

DRAYTON PARISH COUNCIL MEETING MINUTES

Held on Thursday 8th February 2024, 7.00pm at King George V Pavilion, King George V Playing Field, Drayton High Road, Drayton, NR8 6AW.

Members present: Cllrs G Everett (Chairman), A Crotch, K Morgan, J Anderson, J Edwards-Smith, A Taylor, H Kisby, C Brown, S White, T Lee.

1 member of the public was in attendance.

Parish Clerk: Sarah Hawken

1. **Apologies and consideration for approval of absence.** Apologies were received and approved from Cllr N Quinsey and Cllr T Adams.
2. **Members' declarations of interest and requests for dispensations.** None.
3. **To receive and agree minutes from the Meeting of the Parish Council held on Thursday 11th January 2024.** Item 9e reflects that the Council opted for British Gas Lite. Two members believe that Scottish Power was the preferred choice. It was agreed that the minutes are a true reflection of the decisions made.
4. **To consider Co-option of Parish Councillors (if any applications received).** Mr Antony (Tony) Lee addressed the Councillors and members of the public expressing his wish to join the Parish Council in the capacity of Councillor. Cllr Everett proposed to co-opt Mr Antony (Tony) Lee in the capacity of Councillor. Seconded by Cllr A Taylor. All in favour.
5. **To receive any questions or comments from members of the Public on matters on the agenda.**

The member of the public present enquired as to the placement of advertisement signs at King George V Playing Field for the Cricket Club sponsors and other supporting business. It was proposed to raise this as an item on the next OSP agenda on 4th April 2024 for consideration.

An email was received from a member of the public regarding Hall Lane in Drayton. The Clerk circulated the email prior to the meeting, and read it out on the member of the public's behalf. Members agreed for the Clerk to draft a response to the resident and disseminate to Councillors.

6. **To receive any reports:**

a) County Councillor: Cllr T Adams

- i. Update on Hall Lane works with respect to speeding concerns. No update.

b) **District: Cllr P Auber, Drayton South**

With respect to the Jetty Project at Green Lanes. An update has been requested from the Assistant Clerk; would like to know further details on those involved, the size, potential environmental impacts and the agencies who would need to be consulted. Also, consideration for the positioning of the jetty and the extent to which it would protrude into the water. The Assistant Clerk will organise a site visit and meeting, and will disseminate the details in due course.

With respect to the closure of Carter Road – Additional survey has been sent out which asks for residents to vote in favour/not in favour. Members commented that this letter refers to the specific Traffic Regulation Order which can still be challenged; the results of which will be passed to Norfolk County Council for consideration. The overall result of the consultation will not change, but residents have an opportunity to comment on the closure methods proposed.

c) **Cllr A Crotch, Drayton North**

Attended a training session aimed at understanding 'planning' by the Highways Department. Commented that it was interesting to see how they make decisions in that it is a very clinically and scientifically driven process to assure safety. All planning decisions by the department use extensive research and data to aid decision making.

To note that Helen Mellors, Assistant Director for Planning, is retiring, with Ben Burgess taking

over.

The NHS has released a survey on dental changes around 4 key areas for improvement to gauge public views. A link is available through Broadland and South Norfolk Council for members of the public to complete.

- d) **Police.** Not present.
- e) **Cllr Everett; NWL Update.** Schemes 1 – 3 have been approved however they have been challenged on count of the environmental impact. The challenge is regarding the planning process and an inaccuracy, rather than the actual project. This is likely to be considered at Supreme Court however schemes 1 - 3 will still progress, even if the dualling of the A47 project is delayed.
NWL Planning applications to be released in the spring which will include consideration for the side roads and the wider impact. Apologies were given for the long delay in the process. Additional time has been factored in incase of public enquiry. Next meeting is the 13th March.

