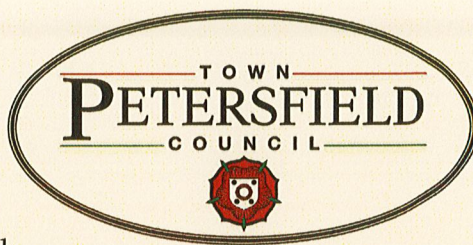


NEIL HITCH
Town Clerk

Tel. (01730) 264182
Fax. (01730) 231164

e-mail admin@petersfield-tc.gov.uk
www.petersfield-tc.gov.uk



The Town Hall
Heath Road
Petersfield
Hampshire
GU31 4EA

17th September 2020

Dear Councillor,

I hereby summon you to attend a meeting of the Petersfield Town Council to be held in the Council Chamber at the Town Hall, Petersfield, on **Thursday 24th September at 6.30 p.m** and via Zoom teleconference/video-conference facility as permitted by UK Government legislation during the current Covid-19 pandemic. The log in details to join via Zoom are as follows:

<https://us02web.zoom.us/j/88656104240?pwd=b2h1UzIxOWFpMjJ2a0loTnNXYYXQ1UT09>
(members of the public are asked to email committee.admin@petersfield-tc.gov.uk in advance for the password).

Yours sincerely,

A handwritten signature in dark ink, appearing to be "Neil Hitch", written over a horizontal line.

Neil Hitch
Town Clerk

AGENDA

1. Town Mayor's comments.
2. To receive and record apologies for absence.
3. To elect a Deputy Town Mayor.
4. To receive the Deputy Town Mayor's Acceptance of Office Oath.
5. To consider the granting of a dispensation under Section 33 of the Localism Act (2011) to enable members to participate in, and vote on, an item of business on the agenda where they would otherwise have a Disclosable Pecuniary Interest and to confirm how long this dispensation may have effect.
6. To receive and record Declarations of Interest. Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they

may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, members may not participate in any discussion of, or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the Chamber when the meeting discusses and votes on the matter.

7. To approve as a correct record and authorise the signing of the minutes of the meeting of the Petersfield Town Council held on 10th July 2020 (*previously distributed*).
8. Public Representation - Councillors to receive representation (including agenda items) from members of the public provided they (public) have given due notice of their intention to the Town Clerk no later than 10.30 a.m on the day of the meeting. The maximum time limit allowed per person is 3 minutes although this may be reduced if a large number of people express their wish to address councillors.
9. To receive County Councillor's Report for September 2020 (*attached*).
10. To receive District Councillor's Report (*to follow*).
11. To receive Town Clerk's report (*attached*).
12. To receive the reports of the meetings of the following committees and approve any recommendations contained therein:

Planning Committee held on 15th September (*previously distributed*)
Town Development Committee held on 4th September (*previously distributed*)
Public Halls Committee held on 14th September (*previously distributed*)
Grounds Committee held on 17th September (*to follow*)
Finance & General Purposes Committee held on 21st September (*to follow*)
13. To receive and consider the interim report from the Festival Hall Working Party and resolve the Town Council's preferred option for the redevelopment of the Festival Hall.
14. To approve the appointment of a new Chairman of the Public Halls committee.
15. To consider the possible appointment of a new member to the Finance and General Purposes Committee.
16. To approve a Town Council representative for the following organisations:
East Hampshire Association of Parish and Town Councils
Petersfield Twinning Association
New Savoy Cinema
Petersfield Open Air Swimming Pool
Grants Panel

Reserve member for Town Development Committee

17. To receive and ratify the response to the Local Government Association consultation on the Model Member Code of Conduct (*attached*).
18. To receive and consider a report on VE and VJ day anniversaries and plans for Remembrance Sunday (*to follow*).
19. To consider the names to act as signatories on the Council bank account.
20. To receive the Councillor monthly sign off sheet for 2020/21 (*attached*).
21. To review and approve the Town Council's response to the consultation on reform of the planning system (*to follow*).
22. To receive and approve the Schedule of Payments for April, May, June, July and August 2020 (*to follow*).

CONFIDENTIAL

23. To consider any staff or other confidential matters

~ End ~

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS
AUGUST/SEPTEMBER 2020**

1. Green Recovery boost from “Active Travel” measures

Over 40 new temporary footpath and cycleway measures have been installed in Hampshire since June, providing people with the space to travel by bike or by foot. As well as helping people to keep their social distance, these schemes are also helping to tackle the climate emergency and the obesity crisis. At HCC we are planning an online Active Travel Summit in October to which many Town and Parish Council representatives will be invited. Please let me know if you have a particular interest in attending (virtually).

The temporary “pop-up” scheme in Petersfield received a mixed response and the barriers in Lavant St and Chapel St were consequently removed. The temporary barriers on the High St will be replaced by planters later this year which will look a lot better.

A bid to HM Government for a further £3.45 million has been submitted by Hampshire County Council to deliver a range of schemes to help redesign roads and high streets to support social distancing, assist economic recovery and support people who want to continue walking and cycling more. The outcome of this bid is expected in the Autumn.

2. Back to School Safely campaign

Hampshire’s schools are preparing to welcome all children back this month, with support from the HCC team. On 17 August the Government launched its #backtoschoolsafely campaign, which aims to reassure parents and students that schools and colleges are ready for their return in September. The campaign, which forms part of the Government’s wider Stay Alert campaign, will show teachers welcoming students back into school in a range of newspaper, digital, radio and billboard adverts.

3. GCSE and A Level results

At this time of year I have always mentioned the exam results of Hampshire pupils and congratulated both schools and pupils for their strong performance. This year I would like to do the same.

Although exams did not take place this year, there were plenty of other sources of stress for pupils, not least the uncertainty over the results process. I feel that pupils fully deserve their grades and I would therefore like to congratulate them and their teachers for their hard work and strong performance.

