

# HEMPNALL PARISH COUNCIL

## Minutes of the Parish Council meeting held on Tuesday 21 May 2024 at 7:00pm in the Mill Centre

### Present

Chairman Mr Richard Delf, Mr Phil Bates, Mrs Joan Cann, Mr Robert Elliott, Mr Hamish Rose, and the Clerk Mr Ian Nelson.

### Members of the public present

Mrs Claire Tink, Mrs Linda Harvey, Mr Luke Parfitt, Miss Kerry Riches, Miss Sheila Goddard, Miss Willow Vrinten-Emms, Mrs Caroline Ramsey, Mrs Cheryl Vrinten, Miss Brooke Vrinten, Miss Jasmine Fisher, Mr Graham Shields, Mr Paul Scott, Mrs Sarah Scott, Mr Barry Thompson. (All left after the "No Horses" signs matter.

### Apologies

Apologies were received from County Councillor Alison Thomas, Mr Mike Turner, Mr David Hook, Mr Peter Workman, District Councillor Hooton.

### Appointment of Chair and other Officers

The following appointments were made unanimously:

<u>Office</u>	<u>Office Holder</u>	<u>Proposed</u>	<u>Seconded</u>
Chairman	D Hook		
Vice-Chairman	R Delf		
Village Hall Rep	J Cann		
Footpaths	P Bates		
Tree Warden	D Hook	En-bloc Mr Elliott	En-bloc Mr Bates
SAM2 coordinator	M Turner		
Bank Signatories	R Delf D Hook P Bates		
Data Protection Committee	D Hook P Bates P Workman		
Playing Field Liaison	P Workman		
NALC liaison Rep	R Elliott		

### Declaration of interests

There were none.

### Minutes of the previous meeting

Mr Elliott proposed, Mrs Cann seconded, and it was unanimously agreed the minutes of the meeting on 16 April 2024 be approved.

### Public Participation

See Horses using Lower & Back Lane footpaths matter.

### County Councillor Update

County Councillor Alison Thomas had reported to the Clerk that there were no major issues.

### District Councillor Update

No report had been provided.

### Planning Applications

#### New applications since the last meeting:

2024/1319 - Mr Sam Drummond, Poultry Farm Road Green Hempnall - Details for conditions 4, 6 & 7 of 2021/0515 - (4) Noise and Dust Management Plan (included within the Construction Management Plan), (6) On Site Parking for Construction Workers (included within Construction Management Plan) & (7) Highway Improvement Works Design – No comment to be made.

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2024/1373 - Mr Adam Austin, Land between 21 & 21A Alburgh Rd, Hempnall - Self-build/Custom-build proposed sustainable/low carbon chalet bungalow with 17 PV panels – Mr Bates proposed, Mr Elliott seconded, and it was unanimously agreed that the application be rejected as it lays outside the development boundary.

IN

2024/1385 - Mr Richard Buck, Grange Farm, Lundy Green Hempnall - Decommissioning of 3 No. existing poultry houses, erection of 2 No. additional poultry houses with feed bins, concrete apron & drainage attenuation pond – Mrs Cann proposed, Mr Elliott seconded, and it was unanimously agreed that the application be approved.

IN

## **Applications approved since the last meeting:**

2024/0941 – Un-named applicant, Deja View, Field Lane, Hempnall - Details of condition 3 of 2020/0018 - external materials

2024/0875 - Mr & Mrs Weal, 7 Broadway Close Hempnall - Single storey side extension

2024/1181 - Mrs R Shreeve, 10 Roland Drive Hempnall - Non-material amendment to 2023/3074 - changed to approved front aspect (window)

## **Applications withdrawn since the last meeting:**

There were none.

## **Applications refused since the last meeting:**

There were none.

## **Applications outside the parish boundary since the last meeting**

2024/0784 - Unit 4 European Trade Centre Hempnall Road Morningthorpe Norfolk NR15 2AG - Convert Existing Office to 1 no dwelling. Mr Elliott proposed, Mr Bates seconded, and it was unanimously agreed that the Clerk liaise with Mr Hook to recommend rejection the application for the reasons previously stated for conversion of temporary structures to permanent in areas not designated as residential development. A copy to be sent to Mr Hooton with a request for his support of the parish council's stance.