7. Clerk's Report and Matters Arising

- a) Update from Town and Parish Council Forum. The next meeting is on Thursday 7th March for Parish Councillors to raise specific issues. Members are encouraged to send any questions to the Clerk to collate.
- b) Grant award for Drayton 1st Scout Group. Wished to thank the District Cllrs and members of the Council for supporting their grant. They will send some feedback and photos in due course.
- c) Drayton Triangle Works. Works have been completed to improve the footpath across the Drayton Triangle using the Parish Partnership Scheme. Clerk requested to confirm the Parish Council contribution.
- d) Planting at Florence Carter Memorial Park. Tree planting is complete. A further site visit will be conducted to confirm shrub planting requirements, prior to the work starting mid-March.

8. Planning

- a) To consider planning applications as follows:
 - i. **Application Number : 2023/3849** Approval of Condition. Land At Drayton High Road Drayton High Road Drayton Norfolk. Proposal : Details of condition 5 of 20212012 - Construction Ecological Management Plan (CEMP). The Council agreed to support the application.
 - ii. **Application Number : 2023/3851** Approval of Condition. Land At Drayton High Road Drayton High Road Drayton Norfolk. Proposal : Details of condition 4 (Phase 1 only), 10 and 21 of 20212012 (4) Details of materials (10) Detailed plans of roads, footways, cycles, street lighting, foul and surface drainage (21) Foul water strategy. The Council agreed to support the application.
 - iii. **Application Number : 2023/3852** Approval of Condition. Land At Drayton High Road Drayton High Road Drayton Norfolk. Proposal : Details of condition 23 and 24 of 20212012 - (23) Boundary treatment details (24) Landscaping scheme. The Council agreed to support the application.
 - iv. **Application Number : 2024/0017** App Type : Approval of Condition. 159 Drayton High Road Drayton Norfolk NR8 6BN. Proposal : Details of condition 30 of 20212012 - Energy and sustainability statement. The Council agreed to support the application.
 - v. **Application Number : 2024/0108** Works to TPO trees. 25 Wheatfields Drayton Norfolk NR8 6EU. Proposal : T1 Lime tree - Crown raise to approx 9 metres T2 Lime tree – Fell. The Council agreed to support the views of the tree officer. No further comments.
 - vi. **Application Number : 2024/0117** Approval of Condition. Land At Drayton High Road Drayton Norfolk NR8 6BN Proposal : Details for condition 25 of 20212012 - Scheme for protection of trees. The Council agreed to support the application.
 - vii. **Application Number : 2024/0159** Householder. 19 Coleman Close Drayton Norfolk NR8 6BG. Proposal : Single storey rear extension. The Council agreed to support the views of the tree officer. The Council agreed to support the application.
 - viii. **Application Number : 2024/0219** TPO - Dead / Dangerous Tree Notification. Badgers Wood Nursing Home 29 School Road Drayton Norfolk NR8 6EF. Proposal : Fell 1 No. tree (Under an exception of the TPO restrictions for dangerous trees). The Council agreed to support the application.
 - ix. **Application Number : 2023/2762** Appeal against a refusal. 41 Delane Road Drayton Norfolk NR8 6DL. Front extension to form double garage.

b) To note planning decisions:

- i. **Application Number: 2022/0147** Full Plot 14 Manor Farm Close Drayton Norfolk NR8 6EE Proposal : Detached Dwelling and Garage Decision : Withdrawn (Delegated)
- ii. **Application Number: 2023/3658** Householder. 31 Sheridan Close Drayton Norfolk NR8 6RW. Proposal : Two-storey rear extension. Decision : Approval with Conditions (Delegated). Date of decision : 24 January 2024.
- iii. **Application Number : 2023/3827**. Works to TPO trees. Badgers Wood Nursing Home 29 School Road Drayton Norfolk NR8 6EF. Proposal: (T1) Oak - reduce canopy up to 2 meters back to suitable growth points over building and carpark side (T2) Sycamore - target prune limbs back to suitable growth points away from the building to provide 2 metre clearance latterly and 4 metres vertical clearance (T3) 3 x Scotts pines - fell and remove (T4) Alder - target prune lateral limbs up to 2 meters back to suitable growth points away from the building. Decision : Approval with Conditions (Delegated). Date of decision : 22 January 2024.

