

Borough of Boston and District of South Holland

Safety Advisory Group

What is a Safety Advisory Group (SAG)?

A Safety Advisory Group is a group of professionals from the statutory agencies whose role is to provide competent and consistent advice on event safety to event organisers and venues. Additionally, a SAG will liaise with event organisers and ensure that any contingency plans made by the organiser work in conjunction with emergency plans for major incidents prepared by the statutory agencies.

The Safety Advisory Group does not have legal powers and does not approve or ban events, however, many of the agencies who sit on SAGs may have the legal power to prevent unsafe practices.

The Group will consider events which are either: -

Events of an unusual nature	Events with significant numbers of attendees
Events with a significant or unusual level of risk	New venues or Organisers
Events or venues where there have been previous issues or incidents	A Member or Organiser requests SAG support/advice

To access the Group please complete the following form. The Group recognises that Event Planning is a fluid process, but please provide as much information as possible. If a section is not applicable to your event mark N/A.

Event Notification Form

A) Event Organiser Details:

Name: Becky Brothwell

Email: deputyclerk@holbeachpc.com

Contact No: 01406 426739 / 07955 275188

Are you organising as part of a Committee/Charity/Company

YES/~~NO~~

Please provide details: Holbeach Parish Council

Landowner Details:

Landowner Name: Holbeach War Memorial C/O Holbeach Parish Council

Contact No: 01406 426739 / 07955 275188

Email: deputyclerk@holbeachpc.com

Address: Coubro Chambers, 11 West End, Holbeach, PE12 7LW

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B) Event Details:

Event Name: Remembrance Parade 2025

Type of Event: Parade

Event Date: Sunday 9th November 2025

Event Location: Holbeach War Memorial, High Street, Holbeach

'What3Words' Location: efficient.warblers.reason

Start Time: 10:00

Finish Time: 11:30

Setting up time & take down time: As Above

Anticipated Attendance Number: 500

Anticipated Attendance at any one time during the event: 500

Anticipated audience type (i.e. family, adult etc): Adults and Children

Description of the event and related activities, including a site plan and whether the event is either indoor/outdoor (please use a separate sheet of paper if necessary):

The Remembrance Day Parade will be organised by the Civic Authority on behalf of the Royal British Legion.

Participants are requested to assemble at the Co-Op on the High Street, from where the parade will proceed to the war memorial.

The ceremony, led by the Vicar, will be observed from within the designated road closure area to ensure the safety of all attendees.

Wreath layers will be invited forward one at a time. Each individual will approach the war memorial, lay their wreath, and return to their position before the next person is called.

Following the conclusion of the wreath-laying ceremony, all participants will be invited to proceed into the church for the Service of Remembrance.

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Do you have an Event Safety Officer (if yes, please provide details):

YES/~~NO~~

Becky Brothwell – Deputy Clerk Holbeach Parish Council

Have you completed risk assessments for the event (if yes, please attach)

YES/~~NO~~

Fire Fighting Measures

Do you have a Fire Risk Assessment? (if yes, please attach):

YES/~~NO~~

Do you have an Emergency Evacuation Plan (if yes, please attach):

YES/~~NO~~

Will Fire Fighting Equipment be provided on site (if yes, please provide details)

YES/~~NO~~

- Fire extinguishers (water, foam, CO₂) at key location (Red Telephone Box on High Street where defibrillator is stored)

Please identify who is trained and expected to use the provided equipment:

Becky Brothwell – Deputy Clerk

Park Team Employees – Dan Taylor, Pete Joinson & Aaron May

Medical Provision (First Aid)

Will Medical Provision be available? (Please provide the following information)

YES/~~NO~~

Name of organisation(s) providing the medical cover: St Johns Ambulance

Name of Lead provider: TBC

Contact No: TBC

Is the organisation registered with the Care Quality Commission?

YES/~~NO~~

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What level of cover is being provided (please state numbers/provide an outline etc.)

First aid kits and trained personnel – St Johns Ambulance in attendance

2 St Johns Ambulance

1 Deputy Clerk – Becky Brothwell

2 Park Team Employees – Dan Taylor & Pete Joinson

Defibrillator – please state nearest location to event if not provided by medical provider:

Red Telephone Box on High Street, Holbeach outside Elegance Hairdressers

Medical Facilities:

First Aiders: 5 (2 St Johns Ambulance)

Ambulances: 0

First Responders in Emergency Care: 0

Level 3

Level 4

Paramedics: 0

Emergency Care Practitioners: 0

Nurses: 0

Doctors: 0

Security Measures / Volunteers / Stewards

Do you intend to use:

Professional/Paid Event Stewards/Security

YES/NO

(if yes please provide details, including no's, contact name, contact number, training, and qualifications etc.)

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Volunteer Stewards/Marshals

YES/~~NO~~

(if yes please provide details, including numbers, lead contact name, contact number, training and qualifications etc)

Becky Brothwell – Deputy Clerk – Holbeach Parish Council – 07955 275188

Plus 10 Marshals which will include Park Team members, Councillors and Public Volunteers all have done the marshalling for Remembrance Day previously, well experienced.

Highways

Will road closures or parking restrictions be required, have you discussed with Highways?

YES/~~NO~~

(NB Highways require a minimum notice period of 3 months to implement)

How will Traffic Management be implemented?

By Holbeach Parish Council and Crusader Traffic Management.

(NB: The Police DO NOT provide this service)

LCC Highways require Event Organisers to register all public and private events which may impact upon the use of the highway. The link below takes you to the relevant web page.

<https://www.lincolnshire.gov.uk/transport-and-roads/traffic-management/events-affecting-the-highway/36947.article>

C) Licensable Activity:

Please mark if activity is taking place:

Activity	Indoor (please state times taking place)	Outdoor (please state times taking place)
Live music	N/A	10:30 to 11:15
Recorded music	N/A	10:30 to 11:15

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Dancing	N/A	N/A
Performance of plays	N/A	N/A
Films (Type)	N/A	N/A
Bar/ Alcohol	N/A	N/A
Late night refreshment (sale of hot food and drink between 11.00pm and 5.00am)	N/A	N/A
Boxing or wrestling – medical provision present	N/A	N/A

If you plan on organising an event with a licensable activity on either Boston Borough Council or South Holland District Council Land, do you intend to apply to use their Premise Licence? **YES/NO**

If not, do you intend to apply for a Premise Licence (please allow a minimum 3-month period to complete the application process) **YES/NO**

If not, do you intend to apply for a Temporary Event Notice (please allow 10 clear working days' notice for a Standard TEN) **YES/NO**

Please refer to the below websites for further information on Licensing and to obtain the relevant application forms:

<https://www.boston.gov.uk/licensing>

<http://www.sholland.gov.uk/article/3528/Alcohol-and-Entertainment>

PLEASE NOTE: ORGANISERS OF LARGE-SCALE EVENTS WILL NEED TO COMPLY WITH BOSTON BOROUGH COUNCIL/SOUTH HOLLAND DISTRICT COUNCIL'S LICENCING POLICY

Large Scale Events

Organisers of major festivals and carnivals should approach the Licensing Authority and Responsible Authorities at the earliest opportunity to discuss arrangements for the licensing of those activities falling within the provisions of the Licensing Act 2003.

In respect of some events, the organisers may seek a single premises licence to cover a wide range of activities at varied locations within the premises.

Anyone wishing to hold such an event should notify the Licensing Authority no less than 6 months before the event is due to happen. This will allow time for the preparation of a substantial operating schedule, by the applicant, which may be required to ensure promotion of the licensing objectives.

D) Street Trading

If an event is free for members of the public to attend and there are people selling goods for profit and not for charity you may require a Street Trading Event Consent depending on Council area.

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Is the event free for attendees? YES/~~NO~~

Will there be stalls/caterers selling goods for profit? ~~YES~~/NO

Have you applied for a Street Trading Event Consent? ~~YES~~/NO

E) Possible Hazards at Event:

Please review the following list and indicate (✓) the hazards that apply to the event. Provide details of the hazard and list the controls that are in place to minimise the related risk.

Section 1 -Event Hazard	✓	Details of Hazard and Controls
Marquee/Tent/Gazebo		N/A
Stage (what type?)		N/A
Stalls (approx how many)		N/A
Catering Facilities (provided by organiser or external caterer, are they Food Registered, food vehicles)		N/A
Propane Gas/Compressed Air/Chemicals		N/A
Decorations (Flowers, banners etc)	✓	Laying of Wreaths at War Memorial
Performers/Acts		N/A
Caravans/Camping		N/A
Car Parking – onsite/off site?		N/A
Traffic movements during the event	✓	Road Closure – No Vehicle Movements
Strobe/Flashing/Infrared or ultraviolet lights		N/A
Fireworks		N/A

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Fairground Rides (please state type and numbers)		N/A
Inflatables (bouncy castle)		N/A
Animals	✓	Yes possibly 2 horses in the parade if requested
Procession/parade	✓	Parade from Co-op to War Memorial along High Street
Other hazards not listed above (please state nature):		

F) Attendees

	✓	Number and Details	Supervision/Assistance
Children (under16) and/or Senior Citizens (65+)	✓	300	Parent/Guardian
Disabled persons or persons requiring assistance	✓	100	Carer
Vulnerable Persons/Groups	✓	100	Carer

G) Insurance

Public Liability Insurance:

Provider: Hiscox Insurance Company Limited Expiry Date: 24th January 2026

Employers Liability Insurance (applicable if your Event has volunteers or stewards and not covered in the Public Liability Insurance):

Provider: Hiscox Insurance Company Limited Expiry Date: 24th January 2026

Copies included with application:

YES/~~NO~~

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H) Details for the person completing the form on behalf of the event (please print):

Name: Becky Brothwell

Full Address: Coubro Chambers, 11 West End, Holbeach, PE12 7LW

Telephone No: 07955 275188

Email: deputyclerk@holbeachpc.com

Name of Organisation representing: Holbeach Parish Council

Position within Organisation: Deputy Clerk (Acting Clerk/RFO)

Signed: 

Date: 01.09.2025

PLEASE NOTE

This form is designed to give Boston Borough and South Holland District's Safety Advisory Group an overview of your event.

Guidance and Template Forms for event plans and risk assessments can be found on the Lincolnshire Event Safety Partnership (LESP) website: <https://www.lincolnshireresilienceforum.org/events/>

SAG details can be found on the following webpages:

<https://www.boston.gov.uk/SAG> / <https://www.sholland.gov.uk/SAG>

Data Protection Statement

The information you provide on this form will be used only for the purposes outlined below and will not be used for additional purposes without your consent.

By submitting this form, you are agreeing to the details of your event and personal data provided to be shared with the statutory agencies for the purposes of their giving advice on safety at/around the event and to allow them to understand any impact on their core roles.

The information will be used by the Authority to provide contact details should issues arise and form a register of businesses that attend.

In the case of where an accident or incident has happened it may be necessary for your information to be passed on to affected persons.

For further information please see the privacy notice outlined on the Authority's website.

Personal Liability

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As the named Event Organiser, you are responsible for the Health and Safety of all volunteers/stewards/ members of the public etc that attend the Event. The paperwork required is to help protect you in case an accident/incident occurs as ultimately you are liable.

What Happens Next?

Once the notification has been submitted, you will receive an acknowledgement of receipt. SAG members have two weeks to provide initial responses and ask questions, if you do not hear anything there is no further information required at this stage. You may be asked to attend a Safety Advisory Group meeting or submit your Event Management Plan and Risk Assessment 12 weeks before your event. You will also be asked to submit a final plan one week before for the Emergency Services to hold within their Control Room, should an emergency response be required during the event.

