



BUNGAY TOWN COUNCIL

Minutes of the Bungay Town Council Meeting held on Thursday 20th July 2023, 7:00 pm at The Riverside Centre, The Staithe, Bungay NR35 IBF.

Members in Attendance:

In attendance in person:

Cllrs. Betts, Hindes, Dawes, Adams, Atterwill, Lodge, Pearmain, Blowers O'Neill, O'Neill, Reche-Martinez, Crickmore, Laurence.

Cllr. Severyn attended via Zoom.

Rosalind Barnett - Town Clerk, Antony Wilde - Assistant

District Councillor Tony Specca attended in person.

County Councillor Judy Cloke attended via Zoom.

Public Forum

One member of the public attended in person: Jon Fuller representing Bungay Football Club (The Bungay and District Sports Association) provided a description of the Football Club's recent application to Bungay Town Council for grant funding.

- Jon proceeded to read through a report prepared for Bungay Town Council, which is included in the Councillor's Information Pack, then answering questions from the Councillors.
- In summary, Bungay Football Club (The Bungay and District Sports Association) seek funding for a 3G artificial playing surface. The main funding drive will secure money for the new play surface, floodlighting, ancillary tarmac area and fencing. They have a business plan aimed at raising funds thereafter as part of a 12-year maintenance programme for the new pitch.
- Jon noted that there will be 25 teams next year that use the current facilities, with around 250 – 300 children regularly there playing sport. The new 3G pitch will enable all age groups to train, with actual match playing dimensions suitable for up to 16-year-olds.
- As well as asking Bungay Town Council for grant funding, the Football Club is also in the process of securing funding from bodies such as East Suffolk Council, Harleston and Ditchingham Council. Ditchingham Council has agreed to provide £2000.00 in funding.

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- Councillors enquired if other grants sources have been investigated such as from The Football Foundation and McDonalds. Jon confirmed these have been looked into and tend to be smaller amounts.
- Cllr. O’Neill suggested that the Football Club might also contact Earsham Parish Council with a request for funding.
- Cllr. Adams enquired about facilities in Beccles. Jon confirmed the facilities there are currently oversubscribed.
- Cllr. Lodge commented on the artificial surface proposed and the potential impact on invertebrates from the finish overheating on hot days. Jon confirmed that the Broads Authority has been provided with full details of the 3G surface as part of the proposals and have not raised concerns. The Broads Authority has commented on the proposal with respect to location and would accept the new flood-lit pitch if it is sited next to the existing pitch.
- These points were all noted and will be considered by the Town Council.

TC-1- 20/07/2023 - To receive and accept apologies for absence:

Cllrs. Daniels, Love. MP Peter Aldous. District Councillor Toby Hammond.

TC-2- 20/07/2023 - Declaration of Interest & Requests for Dispensations:

Cllrs. Betts and Reche Martinez declared a pecuniary interest in Item 6d. Cllr. Hindes declared a pecuniary interest in Items 6d and 12 (expenses).

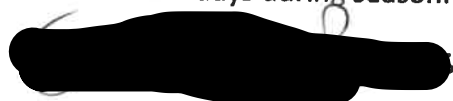
TC-3- 20/07/2023 - To approve the minutes outstanding:

RESOLVED: The previous Full Council minutes from 15th June 2023 received approval, with a correction made to Item 9, which should read ‘6 posts deployed with 2 more being asked for’: proposed by Cllr. O’Neill, seconded by Cllr. Hindes and unanimously approved.

TC-4- 20/07/2023 – Town Mayor Reports:

- a) Cllrs. Betts confirmed that the Mayor’s report is included in the Councillor’s Information pack; this was noted by the Committee.
- b) To note the Autumn Civic Service: Cllr. Betts confirmed the Autumn Civic Service is still being worked on with a target date of October 2023, and more information will be provided in due course.
- c) To note the initiation of Councillor Surgeries at Number 8: a 2-month trial will begin on the 26th of August. These will coincide with Market days during season. Cllr. Betts volunteered to staff the first

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couple of Surgeries; at least 2 Councillors will be required to be present in each Surgery, shifts can be on a rota basis. County Councillor Judy Cloke and MP Peter Aldous have expressed an interest in taking part.

TC- 5- 20/07/2023 – County and District Councillor Reports:

- a) Cllr. Betts confirmed that the District Councillor’s reports are included in the Councillor’s information pack; this was noted by the Council.

