

Meopham Parish Council
Financial Risk Assessment 2026/27

Risk assessment is a systematic general examination of working conditions, workplace activities and environmental factors that will enable the Parish Council to identify any and all potential inherent risks. The Parish Council, based on a recorded assessment, will take all practical and necessary steps to reduce or eliminate the risks, insofar as is practically possible.

This document has been produced to enable Meopham Parish Council to assess the risks that it faces and satisfy itself that it has taken adequate steps to minimise them.

FINANCIAL AND MANAGEMENT

Subject	Risk(s) identified	H/M/L	Management/control of Risk	Review/Assess/Revise
Precept	Adequacy of precept in order for the Council to carry out its Statutory duties	L	To determine the precept amount required, the Council receives budget update information monthly. At the precept meeting Council receives a current budget report, including actual financial position from the Clerk. The PC resolves the precept amount to be requested from Gravesham Borough Council	Existing procedure adequate. The figure is submitted by the Clerk in writing to GBC
Financial Records	Inadequate records Financial irregularities	L L	The Council has Financial Regulations which sets out the budgeting and recording requirements.	Existing procedure adequate Financial regulations reviewed in 2024
Bank and banking	Inadequate checks Banks mistakes	L L	The Council has Financial Regulations which set out banking, invoicing, settlement and reconciliation of expenditure requirements.	Existing procedure adequate

			Monthly reconciliation to Scribe Accounts Package and Bank Account by the Finance and Grants Officer, reviewed monthly by Full Council as part of the agenda pack and reviewed and counter signed by Chairman of Council.	Existing procedure adequate
Monthly reporting and annual Internal /External auditing	Information incorrect for communication	L	Budget monitoring and financial information a regular agenda item (Finance Report)	Existing procedures for annual Internal auditor and External Audit adequate. Timescales for latter approvals by Council and submission need to be met. Subsequent formal approval of External Auditor to these required
Rents Receivable – donations	Payment of rents	L	Annual Financial Year Governance and Accounting Statements to be approved by PC and submitted to external Auditor	Existing procedure adequate
Grants and support payable	Power to pay Authorisation of Council to pay	L	Meopham Parish Council receive minimal amounts in respect of lease arrangements with MDAA, Judson's Pavilion and Meopham Cricket Club. All such expenditure goes through the required Council process of approval, is minuted and listed accordingly if a payment is made using S137 powers of expenditure.	Existing procedure adequate to prevent fraud or overpayment.

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Best value accountability	Work awarded Incorrectly. Overspend on services.	L M	Normal Parish Council practice would be to seek more than one quotation for any substantial work (above £1500) to be undertaken. For major grass cutting and ancillary services contracts 3/5 yearly competitive tenders are generally to be sought unless there are no cost implications requiring re tender. If problems encountered with a contract the Clerk would investigate the situation and report to the Council.	Existing procedure adequate to ensure Best Value is obtained.
Salaries and associated payroll and pension costs	Salary paid incorrectly. Unpaid Tax to Inland Revenue.	L L	Salary scales of Clerk and officers reported to and approved at PC meeting. Salary, HMRC liabilities, NIC calculated by external payroll contractor and authorised under existing banking sign off arrangements.	Existing procedure adequate.
Employees	Fraud by staff Health and safety	L L	Requirements of Fidelity Guarantee insurance adhered to with regards to fraud. All employees to be provided adequate direction and safety equipment needed to undertake their roles at work or home .	Existing procedures adequate. Monitor health and safety policy and risk assessment requirements and insurance annually.

VAT	Reclaiming/charging	L	The Council has Financial Regulations which set out the requirements. All VAT returns for 2024 to date have been submitted.	Existing procedures adequate.
PAYE and Annual Audit Return	Submit within time limits	L	Employers Annual Return is completed and submitted online with the prescribed time frame by the Clerk. Annual Audit Return completed authorised and signed by the Council, submitted to internal auditor for completion and signing then checked and sent to External Auditor within time frame.	Existing procedures adequate.
Legal Powers	Illegal activity or payments	L	All activity and payments of the Parish Council to be resolved and recorded at full Council Meetings, under the Finance section of agenda and Finance report monthly.	Existing procedures adequate
Minutes/Agendas/ Notices Statutory Documents`	Accuracy and legality Business conduct	L L	Draft Minutes and Agenda produced by the Clerk to adhere to the legal requirements. Minutes are approved and signed at the next Council meeting. Agenda posted according to legal requirements, managed at Council meetings by the Chair	Existing Transparency Code procedures adequate. Members adhere to Code of Conduct

Members interests	Transparency and Conflict of interests	L	Declarations of interest an agenda item for Members at every Council meeting.	Existing procedures to declare and where appropriate to be absent from meeting discussion and decision adequate. Members take responsibility to update register to MO.
Insurance	Register of members interests	M	Register of Members interests forms submitted to Monitoring Officer at GBC for changes and new Cllrs.	A 3 year contract to be entered into to reduce costs Ensure Public Liability insurance held by contractors and for volunteers working for the Council Insurance levels and any additional purchases or acquisitions to be included/ added and total reviewed annually.
	Adequacy Cost	L	Annual review is undertaken of all insurance arrangements to ensure all activities, land, and premises covered.	
	Compliance Fidelity Guarantee	M	The Asset Register to be maintained and reported on as part of Annual Audit. . Employers and Employee liabilities to be covered within policies. Ensure compliance measures are in place.	
Data protection	Policy provision	L	The Parish Council holds no data relating to individuals other than the copy of the Register of Electors as provided by the Borough Council. Requests for financial data are covered under the provision of the Annual Audit Publication of Accounts.	Review as and when personal data collected. Council registered under GDPR with ICO

Freedom of Information	Policy Provision	L	The Council has a Model Publication scheme in place.	Monitor and report any requests made under FOI
BUILDINGS EQUIPMENT OR MAINTAINED AREAS				
Assets	Loss or damage Risk/damage to third party (ies) or their property	L L	An annual review of assets is undertaken for insurance provision.	Existing procedures adequate
Maintenance	Poor performance of assets or amenities	L	All assets owned by the Parish Council are regularly reviewed and maintained.	Existing procedures adequate
Notice Boards	Risk of damage	L	The Parish Council currently has 5 notice boards. Each are visited at least once a month to post notices and any reports of damage are faults are reported to the Parish Council and repaired / dealt with in accordance of the correct procedures of the Council.	Existing procedures adequate
Meeting locations	Adequacy Health & Safety	L M	The Parish Council meeting is held at Village Halls within the parish all considered as having appropriate facilities for the Clerk, elected members and the general public..	Existing general procedures adequate

Council records – paper	Loss through: Theft Fire damage	L M L	The Parish Council records are stored at the Parish Office . Records include correspondence, minutes, insurance, and bank records. The documents are stored in a lockable cabinet.	Damage (apart from fire) and theft is unlikely and so provision is adequate.
Council records – electronic	Loss through: Theft, fire damage or corruption of computer	L	The Parish Council electronic records are stored on the Council laptops with cloud based storage.	Provision is adequate

Meopham Parish Council

02 April 2026 (2025-2026)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
242✓ Service Contract & Litter Collec	02/03/2026	CONTRACT	Unity Trust Bank		Service Contract	HGS LANDSCAPING - MD	X	521.00		521.00✓
241✓ Service Contract & Litter Collec	03/03/2026	CONTRACT	Unity Trust Bank		Service Contract	HGS LANDSCAPING - DH	X	521.00		521.00✓
244✓ PITFIELD TOILETS	05/03/2026	FC80	Unity Trust Bank		PITFIELD TOILETS	HARVEY SMITH	X	1,125.00		1,125.00✓
246✓ PITFIELD TOILETS	05/03/2026	FC80	Unity Trust Bank		PITFIELD TOILETS	DUNCAN HOLLAND	X	4,180.00		4,180.00✓
243✓ Communications & IT	05/03/2026	CONTRACT	Unity Trust Bank		Service Contract	HELIOCENTRIX/MICROSOFT	S	169.20	33.84	203.04✓
245✓ Professional Memberships	05/03/2026		Unity Trust Bank		SLCC Membership for Clerk	SLCC	X	316.00		316.00✓
247✓ Venue Hire for Meetings	09/03/2026	Delegated Authority	Unity Trust Bank		MEETING ROOM HIRE	Harvel Village Hall Commit	E	36.00		36.00✓
248✓ Payroll Services	09/03/2026	CONTRACT	Unity Trust Bank		PAYROLL SERVICES	DM Payroll Services	S	84.00	16.80	100.80✓
250✓ Trees	10/03/2026	FC198	Unity Trust Bank		TREE MAINTENANCE	Elite Trees	S	4,250.00	850.00	5,100.00✓
249✓ Bus Shelter Cleaning	10/03/2026	CONTRACT	Unity Trust Bank		Bus Shelter Cleaning	Element UK	S	221.54	44.31	265.85✓
251✓ Bank Charges	16/03/2026		Unity Multipay Card		BANK CHARGES	Lloyds Bank	X	6.00		6.00✓
252✓ Venue Hire for Meetings	23/03/2026		Unity Trust Bank		MEETING ROOM HIRE	St Johns Centre	X	101.00		101.00✓
253✓ BUS SHELTER MAINTENANCE	23/03/2026	Delegated Authority	Unity Trust Bank		BUS SHELTER REPAIRS	GW Shelter Solutions Ltd	S	330.00	66.00	396.00✓
254✓ Professional Services	23/03/2026	FC203	Unity Trust Bank		Town Planning Consultants	North Kent Planning Servic	X	1,250.00		1,250.00✓
256✓ Photocopier Contract	24/03/2026	CONTRACT	Unity Trust Bank		Photocopier Lease & Printing C	Smart Office Solutions	S	172.02	34.40	206.42✓
255✓ Professional Services	24/03/2026	FC203	Unity Trust Bank		Town Planning Consultants	North Kent Planning Servic	X	400.00		400.00✓
259✓ Defibrillator Maintenance	26/03/2026	CONTRACT	Unity Trust Bank		ANNUAL SUBSCRIPTION	Community heartbeat	S	135.00	27.00	162.00✓
260✓ Trees	26/03/2026	FC198	Unity Trust Bank		TREE MAINTENANCE	Elite Trees	S	2,000.00	400.00	2,400.00✓
257✓ PITFIELD TOILETS	26/03/2026	FC80	Unity Trust Bank		PITFIELD TOILETS	CPC FARNELL	S	710.00	142.00	852.00✓
258✓ PITFIELD TOILETS	26/03/2026	FC80	Unity Trust Bank		IT SUPPORT	BENJAMIN HEASLIP	X	255.66		255.66✓
261✓ Community Grants Scheme	27/03/2026		Unity Trust Bank		CYCLE RACK - MEOPHAM MED	GTM CONTRACTS	S	500.00	100.00	600.00✓
265✓ Service Contract & Litter Collec	31/03/2026	CONTRACT	Unity Trust Bank		Service Contract	HGS LANDSCAPING - DH	X	521.00		521.00✓
266✓ Service Contract & Litter Collec	31/03/2026	CONTRACT	Unity Trust Bank		Service Contract	HGS LANDSCAPING - MD	X	521.00		521.00✓
262✓ Staff Salaries Tax & NIC	31/03/2026		Unity Trust Bank		Salary	L Winter	X	2,317.89		2,317.89✓
263✓ Staff Salaries Tax & NIC	31/03/2026		Unity Trust Bank		Salary	T Hanlon	X	676.75		676.75✓
264✓ Staff Pensions	31/03/2026		Unity Trust Bank		Pension Contributions	L Winter	X	696.15		696.15✓
267✓ Office Rent	31/03/2026	CONTRACT	Unity Trust Bank		Office Rent	St Johns Centre	X	543.75		543.75✓
268✓ Bank Charges	31/03/2026		Unity Trust Bank		BANK CHARGES	Unity Bank	E	8.95		8.95✓
Total								22,568.91	1,714.35	24,283.26

