

Minutes of the meeting of Holbeach Parish Council on Monday 13th February 2023 at 19:00 at Methodist Church, Albert Walk, Holbeach

	In attendance	Apologies given	Non Attendance
Holbeach Parish Council,	Cllrs: S Hutchinson, I Hutchinson, M Murfet, R Stevens, T Wiltshire, P Howden, S Lewis, R Flood, C Simpson & J Moore Clerk: Jan Hearsey	Cllr C Turner	
Public including Councillors	D Cllr F Biggadike 2 members of the public 1 press	D Cllr A Beal D C T Carter	

Vice-Chair Cllr S Hutchinson open the meeting at 19:00

2022/3-133 – Chair

- a) It was proposed, seconded and **agreed** to elect Cllr S Hutchinson as Chair of the Council

2022/3-134- Vice-Chair

- a) It was proposed, seconded and **agreed** to elect Cllr R Stevens as Vice-Chair of the Council

2022/3-135 - Apologies for absence

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

Apologies were received and accepted under the delegated powers of the Clerk from: Cllr C Turner

2022/3-136 - Declarations of interest.

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items.

Cllr S Lewis declared a pecuniary interest in agenda items 2022/3-140 (c) & 2022/3-140 (f)

2022/3-137 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Council held on 16th January 2023 and 30th January 2023 and to authorise the Chair to sign the official minutes.

2022/3-138 - Clerks report

- a) To receive a report from the Clerk – see appendix a
- b) To receive an update on vacancies (see appendix a), it was proposed, seconded and **agreed** to amend the agenda item to include the co-option of Mr J Moore, where it was proposed, seconded and **agreed** to co-opt Cllr J Moore
- c) To receive a report on the election process – see appendix a

2022/3-139- Terms of reference

- a) It was **resolved** to agree to add a clause to each Committee terms of reference to say, "If a Committee is unable to meet due to being inquorate and execute it's delegated powers, business to be transacted on the agenda can be placed on the agenda of next Full Council meeting".

2022/3-140 - Finance & Admin Committee

- a) To receive the report from the Chair of the Committee – see appendix b
- b) To note the Bank balances as of 31st January 2023 as follows:
Account ending **4844** £3,000.00 Account ending **5394** £11,983.76
Account ending **01PC** £183,617.25 – see appendix c
- c) To resolve to agree to authorise the payments for January 2023 of £21,355.90 and to note the income for January 2023 of £4,146.87
- d) It was **resolved** to agree the recommendation of the committee the arrangements for paying April invoices in that the Finance & Admin Committee will have dedicated powers to approve these for payment on the 2nd May 2023
- e) It was **resolved** to agree the recommendation of the committee regarding the banking arrangements in that current signatories will remain on the mandate until a new mandate can be put in place
- f) It was **resolved** to agree to move the following budgets as per the recommendation of the committee
 - i. Surplus £3,000 from Park Road cemetery fees for grass cutting to the end of this financial year
 - ii. Move insurance surplus from 4070 (£600) to 4075 (Venue hire £300) & 4080 (Stationery £300)
 - iii. Insurance surplus from both Kubotas to repairs £642
 - iv. Surplus from Council Tax (4605 £500) to business rates Hall Gate (4055 £500)
 - v. Surplus cleaning supplies (4690 £300) to cleaning (4685 £300)
 - vi. Redecoration (4700 - £2,000) at Coubro to windows (4696 - £2,000)
 - vii. Use surplus Events & PR budget for advertising and signs - £395

2022/3-141 - Open Spaces Committee



- a) To receive a report from the Chair of the Committee – see appendix b
- b) It was **resolved** to agree to obtain prices for all open spaces projects for 2023/4 in line with the Council's Financial Regulations

2022/3-142 - Planning, Properties, Emergency Planning and Speeding Committee

- a) To receive the report from the Chair of the Committee – see appendix c
- b) It was **resolved** to agree the quote for the installation of the defibrillator in the telephone box on the High Street in line with the Council's Financial Regulations as JWK
- c) It was **resolved** to agree the Council's response to the consultation regarding waiting restriction on Park Road, unnamed road, and Market Rasen Way as the Council has concerns around the enforceability of the measures on the unclassified road and the schools current car parking provision and the need for measures to be considered for the whole of Park Road.
- d) It was proposed, seconded and **agreed to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted and to move the item to before agenda item 2022/3-142**
- e) It was **resolved** to agree the request to decorate Office 3 at Coubro Chambers by the tenant.

