

# STADHAMPTON PARISH COUNCIL

## Minutes of the Meeting held at 7.30pm on Monday 25<sup>th</sup> April 2022 at the Village Hall, St John the Baptist Church

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

Ref	Item	Notes	Action
43/22	<b>Welcome</b>	Cllr Odell welcomed everyone to the meeting and it was agreed that Cllr Odell would chair the meeting in the absence of the Vice-Chairman	<b>For info</b>
44/22	<b>To RECEIVE and RECORD apologies for absence</b>	Apologies had been received from Cllr Stuart Wells	<b>For info</b>
45/22	<b>To RECEIVE and RECORD declarations of interest from members regarding items on the agenda</b>	There were none	<b>For info</b>
46/22	<b>To CONSIDER and if agreed APPROVE the minutes of the meeting held on Monday 21<sup>st</sup> March 2022</b>	The minutes of the meeting held on Monday 21 <sup>st</sup> March 2022 were <b>AGREED</b> by the Councillors who had been present, approved and signed by Cllr Odell	<b>For info</b>
47/22	<b>To RECEIVE a report on recently decided and current Planning Matters</b>	The report was <b>RECEIVED</b> (copy attached at Appendix 1)	<b>For info</b>
48/22	<b>To CONSIDER and APPROVE RESPONSES to the following Planning Application P22/S1276/FUL</b>	The application was discussed and it was <b>AGREED</b> to support the application	<b>Clerk</b>
49/22	<b>To CONSIDER and APPROVE RESPONSES to any Planning Applications received after the date of the Notice of Meeting</b>	There were no further applications	<b>For info</b>
50/22	<b>TO CONSIDER and APPROVE A RESPONSE to the complaint regarding the track adjacent to the Church Green and parking on the Church Green (Minute 38/22)</b>	Following the discussion at the last meeting Cllr Bayoumi reported that he had exchanged correspondence with the complainant regarding the track and parking on the Church Green. The correspondence was discussed and the terms of a response were <b>AGREED</b> which councillors felt fairly reflected the public opinion expressed at the previous meeting and represented a fair solution for both parties. It was <b>AGREED</b> that Cllr Bayoumi should draft the response, circulate it to councillors for final approval and then send it.	<b>OB</b>
51/22	<b>To RECEIVE a report on and to note the current bank balance</b>	The Clerk reported that following receipt of the first payment of the 2022/23 Precept the balance was £59,9949.56 including CIL reserves of £38587.88	<b>For info</b>
52/22	<b>To APPROVE payments and receipts since the last meeting and payments to be made</b>	The payments and receipts listed on the report were <b>APPROVED</b> (copy attached at Appendix 2)	<b>For info</b>
53/22	<b>To NOTE the date of the Annual Meeting as Monday 16<sup>th</sup> May at 7.30pm in the Village Hall</b>	This was <b>AGREED</b> . It was also <b>AGREED</b> that Cllr Odell would discuss nominations for Chairman with Cllr Wells	<b>CO</b>
54/22	<b>Meeting Closed</b>	<b>8.20pm</b>	<b>For info</b>

## APPENDIX 1

### CURRENT APPLICATIONS

Reference Location/Description Registered	Date
<a href="#"><u>P22/S1276/FUL</u></a> Oxfordshire Animal Sanctuary The Green Stadhampton OX44 7UB Demolish buildings and proposed erection of new reception and staff room building.	4 April 2022
<a href="#"><u>P22/S1099/A</u></a> Coach And Horses Chiselhampton OX44 7UX Sign A - Fascia Sign 3.0 x 1.5m Sign B - Fascia Sign 4.0 x 0.5m Sign C - Fascia Sign 2.6 x .07m Mural - Painted Mural 2.6 x 2.4m As amended by Agent's email dated 11 April 2022 removing directional sign (Sign D) from the proposal.	18 March 2022
<a href="#"><u>P22/S1095/LB</u></a> Coach And Horses Chiselhampton OX44 7UX Repainting of two fascia signs, addition of a fascia sign (including downlighter) and a mural.	18 March 2022
<a href="#"><u>P22/S0550/FUL</u></a> Newells Farm Stadhampton OX44 7XJ Alterations to the external appearance of the existing building.	16 February 2022