8. Finance

- a) To receive and approve bank reconciliation. The Council approved the bank reconciliation.
- b) To receive list of receipts and approved payments for the month of January 2024. A member questioned the amount on voucher 409. Assistant Clerk requested to check the original invoice. The Council then approved the receipts and approved payments.
- c) To receive and approve list of payments for authorisation. The Council approved the list of payments for authorisation.

9. Correspondence

- a) Signs on public right of way at the David Rice Site. Members of the public have contacted the Clerk regarding signs warning of asbestos. The developer has confirmed that the signs which have been displayed on trees near to the public rights of way at the David Rice site have nothing to do with them. The signs have no contact details or authority markings therefore the signs cannot be validated as genuine.

10. Other matters for discussion and decision

- a) To agree the use of Florence Carter Memorial Park on Saturday 18th May 2024 for the Church Fete. The Council agreed the use of the Park for the Church Fete.
- b) To nominate a member for the Thorpe Marriott Village Hall Committee. The Council agreed to nominated Cllr J Anderson. All in favour.
- c) To receive and agree the Meeting Schedule for 2024/25. Questioned if the meeting schedule could be spread to avoid the summer months. Annual Parish Meeting needs to be included. Defer to next meeting.
- d) To receive and agree the Beryl Bike Scheme proposal. No decision has been received from Norfolk County Council as to the request for a contribution towards bike rack installation in Drayton. The Council proposed to request a 50% contribution from Norfolk County Council. Should a response not be received by the next Parish Council Meeting, the signs will be removed. 9 Councillors in favour, one against.

11. Environment and Highways Committee

- a) To update on the tree planting at Florence Carter Memorial Park. Addressed at item 7.
- b) To approve works to Layton Close following confirmation of cost, liability and progress with HM Land Registry.

The Chairman recapped the decision from the previous meeting in November 2023 to proceed with the works to Layton Close. The Clerk explained that the information provided with respect to cost, liability and HM Land Registry covered the conditions of the previous proposal. The proposal was previously worded 'subject to'. The Council is therefore requested to consider the updated information, and confirm that they are still content to proceed. Cllr Crotch commented that the works would set a precedent that we will do work on any land which we see as being in the interest of public health and safety. Cllr Anderson commented that the information provided supports the conditions set at the previous meeting and work should proceed.

Cllr Anderson proposed to go ahead with the work. Seconded by Cllr H Kisby. 6 in favour with 4 against. Cllr A Crotch recorded and Cllr K Morgan requested for their votes to be recorded as against the works being carried out.

12. Open Spaces and Property Committee

- a). To receive the minutes from the meeting on 18th January 2024. Received.
- b). To agree the proposed changes to the Bowls Club Lease Agreement. Under the new proposal, the Bowls Club would pay £375 lease charge, plus continue to pay an insurance contribution of £175. The lease would be extended for one year.
The Council agreed the proposed changes to the Bowls Club Lease Agreement.
- c). To agree the recommendation for the management of the 3G pitch. The Clerk provided a brief description of the way the bookings could be managed by an online booking system and confirmed the contract end date for Absolute Sport and Leisure. The Council supported the proposal to bring back the management of the 3G facility to the Parish Council. All in favour.

13. Finance & General Purposes Committee.

- a) To consider quotes for mobile phone contract for Parish Clerk. The Council agreed to Lebara.

14. Staffing Committee

- a) To receive the minutes from the meeting on 25th January 2024. Received.
- b) To receive and agree the following policies:
 - i. Grievance Policy. Second page requires 'Broadland District Council' to be added to the Monitoring Officer reference. The Council agreed the Policy.
 - ii. Employment of Ex-offenders Policy. The Council agreed the Policy.
 - iii. Disciplinary Policy. The Council agreed the Policy.All in favour. 1 abstention.