IN/DH

## **Horses using Lower & Back Lane footpaths**

The Clerk had arranged for the erection of the "No horses" signs, however these had been removed by persons unknown shortly afterwards. As yet the theft/criminal damage had not been reported to the police.

The Clerk had circulated an email received from Mrs Sarah Scott prior to the meeting and received a petition signed by approx. 60 parishioners stating they were against the erection of "No Horses" signs on Back Lane and Lower Lane.

It was noted that the parish council, as a statutory body, could not condone the breaking of the law by horses using the footpaths, however it was pointed out that parishioners had the right to ask NCC PROW to alter the status of these paths. Parishioners indicated that this was an avenue they wished to pursue further. Mrs Sarah Scott volunteered to act as the liaison for parishioners and the Clerk was asked to send information as to the procedure for applying for change of use.

IN

The public left the meeting.

Mr Rose left the meeting and gave his apologies.

## **Matters arising from previous Parish Council meetings – completed**

### **Footpaths**

The Clerk had published the footpath table produced by Mr Bates and maps on the parish council website.

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## **Millfields Exception Site – PC response to survey**

The Clerk had written to Saffron to explain the parish council's preferences.

## **Parish Partnership 2024/25**

The Clerk and Mr Hook had signed and returned the acceptance certificate.

## **Footpath 8 – From Bussey's Loke to bridge over ditch**

The Clerk had arranged for Mr Whiting to liaise with Mr Bates and footpath 8 had been cut.

## **Letter to landowners to keep footpaths clear across fields**

The Clerk had sent the annual letter reminding landowners to keep the footpaths clear.

## **Zip Line**

The Clerk had asked the supplier, NGF to adjust the Zip wire to run smoother and to make the steps non-slip. They had tightened the wire but were unable to suggest any improvement for the steps.

## **Proposed Woodland on Playingfield / Hedging**

The fencing had been completed around the copses.

The Clerk had ordered and fitted the plaque stating "This oak tree was planted in memory of Geoff Moulton".

## **Newsletter**

The Clerk had drafted and published the spring newsletter.

## **Potholes on B1527 + Alburgh Rd junction B1527**

NCC Highways have marked up the potholes and poor road surface so will repair in the near future.

## **Defibrillator coordinator**

The Clerk had carried out a hand over meeting with Mr Ludkin and provided necessary training and information.

## **Completion of footpath works for the 20/30 MPH sign on The Street**

The Clerk had asked NCC Highways to complete the reparation of the pavement which had now been done.

## **Matters arising from previous Parish Council meetings – awaiting others**

### **Nobbs Lane Spur**

Further forms are required to be completed. Mr Hook will co-ordinate ASAP. Names of users are being collated. It was noted that the path is already shown on the Sustrans cycle map.

DH

### **Caravan encampment at Spring Wood**

The SNC planning enforcement officer had visited the site and is awaiting more information from the owners. The Clerk last chased 16/02/24 & 28/03/24, to monitor.

IN

On 06/07/23 Andy Baines said "A *further joint visit will be carried for Springwood and Lundy Green. I was hoping to do those with my line manager before she left but unfortunately that didn't happen. I will prioritise these and update list accordingly.*"

### **NCC re parish council undertaking highways work directly**

The Clerk had asked NCC if it was possible for the parish council to contract directly for highways work to be undertaken rather than via NCC in order to save costs. A response is awaited. The Clerk to monitor.

IN

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## **Roberts Close / The Street footpath safety**

The dropped pedestrian crossing point had been completed but we await NCC to paint the H white lines. The Clerk to monitor.

IN

## **Bollard to protect pavement near Willow Drive**

The Clerk had written to NCC Highways and awaits a response.

IN

## **Roadside nature reserves / rewilding verges**

The Clerk had written to Sonia Seaton, NCC project support officer, to thanked her for progress and inform her that the parish council supports the proposals The Clerk to monitor progress.

IN

## **Villa farm industries**

On 30/11/23 Andy Baines, the SNC enforcement officer, said *"By way of update on Villa Farm the only unauthorised use is Harvey Lane Garage. I have written to them to encourage the submission of an application but if this is not received, we will then have to consider whether it is expedient to take any further action. Should an application not be received I will update you further what action the council will take."* The Clerk to Monitor.