4. Careers guidance for young people

Hampshire Futures and the Hampshire Careers Partnership have launched a new website called “Flying Start Hampshire” to support the county’s young people, especially Year 11 students as they prepare to move on from secondary education to further and higher education, training or employment, having secured their GCSE results.

Flying Start contains links to resources that will help when considering a course at sixth form, college, apprenticeship or future employment options, and helps young people explore their options and achieve success. Young people who may be feeling anxious either due to the pandemic or any other reason can find, on the website, a section dedicated to improving mental health and wellbeing. The website can be accessed at this link:

<https://www.sunoutreach.org/resource-category/flying-start-hampshire/>

5. Libraries consultation concludes

Parish Councils will recall that HCC launched a consultation on the future of the Library Service in January 2020. Over 21,200 people and organisations responded which makes it one of the most successful consultations in Hampshire in recent years. As a result of feedback received, the decision has been taken to close 8 libraries (rather than 10 originally proposed) and reduce opening hours by an average of 20% in all libraries (rather than the 15% originally proposed). The 8 libraries set to close are: Blackfield, Elson, Fair Oak, Horndean, Lee-on-the-Solent, Lyndhurst, Odiham and South Ham. Uptake of HCC’s digital library offering has continued to increase in 2020 which supports the Library Transformation process. Residents can borrow books and audiobooks via the BorrowBox app.

6. Financial position of HCC

There has been a lot of comment in the media about the financial difficulties facing local government, so I wanted to say a few words about this.

Hampshire County Council is facing exceptional costs from the Covid-19 crisis due to the extra care costs involved in looking after the elderly and the lost income during the lockdown (e.g. at the Country Parks, which were all closed). These costs are still being counted but will certainly run to over £100m. A key question for us now is how much of these losses will be compensated by Government. So far, HCC has received three tranches of emergency payments from central government, totalling £61.5m. We are hoping for further compensation.

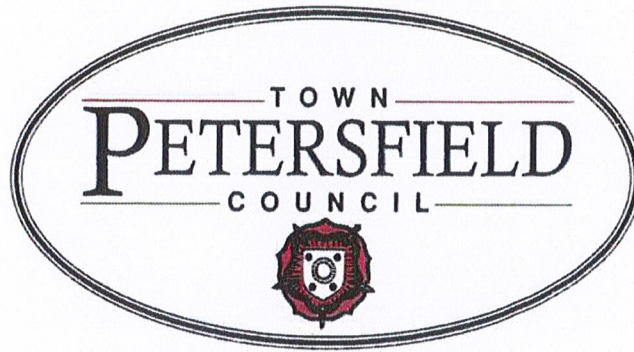
The crisis has understandably delayed implementation of our Transformation to 2021 programme under which HCC was identifying needed annual savings of £80m. The Hampshire Cabinet and officers are working hard to get back on track.

Hampshire is not in imminent danger of going bust, as Northamptonshire County Council did last year. We are one of the best-run County Councils in the country with services that are rated good or outstanding across the Board and strong reserves which enable us to invest in new schools and infrastructure.

Nevertheless, the future funding of social care clearly needs to be resolved in order for HCC to maintain its strong financial position. There are signs that the Government intends to put forward a new plan for social care in the Autumn. The Comprehensive Spending Review launched in July is another opportunity to put local government onto a sustainable financial footing, as is the Devolution White Paper (also promised for the Autumn). I am therefore optimistic that our County Council will get through this challenging period in relatively good shape.

RUSSELL OPPENHEIMER

County Councillor for Petersfield Hangers



CLERKS REPORT

Members are reminded that the items within this report are provided for information only and are not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate Committee or Council agenda. Any member wanting clarification or further information on any aspect of items within the report, please contact me in advance of the meeting.

General Reading and Information

The following publications have been received and are available for members to read:

- ✱ Petersfield Museum News
- ✱ Countryside Services Volunteer Newsletter - July 2020 issued by Hampshire County Council Countryside Service
- ✱ July 2020 Newsletter issued by the Hampshire Association of Local Councils
- ✱ Crime Prevention Bulletin – June & July 2020 issued by Hampshire Police Crime Prevention Officer
- ✱ Councillor Newsletter issued by East Hampshire District Council
- ✱ Direct Information Service issue number 966, 967, 968. 969, 970 and July's Funding and Grants Bulletin issued by The National Association of Local Councils
- ✱ The Rural Bulletin from the Rural Services Network
- ✱ South Downs News issued by the South Downs National Park Authority
- ✱ Community First Enews from Community First
- ✱ Clerks & Councils Direct
- ✱ Wessex Route – Monthly Newsletter issued by the East Hampshire Community Rail Partnership
- ✱ Fieldwork Summer 2020 issued by the Campaign to Protect Rural England
- ✱ Countryside Voices Magazine issued by the Campaign to Protect Rural England
- ✱ South Downs Planning News issued by the South Downs National Park Authority
- ✱ Direct Information Service issue number 968 from The National Association of Local Councils
- ✱ Monthly Newsletter July 2020 issued by the Campaign to Protect Rural England Hampshire
- ✱ Hampshire Access Teams latest newsletter
- ✱ Summer 2020 Stakeholder Newsletter issued by South Western Railways
- ✱ Petersfield Matters No. 8 from the Petersfield Society
- ✱ Countryside Services Access Newsletter September 2020 issued by Hampshire Countryside Access Team

Other Information

- 1 All members need to be aware of their Disclosable Pecuniary Interest Forms and consider whether there have been any changes since it was last written. If there is a need for any change to be made please contact me and I will supply a fresh document for completion.
- 2 The Hampshire Association of Local Councils has distributed a summary of their Client Engagement Survey undertaken earlier this year.