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Item 12.1

Voucher Code 244

HJS Smith

Property Services

c/o Ashmere Farm, Camer Park Road, Meopham, Kent DA13 0AL
Tel: 07759474454

Meopham Parish Council
St Johns Centre
Wrotham Road, Meopham
Kent. DA13 0AA

Invoice No.
Account No.
Date
Your order No.

20260219
MPC
19 February 2026
Pitfield Toilets

FAO
Tel

01474 813779

Job Number

Z1773

Invoice

To works completed in accordance with your order instructions and site project manager at the above address

Date	Quantity	Unit	Description		Unit cost £	Price £
29/09/2025	1	hrs	Survey		18.00	£18.00
07/12/2025	8	hrs	Grill, Gutter, Handles, Hooks and sills		18.00	144.00
17/01/2026	9	hrs	Lights, Plumbing and Ducting		18.00	162.00
18/01/2026	8	hrs	Lights, Ducting, Cat 5 cabling, Signs and Handles		18.00	144.00
24/01/2026	9	hrs	Gutters, Hedgehog, Lights and CCTV cabling		18.00	162.00
25/01/2026	9	hrs	Signs, Open sign cabling, Int lights and Cabling		18.00	162.00
31/01/2026	9.5	hrs	Ext lights, Data cabling and Data cabinet shelves		18.00	171.00
23/03/2026	10	hrs	To complete		18.00	180.00
			Delivery:	incl		
This account is not VAT registered					Total £	1125.00

Preferred payment by BACS

30-93-60
01752406

Thank you for your custom

Harvey Smith

UTR: 90221 57280

NI: WM691035D

E:\Users\Wrotham\AppData\Local\Temp\pid-604\Meopham Toilets invoice.doc

email: harvey.smith@btinternet.com

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D. N. Holland

contract engineer design - development - project management - validation - test - commissioning

reference Z17732i2.mpc

To Meopham Parish Council
St Johns Centre
Wrotham Road,
Meopham
Kent. DA13 0AA
FAO Lisa Winter – Assistant Clerk
Tel: 01474-813770
Mbl: 07

Your order No. Pitfield Toilets

Date 24th February 2026

Our job number Z1773

INVOICE

To: Labour hours worked on the above project; specific hours / dates as reported in cost sheet presented in council meetings;

date	hours / quantity	Description	Unit price £	item cost £
<u>Materials</u>				
12-Feb-26	1	paid bacs against Z17731i2.mpc	0.000	0.00
sub total materials				0.00
<u>Labour</u>				
10-29 sept	8.5	works completed as reported in cost sheet	40.000	340.00
7-31 oct	17	works completed as reported in cost sheet	40.000	680.00
6-28 nov	9	works completed as reported in cost sheet	40.000	360.00
5-19 dec	14.5	works completed as reported in cost sheet	40.000	580.00
17-31 jan	45.5	works completed as reported in cost sheet	40.000	1820.00
31-Mar-26	10	to complete	40.000	400.00
sub total labour				4180.00
this account is no longer VAT registered				
Total due this invoice				£ 4180.00

BACS payment to account No32359804 sort code 40-47-80 preferred
Terms 7 days from date of invoice.



Heliocentrix Ltd
Beech House
Thorn Road
Marden, Kent TN12 9EJ
01732 600170

Bill To:
Meopham Parish Council Attn: Tracey Hanlon St Johns Centre Wrotham Road Meopham, DA13 0AA United Kingdom

Date	Invoice
01/03/2026	29729

Terms	Due Date	PO Number	Reference
Net 15 days	16/03/2026		Monthly Billing for March

Managed Services Details	Quantity	Price	Amount
Agreement Microsoft 365 - Monthly Licenses			
Microsoft Teams Phone with Calling Plan for 3000 UK Minutes	4.00	£15.72 GBP	£62.88 GBP
Microsoft Teams Phone Resource Account (Monthly\NCE)	10.00	£0.00 GBP	£0.00 GBP
Microsoft 365 - Business Standard License, includes: - Microsoft Office Desktop and Mobile - Exchange Email - OneDrive \ SharePoint - Microsoft Teams	3.00	£11.52 GBP	£34.56 GBP
Microsoft 365 Business Basic - Exchange Email up to 50GB - Teams - OneDrive \ SharePoint	13.00	£5.52 GBP	£71.76 GBP
Total Managed Services Details:			£169.20 GBP
Payment can be made by BACS or Direct Debit. If you would like information on how to setup a Direct Debit, please contact sales@heliocentrix.co.uk. For payment by BACS use Heliocentrix Limited, Sort Code: 60-83-71 & Account Number: 56471596. Please ensure that you use either your company name or invoice number as a reference.	Invoice Subtotal:	£169.20 GBP	
	UK-VAT @ 20%:	£33.84 GBP	
	Invoice Total:	£203.04 GBP	
	Payments:	£0.00 GBP	
	Credits:	£0.00 GBP	
Balance Due:		£203.04 GBP	

Registered in England & Wales at above address 6608801
 VAT Registration Number GB 971 7999 48

Voucher was 245.

Collar Factory, Suite 2.03
112 St. Augustine Street
Taunton
Somerset
TA1 1QN
Tel: 01823 253646
Email: finance@slcc.co.uk

SLCC
For Local Council Professionals.

Lisa Winter
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham
Kent
DA13 0AA

Invoice

Invoice No	MEM257801-1
Invoice Date	01/03/2026
Reference	

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1	Membership Fee: Lisa Winter (1012014) Due:01/03/2026	£316.00	£316.00	0.00	£0.00

Total Net Amount	£316.00
Total Tax Amount	£0.00
Invoice Total	£316.00

Payment Due: 30/04/2026

REMITTANCE

Detach and return with payment

Invoice Number:	MEM257801-1
Client:	Lisa Winter (Meopham Parish Council)
Date:	
Amount Enclosed:	

The Society of Local Council Clerks is a company limited by guarantee and is registered in England and Wales
with Company Registration No 10566132; registered office as above.

Pay by BACS to Unity Trust Bank using - Sort Code 60-83-01 A/C No. 20314459 Ref: MEM257801-1

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Voucher Code 241

**HARVEL VILLAGE HALL
MANAGEMENT COMMITTEE**

INVOICE

Invoice to: Meopham Parish Council
St Johns Centre,
Wrotham Road, DA13 0AA
Invoice Date: 05/03/26
Invoice Number: 26-04
Email: enquiries@meopham-pc.gov.uk

Description - Hall / Calor Field Bookings	Hours	Rate	Total
10/02/2026 Hall	3	£10.00	£30.00
Winter Months Heating costs	3	£2.00	£6.00
Total			£36.00
Note for the Winter months (December, January & February) a £2 per hour extra charge will apply to cover increased heating costs.			