2022/3-143 - Events & PR Committee

- a) To receive the report from the Chair of the committee – see appendix c
- b) It was **resolved** to agree the price for toilet hire for the car show and accept the price of SRP at £1,190

2022/3-144 – Council four year plan

- a) It was **resolved** to agree that the Clerk in conjunction with the committees will commence a plan of objectives for the next Council Term, as required by the Clerk's CiLCA course

2022/3-145 - Confirmation of date and venue of the next Parish Council meeting

- a) The next meeting of the Parish Council will be on Monday 13th March 2023 at the Methodist Church Hall, Albert Walk, Holbeach

It was resolved to agree to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted

Opened meeting closed at 20:00

Closed meeting opened at 20:04

2022/3-142 (d)



It was **resolved** to agree to get quotes for the works to the safe at Coubro Chambers in line with the Council's Financial Regulations

2022/3-146 - HR, Health and Safety and Data Protection Committee

- a) To receive a report from the Chair of the Committee
- b) To resolve to agree the next steps in the process of an ongoing staffing matter – agenda item not required
- c) To receive an update on staff costings and recruitment – the job was being advertised on Indeed

Meeting closed at 20:15

Signed Chair.....Date.....

Appendix a

The paperwork has gone to the broker regarding moving the funds as per the meeting if the 16-01-23

The slide is being removed on Monday 13th February

Some of the paperwork has been received re the use of Carters Park for the food festival

I have received an email from the Farmer Education Trust following communication of Council's decision, to say that their Clerk is awaiting further advice.

The tender for the windows of the cemetery chapels is on the government website and our website and social media with a closing date of 27th February at 17:00

The application has been made to SHDC regarding the removal of condition 3 to the planning consent in relation to Carters Park, the decision date is the 14th March

The experts have been emailed regarding the Carters Park Charity and we are waiting to hear back from them.

There is a meeting at SHDC regarding the UK Shared Prosperity Fund which all members have been invited to attend.

Can I respectfully remind members of their attendance to meetings. We have to cancel or postpone meetings due to non-attendance. All Full Council meeting dates are set in October for the next calendar year and committee meetings are now set in advance. Important business of the Council has to be delayed when this happens.

The Council currently has the following vacancies:

Holbeach Drove - 1 seat

Holbeach Town – 6 seats

The deputy clerk and I attended a Clerk's election briefing at SHDC which was run by the elections team and a representative from LALC.

Firstly, we have to point out that neither myself or Karen are responsible for your paperwork or submitting your papers to SHDC, it is solely the responsibility of those candidates who wish to stand.

The key dates you should know about are:

23-03-23 Nominations open

04-04-23 @ 16:00 is the deadline for the return of nominations

04-05-23 election day

09-05-23 the new council takes office

15-05-23 the annual meeting of the parish council and the first meeting of the new council

It should be noted that the Chair of the Council remains its Chair even if they either don't stand or if they lose their seat, until the first agenda item, to elect a Chair, of the annual meeting of the Parish Council

Myself as Clerk and proper officer is responsible for ensuring that democracy is observed and that the election is widely advertised and targeted to all age's groups, ethnic groups and individuals in the Parish who qualify. We will be putting the details of qualification and disqualification on our Facebook page.

As well as the Clerk's briefings, SHDC are running some briefings both face to face and virtual for candidates, these dates have already been circulated to members and I urge anyone who qualifies to become a councillor, to attend these. I can provide the details to any perspective candidates who are interested.