Please complete and return this form to:

Food, Health & Safety Team, South Holland District Council, Council Offices, Priory Road,
Spalding, Lincs. PE11 2XE or email to: shdcsag@sholland.gov.uk

Emergency Evacuation Plan

Event: Remembrance Day Parade

Location: High Street, Holbeach (War Memorial and surrounding area)

Date: Sunday 9th November

Organiser: Civic Authority on behalf of the Royal British Legion

Prepared by: Becky Brothwell

Plan Date: 01.09.2025

1. Purpose

To ensure the safe and orderly evacuation of all participants and attendees in the event of an emergency, including fire, medical incident, structural hazard, or security threat.

2. Evacuation Triggers

- Fire outbreak (e.g. beacon malfunction, electrical fault)
- Medical emergency requiring crowd dispersal
- Structural collapse or obstruction
- Suspicious package or security alert
- Severe weather event (e.g. high winds, lightning)

3. Roles and Responsibilities

Role	Responsibility
Event Coordinator	Initiates evacuation, liaises with emergency services
Stewards	Guide public to exits, assist vulnerable individuals
PA Operator	Broadcast evacuation instructions clearly
First Aiders	Provide immediate medical support and assist evacuation
Police/Fire Services	Take control upon arrival, manage public safety

4. Evacuation Routes

- Primary Route: Southbound along High Street toward Church Street
- Secondary Route: Northbound toward Fleet Street and designated safe zone
- Assembly Point: Church grounds (rear lawn or hall if weather requires shelter)

All routes will be kept clear and marked with temporary signage. Stewards will be stationed at key junctions to direct flow.

5. Communication Protocol

- PA system announcement: “Attention please. For your safety, we are initiating an emergency evacuation. Please follow steward instructions and proceed calmly to the designated assembly point.”
- Stewards equipped with radios or mobile phones for coordination
- Emergency services contacted via 999 immediately upon incident

6. Support for Vulnerable Persons

- Stewards assigned to assist elderly veterans, children, and individuals with mobility needs
- Wheelchair-accessible route confirmed via Church Street
- First aid station positioned near war memorial for triage

7. Post-Evacuation Procedure

- Headcount at assembly point (if feasible)
- Await clearance from emergency services before dispersal or re-entry
- Incident report to be completed by Event Coordinator within 24 hours

Steward Briefing Checklist – Emergency Evacuation

◆ Before the Event

- ☐ Attend safety briefing and receive radio/mobile contact details
- ☐ Familiarise yourself with evacuation routes and assembly point
- ☐ Confirm location of fire extinguishers and first aid kit
- ☐ Identify vulnerable attendees (e.g. elderly veterans, wheelchair users)
- ☐ Check signage and ensure access routes are clear

◆ During the Event

- ☐ Monitor crowd for safety concerns or obstructions
- ☐ Keep emergency routes clear at all times
- ☐ Be alert to fire, medical, or security incidents
- ☐ Maintain communication with Event Coordinator
- ☐ Support public with directions and reassurance

◆ If Evacuation is Triggered

- ☐ Listen for PA announcement or coordinator instruction
- ☐ Guide attendees calmly to Primary Route (Church Street) or Secondary Route (Fleet Street)
- ☐ Direct all to Assembly Point at church grounds
- ☐ Assist vulnerable individuals as needed
- ☐ Do not re-enter area until cleared by emergency services

◆ After Evacuation

- ☐ Report headcount or concerns to Event Coordinator
- ☐ Remain at assembly point until further instruction
- ☐ Complete incident report if involved in evacuation

Fire Risk Assessment

Event: Remembrance Day Parade

Location: High Street, Holbeach (War Memorial and surrounding area)

Date: Sunday 9th November 2025

Organiser: Civic Authority on behalf of the Royal British Legion

Assessor: Becky Brothwell

Assessment Date: 01.09.2025

1. Event Overview

- Public parade and ceremony involving wreath laying and a church service.
- Participants include veterans, civic representatives, clergy, and members of the public.
- Temporary road closure in place to ensure safety and access control.

2. Potential Fire Hazards

Hazard	Source	Risk Level	Controls
Naked flames	Candles or ceremonial torches	Low	Use LED alternatives where possible; supervise any live flame use
Electrical equipment	PA system, lighting	Low	PAT-tested equipment only; cables secured and protected
Smoking	Public attendees	Low	Designated smoking areas away from crowd and flammable materials

3. People at Risk

Parade participants (including elderly veterans)

- General public and spectators
- Event staff and volunteers
- Vicar and wreath layers

4. Preventive Measures

- **No smoking signage** and verbal reminders
- **Fire extinguishers** positioned near beacon and PA system (Red telephone box)
- **Stewards briefed** on fire safety and emergency procedures
- **Emergency access routes** kept clear at all times
- **Weather monitoring** to assess risk of wind

5. Emergency Procedures

- **Assembly point:** [Church grounds on Church Street]
- **Evacuation route:** Via High Street toward traffic lights
- **Emergency services contact:** Lincolnshire Fire & Rescue – 999
- **First aid provision:** On-site first aider and kit available
- **Communication:** Stewards equipped with radios or mobile phones

Paid

Payment reference ID 22AoCZZOpf0UcLFjCpUA
Sold by Amazon EU S.à r.l., UK Branch
VAT # GB727255821

Invoice date / Delivery date	26 August 2025
Invoice #	GB56HV3FBAEUI
Total payable	£9.98

HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS, 11 WEST END, COUBRO
CHAMBERS, 11 WEST END
HOLBEACH, Lincs, PE12 7LW
GB

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Holbeach Parish Council Coubro Chambers, 11 West End, coubro chambers, 11 west end Holbeach, lincs, PE12 7LW GB	Holbeach Parish Council Coubro Chambers, 11 West End Holbeach, Lincolnshire, PE12 7LW GB	Amazon EU S.à r.l., UK Branch 1 Principal Place, Worship Street London, EC2A 2FA United Kingdom VAT # GB727255821

Order information

Order date	22 August 2025	PO #	479
Order #	203-0269820-0033119		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
Gorilla Epoxy 25ml ASIN: B009NQQJFC	2	£4.16	20%	£4.99	£9.98
Shipping Charges		£3.47		£4.17	£4.17
Promotions		-£3.47		-£4.17	-£4.17

Invoice total £9.98

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20%	£8.32	£1.66
Total	£8.32	£1.66

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LU-BIO-04

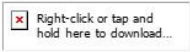
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Arriving Wednesday
daniel – SPALDING, Lincs
Order # 026-1574251-2650724

View or edit order



R7s Halogen Light Bulbs 78mm, 160...
Sold by Lannister-UK
Condition: New
Quantity: 2
£5⁹⁴

Total

£11.88

HOLBEACH PARISH COUNCIL
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CHAMBERS, 11 WEST END
HOLBEACH, Lincs, PE12 7LW
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Paid

Payment reference ID OkuKhieZtg5ywXval9bZ
Sold by Amazon Business EU S.à.r.l, UK Branch
VAT # GB305634227

Invoice date / Delivery date	28 August 2025
Invoice #	GB57C5UTABEI
Total payable	£29.46

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Sold by

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United Kingdom
VAT # GB305634227

Order information

Order date	28 August 2025	PO #	479
Order #	203-5125361-6250769		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
OMOTON Laptop Stand for Desk, 360° Swivel Laptop Riser, Durable Metal Base, Foldable Ergonomic Notebook Stand with Adjustable Height - Fits MacBook and Laptops up to 15 inches - Classic Black ASIN:B0D6642HS7	1	£12.48	20.0%	£14.98	£14.98
OFFCUP Plastic Number Tags, 100pcs Engraved Numbered Tags, ID Discs for Hotel Mailbox Gym School Office (1-100 Black) ASIN:B0C2CC2G73	1	£7.91	20.0%	£9.49	£9.49
Shipping Charges		£4.15	20.0%	£4.99	£4.99
Invoice total					£29.46

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20.0%	£24.54	£4.92
Total	£24.54	£4.92

Paid

Payment reference ID Zp0aX4QbHAQbLbvInnGT
Sold by Amazon Business EU S.à.r.l, UK Branch
VAT # GB305634227

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HOLBEACH, Lincs, PE12 7LW
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Invoice date / Delivery date	28 August 2025
Invoice #	GB57C5UWABEI
Total payable	£29.63

For customer support visit www.amazon.co.uk/contact-us

Business address

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Delivery address

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Holbeach, Lincolnshire, PE12 7LW
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VAT # GB305634227

Order information

Order date	28 August 2025	PO #	479
Order #	203-2675676-7956353		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
Wireless Keyboard with Wrist Rest, Full-size Ergonomic Keyboards with Phone Holder, Sleep Mode, 18 Multimedia Keys, Numeric Keypad, Silent 2.4GHz Cordless Keyboard for Mac/Windows/Computer/Laptop/PC ASIN:B0DCJMY927	1	£20.53	20.0%	£24.64	£24.64
Shipping Charges		£4.16	20.0%	£4.99	£4.99

Invoice total £29.63

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20.0%	£24.69	£4.94
Total	£24.69	£4.94

Paid

Payment reference ID AnMXbnqFSYqBMNSkSdv4
Sold by Amazon Business EU S.à.r.l, UK Branch
VAT # GB305634227

HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS, 11 WEST END, COUBRO
CHAMBERS, 11 WEST END
HOLBEACH, LINCS, PE12 7LW
GB

Invoice date / Delivery date	05 September 2025
Invoice #	GB57LWJEABEI
Total payable	£50.00

For customer support visit www.amazon.co.uk/contact-us

Business address

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Delivery address

Holbeach Parish Council
Coubro Chambers, 11 West End
Holbeach, Lincolnshire, PE12 7LW
GB

Sold by

Amazon Business EU S.à.r.l, UK Branch
1 Principal Place, Worship Street
London, EC2A 2FA
United Kingdom
VAT # GB305634227

Order information

Order date	4 September 2025	PO #	483
Order #	203-8377157-1459504		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
W E Roberts (Corrugated) Ltd A4 Cardboard Archive Filing Storage Boxes - 15" x 12" x 9"/390mm (L) x 304mm (W) x 238mm (H) (Pack of 20) ASIN:B01K7W1DVA	1	£41.67	20.0%	£50.00	£50.00

Invoice total £50.00

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20.0%	£41.67	£8.33
Total	£41.67	£8.33

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CHAMBERS, 11 WEST END
HOLBEACH, LINCS, PE12 7LW
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Paid

Payment reference ID 1fHlpbr63M18hpKGboo1
Sold by Dongyang Sun Well Tools Co.,Ltd

Invoice date / Delivery date	08.09.2025
Invoice #	DS-AEU-INV-GB-2025-488160410
Total payable	£70.97

VAT declared by	Amazon EU S.a.r.L.
VAT #	GB727255821

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Holbeach Parish Council Coubro Chambers, 11 West End, coubro chambers, 11 west end Holbeach, lincs, PE12 7LW GB	Holbeach Parish Council Coubro Chambers, 11 West End Holbeach, Lincolnshire, PE12 7LW GB	Dongyang Sun Well Tools Co.,Ltd HM REVENUE AND CUSTOMS RUBY HOUSE 8 RUBY PLACE ABERDEEN, AB10 1ZP GB