Neil Hitch
Town Clerk
17th September 2020



Local Government Association

Consultation

Model Member Code of Conduct

Local Government Association

Model Member Code of Conduct Consultation

Members will be aware that this consultation is due to close on 17th August 2020. In compiling this draft response for your consideration I have referred to the LGA Consultation document as well as the responses proposed by the Society of Local Council Clerks and Hampshire Association of Local Councils.

As stated above, timescales for submitting a response are short so I do need any comments on this draft please by this Friday. It is my intention to submit the final response to Council for ratification at the September meeting.

The purpose of the Code is to assist members in behaving and conducting themselves in such a way that is expected of a councillor and to maintain public confidence in the role of a member within local government. It is intended to apply to every councillor,

“when you are acting (or claiming or giving the impression that you are acting) in (public or in) your capacity as a member or representative of your Council”

The Code applies to all forms of member communication and interaction including written, verbal, non-verbal, electronic and via social media including situations where councillors could be deemed as representing their Council or if there are potential reputational issues for the Council’s reputation.

Everyone in public office is expected to uphold the Seven Principles of Public Life, namely:

- Act with integrity and honesty
- Act lawfully
- Treat all persons with civility
- Lead by example and act in a way that secures public confidence in the office of councillor
- Impartially exercise responsibilities in the interests of the local community
- Not improperly seek to confer an advantage, or disadvantage on any person
- Avoid conflicts of interests
- Exercise reasonable care & diligence
- Ensure public resources are used prudently and in the public interest

In summary, the consultation document describes the behaviours or obligations required from councillors as follows:

- Treat other councillors and members of the public with civility
- Treat council employees, employees and representatives of partner organisations and those volunteering for the councils with civility and respecting the role they play
- Not bullying or harassing any person
- Not compromising, or attempting to compromise, the impartiality of anyone who works for, or on behalf of, the Council
- Not disclosing information given in confidence or disclosing information acquired which is of a confidential nature, unless the consent of a person authorised to give it has been received or disclosure is required by law
- Not preventing anyone getting information that they are entitled to by law

- Not bringing the role or council into disrepute
- Not using, or attempting to use, the position of councillor improperly to the advantage or disadvantage of yourself or anyone else
- Not misusing council resources
- Registering and declaring interests
- Not accepting significant gifts or hospitality from persons seeking to acquire, develop or do business with the Council or from persons who may apply to the Council for any permission, licence or other significant advantage
- Registering with the Monitoring Officer any gift or hospitality with an estimated value of at least £25 within 28 days of receipt

The Code continues, covering matters such as Breaches of the Code of Conduct and an expansion or extension of the requirements to register interests where they affect family members or associates.

Consultation Questions

- 1. To what extent do you support the proposal that councillors demonstrate the behaviours set out in the Code when they are publicly acting as, identifying as and/or giving the impression that they are acting as a councillor, including when representing their Council on official business and when using social media?***

Petersfield Town Council (PTC) strongly supports the proposal that councillors demonstrate the behaviours as set out in the draft Code when they are acting as or purporting to act as councillors

- 1a) If you would like to elaborate on your answer please do so here:***

PTC's concern is that the behaviours set out in the Code are only 'minimum behaviour standards'. It would be far preferable if the Code were to set 'best standards' to which councillor behaviour should aspire.

PTC is also both concerned and disappointed that the Model Code is watering down the concept of 'respect' within the behaviour of councillors. Civility, as proposed within the Code does not equal respect as it is entirely possible to disrespect somebody very civilly. The proposed wording potentially allows for further bullying of officers and/or other councillors or those more vulnerable within society which would be a hugely retrograde step.

PTC considers that it would be appropriate to provide far more clarity and guidance on treating people with respect, bullying and harassment, intimidation and appropriate challenge within the Model Code or for it to be supplied as a further appendix to the Code. Linked with this is the need for a promotion of and recognition that a successful local council is one where the partnership between officers and councillors is a positive productive relationship built on mutual respect and confidence and this understanding needs to be embedded strongly within the behaviour's included within the Model Code.

- 2. Is it sufficiently clear which parts of the Model Code are legal requirements, which are obligations and which are guidance?***

PTC believes that this is unclear and assumes a level of knowledge by councillors that is generally only going to be known by those councillors with significant experience in the role. To introduce the Code as written, PTC believes that there will need to be good quality and accessible training made available to all councillors in order to provide the understanding needed.

3. *Do you prefer the use of the personal tense, as used in the Code, or would you prefer the passive tense?*

PTC considers that the use of the personal tense is preferred as it promotes engagement. It may be a positive move to ensure that all councillors sign a copy of the Code to demonstrate they have read and understood its contents and obligations.

4. *To what extent do you support the 12 specific obligations?*

PTC supports the use of the 12 obligations although as previously stated there are concerns that the Model Code fails to tackle poor behaviour associated with a lack of respect.

PTC is also concerned that much of the wording is principal authority focussed rather than truly reflecting the needs of the town and parish sector which in number, represent far more bodies than the principal authorities.

PTC believes that the section on confidentiality could be made clearer and more guidance on this aspect would be beneficial.

5. *If you would like to propose additional or alternative obligations, or would like to provide more comment on a specific obligation, do so here:*

PTC would like to see an obligation on councillors to attend training, much as is required from school governors. It would also wish to see the sections on bullying and harassment strengthened given the issues that exist within the sector with specific reference to employees. The definition of harassment also needs to be wider than the limited equality Act protected characteristics.

PTC would also like to see a 13th obligation requiring councillors to commit to 'working collaboratively for the good of the community that they represent'. This could be linked to and strengthen the obligation not to misuse resources.

6. *Would you prefer to see the obligations as a long list followed by the guidance, or as it is set out in the current draft, with the guidance after each obligation?*

PTC approves of the approach taken in the current draft. It is clear and well worded although further detail on its application to the parish sector would be beneficial.

7. *To what extent do you think the concept of 'acting with civility' is sufficiently clear?*

As stated above, PTC considers the use of the word 'civility' is inadequate and fails to address the lack of respect between councillors and officers that is at the root of many of the problems seen within the local council sector.