Cllr O’Neill asked about Rights to the ‘Better in Bungay’ logo and whether these have expired. It was confirmed that the Right to use the ‘Better in Bungay’ logo is held by Bungay Town Council in perpetuity.

- b) County Councillor Judy Cloke’s report was included in the Councillor’s information pack and was noted by the Council.

– Cllr. Betts and Judy Cloke discussed adding an agenda item into the next Full Council meeting, specifically for the MP’s report. This will be considered further.

TC- 6 - 20/07/2023 – Financial Reports:

- a) To note the Bank Reconciliation and statements to 30th of June 2023:

The Town Clerk confirmed the financial reports are contained in the Information Pack for Councillors, which was noted by the Council. The Town Clerk commented that the overall finances for 2023 are on track.

RESOLVED: Approval of the Bank Reconciliation and statements to 30th of June 2023 was proposed by Cllr. O’Neill, seconded by Cllr. Atterwill and unanimously approved.

- b) To note the income and expenditure report to 30th of June 2023:

RESOLVED: Approval of the income and expenditure report to 30th of June 2023 was proposed by Cllr. O’Neill, seconded by Cllr. Atterwill and unanimously approved.

- c) To note the quarterly budget report to 30th of June 2023:

RESOLVED: Approval of the quarterly budget report to 30th of June 2023 was proposed by Cllr. O’Neill, seconded by Cllr. Atterwill and approved.

The Town Clerk asked if a meeting would be beneficial for new Councillors, combined with a refresher for existing Councillors, to accompany the quarterly budget report, in which the financial system is explained. The Councillors agreed this would be beneficial and asked the Town Clerk to organise the meeting.

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d) To consider payments due on 20th of July 2023 – for acceptance and approval:

RESOLVED: Approval of the payments due on 20th of July 2023 was proposed by Cllr. O'Neill, seconded by Cllr. Atterwill and approved with 3 abstentions.

TC- 7 - 20/07/2023 – Draft Minutes from Committees:

The Council considered the following draft Minutes for approval:

a) Community Assets & Services Committee 6th of July 2023.

- Cllr. Lodge enquired about the Bungay Signage recently vandalised. Cllr. Betts explained how the signs had been procured and about the 8 stakeholders that were part of the process. Cllr. Lodge commented that there had not been a public consultation; this was noted by the Council.
- Cllr. Betts sought to clarify CAS-9 06/07/2023; the pole at Whiteman's Roundabout is not a flag-pole.

b) Planning Environment and Highways Meetings 8th of June and 13th of July 2023.

- No comments were received.

c) Finance and Governance Committee 13th of July 2023.

- The Town Clerk confirmed that minutes from the Finance and Governance Committee held on the 13th of July 2023 are to be completed and will be issued when available.

d) Employment Committee 8th of June 2023.

- All minutes were noted, except for the Finance and Governance minutes which are awaited.

TC-8- 20/07/2023 – To receive a provisional report on the Christmas Lights tenders and note the need for a special Full Council meeting in early August:

- Cllr. Betts introduced the agenda Item; 5 companies have been approached for proposals, 2 of which have withdrawn. 3 proposals including quotes are expected to be received by the end of the month. Notional costs were discussed of between £10k and £15k for the installation and between £5k to £8k for electrical boxes. These figures are approximated, but it does mean that the Council may need to include some of their financial reserves to pay for the installation.

- Fundraising has commenced.

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- County Councillor Judy Cloke commented that she would be happy to help out with fundraising and is willing to help staff a stall at the Market. Councillors noted that Bungay Town Council have a stall booked at the 25th of November Market.
- Cllr. Lodge asked about the cost of electricity for the lighting installations once they are up and running. Cllrs. Betts and Dawes expect the cost to be affordably low, based on other years.