Order information

Order date	05.09.2025	PO #	501
Order #	203-5012923-5331540		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
FLORA GUARD 1.4-3m Extendable Long Reach Pruner - Long Reach Pole Saw, Telescopic Fruit Picker, Long Reach Telescopic Tree Pruner - Lightweight Tree Trimmers B0CBJRFW7K ASIN: B0CBJRFW7K	1	£59.14	20%	£70.97	£70.97
Shipping Charges		£3.74		£4.49	£4.49
Promotions		-£3.74		-£4.49	-£4.49

Invoice total		£70.97
VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20%	£59.14	£11.83
Total	£59.14	£11.83

Paid

Payment reference ID 1n3CZ1UFBYQsFi9oavqL
Sold by Amazon Business EU S.à.r.l, UK Branch
VAT # GB305634227

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Invoice date / Delivery date	31 August 2025
Invoice #	GB57EGE4ABEI
Total payable	£129.00

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GB

Delivery address

Holbeach Parish Council
Coubro Chambers, 11 West End
Holbeach, Lincolnshire, PE12 7LW
GB

Sold by

Amazon Business EU S.à.r.l, UK Branch
1 Principal Place, Worship Street
London, EC2A 2FA
United Kingdom
VAT # GB305634227

Order information

Order date	29 August 2025	PO #	479
Order #	203-6737538-1620304		
Order placed by	Holbeach Parish Council		

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
Rexel Optimum Auto Feed+ 50 Sheet Automatic Cross Cut Paper Shredder, P-4 Security, Home/Home Office, 20 Litre Removable Bin, 2020050X, Black ASIN:B08QSMST8M	1	£107.50	20.0%	£129.00	£129.00
Promotions		-£3.74	20.0%	-£4.49	-£4.49
Shipping Charges		£3.74	20.0%	£4.49	£4.49

Invoice total £129.00

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20.0%	£107.50	£21.50
Total	£107.50	£21.50



Bounce House Party
Bounce House Party, Spalding, Lincolnshire, UK
07513814790
thebouncehouseparty@hotmail.com

INVOICE TO:

Holbeach Parish Council
Netherfields Park, Holbeach, PE127NP
07495263895
Email: deputyclerk@holbeachpc.com

INVOICE

Invoice Date: 26/08/2025
Booking ID: BKSvrJ6Bz9fOZ (Ref: 1280)
Booking Date: 26/08/2025

DESCRIPTION	TOTAL
100ft assault course	£200.00

Payment Method: Online

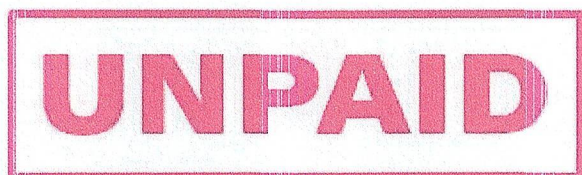
Payment Details:

Name: Bounce House Party Ltd - Account Number: 56097921 - Sort Code: 53-50-51 - Bank: Natwest. You can make your payment online: [Pay Online!](#)

Delivery £0.00

Invoice Total £200.00

Deposit £5.00



Thank you!
Bounce House Party

Additional Details: Family funday 17th Generator needed



Boyes

Win a £100 Boyes gift voucher!

Sign up to our monthly
prize draw at www.boyes.co.uk
BOYES OF HOLBEACH 01406 420050

31/08/25 10:49

1x LOOP HANDLE BAG FOR LIFE	£0.25
@ £0.25	
0000400000990	
2x Haribo Share the Happy	£13.50
Minis Bags 960g @ £6.75	
5012035965952	
4x Squashies Mini Bags 280g	£10.00
@ £2.50	
5010478487215	
1x 18MM 3D FOAM TAPE ST17200	£2.50
@ £2.50	
5038041012138	
1x BLU TACK @ £0.99	£0.99
5000399001003	
1x Sticky Fixers	£1.99
484331/1445423 @ £1.99	
5010305051060	

Subtotal (Ex VAT) £24.36

VAT £4.87

Total £29.23

CARD: £29.23

*****8569

Change Due £0.00

W Boyes and Co Ltd

PE12 7LR

Thank You

M:***04551

TID:****5130

S15131

ACQ ID:06585130_25083110

49_5100

SCH ID:MPBL10T010831

REF No.:102SVUN6

HANDSET:1

MASTERCARD

AID: A0000000041010

MASTERCARD

*****8569

PAN SEQ NO. 01

CONTACTLESS

SALE

AMOUNT £29.23

TOTAL £29.23

NO CARDHOLDER

VERIFICATION

PLEASE RETAIN FOR YOUR
RECORDS

Thank you

31/08/25 10:49

AUTH CODE: 038107

CUSTOMER COPY

PLEASE RETAIN RECEIPT

R029290300119000047



BPS Depot
Unit 8 Highams Hill Farm, Sheepbarn
Lane
Warlingham, CR6 9PQ,
United Kingdom (UK)

Invoice Date: **19/08/25**
Order No.: **BPS460591**
Order Date: **08-19-2025**
Shipping Method: **Free Next Day**
(Free)

Billing Address:

Becky Brothwell
Holbeach Parish Council
Coubro Chambers, 11 West End
Holbeach, Spalding, Lincolnshire, PE12 7LW,
United Kingdom (UK)
Email: deputyclerk@holbeachpc.com
Phone: +447955275188

Shipping Address:

Becky Brothwell
Holbeach Parish Council
Coubro Chambers, 11 West End
Holbeach, Spalding, Lincolnshire, PE12 7LW,
United Kingdom (UK)

IMAGE	SKU	PRODUCT	QUANTITY	PRICE	TOTAL PRICE	TOTAL TAX
	L-TMExt-2x14	Trade Master Pro® 2 Section Extension Ladder - 6.82m Size : 6.82m	1	£154.16	£154.16	£30.83
	L-TMCom-3x10	Trade Master Pro® 3 Section Combination Ladders - 10 Rung Size : 10 Rung	1	£187.49	£187.49	£37.50
					Subtotal	£341.65
					Shipping	Free Next Day (Free)
					Tax	£68.33
					Total tax	£68.33
					Total	£409.98

Payment method: Debit & Credit Cards

**BRANCH BROS LTD -
HOLBEACH**

BOSTON ROAD SOUTH
HOLBEACH

MID: XXXX9414

TID: XXXXXX07

AID A0000000041010

MASTERCARD

MASTERCARD

**** * 2765

ICC PAN. SEQ 1

SALE

CARDHOLDER COPY

PLEASE RETAIN FOR YOUR
RECORDS

AMOUNT £14.00

VERIFIED BY PIN

Thank You

09:39:41 27/08/25

AUTH CODE:051332

BRANCH BROS

BRANCH BROS - HOLBEACH

HOLBEACH BRANCH

BOSTON ROAD SOUTH

HOLBEACH

LINCOLNSHIRE

PE12 7LR

VAT No. 120 5649 93 - Tel: 01406 426 333

Customer: RCH-COL

Document: HCS083304

Order No: .

Date: 27/08/25

Sold By: BA 09:39

Product/Description	Qty	Unit	Ext
---------------------	-----	------	-----

CEMPOST	2	7.00	14.00
---------	---	------	-------

FAST SET POSTFIX 20KG BAG

ONLINE ORDERING NOW LIVE

www.branchbros.co.uk

LINE PRICES SHOWN ON THIS ACCOUNT INCLU
VAT

Cashslip Total (Inc VAT)	£	14.00
---------------------------------	----------	--------------

Amount Tendered	£	14.00
------------------------	----------	--------------

Change Given	£	0.00
---------------------	----------	-------------

Method of Payment	CCD CARD ***
--------------------------	---------------------

Document Number



BRANCH BROS LTD -
HOLBEACH

BOSTON ROAD SOUTH
HOLBEACH

MID:

XXXX9414

TID:

XXXXXX53

MASTERCARD

**** * 8569

KEYED
SALE

CARDHOLDER COPY

PLEASE RETAIN FOR YOUR
RECORDS

AMOUNT £70.00

CUSTOMER NOT PRESENT

Thank You

10:00:06 05/09/25

AUTH CODE:000579

ANCH BROS

BB
B/CARD

Tel: 01406 426 333

Fax: 01406 423 365

website: www.branchbros.co.uk

email: sales@branchbros.co.uk

*** REPRINT ***

Page 1 of 1

Delivered To:

RETAIL CASH HOLBEACH - COLLECT

INVOIC.

TEL :

MOBILE:

DEL METH: 00 - COLLECTED

OP: DARREN GOLDSMITH

ORDER NO: HOLBEACH PARISH

A/C NO: RCH-COL

DELIVERY DATE:

05/09

DELIVERY CONTACT:

holbeach parish

SUPPLY BRANCH:

HOLB

PRODUCT CODE

DESCRIPTION

QTY

UOI

PRICE

VALUE

CEMPOST

FAST SET POSTFIX 20KG BAG

10

BAG

7.00

70.00

ONLINE ORDERING NOW LIVE www.branchbros.co.uk
LINE PRICES SHOWN ON THIS ACCOUNT INCLUDE VAT

Method Of Payment: CCD CARD ***

Total Weight: 200.00

Total Qty:

RECEIVED BY:

PRINT NAME:

VAT CODE	RATE %	AMOUNT TAXABLE	VAT TOTAL	Total Net	Total VAT	Invoice Total
		58.33	11.67	£ 58.33	£ 11.67	£ 70.00
1	20.00					

Goods to remain the property of the vendor until payment in full has been received.
Term & conditions available on request.

VAT Reg No: 120 5649 93 Company Reg No: 921887





Invoice Copy

Holbeach Parish Council
Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
PE12 7LW
United Kingdom

Date 07 Sep 2025
Invoice No. WEB440095

Charges for current billing period

Description	Total
Micro - Annual	£224.00
Rota, Time & Attendance	£120.00
Subtotal	£344.00
VAT (20%)	£68.80
Total	£412.80

Account number**BGL68598****Bill number:** 12138360**Bill date:** 22 Aug 2025

This is a VAT invoice

VAT registration number 684 9667 62

Any questions?

You've signed up for an online only product so you can talk to us online, simply log in to www.britishgaslite.co.uk and contact us on webchat.

[> Talk to us online](#)

Your Lite electricity bill

Holbeach Parish Council, Carters Park, Park Road, Holbeach,
Spalding, Lincolnshire, PE12 7EE

Bill period 22 Jul 2025 to 22 Aug 2025

Balance brought forward from your last bill	£21.78
Electricity charges exc VAT	£10.72
VAT at 5%	£0.54

Total charges (inc VAT)**£33.04**

Please pay online by 5 Sep 2025

About your plan**Plan name:** Renewal 3 Year Fixed Rate**Plan end date:** 6 Nov 2025

You've already agreed your next Fixed Price Plan which will start after your current plan ends.

Electricity charges

S	04	811	N12	MPAN number 1100000509146				
	11	0000	0509	146	Meter ID K20D03314			
Previous reading				Current reading		kWh	Rate	Charges
Electricity charges								£0.00
Standing charge						31 days at 34.57 p/day		£10.72
Electricity charges exc VAT								£10.72

How much electricity did you use?

Your average electricity usage during this bill period was **0.000 kWh/day** or **£0.00/day**

Useful information

Emergency or loss of supply

Call 0800 6783 105

Or contact: National Grid Elec Dist (East Midlands), Pegasus Business Park, Herald Way, Castle Donnington, Derbyshire, DE74 2TU

Any questions?

You've signed up for an on-line only product so you can talk to us online, simply click on the button below.

> Talk to us online

Contact us on webchat, we're available Monday to Friday, 8am to 6pm. Simply visit www.britishgaslite.co.uk

Fuel mix

Below is the mix of fuels used to generate the electricity we supply to our customers as well as their environmental impact from April 2023 - March 2024.