### DECISIONS SINCE THE LAST MEETING

Reference Location/Description Date Registered	Decision
<a href="#"><u>P22/S0834/LB</u></a> Coach And Horses Chiselhampton OX44 7UX Proposed fire safety works (comprising reinstatement of former doorway to create new fire exit from Bar Lobby together with related alterations to fire doors / compartmentation arrangement and external works adjoining new exit.)	
3 March 2022 Consent	Listed Building

## APPENDIX 2

20 April 2022 (2022-2023)

### Stadhampton Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
4	Office costs	08/04/2022		Lloyds Bank Current A	DD	E-mail and cloud storage	Google Cloud EMEA Limited	Z	32.20		32.20
2	Business Rates	19/04/2022		Lloyds Bank Current A	DD	Business Rates	South Oxfordshire District Co	E	57.60		57.60
6	Electricity	20/04/2022		Lloyds Bank Current A	DD	Electricity	Ecotricity Ltd	L	13.97	0.70	14.67
3	Subscriptions & membership:	26/04/2022		Lloyds Bank Current A	FP	Annual subscription	Oxfordshire Association of Lc	S	161.06	32.21	193.27
1	Legal & professional fees	26/04/2022		Lloyds Bank Current A	FP	Land Registry searches	Birketts LLP	Z	20.00		20.00
5	Village Voice	26/04/2022		Lloyds Bank Current A	FP	Contribution to Village Voice 2i	Stadhampton PCC	Z	500.00		500.00
Total									784.83	32.91	817.74



# Invoice

Invoice number: 4093631916

Google Cloud EMEA Limited

Velasco

Clanwilliam Place

Dublin 2

Ireland

VAT number: IE36689970H

## Bill to

Michael Pawley

Stadhampton Parish Council

Nelhurst Cottage, Copson Lane

Stadhampton

OXFORD

OX44 7TZ

United Kingdom

## Details

Invoice number ..... 4093631916

Invoice date ..... Mar 31, 2022

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

Domain name ..... stadhampton.org

## Google Workspace

Total in GBP **£32.20**

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

Subtotal in GBP £32.20

VAT (0%) £0.00

Total in GBP £32.20

You will be automatically charged for any amount due.

Subscription	Description	Interval	Quantity	Amount(£)
G Suite Basic	Usage	Mar 1 - Mar 31	7	32.20
Subtotal in GBP				£32.20
VAT (0%)				£0.00
Total in GBP				<b>£32.20</b>

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

South Oxfordshire District Council  
Business Rates  
PO Box 162  
Erith  
DA8 9DS

Telephone: 0845 300 5562  
E-mail: [sodc.businessrates@secure.capita.co.uk](mailto:sodc.businessrates@secure.capita.co.uk)  
Website: [www.southoxon.gov.uk](http://www.southoxon.gov.uk)



Listening Learning Leading

Your PayPoint Reference:



98265026840000050830440

000001/0000/00000000/3990141  
11030900/002942/001/002

STADHAMPTON SPORTS PAVILION  
MANAGEMENT COMMITTEE  
C/O STADHAMPTON PARISH COUNCIL  
NELHURST COTTAGE  
STADHAMPTON  
OXON  
OX44 7TZ



Date of issue: 11.03.2022

**Account number: 5083044**

Property number: 813477106200

Rateable value: 1125

National non-domestic multiplier: 0.512

Small business non-domestic multiplier: 0.499

## BUSINESS RATES BILL 2022/23

**Rated Property:** CHANGING ROOM AND PREMISES  
AT  
THE GREEN  
STADHAMPTON  
OXFORD  
OX44 7UW

**Amount (£)**

Liability Period 01.04.2022 to 31.03.2023

Gross Charge

576.00

Mandatory Rate Relief

-460.80

Retail Relief

-57.60

## BALANCE

**57.60**

The following payments will be collected by Direct Debit.

