

# STADHAMPTON PARISH COUNCIL

**Minutes of the Meeting held at 7.30pm on  
Monday 20<sup>th</sup> June 2022 at the Village Hall, St John the Baptist Church**

<b>Attendees</b>	Cllr. Stuart Wells (SW) – Chairman, Cllr. Omar Bayoumi (OB), Cllr. Robert Campbell (RC), Cllr. Neil Fitzgerald (NF),
<b>Apologies</b>	Cllr. Catherine Odell (CO), Cllr. Stephen Dawson (SD)
<b>In attendance</b>	Michael Pawley (Clerk)

Ref	Item	Notes	Action
81/22	Welcome	Cllr Wells welcomed everyone to the meeting	For info
82/22	To RECEIVE and RECORD apologies for absence	Apologies had been received from Cllr. Catherine Odell and Cllr. Stephen Dawson	For info
83/22	To CONSIDER and if agreed APPROVE the minutes of the meeting held on Monday 16 <sup>th</sup> May 2022	The minutes of the meeting held on Monday 16 <sup>th</sup> May were <b>AGREED</b> by the Councillors who had been present, approved and signed the Chairman	For info
84/22	To RECEIVE and RECORD declarations of interest from members regarding items on the agenda	There were none	For info
85/22	To RECEIVE the Internal Auditors Report	This had been circulated previously. It was noted that there were no issues raised and the report was duly <b>RECEIVED</b> (Appendix 1)	For info
86/22	To CONFIRM APPROVAL of the Annual Governance Statement 2021/22 – AGAR Section 1 (note approved in draft at the last meeting)	This had been approved in draft at the previous meeting and following receipt of the Internal Auditors Report was confirmed as <b>APPROVED</b> (Appendix 2)	For info
87/22	To CONFIRM APPROVAL of the Annual Accounting Statements 2021/22 – AGAR Section 2 (note approved in draft at the last meeting)	This had been approved in draft at the previous meeting and following receipt of the Internal Auditors Report was confirmed as <b>APPROVED</b> (Appendix 3). The Clerk advised that he would submit the information to the external auditors, Moore, and publicise the period of Public Rights to Inspect commencing 1 <sup>st</sup> July on the website and noticeboard	For info  Clerk
88/22	To RECEIVE a report on recently decided and current Planning Matters	The report was <b>RECEIVED</b> (Appendix 4)	For info
89/22	To CONSIDER and APPROVE RESPONSES to any Planning Applications received after the date of the Notice of Meeting	There were no further applications	For info
90/22	To CONSIDER and APPROVE payments in respect of Grant Applications for 2022/23 – note the Budget is £2000: • Chalgrove and Watlington First Steps Family Hub £1000 • Stadhampton Primary School £1400	The grant applications were discussed and it was <b>AGREED</b> to increase the allocation by £100 overall and to award grants of £850 to Chalgrove and Watlington First Steps Family Hub and £1250 to Stadhampton Primary School	Clerk
91/22	To RECEIVE and if appropriate AGREE actions in respect of ongoing matters:	<p><b>1. Land at Cat Lane (Minute 69/22)</b> Advice from the Council's solicitors, Birketts LLP, was discussed; it was suggested that Cllr Dawson might meet with Cat Lane residents in order that the questions raised by the solicitors could be answered and then a letter sent by Birketts to Barar Homes as indicated in their advice</p> <p><b>2. Land transfer/Easements at Church Farm House (Minute 69/22)</b> Advice from the Council's solicitors, Birketts LLP, was discussed and changes to the wording of a letter to be sent to Bower Bailey were <b>AGREED</b></p> <p><b>3. Play Area repair works (Minute 72/22)</b> The Clerk reported that following the last meeting the Play Area had been closed and work had started on the necessary repairs to bring it up to the standard necessary to pass the upcoming safety survey and to provide a period of</p>	SD Clerk  Clerk