Please pay direct to the Village hall bank account:-

Account Name: Harvel Village Hall Management Committee
Account Number: 70103683
Sort Code: 20-76-55

Invoice queries:

Kevin Barry
Kevinbarry19669@gmail.com

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Voucher Code 248



DM PAYROLL
SERVICES LTD

TAX INVOICE

Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham
Kent
DA13 0AA
ENGLAND

Invoice Date
6 Mar 2026

Invoice Number
INV-5065

VAT Number
494 6919 30

DM Payroll Services Ltd
7 New Road
Far Forest
Kidderminster
Worcestershire
DY14 9TQ
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Administration of payroll January to March 2026	1.00	84.00	20%	84.00
Subtotal				84.00
TOTAL VAT 20%				16.80
TOTAL GBP				100.80

Due Date: 5 Apr 2026

Sort code 40 26 08

Account number 61795724

PAYMENT ADVICE

To: DM Payroll Services Ltd
7 New Road
Far Forest
Kidderminster
Worcestershire
DY14 9TQ
UNITED KINGDOM

Customer Meopham Parish Council
Invoice Number INV-5065

Amount Due 100.80

Due Date 5 Apr 2026

Amount Enclosed

Enter the amount you are paying above

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Voucher Code 250

Elite Tree Care and Gardening Services Ltd

13 Montpelier Avenue

Bexley

KT

DA53AP

+0132251797007522088482

elitetreecare@hotmail.com

VAT Registration No.: 461957070



Elite Tree Care
& Gardening Services LTD

VAT Invoice

INVOICE TO

TRACY HANLON

STEELES LANE

MEOPHAM

DA13 0PZ

INVOICE NO. 2244

DATE 09/03/2026

DUE DATE 09/03/2026

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/03/2026	Tree Surgery	T009 – Horse Chestnut Fell one mature Horse Chestnut tree down to ground level and treat stump using Eco-plugs. Due to decay in the main stem, the tree will be dismantled using a MEWP and rope access system. All waste to be removed from site. (Associated tree condition report previously issued via email.)	1	3,000.00	3,000.00
09/03/2026	Tree Surgery	Horse Chestnut – Opposite War Memorial Fell one Horse Chestnut tree down to ground level using a MEWP due to evidence of decay at the base. (Associated tree condition report previously issued via email.)	1	1,250.00	1,250.00

Details for payment -

Barclays Bank

Elite tree care & gardening services ltd

Account : 73442926

Sort Code : 20-06-72

SUBTOTAL 4,250.00

VAT TOTAL 850.00

TOTAL 5,100.00

BALANCE DUE **£5,100.00**

VAT NUMBER - 461957070

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VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		850.00	4,250.00

Voucher Code 249

TAX INVOICE

Meopham Parish Council

Invoice Date
27 Feb 2026

Invoice Number
INV-140021

Reference
February 2026

VAT Number
783101056

Element UK Limited
Unit 53
Mackley Industrial Estate
Henfield Road
Small Dole
Henfield
West Sussex
BN5 9XR
T: 0208 694 8844
E:
accounts@cleaningmanagement.co.uk
VAT Number: 783101056

Description	Quantity	Unit Price	VAT	Amount GBP
Cleaning Of Meopham Bus Shelters on 18 February 2026	1.00	221.54	20%	221.54
Subtotal				221.54
TOTAL VAT 20%				44.31
TOTAL GBP				265.85

Due Date: 30 Mar 2026

BACS payment details:
Lloyds Bank
Sort Code: 30-91-54
Account No.: 02066347

To assist with identification please state on your payment advice both our name and the invoices you are paying.

Terms: Strictly within 28 days from invoice date

BACS payments should be sent to Sort Code 30-91-54, Account Number 02066347 and the remittances sent by email to accounts@cleaningmanagement.co.uk

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Voucher Code 254

The PCC of St John the Baptist Church, Meopham
St John's Centre, Wrotham Road, Meopham DA13 0AA
Email: admin@stjohnsmeopham.co.uk
Telephone: 01474 813106

INVOICE

Invoice To: Tracey Halon
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham

Invoice Number: MEPPC 20 Mar 2026
Date: 19-Mar-26
Contact: Mrs Ally Merry
Settlement Terms: Strictly 30 days

Hirer's Charity Number(if applicable):

Hirer's Email: Finance & Grants Officer - Meopham Parish Council <financeofficer@meopham-pc.gov.uk>

Hirer's Telephone: 01474 813779

Dates	Rooms	Hourly Rate	@	£
20-Mar-26	Room 1 & 2 Time 6-9.15pm	3.25	27.00	94.50
	heating 6-9.15pm	3.25	2.00	6.50

TOTAL DUE £ 101.00

Please make cheques payable to: Meopham PCC and return to the address at the top of this invoice.

If you wish to pay by BACS please include the invoice number listed above as reference.

Our account number is 74198302; sort code 09-01-51.

Account Name Meopham Parochial Church Council.

Pay Due by the 30th of Each Month

For Office Use Only:

Date Paid

£

BACS/Cheque/Cash

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Registered as a Charity in England & Wales Number 1133014

Voucher Code 255



GW Shelter Solutions Ltd

28 Woodstock Avenue
Waterlooville, Hampshire, PO8 9TG
United Kingdom

Telephone: 02392 210052
Email glen@gwsheltersolutions.co.uk

Invoice To:

Meopham Parish Council
The Windmill
Meopham Green
Wrotham Road
Meopham
DA13 0QA

Deliver To:

Meopham Parish Council
Wrotham road
opp Huntingfield Road
Meopham
Gravesend
DA13 0EZ

SALES INVOICE

Invoice Date
18/03/2026

Due Date
17/04/2026

Reference
Email dated 02/02/2026

Invoice Number
SI-2174

Description

Supply and install a polycarbonate panel to make repairs to existing shelter in accordance with our sales order GWSO1937 and quotation GWQ2721

Qty/Hrs	Price/Rate	VAT %	Net
1.00	330.00	20.00	330.00

VAT Rate

Standard 20.00% (20.00%)

Net

£330.00

VAT

£66.00

Total Net

330.00

Total VAT

66.00

TOTAL

£396.00

Notes:

GROSS PAYMENT STATUS - PLEASE REMIT IN FULL

Payment Details

Bank: NatWest
Address: Online
Sort Code: 55-70-34
Account number: 84958081

Terms and Conditions:

Terms: 30 days nett
Please remit to the registered office.
Goods supplied according to our terms and conditions
All goods remain the property of GW Shelter Solutions Ltd until paid in full

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Registered in England and Wales No. 11996824 , VAT Registration Number GB 323273036
Registered Address 28 Woodstock Avenue, Waterlooville, Hampshire, PO8 9TG, United Kingdom

www.gwsheltersolutions.com
sales@gwsheltersolutions.co.uk
Office: 02392 210052

Voucher Code 254

North Kent Planning Services

Town Planning Consultant

INVOICE

To: roger.collings@meopham-pc.gov.uk

Invoice No. 036

By email only

Date: 21st March 2026

Job: NKPS022602

Description of work: Final payment

Fee:	£1250.00
Expenses:	£0.00
Total:	£1250.00

Payment terms 14 days

nkps

5 Bergamot Close
Sittingbourne
ME10 4EY

PHONE 07831520004
EMAIL STEVE@NORTHKENTPLANNINGSERVICES.CO.UK

Company No. 16427819 Registered Address 19-21 Swan Street West Malling Kent ME19 6JU

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Voucher Code 256.



Smart Office Solution



Smart Office Solution Ltd
Unit 2&3
Nepicar Park
London Road
Wrotham
Kent
TN15 7AF

T. 01622 809508
E. finance@smartofficegroup.com

Invoice

Invoice To

Meopham Parish Council
St John's Centre
Wrotham Road
Meopham
Kent
DA13 0AA

Invoice No. 657000
Invoice Date 17/03/2026
Order #
Account # MEO004
Page # 1/1

Description	Unit amount	Quantity	Net amount
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Smart Print Services Ltd: For all your outsourced printing and merchandise.
Everything from Business Cards to Brochures, Mugs to Pens, Posters to
Flyers and much more. No job too big or too small.
Contact Carl on 01732 449621 for a customised quotation.
Smartprintservice.co.uk

Model #	KONICA-MINOLTA-BIZHUB-C550I	Location
Serial #	AA7P021008026	Meopham Parish Council, St John's Centre, Meopham, Kent, DA13 0AA.

Mono

Via Remote Billing

Reading at 16/03/2026 is 20,290

Reading at 11/12/2025 as 18,019

Usage for period: 03/12/2025 to 02/03/2026

0.00000	2,271	0.00
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Colour

Via Remote Billing

Reading at 16/03/2026 is 40,264

Reading at 11/12/2025 as 39,727

Usage for period: 03/12/2025 to 02/03/2026

0.00000	537	0.00
---------	-----	------

Network support charge for period: 03/12/2025 to 02/03/2026

90.00	1	90.00
-------	---	-------

Rental charge for period: 03/03/2026 to 02/06/2026

247.02	1	247.02
--------	---	--------

Non-Direct Debit charge for period: 03/12/2025 to 02/03/2026

15.00	1	15.00
-------	---	-------

172.02 cost

34.40 VAT

£ 206.42

422.42

216.00

£ 206.42

(credit for incorrect
network support
charge x 2)
see attached

The amount due will be collected by Direct Debit on or
immediately after 14 days, due by 31/03/2026

72

Net Total	GBP	352.02
Tax Total	GBP	70.40
Invoice Total	GBP	422.42



Smart Office Solution

Credit

Credit To

Meopham Parish Council
St John's Centre
Wrotham Road
Meopham
Kent
DA13 0AA

Smart Office Solution Ltd
Unit 2&3
Nepicar Park
London Road
Wrotham
Kent
TN15 7AF

T. 01622 809508
E. finance@smartofficegroup.com

Credit No. 902048
Credit Date 24/03/2026
Order #
Credited Inv
Account # MEO004
Page # 1/1

Description	Unit amount	Quantity	Net amount
SOP #			
Deliver To <i>Meopham Parish Council, St John's Centre, Meopham, Kent, DA13 0AA.</i>			
Credit for network support invoiced on 654674 & 657000	180.00	1.00	180.00

73

Net Total	GBP	180.00
Tax Total	GBP	36.00
Credit Total	GBP	216.00

Voucher Code 2SS

North Kent Planning Services

Town Planning Consultant

INVOICE

To: roger.collings@meopham-pc.gov.uk

Invoice No. 037

By email only

Date: 23rd March 2026

Job: NKPS022602

Description of work: Scoping letter for planning application at Camer Road.