Energy source	British Gas Trading		UK
	Limited	Average	
Coal	4%	6%	
Natural Gas	17%	35%	
Nuclear	57%	13%	
Renewable	20%	43%	
Other	2%	3%	
CO ₂ emissions	117 g/kWh	222 g/kWh	
High-level radioactive waste	0.0034 g/kWh	0.0008 g/kWh	

Any concerns?

You can access details of our complaints handling procedure at britishgaslite.co.uk/contact-us
We'll do all we can to sort things out quickly for you. If your complaint is about the agreement between you and your broker, please contact them directly.

If you're based in England or Wales. Citizens Advice Consumer Service provides free, unbiased advice on consumer issues at www.citizensadvice.org.uk/energy or call the helpline on 03454 04 05 06.

If you're based in Scotland. Advice Direct Scotland provides free, unbiased advice on consumer issues at www.energyadvice.scot or call the helpline on 0808 196 8660.

Your Greenzone Invoice

PAID BY B/CARD
28/8/25 11-58

Holbeach Parish Council
11 West End
Holbeach
SPALDING
Lincolnshire
PE12 7LW

Invoice No:	462881
Invoice Date:	14 Aug 2025
Account No:	HO000001
Schedule No:	361896
Greenzone VAT No:	917 894 082

Service Details	Qty	Unit Cost	Amount	VAT
EXTRA SERVICES FROM 28 Aug 2025 TO 30 Oct 2025 AS PER SCHEDULE			262.42	20.0%

This invoice is now due, payment must be received immediately

Terms
Terms of payment are strictly 0 days

Amount:	£262.42
VAT:	£52.48
Total:	£314.90

PAID

No services will commence until full payment is received

Bank Details

Please arrange payment by bank transfer

For alternative payment methods
please call us on 0333 99 66 660.

Account name: Greenzone Facilities Management Limited
Account number: 29604560 Sort Code: 05-06-41
IBAN: GB38YORK05064129604560 BIC: YORKGB21641
Please quote your account number in the payment reference.





Invoice

September 2025

Invoice Date: 03/09/2025

Invoice Number: E0800XD3XS

Due Date: 03/09/2025

88.14 GBP

Sold-To

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach PE12 7LW
United Kingdom

Bill-To

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach Lincolnshire PE12 7LW
United Kingdom

Service Usage Address

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach PE12 7LW
United Kingdom

Order Details		Billing Summary	
Product:	Online Services	Charges:	73.45
Customer PO Number:		Discounts:	0.00
Order Number:	6f6b1c87-91d3-4255-a64b-6daa7615fc26	Credits:	0.00
Billing Period:	03/08/2025 - 02/09/2025	VAT:	14.69
Due Date:	03/09/2025	Total:	88.14
Payment Instructions:	Please DO NOT PAY. You will be charged the amount due through your selected method of payment.		
		Support	
		This invoice does not include prior unpaid balances. To view total order balance and prior invoices visit the Admin Center and click Billing>Bills.	
		Need help? https://aka.ms/Office365Billing	



Invoice

September 2025

Invoice Date: 03/09/2025

Invoice Number: E0800XD3XS

Due Date: 03/09/2025

88.14 GBP

Microsoft 365 Business Basic

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period / Total in service period) = Charge

Previous charges

Your previous charges are applied to offset the charges during this billing period. See the next table for changes to your subscription.

Service period	Details	Licenses in service period	Monthly price/license	Days in service period	Charges	Discounts	Credits	Subtotal	VAT %	VAT	Total
09/07/2025 - 08/08/2025	Subscription charges from previous invoice	12	4.60	31	-55.20	0.00	0.00	-55.20	20.00 %	-11.04	-66.24
Subtotal					-55.20	0.00	0.00	-55.20		-11.04	-66.24

Changes during the billing period

This table shows changes made to your subscription during the billing period as additional charges, or funds returned to you.

Charges are prorated for the number of days impacted during the billing period.

Service period	Details	Licenses in service period	Monthly price/license	Days in service period	Charges	Discounts	Credits	Subtotal	VAT %	VAT	Total
09/07/2025 - 29/07/2025	Charges before changes to this subscription	12	4.60	21	37.39	0.00	0.00	37.39	20.00 %	7.48	44.87
30/07/2025 - 08/08/2025	License change (+3)	15	4.60	10	22.26	0.00	0.00	22.26	20.00 %	4.45	26.71
Subtotal					59.65	0.00	0.00	59.65		11.93	71.58



Invoice

September 2025

Invoice Date: 03/09/2025

Invoice Number: E0800XD3XS

Due Date: 03/09/2025

88.14 GBP

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/licenseperiod	Days in service period	Charges	Discounts	Credits	Subtotal	VAT %	VAT	Total
09/08/2025 - 08/09/2025	Monthly subscription charges	15	4.60	31	69.00	0.00	0.00	69.00	20.00 %	13.80	82.80
Subtotal					69.00	0.00	0.00	69.00		13.80	82.80
Grand Total					73.45	0.00	0.00	73.45		14.69	88.14



Invoice

September 2025

Invoice Date: 03/09/2025

Invoice Number: E0800XCVOM

Due Date: 03/09/2025

37.08 GBP

Sold-To

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach PE12 7LW
United Kingdom

Bill-To

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach Lincolnshire PE12 7LW
United Kingdom

Service Usage Address

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach PE12 7LW
United Kingdom

Order Details		Billing Summary	
Product:	Online Services	Charges:	30.90
Customer PO Number:		Discounts:	0.00
Order Number:	78e926b6-bfbc-446e-9a93-155bc7ee7217	Credits:	0.00
Billing Period:	03/08/2025 - 02/09/2025	VAT:	6.18
Due Date:	03/09/2025	Total:	37.08
Payment Instructions:	Please DO NOT PAY. You will be charged the amount due through your selected method of payment.		
		Support	
		This invoice does not include prior unpaid balances. To view total order balance and prior invoices visit the Admin Center and click Billing>Bills.	
		Need help? https://aka.ms/Office365Billing	



Invoice

September 2025

Invoice Date: 03/09/2025

Invoice Number: E0800XCVOM

Due Date: 03/09/2025

37.08 GBP

Microsoft 365 Business Standard

Formula for charges

Licenses in service period X Monthly (or Yearly) price per license X (Days in service period / Total in service period) = Charge

New charges

These are your charges for the next billing period for your current number of licenses.

Service period	Details	Licenses in service period	Monthly price/license	Days in service period	Charges	Discounts	Credits	Subtotal	VAT %	VAT	Total
02/09/2025 - 01/10/2025	Monthly subscription charges	3	10.30	30	30.90	0.00	0.00	30.90	20.00 %	6.18	37.08
Subtotal					30.90	0.00	0.00	30.90		6.18	37.08
Grand Total					30.90	0.00	0.00	30.90		6.18	37.08

Hello Jan,

Thanks for using Drop & Go.

Thanks for topping up your account by £25.00 on 04/09/2025 14:19 using card number ending *8569.

Your new balance is now:

£28.94

Did you know that you can set up auto top-up so that your Drop & Go account always has sufficient funds? To set this up, log into your online account and select 'Top Up'.

Thanks - your business helps keep Post Office at the heart of the community.



Hello Jan,

Thanks for using Drop & Go.

Thanks for topping up your account by £25.00 on 04/09/2025 14:19 using card number ending *8569.

Your new balance is now:

£28.94

Did you know that you can set up auto top-up so that your Drop & Go account always has sufficient funds? To set this up, log into your online account and select 'Top Up'.

Thanks - your business helps keep Post Office at the heart of the community.

Hello Jan,

Thank you for choosing Sky Business to serve Holbeach Parish Council - please find enclosed your latest bill. Did you know, you can now see your latest bill online in [My Account](#).

Once you've signed in, go to 'My Bill' to see your latest bill and payment information. You can also select previous bills and look ahead to see an estimate of what's coming up.

Not registered for My Account yet? Check your inbox to find the registration email we sent you and follow the instructions. Can't find the email? [Register here](#). Still can't register? Call us on 03337 597 590 (call charges may apply if you're not a Sky Talk or Mobile customer, see details below).

Thank you for being with Sky.



MRS Jan Hearsey
Holbeach Parish Council
Offices 1 To 2, 11, West End,
Spalding
PE127LW

Account number: 004068400003
Bill number: 2680941-0
Bill date: 30/08/2025
Payment due date: 13/09/2025
Tax point: 30/08/2025
Sky VAT number: 440627467

Thank you for choosing
Sky Business

Bill summary

MANESH.
DIRECT DEBIT
SET UP

PAID
1/9/25
BY BARCLAYCARD

Total now due

Balance brought forward	£95.88
New charges including VAT	£49.14
Adjustments excl VAT	£40.95
Sub total excl VAT	£40.95
VAT @20%	£8.19

£145.02

New charges (Ex VAT)

Bill period: 13/09/2025 - 12/10/2025

Prior to: 13/09/2025

Adjustments	£40.95
Advanced (12 days from 01/10/2025 to 12/10/2025)	£16.98
Advanced (18 days from 13/09/2025 to 30/09/2025)	£23.97
Recurring charges	£0.00
Usage	£0.00
Calls made prior to 30/08/2025	£0.00

TONWOOD HOMEHARDWARE
Chapel Street, Holbeach
Lincolnshire, PE12 7DJ
Tel: 01406 423348
VAT No. 182 9098 72

SALE

Float Valve Part 2 Washer	2.49
DELCHAM TRAD. FILLING VALVE	6.99
Items: 2	Total: £9.48

MasterCard £9.48

T:xxxx9296 M:xxx6805

073950 2626

AID: A0000000041 3

MasterCard

xxxxxxxxxxxx2765

Sta:06/25

Issue No: 01

Eft Seq: 01

Customer Present

CONTACTLESS

Sale £9.48

NO CARDHOLDER VERIFICATION

TR: 17182857 OR: 0257991

PLEASE RETAIN RECEIPT

Order No 3546425 28/08/2025 10:00

Net: 7.90 VAT*: 1.58

Your assistant was Marcus

Please keep receipt as proof of purchase

Thank you for your custom

Changed your mind about a product? If it
original condition, we will issue a cred



2700000035464250

SUMMARY FOR HOLBEACH PARISH COUNCIL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760954223726
Statement date: 20 September 2025
Page number: 1 of 7
Monthly spend limit: £8,000.00

Date of previous statement: 20 August 2025
Previous balance: £2,854.87
Payment received: £2,854.87 CR
Total of charges and adjustments: £0.00
Total of new spending: £3,159.04
New balance: £3,159.04
Minimum payment: £31.59
Payment due by: 15 October 2025
Available to spend: £4,840.96

Payment instructions

Thank you for using Barclaycard Commercial. Please send your payment to reach us by 15 October 2025. If you are unable to make the minimum payment please contact us as soon as possible by calling the telephone number listed above.

Please allow sufficient time for your payment to reach us.

- **By Debit Card:** Payments can be made over the phone by the payment due date shown on your statement. Please make the payment before 6.00 pm on this date.

- **By Bank Transfer:** From a Barclays UK account using telephone /online banking, please make the payment before 6.00pm on the payment due date shown on your statement. From a non-Barclays UK account, allow 2 working days before the payment due date and we will process the payment when received. Please refer to your bank for specific payment timescales as they will usually be shorter. Barclaycard details are: Sort code: 20 00 00, Account Number: 23988260. Please use your card number/account number as the reference.

