MINUTES of the meeting of the Finance and General Purpose Committee held on Tuesday 13th October 2026, at the Town Hall

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Present: Cllr Chris Rowe (Vice-Chair; assumed the Chair from Item F&GP2627.17)
Cllr Fiona Deas
Cllr Chris Bloor
Cllr Helen Ball (Chair for Items F&GP2627.13 to F&GP2627.16 inclusive)
Cllr Danny Bonnett (arrived during item F&GP2627.18)
Cllr Maggie Tyrrell (arrived during F&GP2627.16)

Wendy Sydenham (Deputy Clerk)
Caroline Adams (Administrator)

Absent: Cllr Chris Woodhouse
Cllr Chris Davies
Cllr Jayne Stansfield

In the absence of the Chair, Cllr Chris Woodhouse, and as no Vice-Chair had been elected for the Committee, Cllr Helen Ball took the Chair for Items F&GP2627.13 to F&GP2627.16 inclusive.

F&GP2627.13. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Chris Woodhouse, Cllr Chris Davies and Cllr Jayne Stansfield.

F&GP2627.14. TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were no councillors' declarations of interest or requests for dispensation.

F&GP2627.15. TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC RELATING TO ITEMS ON THE AGENDA

There were no members of the public present.

F&GP2627.16. TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSE COMMITTEE MEETING HELD ON 9 JUNE 2026

[Cllr Maggie Tyrrell arrived]

It was **RESOLVED** unanimously to approve the minutes of the Finance and General Purpose Committee meeting held on 9th June 2026 and the minutes were signed by the Chair.

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F&GP2627.17. TO APPOINT THE VICE CHAIR OF THE COMMITTEE

It was **RESOLVED** unanimously to appoint Cllr Chris Rowe as the Vice Chair of the Committee. Cllr Chris Rowe then took over the chairing of the meeting from Cllr Helen Ball.

F&GP2627.18. TO CONSIDER THE FOLLOWING FINANCIAL MATTERS

[Cllr Danny Bonnett arrived]

- *To approve the Accounts for Payment (updates to be tabled at the meeting) and ratify payments made out of meeting.*

  It was **RESOLVED** unanimously to pay the Accounts for Payment (as per Schedule 1), and the payments made out of meeting were ratified.

- *To receive Bank Reconciliations for September 2026*

  Bank Reconciliations for September 2026 were received by the Committee.

- *To receive the Equals Card Reconciliations to September 2026*

  The Equals Card reconciliations to September were received by the Committee.

- *To receive the Budget Monitoring Reports for September 2026 and agree any actions*

  The Budget Monitoring Reports for September 2026 were received and actions agreed.

- *To approve the use of CIL funds for the Skatepark Project*

  It was **RESOLVED** unanimously to release £2500 of the CIL funds allocated to the Skatepark Project.

F&GP2627.19. TO NOTE ANY OFFICER DECISIONS MADE UNDER DELEGATED POWERS

Officer decisions made under delegated powers were noted.

F&GP2627.20. TO RECEIVE THE EXTERNAL AUDITOR REPORT AND CERTIFICATE FOR THE 2025/2026 ACCOUNTS AND NOTE THE EXTERNAL AUDIT REPORT AND AGREE ACTIONS

The external auditor report and certificate for the 2025/2026 accounts were received by the Committee. Officers confirmed that appropriate steps were being put in place regarding the single finding (late Charity Commission filings for the Armstrong Hall Trust) to ensure there would be no recurrence in the future. The Committee noted that the Notice of Conclusion of Audit had been published appropriately on the website and noticeboard.

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F&GP2627.21. TO APPROVE THE RECCOMENDATIONS FROM THE GRANTS REVIEW WORKING GROUP:

- **THORNBURY ROTARY – DEFIBRILLATOR AT OAKLEAZE: £300**
  It was **RESOLVED** unanimously to approve the grant of £300 for the replacement of the Defibrillator at Oakleaze.

- **KRUNCH – EMERGENCY FRIDGE/FREEZER: £649**
  It was **RESOLVED** unanimously to approve the grant of £649 for the replacement of the Fridge/Freezer for the Krunch Pod.

F&GP2627.22. TO NOTE THE RECENT PAY AWARD AND THE INCREASED PAY SCALES BACKDATED TO 1 APRIL 2026

The recent pay award and the increase pay scaled backdated to 1 April 2026 were noted by the Committee.