7a) *If you would like to suggest an alternative phrase that captures the same meaning, or would like to provide a comment on this concept, please do so here:*

PTC suggests the use of the phrase, “treating everyone with respect and dignity at all times, including within the heat of debate”

8. *To what extent do you think that the concept of ‘bringing the council into disrepute’ is sufficiently clear?*

PTC considers that greater clarity should be provided on the definition of ‘bringing the council into disrepute’. The Code doesn’t cover all types of behaviour that could be classified under the definition as the scope is limited. PTC believes that it should be extended to cover all criminal activity, bullying and harassment plus breaches of the Code. Negative behaviours should be incorporated and the text should make it clear that the list is not exhaustive.

8a) *If you would like to suggest an alternative phrase that captures the same meaning, or would like to provide a comment on this concept, please do so here:*

As above

9. *To what extent do you support the definition of bullying and harassment used in the Code in a local government context?*

PTC believes this definition must be strengthened. It should be explicit that bullying or any other form of personal attack is completely unacceptable with specific references being made towards employees in this respect.

10. *Is there sufficient reference to the use of social media?*

PTC considers that there should be much more focus on social media within the Code. There needs to be far greater clarity and guidance on its use and when a councillor may be a councillor in the use of social media and when they may be a member of the public.

PTC believes that the parish sector needs specific guidance on this subject because its councillors are much closer to the community than within principal authorities and the potential for misunderstanding and/or inappropriate use of social media is much greater as a result.

10a) *Should social media be covered in a separate Code or integrated into the overall Code of Conduct?*

PTC believes that it should be in the main Code

10b) *If you would like to make any comments or suggestions in relation to how the use of social media is covered in the Code, please do so here:*

See above.

11. To what extent do you support the Code going beyond the current requirement to declare interests of the councillor and their partner?

PTC supports this move as it promotes good public perception and greater transparency.

12. Should the requirement to declare interests be in the main body of the Code or in the appendix where the draft model code currently references it?

PTC considers that it should be in the appendix so that the main Code deals with behaviour as its focus.

12a) If you would like to make any comments or suggestions in relation to how the requirement to declare interests is covered in the Code please do so here:

PTC supports the extension of interests to include relatives and close associates as a means of demonstrating and promoting good ethical standards as well as transparency and accountability. This, in conjunction with the scope to include occasions where the individual is deemed to be acting as a councillor assists public perception of the role of a councillor. As mentioned above it is essential that this is extended to the use of social media.

PTC consider that additional guidance for the parish sector on councillor's membership of community groups both as appointed by their Council and within their own personal interests would be helpful.

13. To what extent do you support the inclusion of these additional categories for registration?

PTC considers this aids transparency and is welcomed.

14. To what extent do you support the proposed requirement that councillors do not accept significant gifts as set out in obligation 11?

PTC is supportive of this move as it promotes public perception of the role of councillor.

15. The draft Code proposes £25 as the threshold for registering gifts and hospitality. Is this an appropriate threshold?

PTC supports the introduction of this threshold as a maximum sum. PTC would also support a lower level of threshold including the requirement to register all gifts and hospitality received as a consequence of being a councillor although it is recognised that this may cause difficulties for a Town Mayor/Chairman when being invited to attend community events or activities as a consequence of their role.

16. The LGA will be producing accompanying guidance to the Code. Which of the following types of guidance would you find most useful? Please rank 1-5 with 1 being the most useful.

Guidance on bullying and harassment – 1

Dealing with complaints about parish councillors – 1

Examples of best practice and good behaviours – 1

Training on ethical standards and capacity – 1
Use of social media - 1

16a) *If you would like to suggest any other accompanying guidance please do so here:*

Specific guidance applicable to the parish and town council sector

17. *If you would like to make any further comments about the Code please do so here*

PTC believes that the introduction of one national Code is the right solution for the sector as it defines standards of behaviour that are appropriate across the whole country rather than just in a small locality. It is however essential that the differences between principal authorities and the parish/town sector are properly reflected and taken into account.

PTC considers that the behavioural standards outlined within the Model Code must be underpinned and supported by meaningful sanctions against those councillors who are found to have breached the Code in order to be effective. Without it, the Code will have no 'teeth' which is one of the significant problems with the current Code. Whilst it is appreciated that sanctions would be applied in only a limited number of cases, it is considered important that the deterrent is there to encourage better behaviour. PTC fully supports the LGA in lobbying hard for Government to implement the recommendations made by the CSPL that require legislative changes, without delay.

PTC also considers that re-introducing disqualification of councillors for the most serious breaches of the Code would be a positive step in enforcing the behaviours stipulated within the Model Code. Whilst it is acknowledged that this is beyond the current remit of the Model Code and the LGA, PTC encourages the LGA to seek for the reintroduction of stronger meaningful sanctions for Code breaches.

PTC has some concerns that the section dealing with breaches of the Code is unclear and may cause some parish or town councils to believe they have the power to resolve Code complaints. This is underlined by the section on internal resolution. Whilst this may apply to principal authorities it is a further example of where the current Code wording is inadequate for the parish/town sector and far greater clarity needs to be provided to demonstrate for parishes where the responsibility lies for Code breach resolution.

Neil R Hitch
Town Clerk
14th August 2020

Councillor monthly sign off sheet 2020/21

Please could the councillors listed below please come to see me (Michelle) in the finance office to go through the necessary checks and sign off the month. You will need to come in around the 8th of the following month but this may vary depending on the work load. So may I suggest that you email me (finance@petersfield-tc.gov.uk) so that we can arrange a date/time, as I know most of you work so an evening meeting maybe more convenient. Thank you.