IN

## **Traffic calming on B1527 West**

The Clerk had left a message for Gary Overland again to ask for a site visit at around 8am asap but had not received a response. The Clerk to chase.

IN

## **Policy for use of chemicals**

Mr Bates reported he is running a trial at home to determine the best options. He asked for the item to be deferred until April 2024.

PB

## **Streetlight timers and heads**

The Clerk and Mr Hook to order the new streetlight heads, having first confirmed that they were full cut-off, 4000 Kelvin (neutral white) lights.

DH/IN

The Clerk to contact UK Power Network for a reduction in electricity cost for the unmetered connection once the installation is complete.

IN

## **Items o/s with NCC**

The Clerk to arrange a site meeting with Gary Overland.

IN

## **Hempnall Natural Flood Management**

The Clerk reported that the Environment Agency had said that work is to be undertaken as part of the Hempnall Natural Flood Management scoping report is due to start on Allen Farms land in Summer 2024 and it is hoped as a result other landowners will follow. The Clerk to monitor.

IN

The Clerk had asked Helen George if the pond on Back Lane should be dredged. The Clerk last chased 12/03/24, to monitor.

IN

## **Bench on Play area**

District Councillor Hooton had recently supplied the Clerk with application details for a grant, the Clerk to apply.

IN

## **Road Calming/signage for The Krons & Fairstead Lane**

The Clerk had asked NCC Highways for signage re the ford across the Krons and no pavement signs along the Krons and Fairsted lane. The Clerk to monitor.

IN

## **Flood management**

Mr Hook will represent the parish council on 22 May at the CPRE Flood Management conference.

DH

*East end of the village.*

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Natural flood management actions are in progress via the Environment Agency (“EA”). The Clerk to monitor. IN

## ***West end of the village***

The Clerk had contacted Fritton & Morningthorpe parish council three times with a view to meeting to discuss matters further, with a view to involving the EA later. Unfortunately, they had not replied, the Clerk will persist. The Clerk last chased 28/03/24, to monitor. IN

## ***Broaden Lane***

Water from Saxlingham direction runs into the Allen’s ditch ending up in a small pit leading into a culvert at the corner of the field just before the houses. Recently it appeared the culvert was blocked as the water did not appear to be moving when the pit was full. The Clerk had raised concern with AWA to investigate on 23/03/24. The Clerk to monitor.

## **Flood Barriers**

The Clerk had circulated initial details of a scheme to supply mobile flood barriers, provided by District Councillor Thomas. The Clerk to monitor. IN

## **Free portrait of His Majesty the King**

The Village Hall committee had declined the offer to display it. Mr bates to ask the Mill Centre committee. Mr Delf proposed, Mr Elliott seconded, and it was unanimously agreed that if the Mill Centre did not wish for the portrait, it should be offered to the school and then the church. PB  
IN

## **Wheels 4 Less planning issues**

Mr Hook had reviewed the various planning consents in detail and listed all the suspected non-compliance issues in a 7-page letter to SNC enforcement officer. The letter was acknowledged, and they intend to carry out a site visit - We await a further response. IN

## **Flood risk maps**

The Clerk to chase NCC regarding the inaccurate data on the Environment Agency maps. IN

## **Millfields Exception Site**

We await the outcome of the survey. The Clerk to monitor. IN

## **Installation of owl sculpture on playingfield**

Mr Delf has this in hand, and it will be set on a concrete plinth and will be put in when the weather permits. Mr Bates proposed, Mrs Cann seconded, and it was unanimously agreed that the position of the sculpture be as recommended by Mr Delf. RD

## **National Grid - NISP – Consultation**

Mr Hook will restate the parish council’s previous response in the current consultation with emphasis being placed on routing the cables via the seabed or underground.