		<p>extended life until funding for the new Play Area project was in place and that project could continue. A quote dated 19<sup>th</sup> June had been received from Green and Growing (and circulated to councillors) for the remaining work and this was <b>AGREED</b> together with the costs already incurred of £200 and the ongoing safety fence hire costs</p> <p><b>4. Track adjacent to the Church Green/parking on the Church Green (Minute 73/22)</b></p> <p>As agreed at the last meeting it was noted Cllr Bayoumi had sent an email to the owners of Church Farm House setting out the Council's position but no further progress had been made</p>	<p><b>Clerk</b></p> <p><b>OB</b></p>
92/22	To RECEIVE a report on and to note the current bank balance	The Clerk reported that the balance was £73,658.98 including CIL reserves of £51,579.27	<b>For info</b>
93/22	To APPROVE payments and receipts since the last meeting and payments to be made	The payments and receipts listed on the report were <b>APPROVED</b> (copy attached at Appendix 5)	<b>For info</b>
76/22	To CONSIDER any correspondence received since the last meeting and AGREE actions as appropriate	<p><b>1. Letter from Garsington PC re 2041 Local Plan Consultation</b></p> <p>The letter was discussed and it was <b>AGREED</b> that the Council should make its own independent response and that the Clerk should acknowledge receipt of the letter from Garsington PC and advise them that SPC would make its own response</p> <p><b>2. Highways</b></p> <p>Cllr Fitzgerald gave a brief overview of progress as he would not be present at the July meeting; the next update would be given at the September meeting</p> <p><b>3. CIL monies</b></p> <p>There was a general discussion about use of the CIL monies. The Clerk was requested to provide a schedule of the monies with deadlines for expenditure and further discussions on potential projects would then be had at a future meeting</p>	<p><b>Clerk</b></p> <p><b>NF</b></p> <p><b>Clerk</b></p>
79/22	To NOTE the date of the next Meeting as Monday 18 <sup>th</sup> July at 7.30pm in the Village Hall	This was <b>AGREED</b> .	
80/22	Meeting Closed	8.45pm	<b>For info</b>

# APPENDIX 1

## Annual Internal Audit Report 2021/22

### STADHAMPTON PARISH COUNCIL

WWW.STADHAMPTON.ORG

**During** the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")			✓
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR (see AGAR Page 1 Guidance Notes).	✓		
<b>O. (For local councils only)</b> Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

16/05/2022

Name of person who carried out the internal audit

ROBERT G. PICKINNEY CTA

Signature of person who carried out the internal audit



Date

16/05/2022

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

## APPENDIX 2

### Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

# APPENDIX 3

## Section 2 – Accounting Statements 2021/22 for

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward			<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies			<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts			<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs			<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments			<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments			<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward			<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments			<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets			<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings			<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
			<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

## APPENDIX 4

### AGENDA ITEM 8

#### CURRENT APPLICATIONS

Reference Location/Description	Date Registered
<a href="#"><u>P22/S1845/LB</u></a> The Lodge Coldharbour Stadhampton OX44 7UG Extension and alterations to Grade 2 Listed Building comprising: 1) Demolition of later extension and porch of poor deteriorating construction. 2) New build extension and porch. 3) Replacement of existing windows throughout.	19 May 2022
<a href="#"><u>P22/S1844/HH</u></a> The Lodge Coldharbour Stadhampton OX44 7UG Extension and alterations to Grade 2 Listed Building comprising: 1) Demolition of later extension and porch of poor deteriorating construction. 2) New build extension and porch. 3) Replacement of existing windows throughout.	19 May 2022
<a href="#"><u>P22/S1712/LDE</u></a> Acorn Barn Milton Road Stadhampton OX44 7XX Occupation of the dwelling by persons who are not wholly employed, or last employed in the locality in agriculture contrary to condition 4 of planning permission P00/N0374	5 May 2022
<a href="#"><u>P22/S1463/DIS</u></a> 9 The Green Stadhampton OX44 7UW Discharge of condition 4 (Surface water drainage works) on planning applications P21/S5376/HH & P21/S5377/LB. (Renovation and the erection of a two storey rear extension and new front porch)	14 April 2022
<a href="#"><u>P22/S0550/FUL</u></a> Newells Farm Stadhampton OX44 7XJ Alterations to the external appearance of the existing building.	16 February 2022