- **At a Branch:** Payments in cash can be made at a Barclays Branch and must be made on or before the payment due date shown on your statement.

If paying by cheque at Barclays Branch allow 2 working days. At other banks, allow 2 working days before the payment due date, for both cash and cheque payments.

- **By Post:** Payments by cheque (made payable to Barclaycard Commercial) must be received 4 working days before the payment due date shown on your statement. Send your cheque and giro to Barclaycard Commercial, Po Box 291, Sheffield, S98 1SB. Please write your name, account number and post code on the back of the cheque.

You can also contact us to set up a direct debit.

Interest information

Total of next months estimated interest : £106.08

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	3,159.04	1.946%	106.08	
CASH	0.00	2.325%	0.00	
Totals	£3,159.04		£106.08	

Simple Standard Rate p.a: 23.35% (26.0% compound equivalent)

Simple Cash Rate p.a: 27.90% (31.8% compound equivalent)

* See reverse for details

Paid in by and date

bank giro credit  **ABC**

3159.04

31.59

5476760954223726

15 October 2025

Please make your cheque payable to Barclaycard Commercial and include your company reference number on the payee line.

Cashier's Stamp and Initials

G 016287 BBA2230A 35587
MRS J HEARSEY
HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING
PE12 7LW



Barclays Bank PLC
Automated Bulk Credit Clearing
Barclaycard
Commercial
04-06

25-16-29

Total Cash *

Cheques +

£

£	

Please do not write or mark below this line - Please enclose this with your payment

<5476760954223726< 251629+< 73 X

Summary Box The information contained in this table summarises the key product features not displayed elsewhere on the statement and is not intended to replace any terms and conditions		
Interest Free Period	Maximum of 56 days for purchases if you pay your balance in full and on time each month.	
Interest Charging information	The periods over which interest is charged are as follows: Purchases – If the balance is not repaid in full, interest on the outstanding balance is charged from the date the transaction is charged to your account (posting date) until payment is received. Cash withdrawals – From the date the transaction is charged to your account (posting date) until it is paid in full. If your balance is not paid in full, interest will be charged on the total balance, not just on the outstanding balance after payment. Interest will be charged daily. By repaying more of your balance, or by making your repayments sooner, you will pay less interest.	
Allocation of payments	If you do not pay your balance in full we will apply payments we receive to reduce higher interest rate balances before lower interest rate balances. For further details, please refer to your credit card terms and conditions.	
Minimum repayment	You must pay at least the minimum payment every month. This will be the higher of: • £5, or the full balance if less than £5 • an amount equal to any interest, account fees or Default Charges added to your Account since your last statement plus 1% of the statement balance excluding interest billed that month. If you only make your minimum repayment each month it will take you longer and cost you more to clear your balance.	
Fees	We will charge an annual fee, per card, at account opening and on each anniversary of your account opening. Gold Card with Introductory Balance Transfer £0.00 Gold Card £32.00 Platinum Card £78.00	
Charges	Cash fee 3% (min. £3) Copies of statements £2.00	
Foreign Usage	Payment Scheme Exchange Rate	Depending on your card type, rates can be found at either: • Visa: http://www.visaeurope.com/en/cardholders/exchange_rates.aspx • MasterCard: https://www.mastercard.com/global/currencyconversion/index.html
	One or more of the following may apply: Non Sterling transaction fee minimum) 2.99% of transaction (no Cash Fee 3% (min. £3)	
Default Charges	Late payment £12 You can avoid paying additional charges by staying within your credit limit and ensuring that your monthly payments are received on time.	

Estimated Interest (as shown on the front of your statement)	This is an estimate of next month's interest, based on the minimum payment reaching us on the payment due date. It is for guidance only and could vary, depending on a number of factors including when your payment reaches us, the amount that you repay and if there is a change to your interest rate (please refer to your Terms and Conditions for details of these changes).
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For full details of your account please see your Credit Card Agreement.

This information is available in large print, Braille or audio format by calling 0800 008 008.

Barclaycard is a trading name of Barclays Bank PLC. Barclays Bank PLC is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702). Registered in England No: 1026167. Registered Office: 1 Churchill Place, London E14 5HP.

SUMMARY FOR HOLBEACH PARISH COUNCIL

Company reference: 5476760954223726
Statement date: 20 September 2025
Page number: 2 of 7

Payments, charges and adjustments

BALANCE FROM PREVIOUS STATEMENT		2,854.87
Total of payment, charges and adjustments		£0.00
05 Sep 2025	PAYMENT RECEIVED -- THANK YOU	2,854.87 CR

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
R A J BROTHWELL	5476 7604 5129 8569	8,000	2,340.38
J HEARSEY	5476 7600 3075 2581	8,000	547.02
P JOINSON	5476 7607 8695 2765	250	134.78
D J TAYLOR	5476 7604 8228 6179	250	136.86
Total cardholder expenditure			£3,159.04
New balance			£3,159.04

If you do not pay off the full amount outstanding, we will allocate your payment to the outstanding balance in a specific order, which is set out in the 'Allocation of payments section' on the reverse of the statement. The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Minimum payments

If you make only the minimum payment each month, it will take you longer and cost you more to clear your balance.

Dispute resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

How to switch your Barclaycard

If your current Barclaycard business card is no longer right for your business, you can change to one of our other cards, subject to eligibility. You can see all our cards and use our card selector tool to find the right one for your business at [barclaycard.co.uk/business/cards/card-selector](https://www.barclaycard.co.uk/business/cards/card-selector)

Viewing Statements

The fastest way to access your statement at any time is to ensure you are registered for - and log into - our online services. For more information visit www.barclaycard.co.uk/business/cards/online-servicing

2/4
H1
033745 BBA2230A Page 2 of 4

STATEMENT FOR R A J BROTHWELL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference:
Card number:
Statement date:
Page number:
Monthly spend limit:

5476760954223726
5476760451298569
20 September 2025
3 of 7
£8,000.00

Date	Description	Amount
19 Aug 2025	BPSACCESSSO 03330069776 GBR	409.98 ✓
220881402255	HARDWARE STORES	
19 Aug 2025	ZORO UK LONDON ENG	41.99 ✓
210815122625	HARDWARE EQUIPMENT AND SUPPLIES	
20 Aug 2025	ZORO UK LONDON ENG	161.94 ✓
210815122625	HARDWARE EQUIPMENT AND SUPPLIES	
21 Aug 2025	Turnbull and Co Spald Spalding GBR	387.96 ✓
220819130795	LUMBER AND BUILDING MATERIALS STORES	
26 Aug 2025	ZORO UK LONDON ENG	59.98 ✓
270815122625	HARDWARE EQUIPMENT AND SUPPLIES	
26 Aug 2025	WWW.AMAZON.*R49H68GF4 LONDON LND	9.98 ✓
270885383905	MISCELLANEOUS GENERAL MERCHANDISE STORES	
26 Aug 2025	BOUNCE HOUSE PARTY SPALDING ENG	200.00 ✓
270885383905	AMUSEMENT,RECREATION SERVICES (SWIMMING POOLS, MINIGOLF, ETC.)	
26 Aug 2025	BRITISH GAS BUSINESS	33.04 ✓
270885481475	UTILITIES - GAS, WATER, SANITARY, ELECTRIC	
28 Aug 2025	GREENZONE FACILITIES M NOTTINGHAM	314.90 ✓
290805272465	BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	
28 Aug 2025	AMZNMktplace*R45LN77Z4 amazon.co.uk GBR	29.46 ✓
290852718715	MISCELLANEOUS AND RETAIL STORES	
28 Aug 2025	AMZNMktplace*R42MH2714 amazon.co.uk GBR	29.63 ✓
290852718715	MISCELLANEOUS AND RETAIL STORES	
31 Aug 2025	AMZNBussness*RK2BV7E24 amazon.co.uk GBR	129.00 ✓
010952718715	MISCELLANEOUS AND RETAIL STORES	
31 Aug 2025	CLR*Boyes Doncaster GBR	29.23
010925481045	DEPARTMENT STORES	
1 Sep 2025	SKY BUSINESS SERV COMMUNICATION	145.02 ✓
030955504435	CABLE,SATELLITE & OTHER TV/RADIO SERVICE	
4 Sep 2025	WWW.POSTOFFICE.CO.UK CHESTERFIELD	25.00 ✓
050955504435	POSTAGE STAMPS	
4 Sep 2025	WWW.WAVE-UTILITIES.CO. 08456047468	112.77 ✓
050955504435	UTILITIES - GAS, WATER, SANITARY, ELECTRIC	

Continued on next page

G 016287 BBA2230A 35587
MRS R A J BROTHWELL
HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING
PE12 7LW

STATEMENT FOR R A J BROTHWELL

Company reference: 5476760954223726
Card number: 5476760451298569
Statement date: 20 September 2025
Page number: 4 of 7

Date	Description	Amount
4 Sep 2025	WWW.WAVE-UTILITIES.CO. 08456047468	29.53 ✓
050955504435	UTILITIES - GAS, WATER, SANITARY, ELECTRIC	
5 Sep 2025	AMZNMktplace*ZT6EO0JU4 amazon.co.uk GBR	50.00 ✓
080952718715	MISCELLANEOUS AND RETAIL STORES	
5 Sep 2025	BRANCH BROS LTD - HOLB LINCOLNSHIRE	70.00 ✓
080905272465	LUMBER AND BUILDING MATERIALS STORES	
8 Sep 2025	AMZNMktplace*ZT3PO1904 amazon.co.uk GBR	70.97 ✓
090952718715	MISCELLANEOUS AND RETAIL STORES	
20 new purchases / cash advances. Total of spending.		£2,340.38

STATEMENT FOR J HEARSEY

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760954223726
Card number: 5476760030752581
Statement date: 20 September 2025
Page number: 5 of 7
Monthly spend limit: £8,000.00

Date	Description	Amount	
3 Sep 2025	MSFT * E0800XCVOM MSBILL.INFO GBR 040982304955 COMPUTERS,COMPUTER PERIPHERAL EQUIPMENT, SOFTWARE	37.08	✓
4 Sep 2025	MICROSOFT PAYMENTS READING 050905272475 COMPUTERS,COMPUTER PERIPHERAL EQUIPMENT, SOFTWARE	88.14	✓
6 Sep 2025	BREATHHEHR HORSHAM, WESTLND 080985383905 COMPUTER SOFTWARE STORES	412.80	✓
18 Sep 2025	SMARTY CO UK MAIDENHEAD ENG 190915122625 TELECOMMUNICATION SERV.INCLUD. LOCAL/L.DIST. CALLS,CR CARDCALLS	9.00	✓
4 new purchases / cash advances. Total of spending.		£547.02	

G 016287 BBA2230A 35587
MRS J HEARSEY
HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING
PE12 7LW

STATEMENT FOR P JOINSON

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760954223726
Card number: 5476760786952765
Statement date: 20 September 2025
Page number: 6 of 7
Monthly spend limit: £250.00

Date	Description	Amount
27 Aug 2025	BRANCH BROS LTD - HOLB LINCOLNSHIRE 280805272465 LUMBER AND BUILDING MATERIALS STORES	14.00 ✓
28 Aug 2025	TONWOOD HOME HARDW Spalding ㉿ 290885481475 HARDWARE STORES	9.48 ✓
1 Sep 2025	WEST END GARAGE SPALDING ㉿ 020905272475 SERVICE STATIONS	51.50 ✓
12 Sep 2025	WEST END GARAGE SPALDING ㉿ 150905272475 SERVICE STATIONS	29.50 ✓
15 Sep 2025	WHAPLODE SERVICE STATI WHAPLODE GBR ㉿ 160955184225 SERVICE STATIONS	30.30 ✓
5 new purchases / cash advances.		Total of spending. £134.78