## **Hempnall Primary School – Rewilding Scheme**

Hempnall Primary School are to be invited to collaborate on a rewilding scheme. DH

## **Matters arising from previous Parish Council meetings – for discussion.**

### **Removal of footpath 24 kissing gate**

Frances Selway the Countryside Access Officer is about to serve notice on the landowner to remove the fencing/gate which obstructs the footpath. The Clerk to monitor. IN

### ***Eastern boundary of Old Market Way***

The Clerk had written and spoken to Mr Allen on 14/03/2024 to ask his advice for a solution to the problem of water flowing into resident’s gardens due to the bank of the ditch at the edge of the field being much higher on the field side of the ditch than on the housing side. There is no room to build up the ditch bank on the housing side. Mr Allen had inspected the area indicated that consideration had been given to leaky dams higher up the ditch, however these would be overtopped in surge conditions and would need the permission of

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householders upstream before installation. The ditch was clear, but every year household garden waste makes its way into the ditch and has to be cleared away by Mr Allen or is moved following a rainfall surge. If householders were careful not to allow waste in the ditch, this would help, Mr Allen was happy for residents to clear any waste even if it meant they needed to go onto the field edge. The grate into the pipe at the lower end of the ditch is clear. Mr Allen said that he would ensure the ditch is dug out as necessary in Autumn.

It was suggested that residents take video / photos as evidence of surge rain conditions so that evidence can be used to ask the water company to perhaps enlarge the pipe at the lower end of the ditch to increase the flow rate.

## **Slow Ways national walking network**

Mr Bates wished to carry this matter forward.

PB

## **Football pitch cutting**

The Clerk should discuss the extra cost with Mr Shurmer once known. – The Clerk had chased the contractor several times by phone, text and email on this and other issues with no response. Mr Bates proposed, Mr Elliott seconded, and it was unanimously agreed that the Clerk investigate alternative contractors and arrange for the field to be sprayed.

IN/IN

## **Willow Drive southern hedge**

The Clerk had written to the enforcement officer of SNC again on 28/03/24 and to ask that he compels FW Properties to comply with the planning application forthwith during the planting season. The Clerk to monitor and bring to the attention of District Councillor Hooton for help.

IN

## **Support for The Hempnall Trust**

Mr Bates reported that the business plan was being drafted and the matter was carried forward.

PB

## **Churchyard rewilding**

In the absence of both Messrs Hook and Rose, who were liaising with Mrs J Turner, this matter was carried forward.

DH/HR

## **Potentially purchasing land for a re-wilding project**

The Clerk and Mr Hook had written to local landowners to ask if they would be willing to offer land or consider selling land to the parish council for a re-wilding scheme or alternatively, if they were willing to work in partnership with the parish council to initiate a rewilding project and obtain subsidies for this kind of project. Only one response had been received (from Mr Peter Rodger) however this was to inform that there were no suitable areas available.

Mr Bate and Mr Hook are to look at areas in the village to make specific requests of landowners. They will target to report back at the July meeting

DH/PB

## **Footpath 6 plank**

Mr Bates pointed out that the plank across the path near the stream is no longer required for animal control or preventing vehicles using the footpath, but it was a barrier to some parishioners using the footpath. The Clerk had determined that only the permission of the landowner was required to remove it, NCC PROW's permission was not necessary.

Mr Delf had spoken to Mr Allen to determine if he would mind if the plank was removed however, at present, he would like to retain it in case he uses the field for livestock. Mr Bates volunteered to look into further.

PB

## **Correspondence**

*Items given directly to Councillors or representatives since the last main meeting were:*

Various police crime summaries

Various planning applications

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Relevant notices/agenda and minutes  
Various SNC Planning Monthly Enforcement Reports  
Norwich Western Link Project Update  
Support CPRE Norfolk's election manifesto  
Adoption of Greater Norwich Local Plan: South Norfolk and Broadland District Councils  
Telegraph Poles and the roll out of new infrastructure  
National Grid - NISP – Consultation  
Environment Agency Maintenance Work  
Norwich Western Link project update  
Briefing invitation, statutory consultation on Norwich to Tilbury  
Morningthorpe and Fritton - Upcoming closure off Steppings Lane to facilitate tree removal works (my ref STRO10813)  
Upcoming closure off Fairstead Lane to facilitate carriageway patching works by Norfolk County Council (my ref STRO10720)  
Hello from your Rural Housing Enabler  
HEMPNALL - Upcoming temporary closure of The Street to facilitate Gigaclear fibreoptic duct works (REF STRO10715)  
NALC Good Councillors Guide 2024  
Hempnall, Alburgh Road – Drainage works

No further matters were raised form the above.

***Items placed directly onto the Parish notice boards were:***

Relevant notices/agenda  
HPC Newsletter

No further matters were raised form the above.