#### DECISIONS SINCE THE LAST MEETING

Reference Location/Description Date Registered	Decision
<a href="#"><u>P22/S1276/FUL</u></a> Oxfordshire Animal Sanctuary The Green Stadhampton OX44 7UB Demolish buildings and proposed erection of new reception and staff room building.	Planning Permission

20 June 2022 (2022-2023)

Stadhampton Parish Council  
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
6 Miscellaneous income	24/05/2022		Lloyds Bank Current A	FP	VAT refund	HMRC	R		3,237.79	3,237.79
7 Allotment rents	02/06/2022		Lloyds Bank Current A	CHQ	Allotment rents	E Humm	E	47.00		47.00
8 Miscellaneous income	14/06/2022		Lloyds Bank Current A		Access fee for fibre installatic	Airband Community	E	975.00		975.00
9 Interest/dividends	09/06/2022		Lloyds Bank Current A	INT	Interest on A/c 07379797	Lloyds Bank	E	0.26		0.26
10 Interest/dividends	03/05/2022		CCLA Public Sector De	DIV	Dividend reinvested	CCLA	E	20.76		20.76
Total								1,043.02	3,237.79	4,280.81

Vouchers 6-7 approved by e-mail between meetings

# Stadhampton Parish Council

## PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
12 Grants	07/06/2022		Lloyds Bank Current A	FP	Expenses: Jubilee Party 2022	D Struthers	E	21.00		21.00
13 General maintenance	07/06/2022		Lloyds Bank Current A	FP	Monthly maintenance ICI labou	Jays Property Maintenance	Z	275.00		275.00
14 Office costs	08/06/2022		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Cloud EMEA Limited	Z	34.26		34.26
15 Grants	07/06/2022		Lloyds Bank Current A	FP	Expenses: Jubilee Party 2022	D Struthers	Z	149.16		149.16
16 Grants	07/06/2022		Lloyds Bank Current A	FP	Expenses: Jubilee Party 2022	D Struthers	Z	109.61		109.61
17 Electricity	20/06/2022		Lloyds Bank Current A	DD	Electricity	Ecotricity Ltd	L	13.02	0.65	13.67
18 Audit	24/06/2022		Lloyds Bank Current A	FP	Internal audit	RGM Accountancy and Taxat	S	100.00	20.00	120.00
19 Clerk's Salary	24/06/2022		Lloyds Bank Current A	FP	Clerk salary	M J Pawley	E	971.28		971.28
20 Clerk's Salary	24/06/2022		Lloyds Bank Current A	FP	Clerk salary - PAYE	HMRC	X	242.60		242.60
21 Grass cutting	24/06/2022		Lloyds Bank Current A	FP	Cutting of Village Green	Green and Growing	S	500.00	100.00	600.00
<b>Total</b>								<b>2,415.93</b>	<b>120.65</b>	<b>2,536.58</b>

Vouchers 12-17 approved by e-mail between meetings



## John Pattisson

Green and Growing , Gable End, The Green  
Stadhampton, Oxfordshire, OX44 7UW  
United Kingdom

Telephone: 07747 803535  
Email julie@greenandgrowing.co.uk



### Invoice To:

Michael Pawley  
Stadhampton Parish Council  
Michael Pawley  
by email to clerk@stadhampton.org

### SALES INVOICE

Invoice Date	19/06/2022
Due Date	19/07/2022
Reference	May
Customer Code	Stad PC
Invoice Number	SI-387

### Description

Cutting of Village Green - Cut 4- 10.5.22  
Cut 5 - 18.5.22  
Fuel Surcharge - £20 x 5 cuts

Price/Rate	VAT %	Net Amt
200.00	20.00	200.00
200.00	20.00	200.00
100.00	20.00	100.00

### VAT Rate

Standard 20.00% (20.00%)

### Net

£500.00

### VAT

£100.00

Net Amount

500.00

VAT Amount

100.00

### TOTAL

£600.00

### Notes:

John Pattisson t/a Green and Growing

Email: julie@greenandgrowing.co.uk

Bank Details:  
Green and Growing

### Terms and Conditions:

Payment terms 30 days.