I will send all councillors links to the documentation and go into further detail at next months Full Council meeting.

Candidates do not have to reside in the Ward that they wish to represent however their nominees do.

It should be noted the following that there is new legislation which effects the May elections. In order to vote in person at a polling station, you will need to take photographic ID, this can be in the form of a passport, driving license, bus pass etc. These do not have to be in date



but must be fairly recent. There are other ways to obtain voter ID which we will link to on our Facebook page.

There are 18 seats available, Hurn Ward = 4 seats; Drove Ward = 1 seat; St John's = 1 seat & Town Ward which is 12 seats. If any Ward does not receive more candidate applications than there are seats, then this would be classed as an uncontested election and there would be no public vote for that Ward.

If insufficient candidates register and the Council is not quorate, then another election process would be held in 35 days, if still not quorate then the unitary Council, in this case SHDC would put councillors in until such time as new councillors could be co-opted.

The elections team at SHDC in Spalding are extremely helpful and have asked us to pass on that they are there to assist all candidates if they require help.

PURDAH

Some of you will be familiar with this however for those that are not:

The pre-election period, previously known as 'purdah', describes the period of time immediately before elections or referendums when specific restrictions on communications activity are in place. The term 'heightened sensitivity' is also used.

The period is 23-03-23 to 04-05-23

The Code of Recommended Practice on Local Authority Publicity is based around seven principles to ensure that all communications activity:

- is lawful
- is cost effective
- is objective
- is even-handed
- is appropriate
- has regard to equality and diversity
- is issued with care during periods of heightened sensitivity.

Appendix b

Finance Chair Report 6th February 2023

- Normal monthly activities were carried out
- All budgets were reviewed and whilst we are in a good position we remain cautious



- It was agreed to recommend to Full Council to pay April invoices on the 2nd May 2023 using the committee's delegated powers

EVENTS AND PR REPORT FEBRUARY

The meeting with traders and interested members of the public to discuss this year's Christmas fayre was very productive with several ideas being put forward. We hope to have a second meeting to discuss more details in March.

The Easter duck hunt will run again this year on Saturday 8th April from 11am till 3pm. This will follow the same format as last year with clues in 3 areas and treats for the correct answers.

We will be celebrating the Coronation with a family funday in Carter's Park on Sunday May 7th from 12 noon until 4pm . We have some activities booked but will finalise the program for the day at our next meeting.

This year's calendar will feature old photographs of Holbeach and the Holbeach villages. We would like the public to submit a photo of something that brings back memories for them and briefly outline what it means to them.

We will be producing a leaflet with details of how to become a councillor at the May elections which will be delivered to key areas. We have also planned 2 drop in sessions for anyone interested in finding out more about the role of a councillor, these will be on 16th March 5.30 until 7.30 and 22nd March 12 until 2.

PPES REPORT FEBRUARY

The committee has been unable to meet since our last meeting but I can report that the main roof of the chapels has been completed and work has now started on the porches. This week the contractor has also started on the repair work to the upstairs windows at Coubro. The letter to SHDC planning with a FOI request has passed its date without a response

OPEN SPACES –

Open spaces chairs report

External Tree work has almost been completed. The slide is due to be removed by the supplier Today (Monday 13th February). Slide tender/quotes cannot go out until it has been removed. The company that was offering to prune the roses cannot now do this so the open spaces team will action this.

There are still vacant plots available at Battlefield and the waiting list has been exhausted. Permissions were given to allotment holder requests.

Follow up will be needed on the tree report in the nature reserve following open spaces team involvement.

HPC has joined the Institute for Cemetery and Cremations Management following recommendations in relation to advice and support.

Overspend on the grass cutting budget was discussed and additional funding has been ringfenced out of the current surplus within the open-spaces allocation subject



to full council approval. Meeting with the contractor to be arranged mid-February to discuss a proposed start date to be agreed at the next open spaces meeting. Planned repairs to the newer Kubota to be postponed until after both machines have been externally serviced.