For exclusion of the public and press. To resolve that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item

- c) To receive and agree the business case for changes to the Maintenance Operative role. The Council discussed the business case provided and made the following comments:
 - Adjust the hours shown on the job description to be between 8am – 5pm with greater clarity for the exact hours worked.
 - Member commented that there would utility in having 2 employees as there would be greater scope to cover work during periods of absence.
 - Consider annualised hours.
 - Consider splitting the role in terms of expertise i.e. Groundsman and a technical role.

The Council agreed to extend the meeting by 15 minutes.

- Suggestion for creating 2 job descriptions for the roles aforementioned.
- Investigate the role of Rangers at other Councils.

The Council agreed to defer the item back to the Staffing Committee for further consideration. All in favour.

15. Exchange of Information / Matters for next agenda.

Look at the signs to the play area with respect to dogs.

16. Dates for next meetings:

15th February 2024 Open Spaces and Property Committee Meeting
22nd February 2024 Environment and Highways Committee Meeting
29th February 2024 Staffing Committee Meeting
14th March 2024 Parish Council Meeting
21st March 2024 Finance and General Purposes Committee Meeting

Meeting closed at 9.12pm

Signed:

Chairman of the Parish Council.

Drayton Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
409	08/02/2024		Unity Trust Bank		Grass Cutting	The Garden Guardian Ltd	S	1,409.03	281.81	1,690.84
410	08/02/2024		Unity Trust Bank		Longdale 3G surface clean	The Garden Guardian Ltd	S	316.83	63.37	380.20
413	08/02/2024		Unity Trust Bank		Parish Online Subscription	Parish Online	S	88.45	17.69	106.14
414	08/02/2024		Unity Trust Bank		Building Valuation - Bowls Clut	Sedgwick	S	725.00	145.00	870.00
411	08/02/2024		Unity Trust Bank		Barrier at KGV and LD	Norse Commerical Services L	S	992.00	198.40	1,190.40
412	08/02/2024		Unity Trust Bank		Locum Clerk Services	Laura J Dawson	E	52.16		52.16
415	08/02/2024		Unity Trust Bank		New trees	Treecology	E	966.40		966.40
417	08/02/2024		Unity Trust Bank		Bench Seat	Realise Futures Eco Furniture	S	882.99	176.60	1,059.59
416	08/02/2024		Unity Trust Bank		Printing/Copies	Norfolk Copiers	S	15.91	3.19	19.10
418	08/02/2024		Unity Trust Bank		Christmas Lights at FCMP	T T Jones Electrical Ltd	S	860.00	172.00	1,032.00
419	08/02/2024		Unity Trust Bank		Christmas Tree	Anthony Thomas	S	270.00	54.00	324.00
Total								6,578.77	1,112.06	7,690.83

Drayton Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-01-2024 and 31-01-2024)