All prices are subject to VAT at 20%.

**Fwd: Payment Authentication Receipt - DO NOT REPLY TO THIS E-MAIL**

**doug struthers** <dstrut01@gmail.com>

Tue 17 May, 14:22

To: & RFO, Stadhampton Parish Council <clerk@stadhampton.org>

Hi Michael,

TENS confirmed.

Please can I claim £21 for this expense - do you want my bank details to make an e-payment:

[REDACTED]  
[REDACTED]  
[REDACTED]

chrs doug

doug struthers  
manor farm  
stadhampton

[REDACTED]  
[REDACTED]  
[REDACTED]

Begin forwarded message:

**From:** automailer@e-paycapita.com

**Subject:** Payment Authentication Receipt - DO NOT REPLY TO THIS E-MAIL

[REDACTED]  
[REDACTED]

TEN/380294

Payment Authorisation

Date: 17 May 2022, Time: 14:18

Payment Receipt

**Sale Details**

Transaction ID	Description	Amount
423-93581	Temporary Event Notice application 9312/LN01/TEN	21.00
Total Amount		21.00

**Payment Details**

Unique Tran ID  
Payment Reference  
Payment Service Provider Id  
Card Number:  
Cardholder:  
Auth Code  
Email Address:  
Merchant Number:

TEN/380294

423-93581

[REDACTED]  
\*\*2002

[REDACTED]  
[REDACTED]

3379039

*[Handwritten signature]*



Jays Property Maintenance

J Martin  
2 Old London Road  
Benson, Wallingford  
OX106RR

P: 07809370657  
martinworld76@hotmail.com

# J Martin T/A Jays Property Maintenance

## Invoice

Bill To: Stadhampton Parish Council  
Stadhampton  
Oxfordshire

Invoice No: 1333  
Date: 27/05/2022  
Terms: NET 30  
Due Date: 26/06/2022

Description	Quantity	Rate	Amount
May monthly maintenance and grass cutting around the village inclusive of labour and disposal of waste	1	£275.00	£275.00*
		Labour Subtotal	£275.00

\*Indicates non-taxable item

### Payment Details



Subtotal £275.00  
Total £275.00  
PAID £0.00

**Balance Due £275.00**

PAYMENT IS DUE WITHIN 7 DAYS OF INVOICE UNLESS OTHERWISE STATED



# Invoice

Invoice number: 4156034486

Google Cloud EMEA Limited

Velasco

Clanwilliam Place

Dublin 2

Ireland

VAT number: IE36689970H

## Bill to

Michael Pawley

Stadhampton Parish Council

Nelhurst Cottage, Copson Lane

Stadhampton

OXFORD

OX44 7TZ

United Kingdom

## Details

Invoice number ..... 4156034486

Invoice date ..... May 31, 2022

Billing ID ..... 5441-6256-2101

Domain name ..... stadhampton.org

## Google Workspace

Total in GBP

**£34.26**

## Summary for May 1, 2022 - May 31, 2022

Subtotal in GBP

£34.26

VAT (0%)

£0.00

Total in GBP

£34.26

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(£)
G Suite Basic	Usage	May 1 - May 17	7	17.65
G Suite Basic	Usage	May 18 - May 31	8	16.61
Subtotal in GBP				£34.26
VAT (0%)				£0.00
Total in GBP				<b>£34.26</b>

Need help understanding the charges on your invoice? [Click here for detailed explanations](https://support.google.com/a?p=gsuite-bills-and-charges)

<https://support.google.com/a?p=gsuite-bills-and-charges>

DRAFT



THAT event company LTD

DUE 26/05/2022

**£149.16**

Review and pay

Powered by QuickBooks

Dear Doug Struthers,

Thank you for trusting us to help  
you with your event

To confirm your booking please  
pay in advance of your event.