G 016287 BBA2230A 35587
MR P JOINSON
HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING
PE12 7LW

STATEMENT FOR D J TAYLOR

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference: 5476760954223726
Card number: 5476760482286179
Statement date: 20 September 2025
Page number: 7 of 7
Monthly spend limit: £250.00

Date	Description	Amount
5 Sep 2025	WHAPLODE SERVICE STATI WHAPLODE GBR 080955184225 SERVICE STATIONS	53.46 ✓
8 Sep 2025	WEST END GARAGE SPALDING 090905272475 SERVICE STATIONS	28.70 ✓
10 Sep 2025	TONWOOD HOME HARDW Spalding 110985481475 HARDWARE STORES	20.17 ✓
10 Sep 2025	WEST END GARAGE SPALDING 110905272475 SERVICE STATIONS	22.65 ✓
16 Sep 2025	AMAZON* 3X7QZ6NM5 LONDON LND 170985383905 MISCELLANEOUS GENERAL MERCHANDISE STORES	11.88 ✓
5 new purchases / cash advances. Total of spending.		£136.86

G 016287 BBA2230A 35587
MR D J TAYLOR
HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING
PE12 7LW

Chandlers**Farm
Equipment****PARTS
INVOICE**

Main Road, Belton, Grantham, Lincs, NG32 2LX.
Tel: 01476 590077 email: salesledger@chandlersfe.co.uk

HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING, Lincs.
PE12 7LW

Account Number: 08541
Invoice Number: 811213
Invoice Date: 26/09/2025
Advice Note: 70131021
Delivery Date: 26/09/2025
Your Order Number: 503
Page: 01 of 01

QTY	PART NUMBER	DESCRIPTION	UNIT COST	DISCOUNT	COST	VAT RATE
2	SL00883421005	ERGO TROUSERS L 1201	105.62		211.24	20.00
1	SL00883421006	ERGO TROUSER XL 1201	105.62		105.62	20.00

***** V.O.R. ITEMS NON RETURNABLE *****
***** HANDLING CHARGES MAY BE MADE ON NORMALLY *****
***** STOCKED ITEMS RETURNED FOR CREDIT *****

DELIVER TO:

DAN

YOU ARE ASKED TO CHECK THE
INVOICE CAREFULLY. NO COMPLAINT
CAN BE CONSIDERED UNLESS MADE
IN WRITING WITHIN 28 DAYS

TERMS NETT MONTHLY
E.&O.E.

Bank Details: HSBC BANK PLC
Sort Code: 40-22-19
Account No.: 10233943

GOODS: 316.86**VAT: 63.37****TOTAL: 380.23**

Main Road, Belton, Grantham, Lincs, NG32 2LX.
Tel: 01476 590077 email: salesledger@chandlersfe.co.uk

HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING, Lincs.
PE12 7LW

Account Number: 08541
Invoice Number: 811213
Invoice Date: 26/09/2025
Advice Note: 70131021
Delivery Date: 26/09/2025
Your Order Number: 503
Page: 01 of 01

QTY	PART NUMBER	DESCRIPTION	UNIT COST	DISCOUNT	COST	VAT RATE
2	SL00883421005	ERGO TROUSERS L 1201	105.62		211.24	20.00
1	SL00883421006	ERGO TROUSER XL 1201	105.62		105.62	20.00

***** V.O.R. ITEMS NON RETURNABLE *****
***** HANDLING CHARGES MAY BE MADE ON NORMALLY *****
***** STOCKED ITEMS RETURNED FOR CREDIT *****

DELIVER TO:

DAN

YOU ARE ASKED TO CHECK THE
INVOICE CAREFULLY. NO COMPLAINT
CAN BE CONSIDERED UNLESS MADE
IN WRITING WITHIN 28 DAYS

TERMS NETT MONTHLY
E.&O.E.

Bank Details: **HSBC BANK PLC**
Sort Code: **40-22-19**
Account No.: **10233943**

GOODS: 316.86**VAT: 63.37****TOTAL: 380.23**

Main Road, Belton, Grantham, Lincs, NG32 2LX.
Tel: 01476 590077 email: salesledger@chandlersfe.co.uk

HOLBEACH PARISH COUNCIL
COUBRO CHAMBERS
11 WEST END
HOLBEACH
SPALDING, Lincs.
PE12 7LW

Account Number: 08541
Invoice Number: 811216
Invoice Date: 26/09/2025
Advice Note: 70131027
Delivery Date: 26/09/2025
Your Order Number: 504
Page: 01 of 01

QTY	PART NUMBER	DESCRIPTION	UNIT COST	DISCOUNT	COST	VAT RATE
1	BUBVIZ1ORBR9	LC/ZIP OR/BN 9 1004	93.10		93.10	.00

***** V.O.R. ITEMS NON RETURNABLE *****
***** HANDLING CHARGES MAY BE MADE ON NORMALLY *****
***** STOCKED ITEMS RETURNED FOR CREDIT *****

DELIVER TO:

YOU ARE ASKED TO CHECK THE
INVOICE CAREFULLY. NO COMPLAINT
CAN BE CONSIDERED UNLESS MADE
IN WRITING WITHIN 28 DAYS

TERMS NETT MONTHLY
E.&O.E.

Bank Details: **HSBC BANK PLC**
Sort Code: **40-22-19**
Account No.: **10233943**

GOODS: 93.10

VAT: .00

TOTAL: 93.10

INVOICE



INVOICE TO

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
Spalding
PE12 7LW

CIA Fire & Security Limited
Montsam House
11 Love Lane
Cirencester
Glos
GL7 1YG
Tel: 01285 651025
Fax: 01285 642155

INSTALLATION ADDRESS

Carters Park (Holbeach)
Park Road
Holbeach
Saint Johns

PE12 7EE

INVOICE/CREDIT No.	INVOICE DATE	PAGE
291930	30/09/25	1

TRANSACTION	TAX POINT	PO NUMBER/YOUR REF	OUR REFERENCE	CIA ACCOUNT No.
SALE	30/09/25		J:12251	HOLBEACH

	Price (Ex VAT)	Total (Ex VAT)
To Complete Installation of 1 No. SmartAccess Entry Gate Entrance System as per Quote 48358	£2500.00	£2500.00

VAT ANALYSIS						
CODE	%	TAXABLE	TAX	GOOD	VAT	AMOUNT DUE
1	20.00	£2500.00	£500.00	£2500.00	£500.00	£3000.00

Payment Due by 07/10/25

To enable online banking, our details are:

Bank Name: Lloyds Bank
Sort Code: 30-92-06
Bank Account Number: 00144000
Please use your CIA Account No as Ref

Please Note: Invoice queries need to be addressed within 7 days of receipt

We accept payment via Direct Debit



VAT Registration No. 575 9228 00

Registered In England No. 6681403

INVOICE



INVOICE TO

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
Spalding
PE12 7LW

CIA Fire & Security Limited
Montsam House
11 Love Lane
Cirencester
Glos
GL7 1YG
Tel: 01285 651025
Fax: 01285 642155

INSTALLATION ADDRESS

Carters Park (Holbeach)
Park Road
Holbeach
Saint Johns

PE12 7EE

INVOICE/CREDIT No.	INVOICE DATE	PAGE
291931	30/09/25	1

TRANSACTION	TAX POINT	PO NUMBER/YOUR REF	OUR REFERENCE	CIA ACCOUNT No.
SALE	30/09/25		M:291931	HOLBEACH

	Price (Ex VAT)	Total (Ex VAT)
SmartAccess Netcode Subscription	£156.00	£156.00

VAT ANALYSIS						
CODE	%	TAXABLE	TAX	GOOD	VAT	AMOUNT DUE
1	20.00	£156.00	£31.20	£156.00	£31.20	£187.20

Payment Due by 07/10/25

To enable online banking, our details are:

Bank Name: Lloyds Bank
Sort Code: 30-92-06
Bank Account Number: 00144000
Please use your CIA Account No as Ref

Please Note: Invoice queries need to be addressed within 7 days of receipt

We accept payment via Direct Debit



VAT Registration No. 575 9228 00

Registered In England No. 6681403

PROFORMA INVOICE

Customer: HOLBEACH PARISH COUNCIL

Date: 05/09/2025

Address: Holbeach Parish Council
Coubro Chambers
11 West End
Spalding
Lincolnshire PE12 7LW

Site: High Street
Holbeach
PE12 7AX

Order No: Remembrance Parade

Date of Hire: 09/11/2025

Contact: Becky Brothwell

Invoice To Date: 09/11/2025

Ref No: 35355

Acct No: HPC01

As discussed, here is our proforma invoice for the hire of the equipment detailed below. Please note that the equipment is hired under standard conditions of hire, a copy of which is available on request.

<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Total</u>
Road Closed	3	£0.00 ea per WEEK	
Road Ahead Closed Access Only	2	£0.00 ea per WEEK	
Road Ahead Closed	1	£0.00 per WEEK	
Road Ahead Closed Left	1	£0.00 per WEEK	
Road Ahead Closed Right	1	£0.00 per WEEK	
Diversion Ends	1	£0.00 per WEEK	
Diversion Left	2	£0.00 ea per WEEK	
Diversion Right	2	£0.00 ea per WEEK	
Diversion Angle Left	1	£0.00 per WEEK	
DT Left	2	£0.00 ea per WEEK	
DT Right	2	£0.00 ea per WEEK	
Bespoke Sign - Remembrance Parade No Through Route Through Holbeach 09/11 10am - 12pm	3	£0.00 ea	
Advance Warning Sign Remebrance Parade 09/11 10am- Noon	2	£0.00 ea	
SandBags	23	£0.00 ea per WEEK	
Chapter 8 Barrier	4	£0.00 ea per WEEK	
Cone 750mm	10	£0.00 ea per WEEK	
Site Visit - To Deploy AWS (30/10/25)	1	£0.00 each	
Delivery / Install			£45.00
Dismantle / Collect			£45.00
Sub-Total			£90.00
VAT			£18.00
TOTAL			£108.00

VAT No. GB184144312

Please ensure that we receive your payment prior to the Date of Hire shown above:-

Barclays plc

Account: 036 784 07

Sort Code: 20 52 69



Daniel Taylor

crunchertaylor@gmail.com

07739998546

30/09/25

INV 7

Customer details

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
Spalding
Lincolnshire
PE12 7LW

Invoice for work carried out

Locking and unlocking of Park Road Cemetery and Carter's Park.
01/09/25- 30/09/25 @ £22 per day.
Locking and unlocking Hallgate Cemetery
01/09/25 –28/09/25 @ £32

Labour £692.00

VAT £0.00

Total £692.00

Account details

Mr Daniel J Taylor

Halifax

Account number 11439763

Sort code 110544

OUR REF: LS/LS/H142940002

Office Use: Accounts ☐ Client ☐

YOUR REF:

PLEASE ASK FOR: Lauren Simper

VAT Invoice No: E18539

Matter Reference: H142940002

Tax Point: 3 September 2025



Bartholemew's Walk
Ely
Cambridgeshire
CB7 4EA
Tel: 01353 383483
Fax: 01353 669849
www.fraserdawbarns.com

Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
Spalding
Lincolnshire
PE12 7LW

VAT Registration No: 750-8737-12

This is a VAT Invoice - Settlement is requested within 28 days

Supply of legal services in connection with:	COSTS	DISBURSE	VAT Rate%	VAT
Purchase of land at Battlefields Lane, Holbeach	£ 2,750.00		20	£ 550.00
HM Land Registry Official Copy Documents and Search Fees:		£ 39.00	20	£ 7.80
HM Land Registry Registration Fee:		£ 45.00		
Bank Transfer Admin Fee:	£ 30.00		20	£ 6.00
	£ 2,780.00	£ 84.00		£ 563.80
TOTAL				£ 3,427.80
LESS HELD ON ACCOUNT				£ 0.00
BALANCE DUE				£ 3,427.80

For details of how you can pay and for other information, see overleaf.