***Website &/or Facebook***

The following changes had been made since the last main meeting:

Added relevant notices/agenda and minutes  
Added various planning application details  
Added various papers to be tabled at meetings  
Added footpath information and maps link  
Added Chairman's report and draft parish meeting minutes  
Added CIL report

No further matters were raised from the above.

**Correspondence from Parishioners**

**Field Lane surface water flooding**

Mr Bates proposed, Mr Elliot seconded, and it was unanimously agreed that the Clerk ask AWA to investigate the area which floods near the council houses / Allen's field.

IN

**Repair of river bank off Bungay Rd**

The Clerk reported the issue raised by Mrs Franks and the response she had received from the Environment Agency.

**Willow Drive attenuation area**

Mr D Scott had written to suggest the above area be considered for rewilding. Mr Bates volunteered that he and Mr Hook consider further.

PB/DH

**Footpath cutting request**

Ms G Warnes drew the parish council's attention to the issue of the overgrown footpaths from the west side of Hempnall, B1527 Mill Road, Morningthorpe FP 6 to Clip Bush Farm and forking to FP32, 33 and FP30 to Beeches Farm.

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She went on to say, they are impassable with grasses and nettles which are over five feet tall in some places. Walkers are having to walk on the field margins where possible. She appreciated that the excessive rain had caused everything to grow extremely quickly and, strictly speaking, these paths are in the parish of Morningthorpe but they form a circular route that is enthusiastically used by Hempnall villagers. She would be grateful if the parish council could write to the landowners to have these paths cut.

It was unanimously agreed that Mr Delf will speak to the landowners.

RD

## **Financial Statements**

### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 17 March to 15 May 2024. The statement was not materially out of line with the annual budget. Mr Elliott proposed, Mrs Cann seconded, and it was unanimously agreed the statement be accepted.

### **Internal Audit**

The Clerk reported that the internal audit for the year ended 31st March 2024 had been completed by Mrs J Franks who presented a clean report. The Clerk to thank Mrs Franks.

IN

### **Statement of assurance and financial regulations review**

The statement of assurance was reviewed together with the financial regulations. Mr Bates proposed, Mrs Cann seconded, and it was unanimously agreed that no amendments were required to either document and the chairman and responsible financial officer were authorised to sign the statement of assurance.

DH/IN

### **Approval of Annual Accounts to 31/03/24**

The Clerk had distributed, the accounts for the year to 31/03/24 to all Councillors with explanatory commentary. Mr Bates proposed, Mr Delf seconded, and it was agreed unanimously that the accounts be approved and the statement of assurance be signed. Authorisation was given for them to be signed by the Clerk as Responsible Financial Officer and Mr Hook as Chairman.

DH/IN

### **Annual Governance and Accountability Return**

As gross income is in excess of £25,000 the council is no longer exempt from a limited assurance review and must submit the relevant documents and an Annual Governance and Accountability Return to the external auditor.

Mrs Cann proposed, Mr Elliott seconded, and it was unanimously agreed that the Annual Governance and Accountability Return as drafted by the Clerk be approved and signed by the chairman and responsible financial officer.

DH/IN

The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website before 1 July 2024. The Clerk to comply.

IN

### **Notice of expenses**

The Clerk had already displayed this annual statement on the notice board.

### **Community Infrastructure Levy Return**

The Clerk had submitted the CIL return for the period ended 31 March 2024.

## **Review of Policies and Procedures**

The Clerk had sent copies of the various policies and procedures to councillors to consider prior to the meeting. Having undertaken the annual review Mr Elliott proposed, Mr Delf seconded, and it was unanimously agreed that no amendments were necessary.

- Training Policy



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- Code of Conduct
- Complaints Procedure
- Information & Data Protection Policy
- Document Retention and Disposal Policy
- Removable Media Policy
- Standing Orders

## **Risk Assessment Review**

The Clerk had sent copies of the risk review to councillors to consider prior to the meeting. Mr Elliott proposed, Mrs Cann seconded, and it was unanimously agreed that no amendments were necessary.

## **Declaration of Interests Review**

The Clerk reminded councillors that it was their responsibility to update their declarations of interest in real time by either emailing the Compliance and Risk Manager at SNC and the Clerk with minor changes or submitting a new form for significant changes.

## **Action Plan**

The Clerk had sent copies of the draft action plan to councillors for consideration prior to the meeting.