Cost Centre 2. Finance & General Purposes											
Code Number 27 Utilities & Services											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
357	11/01/2024	1465		Unity Trust Bank		Storage of Archived Documents	Closed Secure Storage Ltd	S	15.60	3.12	18.72
363	11/01/2024	59876		Unity Trust Bank		Pavilion Clean	Living Clean	S	345.00	69.00	414.00
393	16/01/2024	Credit Card		Unity Trust Bank		Tablet Data	Lebara Mobile	Z	4.95		4.95
396	02/01/2024	22452		Unity Trust Bank		Waste Clearance	Norwich Waste Disposal Ltd	S	179.00	35.80	214.80
397	02/01/2024	6371858		Unity Trust Bank		Electricity Charges KGV	British Gas	S	615.79	123.16	738.95
400	15/01/2024	3379855		Unity Trust Bank		Electricity Charges LD	Smartest Energy	L	259.05	12.95	272.00
401	16/01/2024	43857825		Unity Trust Bank		Broadband and Telephone Charges	Zen Internet Ltd	S	38.32	7.66	45.98
403	22/01/2024	12999871		Unity Trust Bank		Water Charges LD	Wave Utilities	E	101.63		101.63
404	23/01/2024	13011521		Unity Trust Bank		Water Charges KGV	Wave Utilities	E	59.32		59.32
405	25/01/2024	28087236		Unity Trust Bank		Mobile Phone	O2	S	85.32	17.06	102.38
406	30/01/2024	22765		Unity Trust Bank		Waste Clearance	Norwich Waste Disposal Ltd	S	179.00	35.80	214.80
407	31/01/2024	6629434		Unity Trust Bank		Electricity Charges KGV	British Gas	S	606.62	121.32	727.94
							Subtotal for Code: Utilities & Services		£2,489.60	£425.87	£2,915.47
Code Number 201 Stationery & Software											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
394	16/01/2024	Credit Card		Unity Trust Bank		Postage	Post Office Ltd	E	4.20		4.20
399	11/01/2024	39264		Unity Trust Bank		Microsoft Office 365 Licence	Anglian Internet	S	117.00	23.40	140.40
							Subtotal for Code: Stationery & Software		£121.20	£23.40	£144.60
Code Number 208 Community Event											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
361	11/01/2024	13181		Unity Trust Bank		Christmas Lights at FCMP	T T Jones Electrical Ltd	S	1,440.00	288.00	1,728.00
392	16/01/2024	Credit Card		Unity Trust Bank		Christmas Tree collection donation	Just Helping	X	50.00		50.00
							Subtotal for Code: Community Event		£1,490.00	£288.00	£1,778.00
Code Number 212 Grants											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
408	23/01/2024	None		Unity Trust Bank		Grant	1st Drayton Scout Group	E	667.86		667.86
							Subtotal for Code: Grants		£667.86		£667.86
Code Number 215 Bank Charges											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
386	16/01/2024	Credit Card		Unity Trust Bank		Bank Charges	Lloyds Bank	E	3.00		3.00
391	16/01/2024	Credit Card		Unity Trust Bank		Bank Charges	Lloyds Bank	E	3.00		3.00
							Subtotal for Code: Bank Charges		£6.00		£6.00
Code Number 282 Community Newsletter											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
359	11/01/2024	0006237		Unity Trust Bank		Newsletter	Just Regional	S	195.00	39.00	234.00
							Subtotal for Code: Community Newsletter		£195.00	£39.00	£234.00

Drayton Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-01-2024 and 31-01-2024)

Code Number	8522	Street Lighting Energy	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	402	22/01/2024	09421177	Electricity Charges Streetlights	NPower	L	70.87	3.54	74.41
					Subtotal for Code: Street Lighting Energy		£70.87	£3.54	£74.41
Code Number	8523	Street Lighting Maintenance	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	360	11/01/2024	13196	Streetlighting Maintenance	T T Jones Electrical Ltd	S	106.69	21.34	128.03
					Subtotal for Code: Street Lighting Maintenance		£106.69	£21.34	£128.03
Cost Centre	3	Environment & Highways			Subtotal for Cost Centre: 2. Finance & General Purposes		5,147.22	801.15	5,948.37
Code Number	36	Street Scene Maintenance	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	387	16/01/2024		Bus Shelter Repair	B&Q	S	18.59	3.72	22.31
	388	16/01/2024		Noticeboard Magnets	Ebay	S	11.97	2.39	14.36
	389	16/01/2024		Bench repairs	B&Q	S	20.67	4.13	24.80
	395	16/01/2024		Memorial Plaque	Brunel Engraving Company	S	40.38	8.08	48.46
					Subtotal for Code: Street Scene Maintenance		£91.61	£18.32	£109.93
Cost Centre	5	Open Spaces & Property			Subtotal for Cost Centre: 3. Environment & Highways		91.61	18.32	109.93
Code Number	59	Pavilion Consumables	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	390	16/01/2024		Cleaning Consumables for Pavilions	ASDA	S	34.33	6.87	41.20
					Subtotal for Code: Pavilion Consumables		£34.33	£6.87	£41.20
Code Number	503	Grounds Maintenance	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	355	11/01/2024		Grass Cutting	The Garden Guardian Ltd	S	1,409.03	281.81	1,690.84
					Subtotal for Code: Grounds Maintenance		£1,409.03	£281.81	£1,690.84
Code Number	504	Security	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	358	11/01/2024		Barrier at KGV and LD	Norse Commerical Services Ltd	S	992.00	198.40	1,190.40
					Subtotal for Code: Security		£992.00	£198.40	£1,190.40
Code Number	511	3G Surface Maintenance	Chq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	356	11/01/2024		Longdale 3G surface clean	The Garden Guardian Ltd	S	316.83	63.37	380.20
					Subtotal for Code: 3G Surface Maintenance		£316.83	£63.37	£380.20
Cost Centre	6	Staffing			Subtotal for Cost Centre: 5. Open Spaces & Property		2,752.19	550.45	3,302.64