F&GP2627.23. TO NOTE THE REQUIREMENT TO CHANGE THE COUNCILLOR WITH RESPONSIBILITY FOR CHECKING BANK RECONCILIATIONS AND NOTE PROCESS FOR CONFIRMING THEIR REPLACEMENT

It was noted that a new Councillor was required to undertake the bank reconciliation checks, as it was good practice that this Councillor not be a member of the Finance & General Purpose Committee. (Officers confirmed that a corresponding amendment would be made to the Financial Regulations.) It was **RESOLVED**, unanimously, to refer the appointment to the next meeting of Full Council. It was further **RESOLVED**, unanimously, that the current postholder would provide information on the role to support interested Councillors.

F&GP2627.24. TO RECEIVE AN UPDATE ON THE MPF PAVILION REFURBISHMENT AND LANDSCAPE PROJECTS

An update on the MPF Pavilion refurbishment and landscaping project was received and noted.

F&GP2627.25. TO REVIEW AND ADOPT THE FOLLOWING POLICIES:

- *Complaints Procedure*

  It was **RESOLVED** unanimously to adopt the reviewed procedure as presented.

F&GP2627.26. TO RECEIVE LIBRARY SERVICES ACTIVITY REPORT SGC 2025-26

The report from Library Services was received, and it was **RESOLVED** unanimously that a letter be sent to the Library Services thanking them for their hard work.

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F&GP2627.27. EXEMPT: PRIOR TO CONSIDERATION OF THE FOLLOWING AGENDA ITEMS, COUNCILLORS ARE INVITED TO PASS THE FOLLOWING RESOLUTION: PURSUANT TO THE PROVISIONS OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960, THE PRESS AND PUBLIC BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS OF BUSINESS ON THE GROUNDS THAT ITS CONSIDERATION WOULD INVOLVE THE DISCLOSURE OF EXEMPT INFORMATION.

It was **RESOLVED** that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press be excluded from the following agenda items due to the confidential nature of the business to be transacted.

F&GP2627.28. TO CONSIDER A REQUEST FROM A LESSEE TO BACKDATE NEW RENTAL CHARGES TO 1 SEPTEMBER 2026

The Council considered the request from the lessee, and it was **RESOLVED** that the revised rental charges be backdated to 1 September 2026.

It was further **RESOLVED** that Cllr Tyrrell investigate the matter further and report back to Committee.

F&GP2627.29. TO NOTE THAT THE DEADLINE FOR SUBMISSION OF ITEMS TO THE CHIEF EXECUTIVE FOR INCLUSION IN THE NEXT AGENDA IS 9AM ON MONDAY 30 NOVEMBER 2026

It was noted that the deadline for submission of items to the Chief Executive for inclusion in the next agenda is 9am on Monday 30th November 2026.

F&GP2627.30. TO NOTE THE DATE OF THE NEXT MEETING: 8 DECEMBER 2026, TO BE HELD IN THE COUNCIL CHAMBER OF THE TOWN HALL

It was noted that the date of the next meeting is 8 December 2026, to be held in the Council Chamber of the Town Hall.

Meeting closed: 8:09pm

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F&GP2223.1. SCHEDULE 1 – APPROVED ACCOUNTS FOR PAYMENT/MADE OUT OF MEETING