Mrs Cann proposed, Mr Elliott seconded, and it was unanimously agreed the draft, be finalised. The Clerk to publish on the website and provide councillors with a copy.

IN

## **GDPR Information Audit**

The Clerk had circulated an updated Information Audit Schedule to the Data Protection Committee and other councillors prior to the meeting.

Mr Bates proposed, Mr Delf seconded, and it was unanimously agreed the Information Audit Schedule be accepted as complete.

IN

## **CPRE Norfolk's election manifesto**

The Clerk had circulated the manifesto prior to the meeting but as Mr Hook was absent the matter was carried forward.

DH

## **Weeds on path next to the tennis courts**

As Mr Hook was absent the matter was carried forward.

DH

## **Big Help Out**

The Clerk had circulated the link to the information as provided by Mr Elliott. Mr Elliott will get some more information on this to see if there are any organisations in the village which could benefit from this, such as the Mill Centre.

RE

## **Items for next newsletter**

The Clerk to draft and publish, when appropriate, articles on the following:

- Big Help Out – Mr Elliott to supply information.
- Discarded Vape on playingfield – make parents aware

IN

## **Items for next main meeting**

- Clerk's salary review

IN

## **Date of next meeting**

The next Parish Council planning meeting will take place on 18 June 2024 at 7.00pm in the Mill Centre and the next main meeting on 16 July 2024 at the Mill Centre at 7:00pm.

IN

There being no further business, the meeting was closed at 9.04

Signed \_\_\_\_\_ Date 18/06/2024

# HEMPNALL PARISH COUNCIL

## FINANCIAL STATEMENT

### Transactions to 15/05/2024

#### Current Account

##### **(Payments)/Receipts since last meeting:**

	£
17/03/2024 Tr BPA to c/a	1,000.00
17/03/2024 Hempnall Mill - room hire	(210.00)
17/03/2024 UK2 - webhosting	(17.63)
17/03/2024 Multicell Internation Ltd - battery for sam2	(78.45)
17/03/2024 Safety Signs & Notices Ltd - No horses	(76.45)
17/03/2024 Post office	(0.75)
18/03/2024 Tr BPA to c/a	1,000.00
25/03/2024 Hemp Tennis Club rent	200.00
31/03/2024 Ian Nelson Salary	(434.46)
31/03/2024 Ian Nelson use of home as office	(30.00)
31/03/2024 Ian Nelson broadband	(4.00)
01/04/2024 VFM - payroll and accounting	(42.56)
05/04/2024 NCAPTC subs	(317.62)
05/04/2024 NPower - streetlight power	(35.72)
05/04/2024 NSIB Interest	30.49
10/04/2024 Tr BPA to c/a	5,000.00
10/04/2024 D Whiting - deadwood on playing field	(350.00)
11/04/2024 D Whiting - small hedge planting	(75.00)
13/04/2024 Delf's - materials for container repair	(12.54)
15/04/2024 M Peck Contracting - Fencing copses	(4,171.20)
24/04/2024 SNC Precept	9,150.00
30/04/2024 Ian Nelson Salary	(434.46)
30/04/2024 Ian Nelson use of home as office	(30.00)
30/04/2024 Ian Nelson broadband	(4.00)
01/05/2024 D Whiting path 8 cutting	(200.00)
01/05/2024 VFM - payroll and accounting	(42.56)
01/05/2024 Tr C/a BPA	(8,000.00)
01/05/2024 D Whiting path type 1 footpath repair	(205.00)
05/05/2024 NPower - streetlight power	(32.56)
07/05/2024 NSIB Interest	29.51
15/05/2024 D Whiting No Horses signs	(245.00)
15/05/2024 Janette Franks – Internal audit	(100.80)
	<u>1,259.24</u>
<b>Closing Balance</b>	<u>1,748.07</u>

#### Business Premium Account

##### **(Payments)/Receipts since last meeting:**

	£
17/03/2024 Tr BPA to c/a	(1,000.00)
18/03/2024 Tr BPA to c/a	(1,000.00)
10/04/2024 Tr BPA to c/a	(5,000.00)
01/05/2024 Tr C/a BPA	8,000.00
	<u>1,000.00</u>
<b>Closing Balance</b>	<u>90,636.08</u>