Appendix c

08/02/2023		Holbeach Parish Council				Page 1		
13:51		Invoices Due for Payment by 28 February 2023						
For Purchase Ledger						Pay by Electronic Payment		
Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Aldi								
28/01/2023	280123		Tea, coffee etc		14/02/2023	17.93		17.93
Total of Invoices Due (ALDI)						17.93	0.00	17.93
Amazon EU s.a.r.l UK Bracnk [AM1]								
04/01/2023	31PK4EAEUI		Bandages		14/02/2023	10.50		10.50
06/01/2023	7547603		Solar lights		14/02/2023	40.99		40.99
06/01/2023	6712654		Hooks workshop PO 102		14/02/2023	19.88		19.88
09/01/2023	UFAEU1		1st aid products		14/02/2023	27.20		27.20
16/01/2023	B3DBY4GAEUI		Fire blanket		14/02/2023	25.26		25.26
18/01/2023	2023-98		Memorial plaque		14/02/2023	17.97		17.97
18/01/2023	GB3E75NYAEUI		CCTV cabinet		14/02/2023	47.98		47.98
20/01/2023	26388545		CCTV signs		14/02/2023	20.97		20.97
Total of Invoices Due (AM1)						210.75	0.00	210.75
Domu Brands Ltd [DM]								
03/01/2023	2023-3469		Organiser bin etc		14/02/2023	62.35		62.35
Total of Invoices Due (DM)						62.35	0.00	62.35
DTS [DTS001]								
31/01/2023	12		Locking up Jan 23		14/02/2023	620.00		620.00
Total of Invoices Due (DTS001)						620.00	0.00	620.00
EK Wholesale [EKW]								
10/01/2023	2023-1308		Work boots		14/02/2023	27.95		27.95
Total of Invoices Due (EKW)						27.95	0.00	27.95
East Midlands Tree Survey [EMTS]								
09/01/2023	1263		Tree report nature reserve		14/02/2023	186.00		186.00
Total of Invoices Due (EMTS)						186.00	0.00	186.00
Gallagher [GAL]								
31/01/2023	250123		Fee insurance		14/02/2023	75.00		75.00
Total of Invoices Due (GAL)						75.00	0.00	75.00
Grants								
31/01/2023	31102022		Grant St Polycorps		14/02/2023	150.00		150.00
Total of Invoices Due (GRANTS)						150.00	0.00	150.00



08/02/2023

13:51

Holbeach Parish Council

Page 2

Invoices Due for Payment by 28 February 2023

For Purchase Ledger

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Greenzone Park Road [GZPR]								
31/01/2023	370391		Wheeler bins P/R		14/02/2023	313.56		313.56
Total of Invoices Due (GZPR)						313.56	0.00	313.56
[HMRC]								
23/01/2023	230123		HMRC Jan 23		14/02/2023	1,941.93		1,941.93
Total of Invoices Due (HMRC)						1,941.93	0.00	1,941.93
Irelands Farm Machinery Ltd [IRE]								
22/12/2022	227227		Oil seal		14/02/2023	15.42		15.42
07/01/2023	227320		Parts small Stihl machines		14/02/2023	38.82		38.82
25/01/2023	227379		Chain & fuel cap		14/02/2023	29.29		29.29
Telephone: 01205 460600						Total of Invoices Due (IRE)		
						83.53	0.00	83.53
Jewson [JW]								
10/01/2023	0190/00162997		Stakes for fencing		14/02/2023	115.92		115.92
27/01/2023	0190/00163161		Postcrete mix		14/02/2023	27.12		27.12
Total of Invoices Due (JW)						143.04	0.00	143.04
LALC								
06/01/2023	13371		Annual fee		14/02/2023	1,709.78		1,709.78
16/01/2023	500158		Charity training		14/02/2023	66.00		66.00
23/01/2023	13416		Audit fees 22/3		14/02/2023	504.00		504.00
31/01/2023	31012023		Annual training scheme		14/02/2023	210.00		210.00
Total of Invoices Due (LALC)						2,489.78	0.00	2,489.78
Maier London Ltd [MAH]								
06/01/2023	2023-2528		Cylinder locks		14/02/2023	28.48		28.48
Total of Invoices Due (MAH)						28.48	0.00	28.48
Methodist Church [MET001]								
16/01/2023	160123		Half hire		14/02/2023	30.00		30.00
Total of Invoices Due (MET001)						30.00	0.00	30.00
Medisale Ltd [MS]								
03/01/2023	2023-2540		Surgical tape		14/02/2023	3.79		3.79
Total of Invoices Due (MS)						3.79	0.00	3.79
Microsoft [MS1]								