Accounting month

April - Cllr J Deane

May – Cllr L Farrow

June – Cllr P Clist

July – Cllr J Palmer

August – Cllr J Matthews

September – Cllr JC Crissey

October – Cllr S Dewey

November – Cllr P Bisset

December – Cllr Z Parker

January - Cllr J Deane

February – Cllr P Shaw

March – Cllr JD Lees

Date: 10/07/2020

Petersfield Town Council

Page 1

Time: 10:07

Current/Savings Bank A/c

List of Payments made between 01/04/2020 and 30/04/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2020	Business Stream Ltd	BSL	117.02		Waste services
01/04/2020	Lex Autolease Limited	LXL001	355.50		Grounds truck hire
01/04/2020	EH Citizens advice Perennial G	PGRANT1	6,000.00		EH Citizens Advice P/G 2020/21
01/04/2020	P'Field Cricket club P/Grant	P/GRANT2	5,000.00		P'Field Cricket C P/Grant20/21
01/04/2020	The Kings Arms P Grant 20/21	P/GRANT 3	2,500.00		The Kings Arms P Grant 20/21
01/04/2020	Petersfield Museum P/Grant 4	P GRANT 4	2,500.00		Pfield Museum P/Grant 4 20/21
01/04/2020	P/F OA Swim Pool P/Grant 20/21	PGRANT 5	3,500.00		P/F OA Swim Pool P/Grant 20/21
02/04/2020	Ticketsource	Charges	7.02		Ticketsource charges costs
03/04/2020	WPS Insurance Brokers & Risk S	WPS/Mar	1,121.93		CouncilGuard - New Business
06/04/2020	Wex Europe Services (uk) Ltd	WEC	172.31		Fuel - grounds truck & equipme
09/04/2020	HMRC PAYE/NI March 2020	PAYE/NI 12	5,977.09		HMRC PAYE/NI March 2020
09/04/2020	A1 Security Systems	A1	148.64		Ave Pav Access system
09/04/2020	AMIANTE STR LTD	AMI	2,100.00		Asbestos survey - Town Hall
09/04/2020	ACORN OFFICE SUPPLIES	AOS	340.01		Stationery & equipment
09/04/2020	ATLAS UK Ltd	ATLAS	260.70		Tesco info point
09/04/2020	Travis Perkins Trading Company	TP	50.20		Various materials for Heath
09/04/2020	WPS Insurance Brokers & Risk S	WPS	35.44		Add insurance to include mower
09/04/2020	MACDONALD OATES SOLICITORS	MDO	6,330.80		POASP land registration
09/04/2020	EAST HANTS DISTRICT COUNCIL	EHDC	1,000.00		Depot lease, Durford Road
14/04/2020	Dyce Energy Ltd	DEL001	137.21		Purchase Ledger DDR Payment
14/04/2020	LeasePlan UK Ltd	NET	358.62		Grounds truck rental
14/04/2020	Lloyds C Charges April 2020	CHARGES1L	13.30		Lloyds C Charges April 2020
15/04/2020	Dual Energy Direct Ltd - Heath	DEHT	142.00		Electric - Heath toilets
16/04/2020	SSE Metering Ltd	SSE	345.42		Meter operator services
16/04/2020	AEM Contractors Ltd	AEMCL	810.00		Track reinstatement to bonfire
16/04/2020	P/L error L&S Waste Mgt Ltd	L&S WASTE	0.20		P/L error L&S Waste Mgt Ltd
16/04/2020	Cardnet Fees & charges	CARDNET1	20.08		Cardnet Fees & charges
17/04/2020	Bristol Energy Ltd	BE	44.85		Electric - Ave Pav
17/04/2020	P/F Museum Cap Grant 3/3	CAP GRANT	50,000.00		P/F Museum Cap Grant 3/3
20/04/2020	First Data	FD/Apr	25.60		Credit card processing equipme
20/04/2020	Wex Europe Services (uk) Ltd	WEC_a	135.55		Purchase Ledger DDR Payment
20/04/2020	Staff wages April 2020	S/WAGES 1	22,701.79		Staff wages April 2020
21/04/2020	LGPS Hants Pension April 2020	PENSION 1	7,102.98		LGPS Hants Pension April 2020
22/04/2020	Haven Power Ltd	HP	1,332.41		Purchase Ledger DDR Payment
23/04/2020	SSE Scot Hydro-Southern Electr	SSESH	1,092.84		Gas - Town & Fest Hall
24/04/2020	Altis Industries Ltd	AIL	2,962.08		Breakaway cable & gasoil
24/04/2020	AMIANTE STR LTD	AMI	420.00		Asbestos survey Ave Pav
24/04/2020	Ampella Ltd	AMP	2,928.24		Instal valves & showerheads
24/04/2020	EAST HANTS DISTRICT COUNCIL	EHDC	1,367.40		Non-domestic rate bill
24/04/2020	Elite Playground Inspections	SASP	289.80		Playground inspections
24/04/2020	Hometown Festivals Limited	HOF	3,970.00		Christmas lights switch-on
24/04/2020	Microshade Business Consultant	MICRO	1,008.96		Server support etc
24/04/2020	Milk & More	MILK	11.48		Office milk
24/04/2020	RIALTAS BUSINESS SOLUTIONS	RBS	979.20		Rialtas software & support
24/04/2020	Trade UK	SFD	152.95		Fencing & pins
24/04/2020	VoxIT Limited	VOX	120.00		Server, network & user support
24/04/2020	WPS Insurance Brokers & Risk S	WPS	275.45		Adding tractor to insurance