Fraser Dawbarns LLP is a Limited Liability Partnership. Registered in England.
Partnership number OC353893. Registered Office: 1-3 York Row, Wisbech, Cambridgeshire, PE13 1EA

Ways to pay your Invoice



Pay online

You can now pay your invoice online by visiting <https://fraserdawbarns.legl.com/pay>. We use the services of Legl to process your payment securely. Payments are processed using the highest security standards to encrypt your details and keep your personal data safe. You will receive an immediate email confirmation following a successful payment.



Bank Transfer

Our bank details are as follows:

Fraser Dawbarns LLP,
Account No.: 01023706,
Sort code: 30 99 77 (Wisbech)
Lloyds Bank Plc. 21-23 High Street, King's Lynn, Norfolk PE30 1BP

Please remember to put our invoice number shown overleaf as a reference.



Credit or Debit Card

Contact our reception who will arrange your payment.

Please note that we are only able to accept card payments for our services, VAT and any disbursements.



Cheque or Postal Order



Cheques or Postal Orders should be made payable to Fraser Dawbarns LLP.

Please remember to put our invoice number shown overleaf on the back of the Cheque or Postal Order.



Cash

Come in to our reception who will arrange your payment, we accept up to £1,000 in cash. Please note we do not accept cash by post.

Time for Payment and Interest Payment of all bills is due within 28 days of our sending it to you. If it is unpaid, we will charge interest on the bill at 8% per year on a daily basis from the date on which payment of our bill is due.

If you have any questions, queries or concerns about our work for you or about the bill for our charges, please take them up first with the individual dealing with your matter. If that does not resolve the problem to your satisfaction or you would prefer not to speak to that individual, then please take it up with the head of the relevant department of the Firm. The identity of the department heads is available from our website at www.fraserdawbarns.com, or from any office of the firm.

If your complaint is still not resolved you may refer the matter to the firm's Client Relations Manager, David Osborne who may be contacted at 21 Tuesday Market Place, King's Lynn, Norfolk. PE30 1JW, or by email (davidosborne@fraserdawbarns.com), or by phone (telephone 01553 666610). We will make every effort to resolve any complaints raised with us through our internal complaints procedure. If you are not satisfied with our handling of your complaint you can ask the Legal Ombudsman, PO Box 6806, Wolverhampton, WV1 9WJ, about your complaint. Any complaint to the Legal Ombudsman (<http://www.legalombudsman.org.uk/>) must usually be made within 6 months of the date of our final written response on your complaint but for further information, you should contact the Legal Ombudsman on 0300 555 0333 or at enquiries@legalombudsman.org.uk.

The Legal Ombudsman expects complaints to be made to them within one year of the date of the act or omission about which you are concerned or within one year of you realising there was a concern.

In certain situations you may be entitled to apply to the court for an assessment of our bill under part III of the Solicitors Act 1974.

Any such application to assess the bill should be made within one month of delivery of the bill. If an application is made after one month but before the expiry of 12 months from delivery the court will only order assessment in "special circumstances". The right to an assessment is lost if application is not made within 12 months of payment of the bill.

The Solicitors Code of Conduct can be found on the Solicitors Regulation Authority website at www.sra.org.uk.



HARGRAVE AGRICULTURE

Unit 29, Fleet Road Industrial Estate
Holbeach, Spalding, Lincs. PE12 8LY
Tel. 01406 422003. Email holbeach@hargraveagri.co.uk

Holbeach Parish Council
Coubro Chambers
11 West End
HOLBEACH
Lincs
PE12 7LW

INVOICE

Account..... 1724
Depot..... 1
Order No.... 485
Cust Adv No.
Rep Code.... **
General Parts Sale

Advice No... 182320

Page No 1 Date 08/09/2025 Invoice No. 172201

Part Number	Description	Qty	Unit	Price	Amount
-------------	-------------	-----	------	-------	--------

Advice: 182320/1 Date: 05-SEP-2025

JE-JEFD12PRO	230MM STONE C/DISC 22mm bore	5	EACH	2.54	12.70
--------------	---------------------------------	---	------	------	-------

12.70

V.A.T. 2.54

Invoice Total 15.24
=====

Rate	Goods	V.A.T.
20.00	12.70	2.54

You have been served by Jack Hargrave @ 07:59

Payment due by 20th of month following date of invoice.

VAT Number: 688 5193 77



HARGRAVE AGRICULTURE

Unit 29, Fleet Road Industrial Estate
Holbeach, Spalding, Lincs. PE12 8LY
Tel. 01406 422003. Email holbeach@hargraveagri.co.uk

Holbeach Parish Council
Coubro Chambers
11 West End
HOLBEACH
Lincs
PE12 7LW

INVOICE

Account..... 1724
Depot..... 1
Order No.... 486
Cust Adv No.
Rep Code.... **
General Parts Sale

Advice No... 183406

Page No 1 Date 30/09/2025 Invoice No. 173199

Part Number	Description	Qty	Unit	Price	Amount
-------------	-------------	-----	------	-------	--------

Advice: 183406/1 Date: 30-SEP-2025

SE-BCF100	MINI BLADE FUSE PACK	1	EACH	7.95	7.95
SE-BCF120	BLADE FUSE PACK 120PC	1	EACH	8.25	8.25

16.20

V.A.T. 3.24

Invoice Total 19.44
=====

Rate	Goods	V.A.T.
20.00	16.20	3.24

You have been served by Jack Hargrave @ 08:00

Payment due by 20th of month following date of invoice.

VAT Number: 688 5193 77

Employer Totals:

	PAYE Month
Total Net Pay	13,562.79
TAX:	
PAYE Tax	2,004.40
Total Tax Due	2,004.40
NIC:	
Employee NIC	848.68
Employer NIC	2,159.17
Total NIC Due	3,007.85
Total Tax & NIC Due	5,012.25
HMRC ACCOUNT:	
Tax & NIC due for Sep-2025	5,012.25
Payment for Sep-2025	5,012.25
Balance carried forward to Oct-2025	0.00
OTHER PAYMENTS:	
Employee Pension Contributions	580.63
Employer Pension Contributions	348.38
Total Other Payments	929.01
TOTAL NET OUTLAY	19,504.05

Holbeach Hurn Village Hall
Marsh Road

Holbeach Hurn
Holbeach
Lincs PE12 8JT

01406 422319

email: jenny.worth@qvfoods.com

Invoice No: **JW206**

Invoice Date:

07/10/2025

Invoice to:
Holbeach Parish Council

Order No: Grant from Holbeach Parish Council

Description	Hours	Cost	Total
Grant		£1,600	1,600.00
TOTAL			1,600.00

Please make cheques payable to
Holbeach Hurn Village Hall
c/o The Secretary
Mrs J Worth
Old White House
Baileys Lane
Holbeach Hurn
Lincs PE12 8JP

BACS Details
Bank Natwest
Sort Code 53-50-51
Account 06903916

made to measure

ORDER CONFIRMATION

ORDER NUMBER: 81949170

[REDACTED]

Dunelm
Wisbech
Cromwell Road
PE14 0SD
wisace@dunelm.com
01945588088

10 September 2025

Estimated Date for Collection: **29 October 2025**

Dear Mrs Nuccoll,

Thank you for placing your order with Dunelm. Your order details are:

Reference:

1 x Pair of CT02 3 inch Pencil Pleats

Value
187.00

Fabric: Linear Natural 145cm
Width: 128.00cm (50.39")
Drop: 148.00cm (58.27")
Width(s): 1 width in each

Lining : BlackOut FR Ecu

Reference:

2 x Pairs of CT02 3 inch Pencil Pleats

624.00

Fabric: Linear Natural 145cm
Width: 195.00cm (76.77")
Drop: 190.00cm (74.80")
Width(s): 1.5 widths in each

Lining : BlackOut FR Ecu

Page 1

Dunelm is part of Dunelm (Soft Furnishing) Ltd
Registered Address: Watermead Business Park, Syston, Leicestershire, LE7 1AD
Company No: 2129238 VAT No: 818284021

Dunelm

Reference:

2 x Pairs of CT02 3 inch Pencil Pleats

468.00

Fabric: Linear Natural 145cm
Width: 128.00cm (50.39")
Drop: 190.00cm (74.80")
Width(s): 1 width in each

Lining : BlackOut FR Ecu

Reference:

1 x Pair of CT02 3 inch Pencil Pleats

322.00

Fabric: Linear Natural 145cm
Width: 132.00cm (51.97")
Drop: 305.00cm (120.08")
Width(s): 1 width in each

Lining : BlackOut FR Ecu

Reference:

1 x Pair of CT02 3 inch Pencil Pleats

177.00

Fabric: Linear Natural 145cm
Width: 130.00cm (51.18")
Drop: 135.00cm (53.15")
Width(s): 1 width in each

Lining : BlackOut FR Ecu

Reference:

1 x Pair of CT02 3 inch Pencil Pleats

234.00

Fabric: Linear Natural 145cm
Width: 195.00cm (76.77")
Drop: 135.00cm (53.15")
Width(s): 1.5 widths in each

Lining : BlackOut FR Ecu

Reference:

1 x Pair of CT02 3 inch Pencil Pleats

291.00

Fabric: Linear Natural 145cm
Width: 195.00cm (76.77")
Drop: 174.00cm (68.50")
Width(s): 1.5 widths in each

Lining : BlackOut FR Ecu

made to measure

Fire Retardancy Charge

242.25

Total:
Payment Due:

2545.25
2545.25

If you change your mind and wish to amend or cancel any part of your order, you must inform us before the store closes on the same day you place the order. After this time your order will be carried out.

I hereby confirm that I have read and accept the terms and conditions and measurements along with the price shown.

Customer signature: *Harish P. Henry* Date:

Store Consultant: Linda Everett

Store Consultant Signature: *L. Everett* Date: *10-9-25*

Page 3

Dunelm is part of Dunelm (Soft Furnishing) Ltd
Registered Address: Watermead Business Park, Syston, Leicestershire, LE7 1AD
Company No: 2129238 VAT No: 818284021

Dunelm



Cromwell Road

Wisbech

PE14 0SD

Tel: 01945588088

Thank you for shopping at Dunelm

VAT number: 818284021

M2M Payment £2,545.25

Ref: 8194917000009

TOTAL 1 Items £2,545.25

Card Adyen -£2,545.25

Card : VISA

ICC : ***** **** 2568

Auth Code : 083460

Merchant ID : *****75607

Terminal ID : *****9266

AID : A0000000031010

Date/Time : 10/09/25 12:25

PSP : DG9D7M2FDTNF3RG6

PAN Token : E638173560856352

AMOUNT

£2,545.25

Please debit my account as shown

Cardholder PIN verified

Please retain for your records



01900004083712509101220433

Love Dunelm products? Review purchases
online at dunelm.com

Produced for Dunelm (Soft Furnishings)

Ltd, GB: LE7 1AD / NI: BT48 8QN,

dunelm.com

For more information please see reverse

10/09/25 12:26 Brad 0190 0004 8371

How do we measure up?