Your invoice is attached and  
payment details are on the  
bottom.

Any questions please let us know.

Thank you

James & the rest of the team

That event company Ltd

A handwritten signature in black ink, appearing to read 'James', is located to the right of the text 'Any questions please let us know.'

**Invoice to**

Doug  
Struthers  
Manor farm  
Stadhampton  
OX44 7UL

**Sales**

£124.  
30

Doug Struthers - 03-06-22

1 X £124.30 20.0% S

Subtotal £124.30

VAT total £24.86

Total £149.16

Balance due £149.16

Please pay on or before your  
due date using the below  
details:

REFERENCE - YOUR  
INVOICE NUMBER

Bank: HSBC Name: THAT  
event company S/C 40-26-  
31 Acc number: 71506153  
Swift/BIC: MIDLGB2136D -  
IBAN:  
GB27MIDL40263171506153

Review and pay

- Please ensure that the outstanding balance is paid in full before the use of the hire.
- Please adhere to all health and safety and proper usage requirements given to you.

To reiterate, delivery and pickup times are approximate.

Please don't hesitate to get in touch on 01235 242065 or by replying to this email if you have any questions.

Kind regards,

The team at Elite Bounce Ltd

Your booking reference is **1045**

Customer Details	Date & Times	Customer Address	Delivery Address
<b>Name:</b> Mr douglas	<b>Date:</b> 03 Jun 2022	stadhampton village party	stadhampton village green
<b>Mob:</b> [REDACTED] 4 [REDACTED]	<b>Date Booked:</b> 29 Apr [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED] 2g [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Hire Occasion:	Heard About Us:	Accessibility:	Location / Surface:
Community Event / Fayre	Bouncy Castle Network	Accessible from street	Outdoors on Grass (event)

**Customer Notes:**

Party starts 2pm, so please deliver by noon.

**Product Details**



19ft x 18ft Activity Slide

COUNCIL £109-61  
(CAP OF £300)

Product Price:  
Net Total:  
Received via Paypal  
Balance:

£180.00  
£180.00  
-£90.00  
£90.00

*NRW*





Stadhampton Parish Council  
Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxford  
OX44 7TZ

Account Number 10156572

Date of Bill 04/06/2022

Bill Number 02289609

This is a VAT and CCL accounting document

### Supply address



STADHAMPTON SPORTS PAVILION  
The Green  
Oxford  
OX44 7UL

### Supply point:

S	04	065	129
	20	0000	9861 587

### Contract details

Contract type: Tariff

Contract Start Date: 26/08/2020

Contract End Date: No End Date

### Paying Your Bill

If you'd like to use a different payment method, there's lots of useful info on our website, visit [ecotricity.co.uk/pay](https://ecotricity.co.uk/pay)

Our bank details are:

Sort code: 40-14-13

Account number: 62606380

Account name: Ecotricity Ltd

Payment reference: Your Ecotricity account number

## Your green electricity invoice.

Your current balance is **£13.67 in debit**

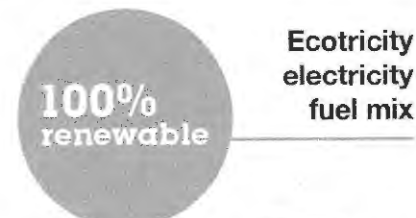
You pay by variable Direct Debit so the balance will be collected from your account on or just after 20/06/22. Please make sure you have the funds to cover this payment.