Continued on Page 2

List of Payments made between 01/04/2020 and 30/04/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/04/2020	Mr Stephen Field	SFIELD	131.88		visitpetersfield.co.uk
24/04/2020	Focus Group	FOCApr	297.54		Calls, line rental & services
24/04/2020	Business Stream Ltd	BSLApr	341.05		Waste services
24/04/2020	Cavendish Communications	CCApr	100.80		Mobile charges
27/04/2020	Hunt ForestGroup Ltd	FHGL01	25,200.00		Snake roller mower
27/04/2020	Rod Gaskin Ltd	RGL01	62,370.62		Jerry can 20 litre
27/04/2020	Wex Europe Services (uk) Ltd	WEC	134.15		Fuel - trucks
27/04/2020	C & C Bank A/c	Ramshill	127,931.00		Ramshill funds S106
28/04/2020	Veolia ES (UK) Ltd	OUKL	349.25		Waste removal
28/04/2020	Eden Springs UK Ltd	ESUKL	92.64		Office water
30/04/2020	SUEZ Recycling and Recovery UK SITA		661.91		Waste removal
Total Payments			<u>353,875.91</u>		

List of Payments made between 01/05/2020 and 31/05/2020

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/05/2020	Davidson Decorating	DD001	800.00		Painting frames and planters
01/05/2020	Clear Round Pest Services	CRPS	643.62		Annual pest control contract
01/05/2020	Five Rivers Environmental Cont	FRECL01	64,036.00		4th construction invoice
01/05/2020	TOURISM SOUTH EAST	TSE	32,680.80		Cost of operating TVC
01/05/2020	Lex Autolease Limited	LXL001a	355.50		Truck rental HT19 LRE
04/05/2020	Lex Autolease Limited	LXL001b	6.00		RFL recharge HT19 LRE
04/05/2020	Wex Europe Services (uk) Ltd	WEC	297.45		Fuel - truck & equipment
04/05/2020	WPS Insurance Brokers & Risk S	WPS	1,121.93		CouncilGuard - New Business
11/05/2020	LeasePlan UK Ltd	NET	358.62		Grounds truck rental
12/05/2020	HMRC PAYE/NI April 2020	PAYE/NI 1	6,595.92		HMRC PAYE/NI April 2020
12/05/2020	Wex Europe Services (uk) Ltd	WEC/onacc	417.07		Purchase Ledger DDR Payment
12/05/2020	C & C Bank A/c	Precept	200,000.00		Precept to savings Account
13/05/2020	Dyce Energy Ltd	DEL001/acc	111.96		Purchase Ledger DDR Payment
15/05/2020	LLoyds Fees & Charges May	CHARGES 2	13.43		LLoyds Fees & Charges May
15/05/2020	EAST HANTS DISTRICT COUNCIL	EHDC/FH	17,714.50		F/Hall Business Rates 2020/21
18/05/2020	Dual Energy Direct Ltd - Heath	DEHT	79.22		Purchase Ledger DDR Payment
18/05/2020	Wex Europe Services (uk) Ltd	WEC/acc2	159.90		Purchase Ledger DDR Payment
19/05/2020	Bristol Energy Ltd	BE	22.53		Purchase Ledger DDR Payment
19/05/2020	First Data	FD	25.60		Credit card processing equipme
20/05/2020	Staff wages May 2020	STAFFWAGE2	23,879.93		Staff wages May 2020
21/05/2020	LGPS Hants Pension May 2020	PENSION 2	7,199.45		LGPS Hants Pension May 2020
22/05/2020	Brendon Powerwashers	BPW	31.14		Inline strainer (washer part)
22/05/2020	Hampshire Assoc. of Local Coun	HAPTC	1,870.08		HALC fees
22/05/2020	Rod Gaskin Ltd	RGL01	816.00		Supply & fit immobiliser x2
22/05/2020	Trade UK	SFD	213.69		Builders bucket
22/05/2020	VoxIT Limited	VOX	120.00		Server support/maintenance
22/05/2020	WPS Insurance Brokers & Risk S	WPS	159.13		Commercial motor insurance
22/05/2020	SIEMENS FINANCIAL SERVICES	SIEM	509.04		Photocopier lease & annual fee
22/05/2020	Clear Round Pest Services	CRPS	324.00		supply, install bait boxes
22/05/2020	Elite Playground Inspections	SASP	1,531.80		monthly inspections
22/05/2020	Jenny Edbrooke	JED	9,045.00		5 year Heath management plan
22/05/2020	National Association of Local	NALC	34.00		Magazine subscription
22/05/2020	Microshade Business Consultant	MICRO	1,008.96		Software & server support
22/05/2020	NEOPOST LTD	NP	10.00		postage recredit
22/05/2020	Rake Garden Centre	RGC001	271.78		1 x ballast and 10 x cement
22/05/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01	332.57		Trimmer line and engine oil
22/05/2020	EKhoo-Reardon Dep Rtn S14745	EMKR/14745	150.00		EKhoo-Reardon Dep Rtn S14745
26/05/2020	Cavendish Communications	CC	100.80		Purchase Ledger DDR Payment
26/05/2020	Focus Group	FOC	298.30		Purchase Ledger DDR Payment
26/05/2020	Wex Europe Services (uk) Ltd	WEC/	435.23		Purchase Ledger DDR Payment
26/05/2020	SSE Scot Hydro-Southern Electr	SSESH	489.54		Purchase Ledger DDR Payment
27/05/2020	Haven Power Ltd	HP	1,356.60		Electric - T Hall & F Hall
28/05/2020	Veolia ES (UK) Ltd	OUKL	77.64		waste removal
28/05/2020	Eden Springs UK Ltd	ESUKL	24.20		Office water
29/05/2020	SUEZ Recycling and Recovery UK	SITA	456.71		Waste removal
Total Payments			376,185.64		