Drayton Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-01-2024 and 31-01-2024)

Code Number		61 Salaries		Invoice No		Minute		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total					
Vchr.	Date																										
380	31/01/2024	None		Unity Trust Bank								Salary	Employee 4	X	861.63				861.63				861.63				
381	31/01/2024	None		Unity Trust Bank								Salary	Employee 10	X	1,687.14				1,687.14				1,687.14				
382	31/01/2024	None		Unity Trust Bank								Salary	Employee 8	X	1,987.34				1,987.34				1,987.34				
383	31/01/2024	None		Unity Trust Bank								Tax & NI	HMRC	X	1,527.49				1,527.49				1,527.49				
384	31/01/2024			Unity Trust Bank								Pension EEs & ERs	Norfolk Pension Fund	X	1,812.02				1,812.02				1,812.02				
Subtotal for Code: Salaries																			£7,875.62				£7,875.62				
Code Number		601 Expenses/Mileage		Invoice No		Minute		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total					
365	31/01/2024	None		Unity Trust Bank								Mileage	Employee 4	X	116.56				116.56				116.56				
Subtotal for Code: Expenses/Mileage																			£116.56				£116.56				
Code Number		602 Consultancy Services		Invoice No		Minute		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total					
396	08/01/2024	None		Unity Trust Bank								HR Consultancy	Personnel & Advice Solutions Ltd	S	100.00				100.00				120.00				
Subtotal for Code: Consultancy Services																			£100.00				£120.00				
Subtotal for Cost Centre: 6. Staffing																			8,092.18				20.00				8,112.18
TOTALS																			£16,083.20				£1,389.92				£17,473.12

Drayton Parish Council
Listing of Receipts in each Code for All Cost Centres
 (Between 01-01-2024 and 31-01-2024)

Cost Centre	1. Income	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Code Number	14 Miscellaneous								
Vchr.	Invoice No	Minute							
35	19/01/2024			Wayleave KGV	UK Power Networks	E	4.60		4.60
					Subtotal for Code: Miscellaneous		£4.60		£4.60
Code Number	22 VAT Refund								
Vchr.	Invoice No	Minute							
34	22/01/2024			VAT Reclaim	HMRC	R	4,118.40	4,118.40	4,118.40
					Subtotal for Code: VAT Refund		£4,118.40		£4,118.40
Code Number	53 Pavilion Hire								
Vchr.	Invoice No	Minute							
32	02/01/2024			Hire KGV Pavilion	Slimming World	E	190.00		190.00
					Subtotal for Code: Pavilion Hire		£190.00		£190.00
Code Number	55 3G Income								
Vchr.	Invoice No	Minute							
33	30/01/2024			Lease	Absolute Sport and Leisure	S	1,449.25	289.85	1,739.10
					Subtotal for Code: 3G Income		£1,449.25	£289.85	£1,739.10
					Subtotal for Cost Centre: 1. Income		1,643.85	4,408.25	6,052.10
					TOTALS		£1,643.85	£4,408.25	£6,052.10