**Date**

15.04.2022

**Amount Due (£)**

57.60

For more detailed information on how the above charges have been calculated, please see overleaf.

Calculation from 01.04.2022 to 31.03.2023 (365 days)

Rv for period is 1125

Non Domestic Debit =  $1125 \times 0.512 \times 365/365 =$  576.00

Property is subject to Mandatory Relief(80.00%) = -460.80

Property is subject to Discounts:

Retail Relief (50.0000000%) = -57.60

TOTAL CHARGE FOR PERIOD = 57.60

### Direct Debit

The cost effective way to pay is by **Direct Debit**. Instalments are taken from your bank or building society account on the 1st or 15th of each month. If you already pay by Direct Debit your payments will continue to be taken from your bank or building society account.

If you do wish to pay by Direct Debit, please fill in the instruction form enclosed with this bill and return it to the business rates office, or telephone **0845 300 5562** for further details.

### By telephone

By credit or debit cards 24 hours a day phoning **0345 302 2313**.

### On the internet

By credit or debit cards via the internet at [www.southoxon.gov.uk](http://www.southoxon.gov.uk).

### By telephone/Internet via your own bank

You can instruct your bank to make payments via its own telephone or Internet banking facilities.

Please ensure your non-domestic rates account reference is quoted as well as the Council's bank account number (**83891941**) and sort code (**20-01-25**).

If you are paying for more than one property, please make separate payments for each individual property. Failure to quote your account reference may lead to delays in allocating your payment and recovery notices being issued.

### By Bankers Order

Contact the business rates section on **0845 300 5562** who will send you the relevant form for you to send to your bank.

### By PayPoint

You can pay at any PayPoint retailer. You must take this notice with you when you go to pay. No fee is charged for PayPoint.

### At a Post Office

You must take this notice with you when you go to pay. There is no charge for this facility.

Cheque payments should be made payable to "Post Office Ltd". Payments can also be made by debit card.

**Please note that payments may take up to seven days to reach your account when paying at a Post Office.**

**If you have difficulty making a payment, contact the business rates office on 0845 300 5562 without delay.**

### Further Information

Business Rates explanatory notes can be found on the council's website at [www.southoxon.gov.uk/business-0](http://www.southoxon.gov.uk/business-0). Financial information detailing how the amount of council tax has been calculated can be found on the council's website at [www.southoxon.gov.uk/counciltax](http://www.southoxon.gov.uk/counciltax), this includes information relating to spending by large town and parish councils. Hard copies will be issued free of charge if requested in writing.

### Rating multiplier explanation

From 1 April 2005, the Government introduced the Small Business Rate Relief (SBRR) scheme to alleviate the burden of business rates on small businesses. Legislation provides that the scheme costs must be borne by other ratepayers by way of an additional supplement being added to the annual non-domestic rate multiplier. The calculation on your demand shows what your rate of liability actually is and which multiplier is being used.

### Council's use of personal data

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud. It may also be shared with other departments and other bodies responsible for auditing or administering public funds for these purposes. We may also share your data with debt collectors should it become necessary. It will not be used for marketing purposes. For further information please see [www.southoxon.gov.uk](http://www.southoxon.gov.uk)

South Oxfordshire District Council  
Business Rates  
PO Box 162  
Erith  
DA8 9DS

Telephone: 0845 300 5562  
E-mail: [sodc.businessrates@secure.capita.co.uk](mailto:sodc.businessrates@secure.capita.co.uk)  
Website: [www.southoxon.gov.uk](http://www.southoxon.gov.uk)

STADHAMPTON SPORTS PAVILION  
MANAGEMENT COMMITTEE  
C/O STADHAMPTON PARISH COUNCIL  
NELHURST COTTAGE  
STADHAMPTON  
OXON  
OX44 7TZ

Date of issue: 11.03.2022

Account number: 5083044

### Business Rates Direct Debit Confirmation

In accordance with the Local Government Finance Act 1988, it is your statutory right to pay by instalments. The details of the payments that will be made under your Direct Debit Agreement with this Council are shown on the front of this bill. It is **not** necessary for you to take any action as a result of this notice.