Fee:	£400.00
Expenses:	£0.00
Total:	£400.00

Payment terms 14 days

nkps

5 Bergamot Close
Sittingbourne
ME10 4EY

PHONE 07831520004
EMAIL STEVE@NORTHKENTPLANNINGSERVICES.CO.UK

Company No. 16427819 Registered Address 19-21 Swan Street West Malling Kent ME19 6JU

74

Voucher Code 259.

Invoice

From:

The Community Heartbeat Trust (Solutions)
Rook Tree Office
Withersfield Road
Great Wratting
Suffolk
CB9 7HD
VAT Reg No: 187 5510 82



The Community HeartBeat Trust

To:

(M) Meopham Parish Council
The Windmill
Meopham Green
Meopham
Kent
DA13 0QA
VAT Reg No:

Invoice No. 27214
Invoice / Tax Date 29/07/2025
Customer Order No.
Account No. MEO001

Quantity Details

	Unit Price	Disc Amt	Net Amt	VAT %	VAT
1.00 Annual Support Cost Year 6 (min 4 years) 15/08/2025 - 15/08/2026 Node 6233	135.00	0.00	135.00	20.00	27.00

Total Net Amount	135.00
Carriage Net	0.00
Total VAT Amount	27.00
Invoice Total	162.00

75

Pay Now

With Opayo you can confidently make online payments safely and easily from anywhere in the world.
Find out more at [Opayo by Elavon](#). To make a payment using your credit card or debit card, select Pay Now.

Voucher code 260

Elite Tree Care and Gardening Services Ltd

13 Montpelier Avenue

Bexley

KT

DA53AP

+0132251797007522088482

elitetreecare@hotmail.com

VAT Registration No.: 461957070



Elite Tree Care
& Gardening Services LTD

VAT Invoice

INVOICE TO

TRACY HANLON

STEELES LANE

MEOPHAM

DA13 0PZ

INVOICE NO. 2260

DATE 26/03/2026

DUE DATE 26/03/2026

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
27/03/2026	Tree Surgery	T001 – Common Ash T002 – Common Ash T003 – Cherry Fell all above trees down to ground level. All major branches and timber to be left within the wooded area to retain valuable habitat. Cost: £950.00 + VAT	1	950.00	950.00
27/03/2026	Tree Surgery	T004 – Common Ash Prune back one large stem overhanging the main road. Arisings to be chipped on-site.	1	400.00	400.00
27/03/2026	Tree Surgery	T011 – Silver Birch Trim back from nearby infrastructure and carry out crown lifting to remove lower growth away from the building.	1	650.00	650.00

Details for payment -

Barclays Bank

Elite tree care & gardening services ltd

Account : 73442926

Sort Code : 20-06-72

SUBTOTAL 2,000.00

VAT TOTAL 400.00

TOTAL 2,400.00

BALANCE DUE **£2,400.00**

VAT NUMBER - 461957070

VAT SUMMARY

76

	RATE	VAT	NET
VAT @ 20%		400.00	2,000.00

77

Sales Invoice

CPC

Component House
PR2 9PP, Preston



cpc.farnell.com

Contact-us

Please email your remittance advice to:
cpc-cashteam@cpc.co.uk

Invoice Number	6616259
Invoice Date	24 MAR 2026
Order Date	24 MAR 2026
Despatch Date	24 MAR 2026
Account No	DNH4971
Despatch No	004953237
Page No	1/1
Tracking No	1Z63024Y6886232202

Invoice Address
D N HOLLAND
4 ODDFELLOWS COTTAGES
WROTHAM ROAD
MEOPHAM
GRAVESEND DA13 0AS

Delivery Address
D N HOLLAND
4 ODDFELLOWS COTTAGES
WROTHAM ROAD
MEOPHAM
GRAVESEND DA13 0AS

Customer VAT Number:

Customer Order No: Z1773				Our Order Ref: 1864-5138/01			
Line	Order Code/Description	Unit	Quantity	List Price	Net Price	Vat Rate	Amount
1	SR11289 CV-8IP-4DOME-2TB-G CCTV KIT, 4X 4MP CV TUR CAMS+8CH NVR 2TB	KT	1	515.0000	515.0000	20.00	515.00
2	SR10983 EAGLE-IPC-5-TUR-FW 5MP, IP TURRET CAM, WHITE ORDER PLACED BY MR DUNCAN HOLLAND	EA	3	65.0000	65.0000	20.00	195.00
Very Important Title to the goods specific to this invoice remains with CPC until such time as full settlement is received. Please refer to https://cpc.farnell.com/terms-of-purchase for our full terms of purchase.				Vat Rate	Goods	Vat	
				20.00	710.00	142.00	
				P&P Charge			
				Invoice Subtotal		710.00	
				Vat		142.00	
				Invoice Total		GBP 852.00	

Payment Due By: 30 APR 2026	Payment Terms: 30 Days after M/E	Please Quote With Payment: DNH49716616259
--------------------------------	-------------------------------------	--

A Division of Premier Farnell UK Limited
Registered in England No. 860093
Registered Office: 150 Armley Road, Leeds, LS12 2QQ
For details of WEEE and battery registrations please
see cpc.farnell.com
Vat Reg No: GB169680322

78

Bank Information
BANK OF AMERICA
ACCOUNT NO: 56488119
SORT CODE: 16-50-50
IBAN : GB70BOFA16505056488119
BICSWIFTCode : BOFAGB22

FC 80

INVOICE

INVOICE 25-021
DATE: MARCH 24, 2026

Meopham Parish Council
Parish Council Office,
St Johns Centre,
Wrotham Road,
Meopham,
DA13 0AA

DESCRIPTION	AMOUNT
IT Consultancy - supply and configuration of mobile internet router	£255.66
	£255.66

Payment Detail
Mr B J Heaslip
BACS A/C 41881325
S/C 07 01 16
Please use invoice number as reference

79

Voucher Code 261

FC 200

G.T.M Contracts*Specialist Redecoration Contractors*

Highlands, Long Mill Lane, St Mary's Platt, Sevenoaks, Kent, TN15 8QF

07860 369582

Invoice Number

2222

Meopham Parish Council
Parish Council Office
St Johns Centre
Wrotham Road
Meopham
DA13 0AA

VAT Registration Number 116
6230 41

Your Ref **Tracy
Hanlon**

Our Ref

Date (TAX POINT) 26th March 2026

Re: Meopham Medical Centre

To supply and install bike rack in the grounds of the
medical centre in accordance with our quotation

**Payment terms 14 days from date of
Invoice**

Payment can be made to the following
Bank
Account
HSBC

Sort Code 40-44-20
Account 71639609

COST		VAT
£	500.00	
£	500.00	£ 100.00
£	500.00	£ 100.00
£	600.00	

80

Registered Office: 61 London Road, Maidstone, Kent, ME16 8TX

Registered in England No: 2241132

Directors: SJ Barnes, DC Barnes, ML Barnes

www.gtmcontracts.co.uk

Voucher Code 261.

The PCC of St John the Baptist Church, Meopham
St John's Centre, Wrotham Road, Meopham DA13 0AA
Email: admin@stjohnsmeopham.co.uk
Telephone: 01474 813106

INVOICE

Invoice To: Tracey Halon
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham

Invoice Number: MEPPC Mar 2026
Date: 26-Feb-26
Contact: Mrs Ally Merry
Settlement Terms: Strictly 30 days

Hirer's Charity Number(if applicable):

Hirer's Email: Finance & Grants Officer - Meopham Parish Council <financeofficer@meopham-pc.gov.uk>

Hirer's Telephone: 01474 813779

Dates	Rooms	Monthly Rate	@	£
1st -31 March 2026	John Hidden Room	1	543.75	543.75

TOTAL DUE £ 543.75

Please make cheques payable to: Meopham PCC and return to the address at the top of this invoice.

If you wish to pay by BACS please include the invoice number listed above as reference.

Our account number is 74198302; sort code 09-01-51.

Account Name Meopham Parochial Church Council.

Pay Due by the 30th of Each Month

For Office Use Only:

Date Paid

£

BACS/Cheque/Cash

81

Registered as a Charity in England & Wales Number 1133014

Your pre-notification statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Tracey Hanlon
Meopham Parish Council, St. Johns Centre
Wrotham Road
Gravesend
Kent
United Kingdom
DA13 0AA

Date: 28/02/2026

Page number 1 of 3

Account Name: Meopham Parish Council

Statement number: 110

Sort Code: 608301

Account Number: 20405821

Dear Mrs Tracey Hanlon,

This letter outlines charges relating to the transactions and debit interest on your account between 01/02/2026 and 28/02/2026.