TC-9- 20/07/2023 - To receive an update on the Mural Project and consider request to submit the Listed Building Consent application on behalf of the Fisher Theatre:

- 3 prospective locations are under consideration. The Fisher Theatre has asked Bungay Town Council if it would be willing to submit the Listed Building Consent application(s) on the Theatre's behalf. The Town Clerk confirmed that there is no Local Authority application charge for a Listed Building application and that putting in an application/ applications for all 3 locations has been discussed.
- Cllr. Laurence asked for clarification about the ownership of the electrical transformer (1 of the 3 locations). It was confirmed that Clay's have stated ownership of this location. Cllr. Laurence also asked about the life-span of the mural, after which the Councillor's agreed that this would likely tie in with the duration of exhibitions and events planned by the Fisher Theatre.
- Cllr. Reche-Martinez asked if the public should be involved in the selection of suitable artwork for a mural. It was discussed that it may be difficult to obtain material from the artist, Vinny Nylon, in advance due to the nature of the artwork being created in-situ. The Town Clerk mentioned that this may also have an implication for the Listed Building application if East Suffolk wish to see what the artwork is like before considering approval.
- Cllr. Severyn asked if the exterior, in-situ artwork is classed as graffiti, and following on from recent vandalism, whether the mural might be seen as such by the public. In answer to this, the Council noted that a public statement was recently issued in the press condemning graffiti and the vandalism of town signage.
- Cllr. Adams confirmed that the project is aimed at encouraging more tourism to Bungay.

RESOLVED: Bungay Town Council agree to submit a Listed Building Consent application (or applications) on behalf of the Fisher Theatre for the creation of a mural within Bungay; proposed by Cllr. Adams, seconded by Cllr. Laurence and approved with 2 abstentions.

TC-10- 20/07/2023 - To consider grant requests:

- To consider the request for grant funding from the Bungay Black Shuck Festival for parade materials: Councillors noted that as previously requested, the grant request has now been itemised.

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RESOLVED: Cllr. Adams proposed approval and payment of the grant for £1000 to the Black Shuck Festival, seconded by Cllr. Laurence and approved with 1 abstention.

b) To consider a request from the Football Club. (this decision could be deferred depending on grant policy review):

- Cllr. Lodge noted that he had not been able to access the application form to review it. The Town Clerk confirmed that the form had been added in the late afternoon and was available now.
- Cllr. Dawes asked if the Football club has enquired about grant funding from Norfolk and in particular South Norfolk Council, and suggested that the Football club could look into this.
- Cllr. Hinds commented that he could not locate a definitive response in the Information Pack from East Suffolk District Council relating to a £1/2 Million grant. Jon Fuller confirmed that a positive response has been received and will go back to the District Council again for confirmation.
- The Council discussed deferring the decision to assist the Football Club with grant funding to a future meeting.

RESOLVED: Cllr. Hinds proposed to defer the decision of whether or not to provide grant funding to the Football Club to a future date, seconded by Cllr. Dawes and unanimously approved.

c) To consider any late requests:

The Town Clerk mentioned that correspondence has been received from a local dementia group. In essence, a request has been made to assist the group with provision of secure third-party banking for a deposit of £500. Councillors noted that this has been done in the past for others and Bungay Support Group were mentioned as potentially being able to assist. Additional information will need to be provided, and the matter will be deferred to a future meeting.

TC-11- 20/07/2023 - To receive written reports from Bungay Town Council Working Groups – for information:

- a)** Business, Tourism and Heritage Working Group 22nd June 2023.
- b)** Annis Hill Working/ Volunteer Management Group.

Information contained in the Councillor's information pack for items a and b was noted.

A general comment was made by Cllr. Adams about file naming protocol and the benefit of including a full surname as well as initials. This was noted by the other Councillors.

TC-12- 20/07/2023 - To consider report from the Youth Working Group and request for funding for the Youth Programme:

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- Cllr. Severyn, working with Cllrs. Crickmore and Reche-Martinez authored a report that is available in the Councillor’s Information Pack. Cllr. Severyn introduced the report via Zoom and emphasised that the plan if acceptable would need to be implemented quickly.
- The plan makes continued use of the Riverside Centre.
- Social Media presence is required to advertise the new programme and events. The Working Group would like a specific e-mail address.
- Insurances are to be reviewed/ clarified, to ensure the programme can proceed. Public liability insurance is likely needed.
- Ensure safeguarding is established and DBS checks concluded for the programme.
- Cllr. Severyn then answered questions on the report and proposals contained therein.
- Cllr. Lodge asked why Access Youth Club closed the club. The Town Clerk confirmed that a meeting has been scheduled with the stakeholders and information will be relayed to the Councillors and Working Group. The meeting will include the local Police department.
- The Town Council will seek to retain remaining money from the duration of the now cancelled hire period of the Riverside Centre for use in the new programme.
- An audit of the Access Youth Club’s finances was requested by the Councillors.
- Cllr Dawes asked if the new club and programme will be professionally run. Cllr. Severyn confirmed it will be, and will include Martha Coleman who helped run the Access Youth Club and who is a qualified person. Cllr. Dawes suggested that more qualified persons will likely be needed to support Martha and the new programme, to which the Councillors agreed.
- Due to the timing, and already being in the summer period, the hire of more qualified persons is seen as a potential difficulty. Cllr. Hinds mentioned that there is a company in Beccles that may be able to input that can be contacted.
- Cllr. Betts asked where funding can be found for the programme. Cllr. O’Neill suggested that he for one, would be happy for funding to be allocated from the Council’s reserves due to the importance of the project.
- The Councillors again discussed ensuring the appropriate DBS checks are in place and the need for reserve staff to cover holidays/ sick leave etc.
- Cllr. Hinds referred to the Reflex Theatre, and the potential for the Reflex Theatre to supply qualified persons when needed and when available. Cllr. Hinds also mentioned that Sam Kenwood when working in Beccles had previously managed to secure £5k in outside funding and perhaps Bungay Town Council could investigate additional funding streams.

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- Cllr. Lodge made the point that additional professional youth workers can be approached in parallel as the programme gets started.
- The Councillors discussed the £7,500 project budget and the potential need for contingency. A budget of £10,000 was discussed.
- Cllr. Pearmain enquired if the funding also includes for the proposed Youth Council, which was confirmed by Cllr. Severyn.

RESOLVED: approval of the Youth Working Group plan, as documented, with a project budget of £10,000 led by a steering group including Cllrs. Severyn, Crickmore and Reche-Martinez together with the Town Clerk, and progressed to the satisfaction of the Clerk’s Office with regard to checks on Insurances, Safeguarding and other related policies, was proposed by Cllr. Adams, seconded by Cllr. O’Neill and agreed with 3 abstentions.

TC-13- 20/07/2023 - To review Council Policies:

a) Grant giving:

The Grant and Donations Policy included in the Councillor’s Information Pack was reviewed.

RESOLVED: approval of the Grant and Donations Policy was proposed by Cllr. Dawes, seconded by Cllr. Atterwill and unanimously agreed.

b) Community Infrastructure:

The Community Infrastructure Policy included in the Councillor’s Information Pack was reviewed.

- The Town Clerk confirmed that Bungay Town Council are seeking to use as much of the CIL funding for the Town Council’s own projects as possible, noting that Suffolk County Council and East Suffolk District Council have already taken their allocations for their projects by the time the remaining fund is allocated to Bungay.
- The Town Clerk remarked that there is c.£30,000 of additional CIL funding since original allocations.
- Cllr. Adams commented that advice has been taken and the Neighborhood Plan does not need to be re-written. This was noted by the Councillors.

RESOLVED: approval of the Community Infrastructure Policy was proposed by Cllr. Dawes, seconded by Cllr. O’Neill and unanimously agreed.

c) Safeguarding:

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Due to the occasional contact with young people, it would be useful to have an agreed Policy in place. The Councillors noted the Safeguarding Policy contained in the Information Pack.

RESOLVED: approval of the Safeguarding Policy was proposed by Cllr. Hindes, seconded by Cllr. O'Neill and unanimously agreed.

d) Non-Councillor involvement in Committees:

The Town Clerk commented that there is a National Policy covering the requirement to have 1 Councillor on Committees. Bungay Town Council doesn't completely reflect National Policy as Bungay Town Council proposes at least 3 Councillors per Committee plus local experts.

In a related note, the Town Clerk mentioned that the Town Council is contemplating changing the Business, Tourism and Heritage Committee to Heritage & Tourism to be able to invite additional local experts onto the Committee. This was noted by the Council.

RESOLVED: approval of the Policy on Non-Councillor involvement in Committees was proposed by Cllr. Dawes, seconded by Cllr. O'Neill and unanimously agreed.

TC-14- 20/07/2023 – To receive written reports from Town Council Representative on outside bodies:

Noted by the Council.