ACCOUNTS PAID OUT OF MEETING			
		GROSS	NET
UNITY TRUST BANK - CURRENT ACCOUNT	BANK CHARGES	15.55	15.55
UNITY TRUST BANK - CURRENT ACCOUNT	BANK CHARGES	1.20	1.20
UNITY TRUST BANK - WAGES ACCOUNT	BANK CHARGES	7.45	7.45
UNITY TRUST BANK - WAGES ACCOUNT	BANK CHARGES	27.15	27.15
UNITY TRUST BANK - STRIPE ACCOUNT	BANK CHARGES	9.85	9.85
THORNBURY TOWN COUNCIL	PAYROLL - NET SALARIES	27,756.34	27,756.34
THORNBURY TOWN COUNCIL	PAYROLL - HMRC	7,290.68	7,290.68
THORNBURY TOWN COUNCIL	PAYROLL - PENSION	5,075.28	5,075.28
OCTOPUS ENERGY	ELECTRICITY - TOWN HALL (DD)	513.20	427.67
OCTOPUS ENERGY	ELECTRICITY - MPF (DD)	415.56	346.30
OCTOPUS ENERGY	ELECTRICITY - BAKERY ANNEX (DD)	29.28	23.83
OCTOPUS ENERGY	ELECTRICITY - CEMETERY (DD)	49.61	21.72
LLOYDS CREDIT CARD	MONTHLY - CREDIT CARD STATEMENT - BALANCE PAYMENT (SEPT Direct Debit @ £2641.66)	0.00	0.00
INFORMATION COMMISSIONERS OFFICE	ICO ANNUAL RENEWAL (DATA PROTECTION)	73.00	73.00
LLOYDS CREDIT CARD	MONTHLY - CREDIT CARD STATEMENT - BALANCE PAYMENT (OCT Direct Debit @ £2542.56)	0.00	0.00
OCTOPUS ENERGY	ELECTRICITY - TOWN HALL (DD)	484.93	404.11
OCTOPUS ENERGY	ELECTRICITY - MPF (DD)	375.18	312.65
OCTOPUS ENERGY	ELECTRICITY - BAKERY ANNEX (DD)	22.64	21.56
OCTOPUS ENERGY	ELECTRICITY - CEMETERY (DD)	47.90	45.62
EQUALS MONEY - PRE-PAID CARDS	TOP UP FUNDS FOR PRE-PAID PETTY CASH CARDS	500.00	500.00
BIN LINERS.CO.UK	CC1449 - REFUSE SACKS	30.00	25.00
AMAZON	CC1450 - BOOK OF CONDOLENCE, FLAGS & TABLE CLOTH	76.66	63.88
AMAZON	CC1451 - NOTICE BOARD	42.00	35.00
DOBIES.CO.UK	CC1452 - SEEDS FOR C&N EVENT	20.69	20.69
SCREWFIX	CC1453 - CORE DRILL	254.99	212.49
SCREWFIX	CC1454 - MAINTENANCE SUPPLIES	6.99	5.82
UK COACHING	CC1455 - STAFF TRAINING	40.00	33.33
NET WORLD SPORTS	CC1456 - NET HOOKS FOR GOAL POSTS	43.69	43.69
FIELD STUDIES COUNCIL	CC1457 - BAT GUIDES	27.50	27.50
SEED REVOLUTION.CO.UK	CC1458 - ST MARYS WILDFLOWER SEEDS	99.99	99.99
EMORSGATE SEEDS	CC1459 - ST MARYS WILDFLOWER SEEDS	182.00	175.00
FIRST FENCE HIRE & SALES	CC1460 - HERAS FENCING	193.39	161.16
AMAZON	CC1461 - LAPTOP CHARGER	12.99	10.82
THE GREEN STATIONERY COMPANY	CC1462 - STATIONERY	44.40	37.00
BASETEC SPECIALIST CONSTRUCTION SUPPLIES	CC1463 - EPOXY CEMENT COATING	185.58	154.65
BIN LINERS.CO.UK	CC1464 - REFUSE SACKS	126.25	105.21
BENDREY BROTHERS	CC1465 - POSTS & POSTFIX	169.76	141.47
WILDCARE NATIONWIDE ECOLOGY SUPPLIES	CC1466 - BEE BLOCKS (CEMETERY SITE)	245.89	204.91
GITHUB.COM SUBSCRIPTION	CC1467 - MONTHLY SOFTWARE SUBSCRIPTION	7.48	7.48
BIN LINERS.CO.UK	CC1468 - REFUSE SACKS	37.00	30.83
VITAL SKILLS HSQE	CC1469 - STAFF ONLINE TRAINING	72.00	60.00
GIFFGAFF	CC1470 - STAFF MOBILE PHONE TOP UP	6.00	5.00
GIFFGAFF	CC1471 - STAFF MOBILE PHONE TOP UP	6.00	5.00
GIFFGAFF	CC1472 - STAFF MOBILE PHONE TOP UP	8.00	6.67
GIFFGAFF	CC1473 - STAFF MOBILE PHONE TOP UP	6.00	5.00
THE JOINT CONTRACTS TRIBUNAL	CC1474 - CONTRACTS PUBLICATION	114.00	114.00
BEARING KING LTD	CC1475 - PLAY EQUIPMENT BEARING	12.65	10.54