You can find full details of our fees and charges within the Standard Service Tariff on our website <https://www.unity.co.uk/terms-and-conditions/>

The charges for this billing period are:

Total charges	£8.95
Total debit interest	£0.00
To be debited from your account on	31/03/2026

82

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
Unity Trust Bank is entered in the Financial Services Register under number 204570.
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
Registered in England and Wales no. 1713124.
Calls may be monitored and recorded for training, quality and security purposes.
© Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE
We invest in people Gold



Pre-notification of account charges		
Type	Count	Charge
Automated Payments	5	£0.75
Faster Payments	8	£1.20
Manual	—	£0.00
Account Fee	—	£7.00

Additional information			
The combined account charge includes the following transaction types:			
Automated Payments	Bacs Credit (in)	Direct Debit (out)	Faster Payment Credit (in)
Faster Payments	Standing Orders (out)	Bill Payments (out)	
Manual	Cheques	Credits	
Account Fee	This is the standard charge for maintaining your account regardless of any transactions.		
Total charge	These charges do not include cash or cheques paid in through the Post Office, Bank Counter or via our Freepost service.		

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**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE
We invest in people Gold



Meopham Parish Council

PAYMENTS LIST

05 May 2026 (2026-2027)

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1	02/04/2026		Unity Trust Bank		Receipt	Meopham Borough Council	X			
2	02/04/2026		Unity Trust Bank		SLCC Membership for Finance	SLCC	X	158.00		158.00
5	02/04/2026		Unity Trust Bank		ANNUAL SUBSCRIPTION	Council HR & Governance	S	1,200.00	240.00	1,440.00
3	02/04/2026	CONTRACT	Unity Trust Bank		Microsoft Software	HELOCENTRIX/MICROSOFT	S	169.20	33.84	203.04
4	02/04/2026		Unity Trust Bank		KALC - ANNUAL SUBSCRIPTION	KALC	S	2,000.00	400.00	2,400.00
6	16/04/2026		Unity Multipay Card		Training	KALC	S	70.00	14.00	84.00
7	16/04/2026	FC218	Unity Multipay Card		REFRESHMENTS	CULVERSTONE STORES	X	17.23		17.23
8	20/04/2026		Unity Trust Bank		Salary	L Winter	X	2,317.89		2,317.89
9	20/04/2026		Unity Trust Bank		Salary	T Hanlon	X	676.95		676.95
10	20/04/2026		Unity Trust Bank		Salary	A BROWN	X	972.55		972.55
11	20/04/2026		Unity Trust Bank		Pension Contributions	Kent Pension Fund	Z	258.12		258.12
12	20/04/2026		Unity Trust Bank		Pension Contributions	Kent Pension Fund	Z	805.90		805.90
14	20/04/2026	CONTRACT	Unity Trust Bank		Office Rent	St Johns Centre	X	543.75		543.75
13	20/04/2026		Unity Trust Bank		MEETING ROOM HIRE	St Johns Centre	X	144.50		144.50
16	20/04/2026	CONTRACT	Unity Trust Bank		Street Lights Maintenance Cont	Streetlights	S	1,056.18	211.24	1,267.42
15	20/04/2026		Unity Multipay Card		BANK CHARGES	Lloyds Bank	X	6.00		6.00
17	27/04/2026		Unity Trust Bank		PAYE Contributions	HMRC	X	3,218.94		3,218.94
19	28/04/2026	CONTRACT	Unity Trust Bank		Professional Services	Mulberry & Co	S	192.15	38.43	230.58
18	28/04/2026	FC80	Unity Trust Bank		PITFIELD TOILETS	ECO ELECTRICAL SERVICE	X	220.00		220.00
21	30/04/2026	CONTRACT	Unity Trust Bank		Service Contract	HGS LANDSCAPING - DH	X	521.00		521.00
22	30/04/2026		Unity Trust Bank		Service Contract	HGS LANDSCAPING - MD	X	521.00		521.00
20	30/04/2026		Unity Trust Bank		BANK CHARGES	Unity Bank	X	10.90		10.90
23	30/04/2026	CONTRACT	Unity Trust Bank		ALLOTMENTS - WATER	EVERFLOW	E	724.57		724.57
Total									937.51	16,742.34

84

Voucher code 2.

Collar Factory, Suite 2.03
112 St. Augustine Street
Taunton
Somerset
TA1 1QN
Tel: 01823 253646
Email: finance@slcc.co.uk



Tracey Hanlon
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham
Kent
DA13 0AA

Invoice

Invoice No	MEM258151-1
Invoice Date	01/04/2026
Reference	

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1	Membership Fee: Tracey Hanlon (1012284) Due:01/04/2026	£158.00	£158.00	0.00	£0.00

Total Net Amount	£158.00
Total Tax Amount	£0.00
Invoice Total	£158.00

Payment Due: 31/05/2026

REMITTANCE

Detach and return with payment

Invoice Number:	MEM258151-1
Client:	Tracey Hanlon (Meopham Parish Council)
Date:	
Amount Enclosed:	

The Society of Local Council Clerks is a company limited by guarantee and is registered in England and Wales with Company Registration No 10566132; registered office as above.

Pay by BACS to Unity Trust Bank using - Sort Code 60-83-01 A/C No. 20314459 Ref: MEM258151-1

85

Voucher Code .5.



Council HR and Governance Support
Excellence in all we do

TAX INVOICE

Meopham Parish Council
St. Johns Centre
Meopham Court
Wrotham Road
Meopham
Gravesend
Kent
DA13 0AA
GBR

Invoice Date
1 Apr 2026

Invoice Number
INV-0120

Reference
Ongoing support

VAT Number
467 7937 26

CHRGs Ltd
Exchange Buildings 66
Church Street Hartlepool
TS24 7DN
Hartlepool
TS24 7DN
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Annual subscription - Unlimited ongoing HR & Governance advice and support as per contract. Year two of a five year contract.	1.00	1,200.00	20%	1,200.00
Subtotal				1,200.00
TOTAL VAT 20%				240.00
TOTAL GBP				1,440.00

Due Date: 24 Apr 2026

CHRGs Ltd
Account number 79823271
Sort code 60-83-71

PAYMENT ADVICE

To: CHRGs Ltd
Exchange Buildings 66 Church Street Hartlepool TS24 7DN
Hartlepool
TS24 7DN
UNITED KINGDOM

Customer Meopham Parish Council
Invoice Number INV-0120
Amount Due **1,440.00**
Due Date 24 Apr 2026

Amount Enclosed

Enter the amount you are paying above

86

Voucher Code 3



Heliocentrix Ltd
Beech House
Thorn Road
Marden, Kent TN12 9EJ
01732 600170

Bill To:
Meopham Parish Council Attn: Tracey Hanlon St Johns Centre Wrotham Road Meopham, DA13 0AA United Kingdom

Date	Invoice
01/04/2026	30082

Terms	Due Date	PO Number	Reference
Net 15 days	16/04/2026		Monthly Billing for April

Managed Services Details	Quantity	Price	Amount
Agreement Microsoft 365 - Monthly Licenses			
Microsoft Teams Phone with Calling Plan for 3000 UK Minutes	4.00	£15.72 GBP	£62.88 GBP
Microsoft Teams Phone Resource Account (Monthly\NCE)	10.00	£0.00 GBP	£0.00 GBP
Microsoft 365 - Business Standard License, includes: - Microsoft Office Desktop and Mobile - Exchange Email - OneDrive \ SharePoint - Microsoft Teams	3.00	£11.52 GBP	£34.56 GBP
Microsoft 365 Business Basic - Exchange Email up to 50GB - Teams - OneDrive \ SharePoint	13.00	£5.52 GBP	£71.76 GBP
Total Managed Services Details:			£169.20 GBP
Payment can be made by BACS or Direct Debit. If you would like information on how to setup a Direct Debit, please contact sales@heliocentrix.co.uk. For payment by BACS use Heliocentrix Limited, Sort Code: 60-83-71 & Account Number: 56471596. Please ensure that you use either your company name or invoice number as a reference.	Invoice Subtotal:	£169.20 GBP	
	UK-VAT @ 20%:	£33.84 GBP	
	Invoice Total:	£203.04 GBP	
	Payments:	£0.00 GBP	
	Credits:	£0.00 GBP	
Balance Due:			£203.04 GBP

Registered in England & Wales at above address 6608801
 VAT Registration Number GB 971 7999 48

87

Voucher Code 4



Serving Parish & Town
Councils in Kent

Kent Association of Local Councils
Dover District Council Offices, White
Cliffs Business Park, Whitfield, Dover
Kent, CT16 3PJ
+01304820173
kalc@kentalc.gov.uk
www.kentalc.gov.uk
VAT Registration No.: 509750927

Tax Invoice
9983

INVOICE TO

Meopham Parish
Council

DATE
01/04/2026

PLEASE PAY
£2,400.00

DUE DATE
01/04/2026

DATE	ACTIVITY	QTY	RATE	VAT	AMOUNT
01/04/2026	Subscription As agreed at the 2025 KALC AGM, the Annual Subscription for membership to the Kent Association of Local Councils and NALC, year ending 31st March 2027, is based on the published tax base figures for 2025/2026 in the Parish/Town/Community Council at 0.86p per 25/26 tax base unit, to a maximum of £1930 plus a standing charge of £70 (all subject to VAT).	1	2,000.00	S	2,000.00
SUBTOTAL					2,000.00
VAT TOTAL					400.00
TOTAL					2,400.00
TOTAL DUE					£2,400.00

THANK YOU.