### This invoice

	Amount
Electricity charges	£13.67
<b>Total cost of energy</b>	<b>£13.67</b>

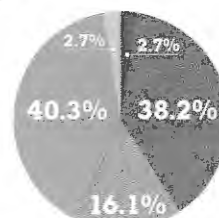
### Your account summary

Payment date	Description	Amount
	Previous balance	£13.56 Debit
19/05/2022	Payment received	£13.56 Credit
	This bill	£13.67 Debit
<b>Current balance</b>		<b>£13.67 Debit</b>



### UK average electricity fuel mix

- Coal
- Natural gas
- Nuclear
- Other



Accurate for the year 2020/21



0345 230 6 102



[ecotricity.co.uk](https://ecotricity.co.uk)



[business@ecotricity.co.uk](mailto:business@ecotricity.co.uk)

**Your electricity costs**

for the period 01 May 2022 to 01 June 2022 (31 days)

**Your meter readings**

	Previous	Current	Units used
<b>Meter ID: L81R90668</b>			
<b>Day</b>	21,931.90 Estimated	21,936.60 Estimated	4.70
<b>Night</b>	54,629.20 Estimated	54,635.50 Estimated	6.30

**How we calculated your bill**

		Price per unit	Amount
<b>Consumption Day</b>	4.70 units (kWh)	25.54 p	£1.20
<b>Consumption Night</b>	6.30 units (kWh)	15.45 p	£0.97
<b>Price per day</b>			
<b>Standing Charge</b>	31 days	35.00 p/day	£10.85
<b>Sub Total</b>			£13.02
<b>VAT at 5%</b>			£0.65
<b>Total</b>			<b>£13.67</b>

If we received meter reads in this period we'll have used these to make your bill as accurate as possible.

**If things go wrong**

If you feel you're not getting the answers you need you can simply email our complaints team at

**complaints@ecotricity.co.uk**

For free impartial advice you can call the Citizens Advice consumer service on 0808 223 1133 or visit

**citizensadvice.org.uk/energy**

If you're in Scotland, you can contact Advice Direct Scotland on 0808 196 8660 or visit **www.energyadvice.scot**

If you are still not satisfied and you are a microbusiness, you can contact the Ombudsman Service on 0330 440 1624 or visit **ombudsman-services.org/energy**

**Terms and conditions**

Please email **business@ecotricity.co.uk**

**Codes of practice**

Visit **ecotricity.co.uk/codes-of-practice**

**VAT**

If you use some of your energy for charity or residential purposes or anything changes that might affect your VAT declaration or amount of VAT you pay please call us on 0345 230 6102.

**Climate Change Levy**

For more information visit **hmrc.gov.uk** and search 'Climate Change Levy'. Alternatively, you can contact HM Revenue and Customs' National Advice Service on **0300 200 3700** (open Monday to Friday 8am to 8pm).



0345 230 6 102



ecotricity.co.uk



business@ecotricity.co.uk



The Clerk,  
Stadhampton Parish Council,  
Nelhurst Cottage  
Copson Lane  
Stadhampton  
OXFORD  
OX44 7TZ

Invoice No: 2992

Date: 17<sup>th</sup> June 2022

Ref: RGM/407.1

To professional services rendered and time engaged on your behalf during the period ended 17<sup>th</sup> June 2022.

Completion of the council's internal audit for the year ended 31<sup>st</sup> March 2022

Net	100.00
VAT @ 20%	<u>20.00</u>
TOTAL	<u>120.00</u>

VAT Registration number GB 895 8673 43

Please note that direct payments can be made to the firm at:

Please quote the invoice number as a reference

**RGM Accountancy and  
Taxation Services Limited**  
10 Station Yard, Tiddington,  
THAME. OX9 2FG

07795 576344  
01844 339483  
mail@rgmaccountancy.co.uk

Registered in England and Wales, Company number 05940234  
Registered office: As above

Stadhampton Parish Council

Mr Michael John Pawley

Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxford  
OX44 7TZ

Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxford  
OX44 7TZ

1.25% uplift in NICs funds NHS, health & social care

Payments		Deductions	
Taxable Pay	£1213.88	Income Tax	£242.60
		Employee NIC	£0.00
Total Payments	£1213.88	Total Deductions	£242.60

Net Pay £971.28

Payment Date 24/06/2022  
Payment Period Month 3  
Employer PAYE Reference 120/KA70367  
Payroll ID 001

National Insurance Category [REDACTED]  
National Insurance Number [REDACTED]  
Tax Code [REDACTED]  
Hours worked  
Additional information