AMAZON	CC1476 - FIRST AID KITS AND STATIONERY	122.28	101.90
MEADOW MANIA	CC1477 - PLUGS, BULBS, SEEDS FOR OAKLEAZE GREEN	146.38	121.98
AMAZON	CC1478 - SELF ADHESIVE SEAL STRIPS FOR FIRE DOORS (ORGINAL ORDER FOR £55.56 REVISED)	27.28	23.15
LEARNING WITH EXPERTS	CC1479 - STAFF TRAINING	190.00	158.34
GOV.UK	CC1480 - CLEAN AIR ZONE CHARGE (COMPANY VEHICLE)	9.00	9.00
GARDEN WILDLIFE DIRECT	CC1481 - HEDGEHOG EVENT SUPPLIES	25.94	25.94
AMAZON	CC1482 - FIRE DOOR STRIPS AND MEADOW HAY	61.87	51.55
AMAZON	CC1483 - CLEANING MATERIALS	65.16	54.30
BRUNEL ENGRAVING	CC1484 - ENVIRONMENTAL INFORMATION PLAQUES	124.14	103.45
MEADOW MANIA	CC1485 - WOODLAND BULBS MIX AUTUMN PLANTING AND YELLO RATTLE SEED - CLIMATE & NATURE	499.98	416.64
AMAZON	CC1486 - SUREGREEN SCOTTISH COBBLES & LRG OVAL PLANTER TROUGHS	188.85	157.37
AMAZON	CC1487 - OFFICE MOUSE MAT	5.93	4.94
METALLIC GARDEN	COPPER TREE TAG	28.50	28.50
MATRIX BES LTD	ELECTRICAL WORKS - THORNBURY CLOCK AND INVESTIGATION WORKS AT TOWN HALL	237.00	197.50
KN OFFICE	MONTHLY METER READING - OFFICE PHOTOCOPIER	50.99	42.49
RELYON GUARDING SECURITY SERVICES LTD	MONTHLY SECURITY SERVICES AT MPF	537.60	448.00
THORNBURY MOTORS LTD	MONTHLY FUEL EXPENDITURE	237.82	198.18
WATER2BUSINESS	WATER & SEWAGE SERVICES - MPF & TOWN HALL	983.41	983.41
AHS BUILDING GROUP LTD	TOWN HALL - OFFICE FLOOR WORKS	900.00	750.00
ALEXANDRA	STAFF WORKWEAR	12.56	10.47
WATER2BUSINESS	WATER & SEWAGE SERVICES - 67 HIGH STREET	555.79	555.79
WETLAND PLANTS	POND PLANTS	490.00	408.33
MATRIX BES LTD	ELECTRICAL WORKS AT TOWN HALL - KITCHEN FAN AND CCTV	520.80	434.00
THORNBURY CHURCH COUNCIL - ST MARYS CHURCH	AGREED PAYMENT FOR USE OF THEIR FACILITIES DURING RECENT CHURCHYARD WORKS	400.00	400.00
FACE - FOUNDATION FOR ACTIVE COMMUNITY ENGAGEMENT	YOUTHWORK PROVISION OCTOBER 2026 TO MARCH 2027	44,881.34	44,881.34
ALCA LOCAL COUNCIL'S ASSOCIATION	COUNCILLOR TRAINING - 13.10.2026	45.00	45.00
ALCA LOCAL COUNCIL'S ASSOCIATION	COUNCILLOR TRAINING - 01.12.2026	45.00	45.00
BRIGSTOWE MEDIA LTD	HALF PAGE LANDSCAPE ADVERT IN THORNBURY VOICE - OCT 2026	216.00	180.00
THE ARMSTRONG	ROOM BOOKING FOR ANNUAL TOWN MEETING 2027	82.50	68.75
SOUTH GLOS COUNCIL	REMOVAL OF HANGING BASKETS FROM THORNBURY HIGH STREET	259.20	216.00
GRENKE LEASING LTD	OFFICE PHOTOCOPIER LEASING CHARGE	271.15	225.96
FASTFIX DRAINAGE AND PLUMBING LTD	20% DEPOSIT FOR PLAYING FIELD WORKS TENDER	21,157.92	17,631.60
FASTFIX DRAINAGE AND PLUMBING LTD	MOBILISATION, PROCUREMENT AND SITE SET-UP 15% - PLAYING FIELDS TENDER WORKS	15,868.44	13,223.70
THORNBURY CHRISTMAS LIGHTS ASSOCIATION	CHARGE FOR TTC STALL AT THE COMMUNITY FAIR 21.11.2026	10.00	10.00
PREMIER GROUP RECYCLING	CONFIDENTIAL SHREDDING	141.00	117.50
NINE BARKS LTD - SERIOUS TISSUES	CLEANING SUPPLIES	181.98	151.65
EQUALS MONEY PLC	EQUALS PRE-PAID CARDS - MONTHLY ACCOUNT FEE	25.00	25.00
CLOUDY IT GROUP	STAFF TRAINING	78.00	65.00
	ACCOUNTS PAID OUT OF MEETING - TOTAL	134,450.51	126,733.82