TAX SUMMARY

	RATE	TAX	NET
VAT @ 20%		400.00	2,000.00

88

Payments to:

Cheque to: Kent Association of Local Councils
Direct Credit to: Sort Code: 23-05-80
Account Number: 33633408

Voucher Code 6.

Kent Association Of Local Councils
Dover District Council Offices
White Cliffs Business Park, Whitfield
Dover
CT16 3PJ
United Kingdom

Invoice To:

Meopham Parish Council
St. Johns Centre
Wrotham Road
Gravesend
DA13 0AA
United Kingdom
VAT: 509750927

Invoice From:

Kent Association Of Local Councils
Dover District Council Offices
White Cliffs Business Park, Whitfield
Dover
CT16 3PJ
United Kingdom

VAT: GB509750927

Ticketing by



535 Mission Street, 8th Floor
San Francisco, CA 94105
USA

VAT Invoice

Invoice Number: 14426870893

Please quote invoice number for payment and correspondence.

Invoice Date: 10 Mar 2026

Event: 1383691010059

Dear Meopham Parish Council,

Thank you for your order.

Item Description	Unit Price (net)	Quantity	Sub-Total (net)	VAT	Sub-Total (gross)
General Admission	£70.00	1	£70.00	20 %	£84.00

Total (net): £70.00

Date of Purchase: 10 Mar 2026 - 12:03

Plus VAT 20 %: £14.00

Time of Supply: 19 Mar 2026 - 10:00

Invoice Amount: £84.00

Eventbrite, Inc., on behalf of the organiser, charged £84.00 for "Introducing Allotments Law and Management to Local Councils" (Thursday, March 19, 2026) to your credit/debit card. The invoice amount will appear on your credit/debit card as "EB *Introducing Allotm" in the next few days.

Thank you,
Kent Association Of Local Councils

Eventbrite is not the seller of the goods or services that this invoice relates to and acts only as a limited commercial agent on behalf of KENT ASSOCIATION OF LOCAL COUNCILS. Your payment of the amounts set forth on this invoice that are processed by Eventbrite pays the debt you owe to KENT ASSOCIATION OF LOCAL COUNCILS for the amounts concerned. KENT ASSOCIATION OF LOCAL COUNCILS is obliged to provide the goods or services purchased whether or not they have yet received the funds from Eventbrite. However, in carrying out its duties as limited commercial agent of KENT ASSOCIATION OF LOCAL COUNCILS, Eventbrite assumes no liability for any acts or omissions or otherwise in respect of KENT ASSOCIATION OF LOCAL COUNCILS.

89

Culverstone Stores LTD
Wrotham Road
Culverstone, KENT
DA13 0RQ

	£
CARRIER BAG	0.20
TATELYLE GOLDN SYRUP FLA	2.00
TATELYLE CHOC FLAPJACK 5	2.00
COOP IRR GINGER COOKIE	3.10
COOP TRIPLE CHOC COOKIES	3.45
COOP IRR GINGER COOKIE	3.10
COTTAGE MADERA FCAKE 9PK	1.69
COTTAGE CHOC CHP FARY CK	1.69
Sub-total 8 items	17.23
Amount to pay	17.23
Payment by CREDIT CARD	17.23
Change	0.00

Thank you for shopping at
Culverstone Stores LTD
Have a nice day
TEL: 01732 823233
VAT REG: 88 574 7755
Your cashier today was PETER

05/03/26 at 10:28 till:222222 tran:278675

Copy receipt at 10:28

Voucher Code 14

The PCC of St John the Baptist Church, Meopham
St John's Centre, Wrotham Road, Meopham DA13 0AA
Email: admin@stjohnsmeopham.co.uk
Telephone: 01474 813106

INVOICE

Invoice To: Tracey Halon
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham

Invoice Number: MEPPC Apr 2026
Date: 16-Apr-26
Contact: Mrs Ally Merry
Settlement Terms: Strictly 30 days

Hirer's Charity Number(if applicable):

Hirer's Email: Finance & Grants Officer - Meopham Parish Council <financeofficer@meopham-pc.gov.uk>

Hirer's Telephone: 01474 813779

Dates	Rooms	Monthly Rate	@	£
1st -30 Apri 2026	John Hidden Room	1	543.75	543.75

TOTAL DUE £ 543.75

Please make cheques payable to: Meopham PCC and return to the address at the top of this invoice.

If you wish to pay by BACS please include the invoice number listed above as reference.

Our account number is 74198302; sort code 09-01-51.

Account Name Meopham Parochial Church Council.

Pay Due by the 30th of Each Month

For Office Use Only:

Date Paid

£

BACS/Cheque/Cash

91

Registered as a Charity in England & Wales Number 1133014

Voucher Code 13

The PCC of St John the Baptist Church, Meopham
St John's Centre, Wrotham Road, Meopham DA13 0AA
Email: admin@stjohnsmeopham.co.uk
Telephone: 01474 813106

INVOICE

Invoice To: Tracey Halon
Meopham Parish Council
St Johns Centre
Wrotham Road
Meopham

Invoice Number: MEPPC 15 Apr 2026
Date: 15-Apr-26
Contact: Mrs Ally Merry
Settlement Terms: Strictly 30 days

Hirer's Charity Number(if applicable):

Hirer's Email: Finance & Grants Officer - Meopham Parish Council <financeofficer@meopham-pc.gov.uk>

Hirer's Telephone: 01474 813779

Dates	Rooms	Hourly Rate	@	£
15-Apr-26	Room 1 & 2 Time 6-9.30pm	3.5	27.00	94.50
	Sound		50.00	50.00

TOTAL DUE £ 144.50

Please make cheques payable to: Meopham PCC and return to the address at the top of this invoice.

If you wish to pay by BACS please include the invoice number listed above as reference.

Our account number is 74198302; sort code 09-01-51.

Account Name Meopham Parochial Church Council.

Pay Due by the 30th of Each Month

For Office Use Only:

Date Paid

£

BACS/Cheque/Cash

92

Registered as a Charity in England & Wales Number 1133014

Voucher Code 1b.

Streetlights
PO Box 545
Gravesend
DA12 9RB

Invoice

Page 1

Meopham Parish Council
The Parish Council Office
St Johns Centre
Wrotham Road
DA13 0AA

16147

14/04/2026

MEOPHAMP

Details

Unit Price

Net Amt

VAT %

VAT

Attention of: Lisa Winter.

Payment 1 (of 2) 2026/27 Street Lighting
Maintenance Contract.

For the sum of:

1,056.18

1,056.18

20.00

211.24

VAT Reg No: 624 8915 19

Account Name : Streetlights

Bank Sort Code : 60 - 06 - 33

Account Number : 34346198

Payment Terms : 30 days

Total Net Amount

1,056.18

Carriage Net

0.00

Total VAT Amount

211.24

Invoice Total

1,267.42

93

Voucher Code 17



Transaction details

Account	Current T2 60-83-01 • 20405821
Amount	£ -3,218.94
Transaction date	23 Apr 2026
Reference	0000340636
Serial number	
Description 1	Direct Debit (HMRC SDDS)
Description 2	200517 53614360 OIN: 451554 Direct Debit (HMRC SDDS)
Description 3	MEOPHAM PARISH COU 608301 20405821 200517 53614360 451554 17
Submitted by	
Approved by	

 **Please note:** To comply with banking regulations, we are unable to display remitter bank details for incoming transactions.

94



TAX INVOICE

Meopham Parish Council
The Windmill, Wrotham Road
Meopham Green
Meopham
Kent
DA13 0QA
UNITED KINGDOM

Invoice Date
28 Apr 2026

Invoice Number
INV-2035

VAT Number
GB464103811

Mulberry Local Authority
Services Limited
Eastgate House
Dogflud Way
Farnham
Surrey
GU9 7UD
UNITED KINGDOM
Mobile 07428 647069
Office 03303 450596
e anna@mulberrylas.co.uk

Description	Quantity	Unit Price	VAT	Amount GBP
Professional services rendered in connection with the provision of an internal audit for the 2025-26 council year. Fee based on time spent 2.25 hours at £65ph	1.00	146.25	20%	146.25
Mileage 102 miles charged at 45p per mile	1.00	45.90	20%	45.90
Subtotal				192.15
TOTAL VAT 20%				38.43
TOTAL GBP				230.58

Due Date: 28 May 2026

PLEASE NOTE MULBERRY LOCAL AUTHORITY SERVICES LIMITED HAS ITS OWN BANK ACCOUNT, REMITTANCES SHOULD NOT BE SENT TO MULBERRY & CO

Cheque remittances: please make cheques payable to "Mulberry Local Authority Services Limited" For bacs/on-line payment: bank name: Lloyds bank plc; sort code: 30-54-66; account number: 10998068

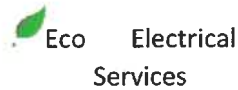
PAYMENT ADVICE

To: Mulberry Local Authority Services Limited
Eastgate House
Dogflud Way
Farnham
Surrey
GU9 7UD
UNITED KINGDOM
Mobile 07428 647069
Office 03303 450596
e anna@mulberrylas.co.uk

Customer Meopham Parish Council
Invoice Number INV-2035
Amount Due 230.58
Due Date 28 May 2026
Amount Enclosed

Enter the amount you are paying above

95



Ref:-H112

428 Coast Road,
Pevensey Bay
East Sussex
BN24 6PB

Meopham Parish Council,
St Johns Centre,
Wrotham Road,
Meopham, Kent,
DA13 0AA

Date: 27 April 2026

Your Ref: Z1773 – Pitfield Toilets Recommissioning

Dear Meopham Parish Council

I have pleasure in providing you with the invoice for the following electrical work as detailed below:-

Please make **cheques payable to B Keech or Bacs to Acc. 27032266 Sort. 070116**

Location:- Pitfield toilets

Details of Installation:- Test Toilets and provide certificate.