List of Payments made between 01/06/2020 and 30/06/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2020	Wex Europe Services (uk) Ltd	WEC	356.69		Fuel - truck & equipment
01/06/2020	Lex Autolease Limited	LXL001	355.50		Grounds truck rental
02/06/2020	· Ticketsource	TS Fees	36.00		Ticketsource Acc fees
02/06/2020	Ticketsource	T/S Fees	36.00		Transfer to cover Fees
03/06/2020	WPS Insurance Brokers & Risk S	WPS/Jun	1,121.93		CouncilGuard - New Business
05/06/2020	AEM Contractors Ltd	AEMCL	744.00		Overseeding rugby pitches
05/06/2020	Elite Playground Inspections	SASP	216.00		Replace gate at Paddock Way
05/06/2020	Trade UK	SFD	190.92		Cat 6 patch lead 10m
05/06/2020	U.K. OFFICE SYSTEMS LTD	UKOS	527.20		Copier charges
05/06/2020	Daniel Del Piccolo	DDP001	150.00		Bagpipe recording
08/06/2020	Wex Europe Services (uk) Ltd	WEC_b	227.02		Fuel - truck & equipment
08/06/2020	British Telecommunications plc	BT/May	1,480.08		Phone bills
11/06/2020	LeasePlan UK Ltd	NET	358.62		Grounds truck rental
12/06/2020	HMRC PAYE/NI May 2020	PAYE/NI 2	6,119.36		HMRC PAYE/NI May 2020
12/06/2020	Dyce Energy Ltd	DEL001	85.49		Gas - Avenue Pavilion
15/06/2020	Dual Energy Direct Ltd - Heath	DEHT	86.25		Electric - Heath toilets
15/06/2020	LLoyds bank Fees & Charges Jun	LCHARGES 3	12.50		LLoyds bank Fees & Charges Jun
16/06/2020	First Data	FD	25.60		Credit card processing equipme
17/06/2020	Wex Europe Services (uk) Ltd	WEC	400.39		Fuel - trucks & equipment
18/06/2020	Bristol Energy Ltd	BE	41.16		Electric - Ave Pav
19/06/2020	Petersfield Twinning Associati	PTA001	475.00		Ceilidh band for barn dance
19/06/2020	EAST HANTS DISTRICT COUNCIL	EHDC	1,000.00		Grounds depot quarterly rent
19/06/2020	HAMPSHIRE COUNTY COUNCIL	HCC	2,500.00		TVC expenses
19/06/2020	Do The Numbers Ltd	DTN	1,200.00		Internal audit y/end 31/03/20
19/06/2020	Milk & More	MILK	13.12		Office milk
19/06/2020	Microshade Business Consultant	MICRO	1,008.96		Apps, server use & support etc
19/06/2020	VoxIT Limited	VOX	120.00		Server, network & user support
19/06/2020	Trade UK	SFD	30.98		Grease gun and trimmer line
19/06/2020	Winchester Garden Machinery	WGM	81.62		Hayauchi saw head (arb)
20/06/2020	Staff wages June 2020	STAFFWAGE3	23,354.05		Staff wages June 2020
21/06/2020	LGPS Hants Pension June 2020	PENSION 3	7,153.82		LGPS Hants Pension June 2020
22/06/2020	SSE Scot Hydro-Southern Electr	SSESH	349.40		Gas - T Hall & F Hall
23/06/2020	Wex Europe Services (uk) Ltd	WEC_a	132.86		Fuel - trucks & equipment
24/06/2020	Cavendish Communications	CC	101.76		Purchase Ledger DDR Payment
25/06/2020	Focus Group	FOC	296.52		Calls, rental, add services
26/06/2020	Trade UK	SFD	489.97		Gen, bench grinder & boots
26/06/2020	Altis Industries Ltd	AIL	192.55		Heavy duty breaker hire
26/06/2020	Cleveland Containers Ltd	CCL	13,032.00		20ft high cube, 20ft canteen
26/06/2020	C.P Kinch Ltd	CPKL01	6,930.00		Groundworks and surfacing
26/06/2020	Alan J. Harland FCA	AJH	1,417.50		Council's accounts
26/06/2020	Rod Gaskin Ltd	RGL01	434.10		Service tractor HX20 AEC
26/06/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01	943.74		FlamBank 2, site box
26/06/2020	Height Safety Ltd	HSL001	618.00		Inspect'n & recert'n HSS/PPE
26/06/2020	Rake Garden Centre	RGC001	206.03		100 Timber screws loose
26/06/2020	Rake Garden Centre	RGC001_	42.49		P/Ledger Electronic Payment
26/06/2020	Business Stream Ltd	BSL	1,101.31		Waste water - Heath toilets
26/06/2020	HAMPSHIRE COUNTY COUNCIL	HCC	720.72		Janitorial supplies

List of Payments made between 01/06/2020 and 30/06/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/06/2020	Sheet & Tilmore Allotment Dona	S & T ALLO	50.00		Sheet & Tilmore Allotment Dona
29/06/2020	Veolia ES (UK) Ltd	OUKL	46.22		Waste removal
29/06/2020	Eden Springs UK Ltd	ESUKL	46.42		Office drinking water
29/06/2020	Wex Europe Services (uk) Ltd	WEC_b	313.55		Purchase Ledger DDR Payment
30/06/2020	SUEZ Recycling and Recovery UK	SITA	614.94		Waste removal
Total Payments			<u>77,588.34</u>		