Invoice

From Peregrine Pest Control &
Tree/Landscape Services
To Dan Taylor % Holbeach Parish
Council, Holbeach

Date	Description	Folio		
08/19/25	Emergency assistance to Park due to Snagged/hanging Limb on Conifer Tree			
	Branch removed Safely and Stacked along fence			
	Total		100	00

Date Posted

8/9/25

Total

100 00

Invoice

Payment Details

Mr James mayhew

S/C 09-01-28

ACC 28026047

Mrs Jan Hearsey
Holbeach Parish Council
Parish Council Office
Courbro Chambers
11 West End
Holbeach
PE12 7LW

Our ref LI0181
SAAA Ref SB04357
Invoice No. SB20252793
VAT No. GB 440 4982 50
Email: sba@pkf-l.com
Date: 28 September 2025

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2025	£1,050.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£1,050.00
VAT @ 20%	£210.00
TOTAL PAYABLE	£1,260.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include LI0181 or Holbeach Parish Council as the reference.

For account queries, contact sba@pkf-l.com

PKF Littlejohn LLP
15 Westferry Circus,
Canary Wharf, London
E14 4HD

T: +44 (0)20 7516 2200
[pkf-l.com](mailto:sba@pkf-l.com)

Mrs Jan Hearsey
Holbeach Parish Council
Parish Council Office
Courbro Chambers
11 West End
Holbeach
PE12 7LW

Our ref LI0181
SAAA Ref SB04357
Invoice No. SB20252793
VAT No. GB 440 4982 50
Email: sba@pkf-l.com
Date: 28 September 2025

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2025	£1,050.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£1,050.00
VAT @ 20%	£210.00
TOTAL PAYABLE	£1,260.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

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HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include LI0181 or Holbeach Parish Council as the reference.

For account queries, contact sba@pkf-l.com

**Platinum Cleaning**

8 Cranmore Lane

Holbeach

Spalding

PE12 7HT

platinumcleaning20@gmail.com

07792055585

Holbeach Parrish Council
Cubro Chambers
11 West End
Holbeach
Lincs PE12 7LW

INVOICE 640**30 September 2025****Payment due by 20 October 2025**

Quantity	Details	Unit Price (£)	Subtotal (£)
1	From 01/09/2025 -30/09/2025	279.21	279.21
GBP Total			£279.21

Payment Details

Mettle

Bank/Sort Code: 040333**Account Number:** 65128161**Payment Reference:** 640

Thank you for your business.

We will exercise our statutory right to claim interest (at 8% over the Bank of England base rate) and compensation for debt recovery costs under the Late Payment legislation if we are not paid according to our agreed terms.

Invoice Number
1027263

Invoice



Wessex House
Priors Walk
Wimborne BH21 1PB

Date:	10/10/2025
Our Ref:	12770
VAT Reg. No.:	129392355

Acting as Agent for: Lincolnshire County Council County Offices Lincoln LN1 1YG
--

Invoice To	Property
Holbeach Parish Council c/o Jan Hearsey Coubro Chambers 11 West End, Holbeach Spalding PE12 7LW	175B Hargate House Farm Holbeach Spalding Lincolnshire PE12 7HJ

If you have any queries regarding your account please call Emma Wilson on (0) 1202 856 802 or e-mail emma.l.wilson@savills.com, quoting reference RUR12770
--

Invoice Details					
Due Date	Description	VAT %	Net	VAT	Gross
11/10/2025	Agricultural Rent In Arrears 06/04/2025 to 10/10/2025	0.00	390.00	0.00	390.00
Interest may be charged on late payment			390.00	0.00	390.00

Demand Notes: If you wish to pay via internet banking , please quote your unique tenancy reference as quoted below

Acceptance of payment from a company or person who is not the Tenant is not recognition of such party as Tenant and such payment shall be accepted only on the basis that it is made by that party acting as agent for the Tenant.

In accordance with S.47 and S.48 of the Landlord and Tenant Act 1987 your landlord and the address in England and Wales at which notices (including notices in proceedings) may be served is:

Lincolnshire County Council, County Offices Lincoln LN1 1YG

Savills (UK) Limited. Chartered Surveyors. A subsidiary of Savills plc. Registered in England No. 2605138. Registered Office 33 Margaret Street, London, W1G 0JD
We are registered with the Scottish Letting Agent Register, our registration number is LARN1902057.

Remittance Advice - Please Include With Your Payment

Send To:

Lincolnshire County Council
c/o Savills (UK) Ltd
Wessex House
Priors Walk
Wimborne
BH21 1PB

Please Make Electronic Payments To:

Bank : Barclays Bank Plc
Sort Code : 20-50-39
Account No: 23064603
Reference: RUR12770

Or Make Cheques Payable To:
Lincolnshire County Council re Savills (UK)
Ltd

Reference:	12770
Name:	Holbeach Parish Council
Property:	175B
Invoice No.	1027263
Date Issued:	18/09/2025
Total:	390.00

Amount Paid

Please be vigilant in respect of any attempt to persuade you that our contact details or the bank account details have changed. Any correspondence that is not received from your normal contacts should be immediately validated by telephoning your usual contact number at Savills (UK) Ltd



TAX INVOICE

Holbeach Parish Council

Invoice Date
25 Sep 2025

Invoice Number
INV-5370

Reference
QU-0078

VAT Number
414928292

South Lincs Security
Limited
Unit B
Short Street Depot Offices
Spalding
PE11 1EW

Description	Quantity	Unit Price	VAT	Amount GBP
SIA Door Supervisor (+ First Aid at work Qual) - 29/11/25	5.00	19.50	20%	97.50
SIA Door Supervisor (+ First Aid at work Qual) - 29/11/25	5.00	19.50	20%	97.50
Subtotal				195.00
TOTAL VAT 20%				39.00
TOTAL GBP				234.00

Due Date: 8 Dec 2025

Bank Details
Starling Bank
Sort Code - 60-83-71
Account number - 00425119
VAT no - 414928292

For all enquiries please contact: Carter Jonas - Cambridge C/JF
Phone: 01733 588690
E-mail: thecrownestate@carterjonas.co.uk



INVOICE

Holbeach Parish Council
C/O Mr C Seymour
Coubro Chambers
11 West End, Holbeach
SPALDING
Lincolnshire
PE12 7LW
United Kingdom

The Crown Estate
Allia Future Business Centre
London Road
Peterborough
PE2 8AN

Our Ref: HOL01279

VAT Reg Number: 888 8184 47
Tax Point Date: 03-Sep-2025
Invoice Date: 03-Sep-2025
Invoice Number: 61914878

Property	Lease	Description	Date Due	Net Amount	VAT Code Amount	EFT
Playing Field at Holbeach Bank 0002084	Playing Field at Holbeach Bank 02026781	Rent (100) 11-Oct-2025 to 10-Oct-2026	11-Oct-2025	975.64	EXE 0.00	

VAT Analysis					Net	975.64
					VAT	0.00
EXE	Exempt	0%	975.64	0.00	Total	975.64
						GBP
Please quote the invoice number or lease reference when making payment of this invoice.						

Tenant: Holbeach Parish Council
Tenant Ref: HOL01279
Lease Ref: C/JF/02026781
Invoice Number: 61914878



This Invoice: 975.64
Current Balance: 975.64

The Crown Estate
Allia Future Business Centre
London Road
Peterborough
PE2 8AN

Bank Account Name: Crown Estate RE Carter Jonas Rental Account
Sort Code: 206582 Account: 53732193



INVOICE

Holbeach Parish Council
Holbeach Parish Council
Coubro Chambers
11 West End
Holbeach
Spalding
Lincolnshire
PE12 7LW
GBR

Invoice Date

1 Oct 2025

Invoice Number

INV-1070

Reference

Park Bungalow Park Road
SPALDING PE12 7EE

TK Homes
56 Church Lane
Moulton
Spalding
Lincolnshire
PE12 6NP
GBR

Description	Quantity	Unit Price	Amount GBP
EPC - Park Bungalow Park Road SPALDING PE12 7EE	1.00	100.00	100.00
Subtotal			100.00
TOTAL NO VAT			0.00
TOTAL GBP			100.00

Due Date: 15 Oct 2025**Payment Details:**

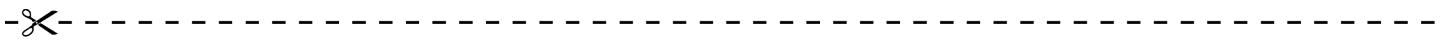
Card payments accepted via Invoice web link or call 01775 850 898
BACS payments to Starling Account number 44822959 - Sort code 60-83-71
Cheques payable to: TK Homes

Waste carrier registration number CBDU301838

Invoice payable within 30 days of receipt, Thank you for your instruction.



[View and pay online now](#)



PAYMENT ADVICE

To: TK Homes
56 Church Lane
Moulton
Spalding
Lincolnshire
PE12 6NP
GBR

Customer	Holbeach Parish Council
Invoice Number	INV-1070
Amount Due	100.00
Due Date	15 Oct 2025
Amount Enclosed	Enter the amount you are paying above

TONWOOD HOMEHARDWARE

HOLBEACH

Chapel Street
holbeach
Lincolnshire
PE12 7DJ
Tel: 01406 423348

Invoice 3118901

Invoice To : 10000167

Holbeach Parish Council
Coubro Chambers
11 West End
HOLBEACH
Spalding
Lincs PE12 7LW

Tax Point/Date 7/9/2025
Our Order Ref 3547808
Due Date 7/10/2025
Order Ref
Order Ref 2

Supplied to: 10000167

Holbeach Parish Council
Coubro Chambers
11 West End
HOLBEACH
Spalding
Lincs PE12 7LW

Product	Description	Qty	Price Net	Value	Vat %
Open Order Collection: 30412 Dated: 5/9/2025 Your Ref: 484 Assistant: Thomas					
4264-924	Unwelded Eye Bolt BZP M8 x 200mm	1	4.99	4.99	20.00
114327	30320 SCREW SLOT RH BJ 10X1.1/2	1	1.66	1.66	20.00
CJ21L	MENDING PLATE 3" CJ21L	2	0.42	0.84	20.00
CJ21L	MENDING PLATE 3" CJ21L	2	0.42	0.84	20.00

VAT Analysis

20.0% 8.33

Total Net 8.33
Total VAT 1.67

Total Gross 10.00

VAT No. 182 9098 72

All goods remain the property of TONWOOD HOMEHARDWARE until paid for in full



Invoice ref – 19925

Date :- 12th September 2025

FOA:- Holbeach parish council.

Address:- Holbeach football club, park road, Holbeach.

Dear Becky,

Your invoice to reduce the pine tree branches which were causing flood light issues at the above address come to the total amount of= £600.

Please use ref 19925 when paying, payment and contact details can be found below.

If you have any issues or queries regarding this invoice then please do not hesitate to contact me (willthetreeman@outlook.com or 07879554113). Thank you again for your business.

Kindest Regards,

William Tarrant.

Sort code : 60-83-71 **Account number** : 00146448 – **Will The Tree Man LTD**

Cheques made payable to : “Mr William Tarrant” or “Will the tree man LTD”

Phone/mobile: 07879554113. **Email** – willthetreeman@outlook.com **Facebook**/willthetreeman

Website – www.willthetreeman.co.uk *Please pay invoices within 14 days of receipt, unless agreed otherwise prior to works starting.