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ACCOUNTS DUE FOR PAYMENT - OCTOBER 13TH 2026			
MATRIX BES LTD	CARRY OUT ANNUAL GAS SAFETY CHECKS AND SERVICES TO WATER HEATERS/BOILERS AT X4 SITES	492.00	410.00
MATRIX BES LTD	SUPPLY AND INSTALL TWO ADDITIONAL TWIN SOCKETS IN THE VOLUNTEER OFFICE	505.20	421.00
ANDERSONS WASTE MANAGEMENT	EMPTY SEPTIC TANK AT MPF SITE	195.00	195.00
FALON NAMEPLATES	BRONZE PLAQUE	84.35	70.29
FALON NAMEPLATES	BRONZE PLAQUE	84.35	70.29
SLCC ENTERPRISES	2 PART COURSES - EVENT FEE	138.60	115.50
SLCC ENTERPRISES	ANNUAL CLERK MEMBERSHIP - 2026/27	462.00	462.00
PPL PRS UNITED FOR MUSIC	ANNUAL MUSIC LICENCE FOR TOWN HALL PREMISES	184.20	153.50
SPORT & PLAY LTD	OUTDOOR SPORT EQUIPMENT INSPECTION AT CHANTRY FIELDS SITE	192.00	160.00
SPORT & PLAY LTD	OUTDOOR SPORT EQUIPMENT INSPECTION AT MUNDY FLAYING FIELDS SITE	192.00	160.00
HORDERS THORNBURY	3 X 3 A1 MAP PLAN PRINTING	36.00	30.00
BIFFA WASTE SERVICES	WASTE DISPOSAL - BAKERY ANNEX	1,686.48	1,405.40
BIFFA WASTE SERVICES	WASTE DISPOSAL - CEMETERY	629.82	524.85
BIFFA WASTE SERVICES	WASTE DISPOSAL - TOWN HALL	377.94	314.95
BIFFA WASTE SERVICES	FOOD WASTE DISPOSAL - TOWN HALL	29.57	24.64
FALON NAMEPLATES	BRONZE PLAQUE	173.48	144.57
PROLUDIC LTD	PLAY EQUIPMENT PARTS	544.30	453.58
FALON NAMEPLATES	BRONZE PLAQUE	84.35	70.29
ABBEY LOOS LTD	PORTABLE TOILET HIRE - CHANTRY FIELDS SITE	276.00	230.00
ABBEY LOOS LTD	PORTABLE TOILET HIRE - MPF SITE	139.20	116.00
DIRECT IT SERVICES	PHONE, BROADBAND AND IT SUPPORT	858.03	715.02
SLCC FOR LOCAL COUNCIL PROFESSIONALS	ANNUAL MEMBERSHIP FEE	379.00	379.00
NEWSTEAM GROUP	MONTHLY DELIVERY OF THORNBURY GAZETTE	12.65	12.65
SEED LANDSCAPE DESIGN	THORNBURY WELLBEING GARDEN	4,200.00	3,500.00
T H WHITE	INSPECTION AND REPAIRS TO RANSOME MOWER	581.54	484.62
KN OFFICE SUPPLIES LTD	MONTHLY METER READING FOR OFFICE PHOTOCOPIER	77.46	64.55
THE CHANTRY COMMUNITY AND ARTS CENTRE	ROOM BOOKING FOR CLIMATE & NATURE EVENT	39.60	39.60
COMPLETE WEED CONTROL LTD	SUPPLY & APPLICATION OF FERTILISER AND SELECTIVE HERBICIDE AT MPF	780.00	650.00
RELYON GUARDING SECURITY SERVICES	MONTHLY SECURITY SERVICES AT MUNDY PLAYING FIELDS	504.00	420.00
ANDERSONS WASTE MANAGEMENT	EMPTY SEPTIC TANK - CEMETERY SITE	205.00	205.00
THORNBURY MOTORS	MONTHLY FUEL EXPENDITURE	487.16	405.97
ROTARY CLUB THORNBURY	GRANT AWARD	300.00	300.00
KRUNCH UK	GRANT AWARD	649.00	649.00
ROYAL BRITISH LEGION	DONATION FOR REMEMBRANCE WREATH (PAYMENT BY CHEQUE)	70.00	70.00
	ACCOUNTS DUE FOR PAYMENT- TOTAL	**15,650.28**	**13,427.27**