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2020	Lex Autolease Limited	LXL001	355.50		Grounds truck rental
01/07/2020	Petty Cash	017227	30.35		Restore P/cash imprest July
03/07/2020	WPS Insurance Brokers & Risk S	WPS/Jul	1,121.93		CouncilGuard - New Business
07/07/2020	Wex Europe Services (uk) Ltd	WEC	341.59		Fuel - truck & equipment
10/07/2020	Altis Industries Ltd	AIL	594.81		Stephill diesel gen'r & diesel
10/07/2020	Martin Cashmore Fencing Ltd	MCFL001	75.00		Oak sleepers & tape measure
10/07/2020	Elite Playground Inspections	SASP	310.00		Playground inspections
10/07/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01_	16.20		Extreme pressure grease
10/07/2020	Winchester Garden Machinery	WGM	496.65		Tractor service
10/07/2020	HMRC PAYE/NI	PAYE/NI 3	6,222.70		PAYE/NI June 2020
13/07/2020	Rake Garden Centre	RGC001	42.49		MOT Type 1 bulk bag
13/07/2020	Medem (UK) Ltd	MUL	294.00		Yr 2 of 5 yr service plan
13/07/2020	Wex Europe Services (uk) Ltd	WEC	281.63		Fuel - grounds equipment
13/07/2020	LeasePlan UK Ltd	NET	358.62		Grounds truck rental
13/07/2020	PTJ S17671,87 receipt error	ERROR	207.22		PTJ S17671,87 receipt error
13/07/2020	Lloyds fees & charges June	CHARGES 3	12.50		Lloyds fees & charges June
15/07/2020	Dual Energy Direct Ltd - Heath	DEHT	73.69		Electric - Heath toilets
15/07/2020	Unauthorised DD-BG Services	UNAUTH DD	26.09		Unauthorised DD-BG Services
15/07/2020	Lloyds Credit Card 1	CCARD 1	246.44		Lloyds Credit Card June 1
15/07/2020	LLoyds Credit Card	CCard 1	246.44		Lloyds credit card statement
17/07/2020	Beaver Tool Hire	BTH	93.67		Vibrating plate hire
17/07/2020	Havant & South Downs College	HSDC	57.50		Course fee - Michelle Snow
17/07/2020	HAMPSHIRE COUNTY COUNCIL	HCC	56.15		Janitorial supplies
17/07/2020	Milk & More	MILK	21.32		Office milk
17/07/2020	Trade UK	SFD	198.68		Work shorts
17/07/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01	180.00		Work bench
17/07/2020	P Grienke Reimbursement	P GREINKE	29.16		P Grienke Reimbursement
17/07/2020	LLoyds Credit Card July 2020	CCARD 1	264.44		LLoyds Credit Card July 2020
20/07/2020	Staff wages July 2020	STAFFWAGE4	22,990.07		Staff wages July 2020
20/07/2020	First Data	FD/Jul	25.60		Credit card processing equipme
20/07/2020	Wex Europe Services (uk) Ltd	WEC	224.38		Fuel - grounds truck and equip
21/07/2020	LGPS Hants pension July 2020	PENSION 4	7,157.47		LGPS Hants pension July 2020
21/07/2020	AG001 Webcams	AG001	119.96		AG001 Webcams
21/07/2020	Error AG001	ERROR	-119.96		Error AG001
22/07/2020	Unauthorised DD - BG Services	UNAUTH DD	21.59		Unauthorised DD - BG Services
24/07/2020	ACORN OFFICE SUPPLIES	AOS	233.97		Lam pouches & drywipe board
24/07/2020	AMIANTE STR LTD	AMI	234.00		Asbestos survey
24/07/2020	Earth Anchors Ltd	EAL	386.40		Dog bin
24/07/2020	HAMPSHIRE COUNTY COUNCIL	HCC	192.23		Cloths, sacks and paper towels
24/07/2020	Hawkesworth Appliance Testing	HAT	226.42		Appliance testing
24/07/2020	Local Authority Publishing Ltd	LAPC	150.00		Town Guide advert
24/07/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01	274.08		Gloves and brush
24/07/2020	Cavendish Communications	CC	102.49		Mobile calls and charges
24/07/2020	Focus Group	FOC	296.59		Office phone calls & charges
27/07/2020	Mr N. Hitch	NH	53.99		Correx boards
27/07/2020	BG Service refund Unauth DD	UNAUTH DDR	-26.09		BG Service refund Unauth DD
27/07/2020	BG Services Refund Unauth DD	UNAUTH DDR	-21.59		BG Services Refund Unauth DD

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/07/2020	Wex Europe Services (uk) Ltd	WEC/7934	424.03		Truck fuel & equipment fuel
28/07/2020	Eden Springs UK Ltd	ESUKL	108.12		Office water
28/07/2020	Veolia ES (UK) Ltd	OUKL	30.82		Town Hall waste removal
30/07/2020	Portal Plan Quest Ltd	PORTAL	1,039.00		Portal PQLtd-Heath Plan Ap Fee
30/07/2020	Mr Stephen Field	30072020	93.00		30072020/P001248/Mr Stephen Fi
31/07/2020	K Novika Dep Return S16193	KN/16193DR	150.00		K Novika Dep Return S16193
31/07/2020	S Collin Allot dep rtn S17039	SC004/7039	30.00		S Collin Allot dep rtn S17039
31/07/2020	S Collin Allot dep rtn S16988	SC004/6988	30.00		S Collin Allot dep rtn S16988
31/07/2020	AEM Contractors Ltd	AEMCL	1,936.08		Weedkill Penns & Love Lane
31/07/2020	Beaver Tool Hire	BTH	124.95		Hilti breaker and cable hire
31/07/2020	H. Monfared (Builders) Ltd	HMBL	598.20		Connect water supply to depot
31/07/2020	LaddersFree Ltd	LAD	296.42		Window cleaning
31/07/2020	NEOPOST LTD	NP	157.99		Postage recredit
31/07/2020	Petaprint Ltd	PP	168.60		HPA Day permit books
31/07/2020	Rake Garden Centre	RGC001	67.99		Raised bed mix bulk bag
31/07/2020	Tudor (UK) Ltd t/a Tudor Envir	TE01	108.92		Premier pitch grass seed
31/07/2020	Trade UK	SFD	90.96		Fencing and pins
31/07/2020	VoxIT Limited	VOX	198.00		Domain renewal
31/07/2020	SUEZ Recycling and Recovery UK	SITA	1,202.34		Waste removal
31/07/2020	Academy Arts & Crafts PIB	ACADEMY AR	60.00		Academy Arts & Crafts PIB
31/07/2020	Credit card processing error	CCARDERROR	-246.44		Credit card processing error
Total Payments			51,445.35		