#### The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit South Oxfordshire District Council will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request South Oxfordshire District Council to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by South Oxfordshire District Council or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
  - If you receive a refund you are not entitled to, you must pay it back when South Oxfordshire District Council asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.







Account Number 10156572

Date of Bill 04/04/2022

Bill Number 02085886

This is a VAT and CCL accounting document

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

### Supply address



STADHAMPTON SPORTS PAVILION  
The Green  
Oxford  
OX44 7UL

### Supply point:

S	04	065	129
	20	0000	9861 587

### Contract details

Contract type: Tariff

Contract Start Date: 26/08/2020

Contract End Date: No End Date

### Paying Your Bill

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

Our bank details are:

Sort code: 40-14-13

Account number: 62606380

Account name: Ecotricity Ltd

Payment reference: Your Ecotricity account number

## Your green electricity invoice.

Your current balance is **£14.67 in debit**

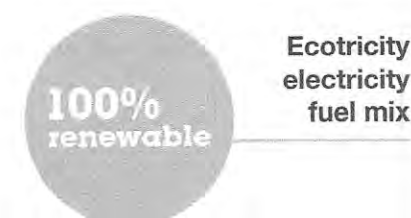
You pay by variable Direct Debit so the balance will be collected from your account on or just after 20/04/22. Please make sure you have the funds to cover this payment.

### This invoice

	Amount
Electricity charges	£14.67
<b>Total cost of energy</b>	<b>£14.67</b>

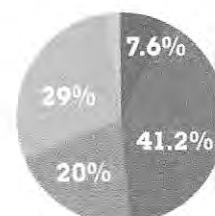
### Your account summary

Payment date	Description	Amount
	Previous balance	£13.36 Debit
21/03/2022	Payment received	£13.36 Credit
	This bill	£14.67 Debit
<b>Current balance</b>		<b>£14.67 Debit</b>



### UK average electricity fuel mix

- Coal
- Natural gas
- Nuclear
- Other



0345 230 6 102



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



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

## Your electricity costs

for the period 01 March 2022 to 01 April 2022 (31 days)



### Your meter readings

	Previous	Current	Units used
Meter ID: L81R90668			
Day	21,921.10 Estimated	21,927.20 Estimated	6.10
Night	54,611.30 Estimated	54,621.40 Estimated	10.10

### How we calculated your bill

		Price per unit	Amount
Consumption Day	6 units (kWh)	25.5400 p	£1.56
Consumption Night	10 units (kWh)	15.4500 p	£1.56
Price per day			
Standing Charge	31 days	35.00 p/day	£10.85
Sub Total			£13.97
VAT at 5%			£0.70
<b>Total</b>			<b>£14.67</b>

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

READ 13/4/22 21897  
54622

### If things go wrong

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

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

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

[citizensadvice.org.uk/energy](https://citizensadvice.org.uk/energy)

If you are still not satisfied you can contact the Ombudsman Service on 0330 440 1624 or visit [ombudsman-services.org/energy](https://ombudsman-services.org/energy)

### Terms and conditions

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

### Codes of practice

Visit [ecotricity.co.uk/codes-of-practice](https://ecotricity.co.uk/codes-of-practice)

### VAT

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

### Climate Change Levy

For more information visit [hmrc.gov.uk](https://hmrc.gov.uk) and search 'Climate Change Levy'.

Alternatively, you can contact HM Revenue and Customs' National Advice Service on **0300 200 3700** (open Monday to Friday 8am to 8pm).