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Equals Pre-Paid Card
Month 2

Equals Pre-paid Card			Month 2					
Date	**Payee**	**Ref**	**£ Total Amount**	**£ VAT**	**A/c**	**Centre**	**£ Amount**	**Transaction Detail**
05/05/2026	Lees Mend a Shoe	997	22.50	3.75	4601	160	18.75	
05/05/2026	Hawkins of Thornbury	1004	12.84	2.14	4068	105	10.70	
05/05/2026	Horders Thornbury Press	1005	2.80	0.47	4100	108	2.33	
05/05/2026	Screwfix	1006	53.99		4068	105	53.99	
06/05/2026	Horders	1000	31.80	5.30	4460	160	26.50	
06/05/2026	Screwfix	1007	20.99	3.50	4205	108	17.49	
07/05/2026	Horders Thornbury Press	1008	4.00	0.67	4100	108	3.33	
11/05/2026	Co-op	998	14.50	2.42	4070	104	12.08	
11/05/2026	Co-op	999	3.25		4205 4205	108 108	3.26 -0.01	Milk Milk
13/05/2026	Co-op	1001	4.40		4205	108	4.40	Milk
13/05/2026	Hawkins of Thornbury	1009	21.72	3.62	4150	130	18.10	Masonry Drill Bit
13/05/2026	Value Products Ltd	1011	156.52	26.09	4460	160	130.43	Signage for Car Park
14/05/2026	Screwfix	1010	27.48	4.58	4150	130	22.90	Wood Drill Bits, cord etc.
20/05/2026	Co-op	1002	4.40		4205	108	4.40	Milk
21/05/2026	Harder Thornbury Press	1003	6.50	1.08	4100	108	5.42	Stationery
22/05/2026	Screwfix	1012	59.47	9.91	4150	130	49.56	Screws, washers
31/05/2026	EQUALS MONEY	CHARGES	25.00		4075	110	25.00	CHARGES – EQUALS CARD FEE
Total Payments for Month			472.16	63.53			408.63	
Balance Carried Forward			337.79					
Cashbook Totals			8.9.95	63.53			746.42	

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Month 3

Equals Pre-paid Card			**Month 3**					
Date	Payee	Ref	£ Total Amount	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/06/2026	Co-op	1018	4.40		4205	108	4.40	Milk
02/06/2026	T G Jones	1013	15.00	2.50	4100	108	12.50	Memory Stick
02/06/2026	Screwfix	1014	113.60	18.93	4450	160	94.67	Barrow, shears, Secateurs
03/06/2026	Horders Thornbury Press	1019	5.80	0.97	4100	108	4.83	Stationery
03/06/2026	The Computer Store	1020	25.00	4.17	4100	108	20.83	Mouse for laptop
05/06/2026	Thornbury Discounts	1015	6.99	1.16	4100	108	5.83	Stationery
05/06/2026	Aldi	1021	0.40	0.07	4100	108	0.33	Eco Carrier Bag
05/06/2026	Aldi Stores	1022	7.37	1.23	4548	190	6.14	Sweets as Prizes
08/06/2026	Hawkins of Thornbury	1023	15.57	2.60	4150	130	12.97	Rawplugs, fixings etc
08/06/2026	Co-op	1024	6.70		4548	190	6.70	Milk
09/06/2026	Thornbury Discounts	1025	1.50	0.25	4100	108	1.25	Stationery
09/06/2026	Aldi Store	1026	1.87	0.31	4548	190	1.56	Biscuits for Event
09/06/2026	T G Jones	1027	10.00	1.67	4100	108	8.33	Pens
15/06/2026	Thornbury Discounts	1028	8.29	1.38	4100	108	6.91	Stationery
15/06/2026	Co-op	1029	4.40		4205	108	4.40	Milk
16/06/2026	Tesco	1030	14.00	2.33	4548	190	11.67	Refreshments for Event
19/06/2026	Screwfix	1016	58.95	9.82	4150	130	49.13	Maintenance Sundries
23/06/2026	Aldi Stores	1031	3.38		4205	108	3.38	Milk
24/06/2026	Screwfix	1017	29.99	5.00	4450	160	24.99	Black Tower Fan
24/06/2026	Hawkins of Thornbury	1032	26.17	4.36	4548	190	21.81	Sundries for Event
29/06/2026	Hawkins of Thornbury	1033	5.49	0.92	4150	130	4.57	Glass Fix
30/06/2026	EQUALS MONEY PLC	CHARGES	25.00		4075	110	25.00	BANK CHARGES EQUALS CARD FEE
Total Payments for Month			389.87	57.67			332.20	
Balance Carried Forward			447.92					
Cashbook Totals			837.79	57.67			780.12	