Total Cost as quotation £ 220.00

If you have any problems or simply want to discuss the matter in more detail don't hesitate to contact me on 0776 147 8383.

Yours sincerely,

Brad Keech

96

Your pre-notification statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Tracey Hanlon
Meopham Parish Council, St. Johns Centre
Wrotham Road
Gravesend
Kent
United Kingdom
DA13 0AA

Date: 31/03/2026

Page number 1 of 3

Account Name: Meopham Parish Council

Statement number: 111

Sort Code: 608301

Account Number: 20405821

Dear Mrs Tracey Hanlon,

This letter outlines charges relating to the transactions and debit interest on your account between 01/03/2026 and 31/03/2026.

You can find full details of our fees and charges within the Standard Service Tariff on our website <https://www.unity.co.uk/terms-and-conditions/>

The charges for this billing period are:

Total charges	£10.90
Total debit interest	£0.00
To be debited from your account on	30/04/2026

97

**For Businesses.
For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
Unity Trust Bank is entered in the Financial Services Register under number 204570.
Registered Office: Four Brindleyplace, Birmingham, B1 2JB.
Registered in England and Wales no. 1713124.
Calls may be monitored and recorded for training, quality and security purposes.
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INVESTORS IN PEOPLE
We invest in people Gold



Pre-notification of account charges		
Type	Count	Charge
Automated Payments	9	£1.35
Faster Payments	17	£2.55
Manual	—	£0.00
Account Fee	—	£7.00

Additional information			
The combined account charge includes the following transaction types:			
Automated Payments	Bacs Credit (in)	Direct Debit (out)	Faster Payment Credit (in)
Faster Payments	Standing Orders (out)	Bill Payments (out)	
Manual	Cheques	Credits	
Account Fee	This is the standard charge for maintaining your account regardless of any transactions.		
Total charge	These charges do not include cash or cheques paid in through the Post Office, Bank Counter or via our Freepost service.		

98

**For Businesses.
For Communities.
For Good.**

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 Registered in England and Wales no. 1713124.
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INVESTORS IN PEOPLE
We invest in people Gold



everflow®

Lisa Winter C/O Meopham Parish Council
 MEOPHAM & DISTRICT ALLOTMENT
 ALLOTMENTS WROTHAM RD/PARK HIL
 WROTHAM ROAD
 MEOPHAM
 GRAVESEND
 KENT
 DA13 0RQ

Customer Services: 0330 6600 137
 Collections and Recovery: 01740 618950
 Monday - Friday 8am - 5pm

customer.services@everflowutilities.com

www.everflowutilities.com



Your account number
EFW369875-0

Hi, I'm your everflow invoice!

Your invoice

Total Days: 61

Start date

20/04/2026

End date

19/06/2026

Invoice no

5449122

Invoice date

23/04/2026

Your charges

More on page 2

Net charges

£724.57

VAT

£0.00

Total

£724.57

Your account

More on page 5

Balance brought forward

£0.00

This invoice

£724.57

Amount due

£724.57

Thanks for paying by direct debit. You don't need to do anything - we'll collect the agreed amount from your account on or around 01/05/2026

Your charges - summary



Summary of supply points

Below is a summary of your charges by SPID. If you have any adjustments for prior billing periods you can find the details on the final page of this bill.



Totals (VAT)

Supply point ID (SPID)

3019291658

Postcode

DA13 0RQ

Start date

20/04/2026

End date

19/06/2026

Net charges for this billing period

£724.57

£0.00

+

Adjustments for prior billing periods

£0.00

£0.00

=

Net charges in this invoice

£724.57

£0.00

Charges for this period

£678.01

Retail Fee

£46.56

Total

£724.57

Details on page

3

Your charges - SPIDs



Lisa Winter C/O Meopham Parish Council

MEOPHAM & DISTRICT ALLOTMENT ALLOTMENTS WROTHAM RD/PARK HIL, WROTHAM ROAD,
MEOPHAM, GRAVESEND, KENT, DA13 0RQ

SPID 3019291658

Start date 20/04/2026
End date 19/06/2026

Volumetric charges

Consumption or RV	x	Unit rates (£/m3)	=	Charges for this bill
Water 196m3		£3.4490		£676.00
Waste -		-		£0.00
S.Water Drainage -		-		£0.00
Highways Drainage -		-		£0.00

Non-volumetric charges

Fixed annual charges	x	Billing days /365	=	Charge on this bill
£12.00		61		£2.01
£0.00		61		£0.00
£0.00		61		£0.00
£0.00		61		£0.00
Total				£678.01
				VAT (0%)
				£0.00
				£0.00
				£0.00
				£0.00
				£678.01

Meters & subs

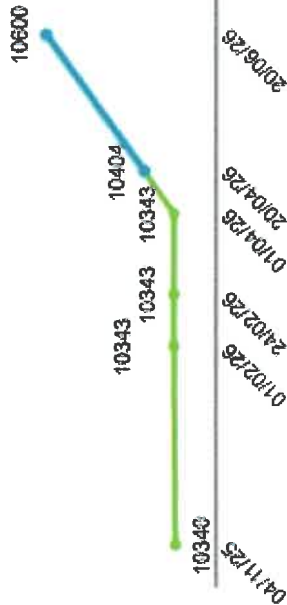
08404237

end read of last bill
end read of this bill
difference
average daily cons.
return to sewer

10404
10600
196
3.21
95%



Your consumption is
estimated (in blue), using
your previous actual reads
(in green). Help keep
your bills as accurate as
possible by submitting
your own reads.



Your transaction history



Account statement

If you forget to make a payment on time and fail to engage with us, late payment charges and interest may be applied.



	Amount	Date
your previous balance	£0.00	20/04/2026
balance brought forward	£0.00	23/04/2026
total on this invoice	£724.57	23/04/2026
account balance	£724.57	23/04/2026

Are you struggling to make a payment?

Please contact us as soon as possible if you are struggling to make payment. We are happy to discuss options with you to help you keep running your business but we would like you to engage with us.

If you would like to discuss this in more detail please contact us on:

0330 6600 137

Or for Collections and Recovery

01740 618950

Our address

Traynor Hub (T2),
Traynor Way,
Peterlee,
SR8 2RU

Our VAT number

313 665 119

Our company reg number

09651912

If your account is in credit, this is likely due to overpayment of charges, and you can request a refund by contacting us directly on

0330 6600 137

If this is your final bill from us, you don't need to do anything, as we'll refund the amount automatically.

Meopham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

05 May 2026 (2025-2026)

Council Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
24	Staff Salaries Tax & NIC				88,101.00	48,525.10	39,575.90	39,575.90 (44%)
25	Staff Pensions				13,600.00	8,290.21	5,309.79	5,309.79 (39%)
26	Cllr & Staff Expenses				400.00	212.66	187.34	187.34 (46%)
28	Professional Memberships				4,816.00	3,386.00	1,430.00	1,430.00 (29%)
29	Chairman's Allowance				100.00		100.00	100.00 (100%)
30	Training					1,085.61	-1,085.61	-1,085.61 (N/A)
33	Photocopier Contract		12.95	12.95	700.00	2,038.91	-1,338.91	-1,325.96 (-189%)
34	Communications & IT				2,100.00	2,838.31	-738.31	-738.31 (-35%)
87	Insurance				3,000.00	2,234.88	765.12	765.12 (25%)
88	Office Rent				6,525.00	6,633.38	-108.38	-108.38 (-1%)
89	Venue Hire for Meetings				720.00	488.30	231.70	231.70 (32%)
90	Office Supplies		27.06	27.06	1,200.00	408.25	791.75	818.81 (68%)
91	Software Licences		60.00	60.00	1,800.00	1,517.97	282.03	342.03 (19%)
92	Internal & External Audit Fees				1,200.00	1,246.25	-46.25	-46.25 (-3%)
93	Payroll Services				360.00	336.00	24.00	24.00 (6%)
104	Bank Charges		102.75	102.75	372.00	244.70	127.30	230.05 (61%)
105	Professional Services				5,000.00	7,104.40	-2,104.40	-2,104.40 (-42%)
110	Water Supply					26.08	-26.08	-26.08 (N/A)
111	Reserve Transfer 24							(N/A)
112	Other Office expenses: 90					55.00	-55.00	-55.00 (N/A)
113	Multipay Card Payment							(N/A)
114	ANNUAL SUBSCRIPTION					47.00	-47.00	-47.00 (N/A)
116	SURVEYS AND REPORTS							(N/A)
118	Village Poll 117							(N/A)
122	KALC CONFERENCE FEE							(N/A)
123	RESERVES							(N/A)
129	EAP-EMPLOYMENT ASSISTAN				780.00	715.00	65.00	65.00 (8%)
132	ELECTIONS					15,178.75	-15,178.75	-15,178.75 (N/A)
133	NEW BANK ACCOUNT							(N/A)
136	LITIGATION SETTLEMENT					30,130.00	-30,130.00	-30,130.00 (N/A)
SUB TOTAL			202.76	202.76	130,774.00	132,742.76	-1,968.76	-1,766.00 (-1%)