0345 230 6 102

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



# MEMBERSHIP INVOICE

REFERENCE: S00257/2022/4

BILLING DATE: 01/03/2022

DUE DATE: 29/03/2022

## BILLING FROM

### Oxfordshire Association of Local Councils

Town Hall  
Wallingford  
Oxfordshire, OX10 0EG

## BILLING TO

### Stadhampton Parish Council

Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxfordshire, OX44 7TZ

	VAT	PRICE	TOTAL
<b>OALC Membership</b> Period: 2022-2023	£32.21	£161.06	£193.27
Total due			£193.27

## MEMBERSHIP BENEFITS

OALC provides essential services to our member councils - information, advice and training. These services help your council function efficiently, transparently and democratically while responding to the needs of your community.

OALC value your membership. We ask, and strongly recommend, that you pay the membership invoice by bank transfer (BACS) into the OALC bank account (details below) rather than by cheque. This is of particular importance during the Covid pandemic, but also saves time and effort. Please let us know if you would like to attend a course on how to set up and operate internet banking for your council.

OALC Bank: Barclays Bank  
Sort Code: 20-65-18  
Account No.: 90715069  
Account Name: Oxfordshire Association of Local Councils  
VAT No.: 685 6443 93

**Lexcel**  
Legal Practice Quality Mark  
Law Society Accredited

Brierly Place  
New London Road  
Chelmsford  
Essex  
CM2 0AP

T: 01245 211211  
F: 01245 354764  
DX: 89703 Chelmsford 2  
www.birketts.co.uk

**Birketts**

**Invoice No. 773922**

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

Our Ref CEN/331256.00003

Your Ref

Date 11 February 2022

VAT Registration No. 102 0243 51

Purchase Order No.

**Re. Deed of easement at The Green, Stadhampton**

**REMITTANCE ADVICE**

PAYMENT DUE ON PRESENTATION OF INVOICE

Total Invoice amount due £20.00

PLEASE QUOTE INVOICE NUMBER AS ABOVE WHEN MAKING PAYMENT

Cheques should be made payable to Birketts LLP and sent to the address above.

Payment may also be made direct to:

**Birketts LLP Client Account:** Bank of Scotland  
Sort Code: 12-16-39  
Account number: 00136604

Or call 01473 299113 to pay with a credit or debit card

Card payments are processed via WorldPay. Where applicable, a confirmation receipt will be sent by email to the email address of the invoice payer via support@worldpay.com.

# STADHAMPTON VILLAGE VOICE

## INVOICE

Stadhampton Parish Council  
Attention: Michael Pawley - Parish Clerk  
Nelhurst Cottage  
Copson Lane  
OXFORD  
Oxfordshire  
OX44 7TZ  
GBR

Invoice Date  
1 Apr 2022

Invoice Number  
INV-1004

The Treasurer  
Stadhampton with  
Chiselhampton PCC  
Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxford  
OX44 7TZ

Description	Quantity	Unit Price	Amount GBP
Agreed financial contribution towards the costs of The Village Voice for the financial year 2022/23	1.00	500.00	500.00
		Subtotal	500.00
		TOTAL VAT	0.00
		TOTAL GBP	500.00

### Due Date: 15 Apr 2022

Payments must be made in advance of publication and are non-refundable

Payment can be made by cheque payable to "Stadhampton PCC" or paid direct to our bank - Lloyds Bank Sort Code 30-96-35 Account No 00482319. For direct payments please confirm details by e-mail to [treasurer.stadhamptonpcc@gmail.com](mailto:treasurer.stadhamptonpcc@gmail.com)



## PAYMENT ADVICE

To: The Treasurer  
Stadhampton with Chiselhampton PCC  
Nelhurst Cottage  
Copson Lane  
Stadhampton  
Oxford  
OX44 7TZ

Customer Stadhampton Parish Council  
Invoice Number INV-1004  
Amount Due 500.00  
Due Date 15 Apr 2022