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Month 4

Equals Pre-paid Card			**Month 4**					
Date	Payee	Ref	£ Total Amount	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/07/2026	Co-op	1034	4.40		4205	108	4.40	Milk
01/07/2026	Hawkins of Thornbury	1046	11.98	2.00	4450	160	9.98	Telescopic Patio Knife
02/07/2026	Screwfix	1047	28.96	4.83	4150	130	24.13	Builders Line/Tape Measure
07/07/2026	Anne McAllister Shop	1035	4.00	0.67	4548	190	3.33	Cards (E&I)
07/07/2026	Hawkins of Thornbury	1048	12.28	2.05	4068	105	10.23	Heavy Duty Gloves
09/07/2026	Co-op	1036	4.40		4205	108	4.40	Milk
09/07/2026	Eastwood Garden Centre	1037	21.49	3.58	4560	130	17.91	Bedding Plants
13/07/2026	Hawkins of Thornbury	1049	5.07	0.84	4150	130	4.23	Nuts and Bolts
14/07/2026	Horders Thornbury Press	1038	3.80	0.63	4100	108	3.17	Stationery
16/07/2026	Horders Thornbury Press	1039	18.00	3.00	4100	108	15.00	Stationery
16/07/2026	Horders Thornbury Press	1040	2.00	0.33	4100	108	1.67	Stationery
16/07/2026	Hawkins of Thornbury	1050	13.99	2.33	4140	110	11.66	Mop
16/07/2026	Thornbury Discounts	1051	4.50	0.75	4100	108	3.75	Thornbury Discounts
16/07/2026	Thornbury Motors	1052	23.99	4.00	4140	110	19.99	Cleaning Brushes
21/07/2026	Thornbury Discounts	1041	9.99	1.66	4100	108	8.33	Stationery
21/07/2026	T G Jones	1042	3.00	0,50	4540	190	2.50	Craft Supplies
21/07/2026	Co-op	1043	4.60		4205	108	4.60	Milk
21/07/2026	Dobbies Garden Centre	1054	34.00	5.67	4150	130	28.33	Stone Chippings
22/07/2026	Dobbies Garden Centre	1053	34.00	5.67	4150	130	28.33	Cotswold Stone
23/07/2026	Tesco	1055	6.60		4548	190	6.60	Refreshments (E&I)
24/07/2026	Hawkins of Thornbury	1044	5.85	0.98	4548	190	4.87	Storage Box (E&I)
27/07/2026	TH White	1056	6.66	**1.11**	4150	130	5.55	Linch Pin Set
27/07/2026	B&Q	1057	77.37	12.90	4450	160	64.47	Tools
28/07/2026	Horders Thornbury Press	1045	13.90	2.32	4100	108	11.58	Stationery
28/07/2026	Screwfix	1058	14.72	2.45	4150	130	12.27	Copper Tube
28/07/2026	Screwfix	1059	104.91	10.98	4150	130	93.93	Maintenance
29/07/2026	Screwfix	1060	64.99		4068	105	64.99	Safety Boots
30/07/2026	Screwfix	REFUND	-49.99		4150	130	-49.99	REFUND SCREWFIX - AR276198075
31/07/2026	EQUALS MONEY PLC	CHARGES	25.00		4075	110	25.00	EQUALS CARD ACCOUNT FEE