Council Projects & Events

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
2	Community Events				7,000.00	752.31	6,247.69	6,247.69 (89%)
82	Health & Wellbeing							(N/A)
100	Village Greens - Post Replacem							(N/A)
102	New Website Project					1,404.00	-1,404.00	-1,404.00 (N/A)
103	Camer Parade - Highways Schei							(N/A)
109	Harvel Bench							(N/A)
124	MEOPHAM WINDMILL				5,000.00		5,000.00	5,000.00 (100%)
125	JUDSONS PAVILLION				6,000.00		6,000.00	6,000.00 (100%)
126	LIBRARY SERVICES				12,500.00		12,500.00	12,500.00 (100%)
127	SCHOOL CLOSE				5,000.00		5,000.00	5,000.00 (100%)
135	PITFIELD TOILETS		4.15	4.15	15,000.00	24,597.24	-9,597.24	-9,593.09 (-63%)

Meopham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

05 May 2026 (2025-2026)

SUB TOTAL	4.15	4.15	50,500.00	26,753.55	23,746.45	23,750.60 (47%)
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Council Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Defibrillator Maintenance				150.00	135.00	15.00	15.00 (10%)
8	Service Contract & Litter Collecti				20,000.00	4,168.00	15,832.00	15,832.00 (79%)
13	Trees				3,300.00	16,810.00	-13,510.00	-13,510.00 (-409%)
16	Community Grants Scheme				3,000.00	3,000.00		(0%)
17	Families and Young People				6,000.00	6,000.00		(0%)
19	Community Toilet Scheme							(N/A)
22	Bus Shelter Cleaning				1,200.00	1,329.24	-129.24	-129.24 (-10%)
68	Streetlights				11,040.00	6,911.12	4,128.88	4,128.88 (37%)
83	Community Engagement				3,000.00		3,000.00	3,000.00 (100%)
85	Village Sign & Flagpole				1,000.00		1,000.00	1,000.00 (100%)
106	Harvel Pond							(N/A)
107	Former Toilet Block					269.16	-269.16	-269.16 (N/A)
108	Drinking Fountain					357.40	-357.40	-357.40 (N/A)
115	YOUTH PROVISION.17							(N/A)
128	ARBORICULTURAL SURVEY - I				1,650.00	1,350.00	300.00	300.00 (18%)
130	SPEEDWATCH				1,500.00	3,030.00	-1,530.00	-1,530.00 (-102%)
131	BASAL CUTTING							(N/A)
134	JUDSONS MAINTENANCE					220.00	-220.00	-220.00 (N/A)
138	VILLAGE GREEN MAINTENANCE					225.00	-225.00	-225.00 (N/A)
139	ALLOTMENT MAINTENANCE					3,191.25	-3,191.25	-3,191.25 (N/A)
140	BUS SHELTER MAINTENANCE					669.00	-669.00	-669.00 (N/A)
SUB TOTAL					51,840.00	47,665.17	4,174.83	4,174.83 (8%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45	Bank Interest Received	20.00	4,440.30	4,420.30				4,420.30 (22101%)
46	Precept	231,570.00	231,570.00					(0%)
49	Wayleaves	170.00	190.63	20.63				20.63 (12%)
50	Rental Income	634.00	634.13	0.13				0.13 (0%)
94	VAT Reclaim		7,852.59	7,852.59				7,852.59 (N/A)
95	Other Income		691.63	691.63				691.63 (N/A)
119	BT CREDIT REFUND							(N/A)
120	EVENTS INCOME							(N/A)
121	Insurance Excess Refund							(N/A)
137	SOS - D/D REFUND		494.04	494.04				494.04 (N/A)
SUB TOTAL		232,394.00	245,873.32	13,479.32				13,479.32 (5%)

Meopham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

05 May 2026 (2025-2026)

Summary

NET TOTAL	232,394.00	246,080.23	13,686.23	233,114.00	207,161.48	25,952.52	39,638.75
V.A.T.		5,706.35			12,989.49		
GROSS TOTAL		251,786.58			220,150.97		

Meopham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

05 May 2026 (2026-2027)

Council Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
24	Staff Salaries Tax & NIC				95,475.00	7,186.33	88,288.67	88,288.67 (92%)
25	Staff Pensions				16,189.00	1,064.02	15,124.98	15,124.98 (93%)
26	Cllr & Staff Expenses				400.00		400.00	400.00 (100%)
28	Professional Memberships				4,500.00	1,358.00	3,142.00	3,142.00 (69%)
29	Chairman's Allowance							(N/A)
30	Training				4,680.00	70.00	4,610.00	4,610.00 (98%)
33	Photocopier Contract				1,300.00		1,300.00	1,300.00 (100%)
34	Communications & IT				2,465.00	169.20	2,295.80	2,295.80 (93%)
87	Insurance				3,600.00		3,600.00	3,600.00 (100%)
88	Office Rent				6,828.00	543.75	6,284.25	6,284.25 (92%)
89	Venue Hire for Meetings				550.00	144.50	405.50	405.50 (73%)
90	Office Supplies				600.00		600.00	600.00 (100%)
91	Software Licences				1,800.00		1,800.00	1,800.00 (100%)
92	Internal & External Audit Fees				1,200.00		1,200.00	1,200.00 (100%)
93	Payroll Services				360.00		360.00	360.00 (100%)
104	Bank Charges				230.00	16.90	213.10	213.10 (92%)
105	Professional Services				25,000.00	192.15	24,807.85	24,807.85 (99%)
111	Reserve Transfer 24							(N/A)
112	Other Office expenses: 90					17.23	-17.23	-17.23 (N/A)
113	Multipay Card Payment							(N/A)
114	ANNUAL SUBSCRIPTION				50.00	2,000.00	-1,950.00	-1,950.00 (-3900%)
116	SURVEYS AND REPORTS							(N/A)
118	Village Poll 117							(N/A)
122	KALC CONFERENCE FEE							(N/A)
123	RESERVES							(N/A)
129	EAP-EMPLOYMENT ASSISTAN				780.00		780.00	780.00 (100%)
132	ELECTIONS				10,000.00		10,000.00	10,000.00 (100%)
136	LITIGATION SETTLEMENT				50,000.00		50,000.00	50,000.00 (100%)
140	REFRESHMENTS				500.00		500.00	500.00 (100%)
SUB TOTAL					226,507.00	12,762.08	213,744.92	213,744.92 (94%)

Council Projects & Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Community Events				1,000.00		1,000.00	1,000.00 (100%)
82	Health & Wellbeing							(N/A)
100	Village Greens - Post Replacem				7,500.00		7,500.00	7,500.00 (100%)
102	New Website Project							(N/A)
103	Camer Parade - Highways Sche							(N/A)
109	Harvel Bench							(N/A)
124	MEOPHAM WINDMILL							(N/A)
125	JUDSONS PAVILLION				2,000.00		2,000.00	2,000.00 (100%)
126	LIBRARY SERVICES							(N/A)
135	PITFIELD TOILETS				15,000.00	220.00	14,780.00	14,780.00 (98%)
SUB TOTAL					25,500.00	220.00	25,280.00	25,280.00 (99%)

Meopham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

05 May 2026 (2026-2027)

Council Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Defibrillator Maintenance							(N/A)
8	Service Contract & Litter Collecti				12,500.00	1,042.00	11,458.00	11,458.00 (91%)
13	Trees				5,000.00		5,000.00	5,000.00 (100%)
16	Community Grants Scheme				3,000.00		3,000.00	3,000.00 (100%)
17	Families and Young People				6,000.00		6,000.00	6,000.00 (100%)
19	Community Toilet Scheme							(N/A)
22	Bus Shelter Cleaning				1,950.00		1,950.00	1,950.00 (100%)
68	Streetlights				10,000.00	1,056.18	8,943.82	8,943.82 (89%)
83	Community Engagement							(N/A)
85	Village Sign & Flagpole				2,000.00		2,000.00	2,000.00 (100%)
106	Harvel Pond				2,000.00		2,000.00	2,000.00 (100%)
107	Former Toilet Block							(N/A)
108	Drinking Fountain				110.00		110.00	110.00 (100%)
110	Water Supply							(N/A)
115	YOUTH PROVISION.17							(N/A)
128	ARBORICULTURAL SURVEY - I				750.00		750.00	750.00 (100%)
130	SPEEDWATCH							(N/A)
131	BASAL CUTTING							(N/A)
134	JUDSONS MAINTENANCE				1,500.00		1,500.00	1,500.00 (100%)
138	VILLAGE GREEN MAINTENANCE				1,000.00		1,000.00	1,000.00 (100%)
139	ALLOTMENT MAINTENANCE				5,000.00		5,000.00	5,000.00 (100%)
141	ALLOTMENT WATER SUPPLY					724.57	-724.57	-724.57 (N/A)
SUB TOTAL					50,810.00	2,822.75	47,987.25	47,987.25 (94%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45	Bank Interest Received		308.03	308.03	4,200.00		4,200.00	4,508.03 (107%)
46	Precept		231,664.00	231,664.00	231,664.00		231,664.00	463,328.00 (200%)
49	Wayleaves				170.00		170.00	170.00 (100%)
50	Rental Income				711.00		711.00	711.00 (100%)
94	VAT Reclaim		3,496.71	3,496.71				3,496.71 (N/A)
95	Other Income							(N/A)
120	EVENTS INCOME							(N/A)
121	Insurance Excess Refund							(N/A)
SUB TOTAL			235,468.74	235,468.74	236,745.00		236,745.00	472,213.74 (199%)

Summary

NET TOTAL	235,468.74	235,468.74	539,562.00	15,804.83	523,757.17	759,225.91
V.A.T.				937.51		
GROSS TOTAL	235,468.74			16,742.34		