Amount Enclosed

Enter the amount you are paying above

**Stadhampton Parish Council**  
**RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	08/04/2022		Lloyds Bank Current A	FP	Precept 50%	South Oxfordshire District Co	Z	11,907.50		11,907.50
2	Interest/dividends	11/04/2022		Lloyds Bank Current A	INT	Interest on A/c 07379797	Lloyds Bank	E	0.09		0.09
<b>Total</b>									<b>11,907.59</b>		<b>11,907.59</b>

## Remittance Advice

Telephone 01235 422422  
Email [exchequer@southandvale.gov.uk](mailto:exchequer@southandvale.gov.uk)

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

Supplier Number	10676
Payment Date	06/04/2022

Page 1 of 1

Invoice Date	Invoice Number / Description	Amount £
04/04/2022	1st Half Precept 2022/23	11,907.50

**Total BACS Transfer**

**11,907.50**

### Payment Account Details

Sort Code	309903
Account Number	00300125
Account Name	Stadhampton Parish Council



**Stadhampton Parish Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
107	General maintenance	31/03/2022		Lloyds Bank Current A	FP	Dog bin emptying	South Oxfordshire District Co	S	448.50	89.70	538.20
108	Climate Change	31/03/2022		Lloyds Bank Current A	FP	Trees and protective guards	R Campbell	Z	216.48		216.48
<b>Total</b>									<b>664.98</b>	<b>89.70</b>	<b>754.68</b>

APPROVED BY E-MAIL



Listening Learning Leading

**South Oxfordshire District Council**  
**135 Eastern Avenue, Milton Park, Abingdon , OX14 4SB**  
 Telephone: 01235 422422

# INVOICE

Stadhampton Parish Council  
Nelhurst Cottage  
Copson Lane  
Stadhampton STADHAMPTON  
OX44 7TZ Oxon

Date: 17/03/2022

**Invoice Number:** 10288793

**VAT Regn. No:** 195462827

**Customer ID:** 43126

Page 1 of 1

[illegible]

**PAYMENT TERMS:** 14 DAYS FROM THE DATE OF THIS INVOICE

**PLEASE QUOTE THE INVOICE NUMBER WHEN MAKING PAYMENT**  
SEE OVERLEAF FOR METHODS OF PAYMENT

**Subject:** Re: Paying for trees

**Date:** Saturday, 26 March 2022 at 11:56:38 Greenwich Mean Time

**From:** cllrbobcampbell

**To:** Clerk & RFO, Stadhampston Parish Council, Catherine Odell

Michael

Apologies for being slow on this. I paid £1451.40 for 295 trees plus all the guards and stakes for planting them.

This works out at £4.92 per tree.

We planted 44 trees so the SPC owes me £216.48



Bob

Sent from my Galaxy

----- Original message -----

From: "Clerk & RFO, Stadhampston Parish Council" <clerk@stadhampton.org>

Date: 26/03/2022 07:04 (GMT+00:00)

To: Catherine Odell <cllcatherineodell@stadhampton.org>

Cc: Bob Campbell <cllrbbobcampbell@stadhampton.org>

Subject: Re: Paying for trees

Bob

If you can please let me have the invoice I will need to circulate a further payment list for approval and make the payment by Thursday to get it in this year's accounts

Kind regards

Michael

On Thu, 24 Mar 2022 at 11:10, Catherine Odell <[cllcatherineodell@stadhampton.org](mailto:cllcatherineodell@stadhampton.org)> wrote:

Hi Bob and Michael,

Just noting that we will need to settle up with Bob this week for the trees we planted on the green, as we are nearing the end of the financial year and want it to come from this year's budget. We planted 44 trees that Bob had sourced from his supplier.

Bob, please can you let Michael know how much you are owed?

Michael, please can you advise how payment is made and any paperwork required?

Thanks both!

Catherine

Michael Pawley  
Clerk & RFO - Stadhampston Parish Council  
Nelhurst Cottage  
Copson Lane  
Stadhampston