TC-15- 20/07/2023 - To consider and note correspondence received:

- The Town Clerk confirmed that correspondence received by a local music group had been dealt with- please refer to the Councillor's Information Pack, and that remaining correspondence had been directed to the relevant Town Council Committees.
- Cllr. Lodge referred to recent road closures in Bungay and some of the resulting traffic chaos due to the closures not being advertised beforehand. This was noted by the other Councillors.

TC-16- 20/07/2023 - ADMISSION TO MEETINGS

ADMISSION TO MEETINGS - PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS.

TC-17- 20/07/2023 - To receive an update on staffing issues:

The Town Clerk gave an update on staffing matters, and suggested the appointment of an experienced Locum Clerk to assist in the fulfilment of duties undertaken by the Clerk's Office and alleviate staffing issues.

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RESOLVED: the appointment of a Locum Clerk was proposed by Cllr. O'Neill, seconded by Cllr. Hindes and unanimously approved.

TC-18- 20/07/2023 - To receive a report on the Staithe and consider any practical and legal costs in relation to the access developments:

Cllr. Adams updated the Councillors on legal developments relating to access over the Staithe Bridge.

RESOLVED: Bungay Town Council will obtain legal advice within a budget of £1,500 to appraise the recently received legal documents from the interested parties: proposed by Cllr. Lodge, seconded by Cllr. O'Neill and unanimously approved.

Cllr. Adams informed the Council that work is due to start next week below the Staithe Bridge and the Riverside Centre will be required to close for 1 week thereafter.

TC-19- 20/07/2023 – Date of next Town Council Meeting: For information:

Next Town Council Meeting will be held on Thursday the 17th of August 2023.

Actions	Who	By When
Set up meeting to explain the financial system (relating to agenda item on quarterly budget) to Councillors.	Town Clerk	July
Confirm funding to Black Shuck Festival	Town Clerk	July
Implement Youth Working Group report and form Steering Group.	Cllrs. Severyn, Crickmore, Reche-Martinez, Town Clerk	July
Obtain legal advice on Staithe Bridge Matters	Cllr. Adams, Town Clerk	July

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Clerk to issue Committee Meeting Minutes for the Planning, Environment and Highways meeting held on the 8 th of June.	T. Clerk	June
Contact the Black Shuck Festival organizer and confirm the grant status, including requirement to provide detail on the spend.	T. Clerk	June
If available, provide name of EV charging point company to District Cllr. Hammond.	Cllr. Hindes	June/ July
Write to East Suffolk Council regarding vehicle type and emissions of Street Traders.	T. Clerk	June/ July
Clerk to investigate the number of Councillors required as members of the Bungay United Charities.	T. Clerk	May/ June
Prepare and submit audit materials in advance of the 'exercise of public rights', Monday 5 June – Friday 14 July 2023.	T. Clerk	May/ June
Write a letter of support (non-financial) to Bungay Medical Centre for their plans of expanding the practice.	T. Clerk	May/ June

Rosalind Barnett

Thursday, 17/7/2023

Rosalind Barnett, Town Clerk, Bungay Town Council, 1a Broad Street, NR35 1EE, Tel 01986 894236

Signed by Chair



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**Bungay Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST**

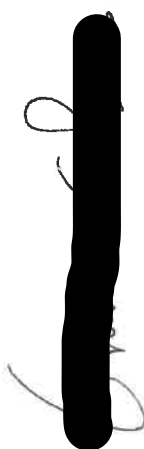
Vouche Code	Date	Minute	Bank	C	Description	Supplier	VAT	Net	VAT	Total
95	07/06/2023	TC-7-	01. Unity Trust		Electricity	EON Energy	L	68.08	3.40	71.48
96	07/06/2023	TC-7-	01. Unity Trust		Electricity	EON Energy	L	58.23	2.91	61.14
110	14/06/2023	TC-7-	01. Unity Trust		Electricity	EDF Energy	L	2.15	0.11	2.26
123	14/06/2023	TC-7-	01. Unity Trust		Pension Payment	Nest	X	595.13		595.13
128	28/06/2023		01. Unity Trust		Mobile phone	Red Dune Limited	S	180.00	36.00	216.00
129	28/06/2023		01. Unity Trust		Printer Cartridges	Red Dune Limited	S	104.49	20.90	125.39
130	28/06/2023		01. Unity Trust		Subscription	Red Dune Limited	S	66.00	13.20	79.20
131	28/06/2023		01. Unity Trust		Signage	Black Dog Signs	S	285.00	57.00	342.00
132	28/06/2023		01. Unity Trust		Training	SALC	S	180.00	36.00	216.00
135	05/07/2023		01. Unity Trust		Fire Maintenance	Gilbert Electrical &	S	124.30	24.86	149.16
135	05/07/2023		01. Unity Trust		Fire Maintenance	Gilbert Electrical &	S	141.05	28.21	169.26
135	05/07/2023		01. Unity Trust		Fire Maintenance	Gilbert Electrical &	S	50.25	10.05	60.30
136	18/07/2023		01. Unity Trust		Salaries	Salaries	X	6,051.46		6,051.46
137	18/07/2023		01. Unity Trust				X			
138	18/07/2023		01. Unity Trust				X			
139	18/07/2023		01. Unity Trust				X			
140	18/07/2023		01. Unity Trust				X			
141	18/07/2023		01. Unity Trust		Salary	HMRC	X	1,868.29		1,868.29