08/02/2023 13:51		Holbeach Parish Council				Page 3		
Invoices Due for Payment by 28 February 2023								
For Purchase Ledger						Pay by Electronic Payment		
Invoice Date	Invoice No	Ref No	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
03/01/2023	EO800LOWTT	365 admin			14/02/2023	22.56		22.56
03/01/2023	EO800LOZQD	365 councillors			14/02/2023	75.54		75.54
Total of Invoices Due (MS1)						98.10	0.00	98.10
Newflame [NF]								
06/01/2023	154399	Fire ext insp CP			14/02/2023	115.20		115.20
06/01/2023	154398	Fire ext insp Coubro			14/02/2023	90.30		90.30
Total of Invoices Due (NF)						205.50	0.00	205.50
Original Factory Shop [OFS]								
04/01/2023	040123	Boxes for xmas decs			14/02/2023	39.60		39.60
04/01/2023	040123A	Boxes for xmas decs			14/02/2023	18.00		18.00
Total of Invoices Due (OFS)						57.60	0.00	57.60
One Stop [OS1]								
19/01/2023	19012023	Coffee			14/02/2023	3.50		3.50
24/01/2023	24012023	Milk			14/02/2023	1.00		1.00
25/01/2023	250123	Sugar			14/02/2023	0.79		0.79
Total of Invoices Due (OS1)						5.29	0.00	5.29
Pasha 81 Ltd [PASHA]								
03/01/2023	2023-1185	Bandages			14/02/2023	5.15		5.15
Total of Invoices Due (PASHA)						5.15	0.00	5.15
Platinum Cleaning [PLA001]								
31/01/2023	188	Cleaning Coubro			14/02/2023	208.00		208.00
Total of Invoices Due (PLA001)						208.00	0.00	208.00
Rant Media [RANT]								
12/01/2023	31628	Advert Spalding Voice			14/02/2023	108.00		108.00
Total of Invoices Due (RANT)						108.00	0.00	108.00
Racking Solutions [RS]								
03/01/2023	69360	Racking pavilion			14/02/2023	498.90		498.90
Total of Invoices Due (RS)						498.90	0.00	498.90
SHDC [SHDC2]								
22/12/2022	40130554	Bus routes digital notice board			17/01/2023	317.00		317.00
17/01/2023	170123	Planning app re carter's park			14/02/2023	117.00		117.00



