
20/03/2023	Cllr Hornett	Expenses from annual spring clean	£ 3.65	£ -	£ 3.65	N		OABE
24/03/2023	ID Mobile	Mobile Phone - March	£ 6.00	£ 1.00	£ 5.00	Y	Direct Debit	CC
28/03/2023	HMRC	March payment	£ 58.00	£ -	£ 58.00	N	To be paid as part of Q4 payment to HMRC	CC
28/03/2023	Mrs Lynda Townend	March salary	£ 231.60	£ -	£ 231.60	N	19113068	CC
28/03/2023	Mrs Lynda Townend	Reference Books	£ 193.50	£ 1.80	£ 195.30	Y	801668230	CC
28/03/2023	EALC	Training Course - Council Finance	£ 70.00	£ 14.00	£ 84.00	Y	119395457	CC
31/03/2023	Unity Bank	Bank charges	£ 18.00	£ -	£ 18.00	N	Direct Debit	OABE

TOTAL:

£1,423.15

**Accounts for
Payment**

For authorisation on 18/05/2023

Date	Supplier	Item	Net	VAT	Total	VAT Reclaim	Authorisation No.	Budget Heading
06/04/2023	EALC	EALC and NALC 2023/24 Affiliation Fees	116.85	0	116.85	N	224167628	IS
19/04/2023	DW Maintenance	Grass cutting 23/03/23	£ 185.00	£ -	£ 185.00	N	813102607	FPE
19/04/2023	Cllr C Knapman	Gate latch	£ 28.00	£ 5.60	£ 33.60	Y	643551308	FPE
19/04/2023	HMRC	Q4 2022/23 payment	£ 173.15	£ -	£ 173.15	N		CC
26/04/2023	ID Mobile	Mobile phone bill April 2023	£ 5.00	£ 1.00	£ 6.00	Y	Direct Debit	CC
28/04/2023	Mrs L Townend	April Salary	£ 231.80	£ -	£ 231.80	N	136207089	CC
28/04/2023	HMRC	April payment	£ 57.80	£ -	£ 57.80	N	To be paid as part of Q1 payment	CC
03/05/2023	Cllr C Knapman	Danish oil and accessories	£ 108.98	£ 21.80	£ 130.78	N	795213059	MT
03/05/2023	Cllr C Knapman	Pavilion equipment	£ 2,812.34	£ 562.47	£ 3,374.81	Y		FPE
03/05/2023	Monster Inflatables	Bounce and slide for Coronation event	£ 87.50	£ 17.50	£ 105.00	Y		FPE
04/05/2023	Jan Stobart	Internal Audit fee	£ 150.00	£ -	£ 150.00	N		CC
05/05/2023	Cllr Knapman	Pavilion gate post caps	£ 9.12	£ -	£ 9.12	N	754534730	MT
08/05/2023	R. Clark Landscapes	Pavilion gate replacement	£ 610.00	£ -	£ 610.00	N	777602080	MT
12/05/2023	Cllr R Collins	Big Lunch expenses	£ 99.13	£ -	£ 99.13	N	678706256	FPE
24/05/2023	ID Mobile	Mobile phone bill May 2023	£ 5.00	£ 1.00	£ 6.00	Y	Direct Debit	CC
28/05/2023	Mrs L Townend	May Salary	£ 231.60	£ -	£ 231.60	N		CC
28/05/2023	HMRC	May payment	£ 58.00	£ -	£ 58.00	N	To be paid as part of Q1 payment	CC
28/05/2023	Mrs L Townend	May Expenses	£ 84.10	£ -	£ 84.10	N		CC
30/05/2023	BHIB Insurance	Insurance Premium for 23/24	£ 386.42	£ -	£ 386.42	N		IS

TOTAL: £ 5,439.79

£6,049.16