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31.07.2026	Thornbury Discounts	1061	17.28		4540	190	17.28	C&N EVENT (MOTHS) – SUPPLIES
Total Payments for Month			531.74		69.25		462.49	
Balance Carried Forward			416.18					
Cashbook Totals			947.92		69.25		878.67	

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Month 5

Equals Pre-paid Card			Month 5					
Date	**Payee**	**Ref**	**£ Total Amount**	**£ VAT**	**A/c**	**Centre**	**£ Amount**	**Transaction Detail**
01/08/2026	Thornbury Discounts	1068	3.99	0.66	4100	108	3.33	Stationery
01/08/2026	Screwfix	1069	5.99	1.00	4068	105	4.99	Safety Glasses
03/08/2026	Co-op, Thornbury	1062	4.60		4205	108	4.60	Milk
05/08/2026	Lees Mend a Shoe	1070	29.97	5.00	4601	160	24.97	Key Cutting
11/08/2026	Hawkins of Thornbury	1071	3.45	0.58	4150	130	2.87	Screws, bolts
11/08/2026	Screwfix	1072	13.47	2.24	4150	130	11.23	Tap, cable ties, insulation
12/08/2026	Aldi Stores	1063	3.38		4205	108	3.38	Milk
12/08/2026	GAP Supplies Ltd	1073	15.72	2.62	4150	130	13.10	Timber
13/08/2026	Thornbury Discounts	1064	2.00	0.33	4540	190	1.67	Climate and Nature Event
13/08/2026	Thornbury Discounts	1065	2.00	0.33	4540	190	1.67	Climate and Nature Event
13/08/2026	Hawkins of Thornbury	1074	15.67	2.61	4150	130	13.06	Aluminum Rivets
14/08/2026	Hawkins of Thornbury	1075	11.55	1.92	4150	130	9.63	Security Hooks
14/08/2026	Mole Country Stores	1076	8.50	1.42	4150	130	7.08	Grip Clips
25/08/2026	Co-op, Thornbury	1066	4.00		4205	108	4.00	Milk
25/08/2026	Hawkins of Thornbury	1077	76.78	12.80	4150	130	63.98	Maintenance Supplies
25/08/2026	Thornbury Discounts	1078	9.70	1.62	4150	130	8.08	Maintenance Supplies
26/08/2026	Horders Thornbury Press	1079	7.45	1.24	4100	108	6.21	Stationery
27/08/2026	Horders Thornbury Press	1067	4.00	0.67	4540	190	3.33	Climate and Nature Event
27/08/2026	Screwfix	1080	37.99	6.33	4150	130	31.66	37.99
Total Payments for Month			260.21		41.37		218.84	
Balance Carried Forward			655.97					
Cashbook Totals			916.18		41.37		874.81	

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Month 6

Equals Pre-paid Card			**Month 6**					
Date	Payee	Ref	£ Total Amount	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2026	EQUALS MONEY PLC	CHARGES	25.00		4075	110	25.00	CARD ACCOUNT FEE EQUALS
07/09/2026	COOP STORE	1089	4.00		4205	108	4.00	MILK
08/09/2026	HAWKINS OF THORNBURY	1081	15.98	2.66	4100	108	13.32	STATIONERY
16/09/2026	ALDI STORE	1088	3.38		4205	108	3.38	MILK
22/09/2026	HORDERS THORNBURY PRESS	1087	6.50	1.08	4100	108	5.42	STATIONERY
23/09/2026	THORNBURY DISCOUNTS	1086	11.68		4100	108	1.69	STATIONERY
					4165	108	9.99	USB 3 PIN PLUG
25/09/2026	ALDI STORE	1085	3.38		4205	108	3.38	MILK
28/09/2026	CARDFACTORY	1083	8.97		4100	108	8.97	STATIONERY
28/09/2026	LEE'S MEND A SHOE	1084	60.00	10.00	4595	130	50.00	ENGRAVING
29/09/2026	HAWKINS OF THORNBURY	1082	10.48	1.75	4150	130	8.73	MAINTENANCE SUPPLIES
Total Payments for Month			149.37	15.49			133.88	
Balance Carried Forward			531.60					
Cashbook Totals			680.97	15.49			665.48	

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