08/02/2023		Holbeach Parish Council					Page 4	
13:51		Invoices Due for Payment by 28 February 2023						
For Purchase Ledger						Pay by Electronic Payment		
Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (SHDC2)						434.00	0.00	434.00
Society of Local Council Clerks [SLCC]								
25/01/2023	MEM243129-1		Membership fee		14/02/2023	316.00		316.00
Total of Invoices Due (SLCC)						316.00	0.00	316.00
Steve Lewis Electrical [SLE]								
31/01/2023	309		Lighting office		14/02/2023	456.00		456.00
Total of Invoices Due (SLE)						456.00	0.00	456.00
Smarty Mobile [SM]								
27/01/2023	27012023		Sim digital notice board		14/02/2023	5.00		5.00
Total of Invoices Due (SM)						5.00	0.00	5.00
Spalding Cleaning [SPA001]								
21/01/2023	210123		Window cleaning Coubro		14/02/2023	23.00		23.00
Total of Invoices Due (SPA001)						23.00	0.00	23.00
Staff [ST1]								
23/02/2023	23022023		Salaries Feb 23		23/02/2023	7,387.91		7,387.91
Total of Invoices Due (ST1)						7,387.91	0.00	7,387.91
Tesco								
25/01/2023	250123A		tea coffe etc		14/02/2023	11.68		11.68
Total of Invoices Due (TESCO)						11.68	0.00	11.68
TJ Legal Ltd [TJL]								
04/01/2023	2023-1943		Floor paint PO 102		14/02/2023	39.99		39.99
Total of Invoices Due (TJL)						39.99	0.00	39.99
Tonwood [TON001]								
15/01/2023	3114620		Chain sec Coubro		14/02/2023	10.99		10.99
31/01/2023	3114711		Brass screws		14/02/2023	2.00		2.00
Total of Invoices Due (TON001)						12.99	0.00	12.99
Wave								
14/01/2023	11505893		Water Coubro		14/02/2023	173.43		173.43
Total of Invoices Due (WAVE)						173.43	0.00	173.43



08/02/2023		Holbeach Parish Council					Page 5	
13:51		Invoices Due for Payment by 28 February 2023						
For Purchase Ledger						Pay by Electronic Payment		
Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
West End Garage [WEG]								
31/01/2023	12644		Fuel		14/02/2023	200.00		200.00
Total of Invoices Due (WEG)						200.00	0.00	200.00
White Hinge Ltd [WH]								
03/01/2023	2023-951		Face shields		14/02/2023	8.57		8.57
Total of Invoices Due (WH)						8.57	0.00	8.57
Workplace Stuff [WKPL]								
03/01/2023	12023		Flammable cabinets		14/02/2023	450.21		450.21
Total of Invoices Due (WKPL)						450.21	0.00	450.21
Warmer Services Ltd [WS]								
04/01/2023	2023-52		3 in 1 oil		14/02/2023	13.50		13.50
Total of Invoices Due (WS)						13.50	0.00	13.50
wsm								
04/01/2023	WSM001/2023		Scissors		14/02/2023	2.99		2.99
Total of Invoices Due (WSM)						2.99	0.00	2.99
Will The Tree Man [WTTM]								
01/02/2023	HPC002		Tree work CP & PR		14/02/2023	4,250.00		4,250.00
Total of Invoices Due (WTTM)						4,250.00	0.00	4,250.00
Total of Invoices Due (Purchase Ledger)						21,355.90	0.00	21,355.90
TOTAL OF INVOICES DUE (ALL LEDGERS)						21,355.90	0.00	21,355.90

Signed Chair.....Date.....



Date: 30/01/2023

Holbeach Parish Council

Page 1

Time: 12:51

Bank Reconciliation Statement as at 30/01/2023
for Cashbook 3 - Business Saver Account

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver Account	31/12/2022		7,984.76
Barclays (Ring Fenced Funds)	30/06/2022		3,999.00
			<hr/> 11,983.76
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			11,983.76
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			11,983.76
		Balance per Cash Book is :-	11,983.76
		Difference is :-	0.00





Date: 30/01/2023

Holbeach Parish Council

Page 1

Time: 12:48

Bank Reconciliation Statement as at 30/01/2023
for Cashbook 1 - Barclays Current Account

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Current account	30/01/2023		3,000.00
			<u>3,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			3,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			3,000.00
		Balance per Cash Book is :-	3,000.00
		Difference is :-	0.00





Date: 03/01/2023
Time: 13:39

Holbeach Parish Council

Page 1

User: 6121.J.HEARSEY

Bank Reconciliation Statement as at 31/12/2022
for Cashbook 4 - CCLA Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Account	30/11/2022		183,617.25
			<u>183,617.25</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			183,617.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			183,617.25
		Balance per Cash Book is :-	183,617.25
		Difference is :-	0.00

(Handwritten signature)

Signed Chair.....Date.....