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142	Salaries - Eris	18/07/2023	01. Unity Trust	Salary	Nest	X	595.13		595.13	
143	Utilities	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	101.48	5.07	106.55	
144	Utilities	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	140.23	7.01	147.24	
145	Utilities	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	140.87	7.04	147.91	
146	Heritage Hub	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	99.63	4.99	104.62	
147	Heritage Hub	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	190.94	9.55	200.49	
148	Utilities	19/07/2023	01. Unity Trust	Electricity	EDF Energy	L	22.43	1.12	23.55	
149	Salaries	19/07/2023	01. Unity Trust	Salary	Alexandra Jamieson	X	443.33		443.33	
150	IT Support and	19/07/2023	01. Unity Trust	IT Support	Red Dune Limited	S	600.00	120.00	720.00	
151	Utilities	19/07/2023	01. Unity Trust	Water	Wave - Anglian Water	Z	128.65		128.65	
152	Stationery	19/07/2023	01. Unity Trust	Stationery	Warehouse 14	S	24.95	4.99	29.94	
153	Utilities	19/07/2023	01. Unity Trust	Electricity	EON Energy	L	26.17	1.31	27.48	
154	Field to Fork project	19/07/2023	01. Unity Trust	Expenses	Guy Bradley	Z	69.04		69.04	
154	Field to Fork project	19/07/2023	01. Unity Trust	Expenses	Guy Bradley	S	105.04	21.01	126.05	
155	Bank Charges	19/07/2023	01. Unity Trust	Bank Charges	Unity Trust Bank	X	18.00		18.00	
156	Utilities	19/07/2023	01. Unity Trust	Coronation	Waveney Noise	S	104.92	20.98	125.90	
157	Toilet Repairs and	19/07/2023	01. Unity Trust	Printing	Anglia Print Ltd	S	106.25	21.25	127.50	
158	New sletter	19/07/2023	01. Unity Trust	Newsletter	Anglia Print Ltd	Z	395.00		395.00	
159	Jubilee Working	19/07/2023	01. Unity Trust	Coronation	Anglia Print Ltd	Z	110.00		110.00	
160	New sletter	19/07/2023	01. Unity Trust	Delivery of leaflets	Falcon Publications	S	270.00	54.00	324.00	
161	Grants and	19/07/2023	01. Unity Trust	Grant	Men's Sheds	X	100.00		100.00	
162	Repairs	19/07/2023	01. Unity Trust	Town Hall Work	JEarl Fencing	S	1,880.00	376.00	2,256.00	
163	Mayors Allowance	19/07/2023	01. Unity Trust	Expenses	Frances Betts	X	113.69		113.69	
163	Stationery	19/07/2023	01. Unity Trust	Expenses	Frances Betts	S	35.99	7.20	43.19	
164	Maintenance	19/07/2023	01. Unity Trust	Cleaning	Odd Bods exterior	S	560.00	112.00	672.00	
165	Grounds/Liter	19/07/2023	01. Unity Trust	NORSE Contract	Waveney Noise	S	743.00	148.60	891.60	
165	Toilet Cleaning	19/07/2023	01. Unity Trust	NORSE Contract	Waveney Noise	S	860.00	176.00	1,036.00	
166	General	19/07/2023	01. Unity Trust	Welfare	Healthwork Group Ltd	S	375.00	75.00	450.00	
							Total	1,405.76	18,154.37	19,560.13

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