



## CHEPSTOW TOWN COUNCIL

Minutes of **Ordinary Meeting** of Chepstow Town Council held in the Council Chamber, The Gatehouse, High Street, Chepstow and remotely via Zoom on 26<sup>th</sup> July 2023 at 7pm

**Present:**

**Chair:** Cllr T Griffiths (Deputy Town Mayor)

**Councillors:** S Ashby (remote), V Badderley-Potter, D Barnes, J MacTaggart (remote), M Le Peltier, H Livesey-Jones (remote), D Power, D Rooke, G Rosser, J Rosser,

**Apologies:** Cllrs M Griffiths, P Griffiths, N Meyrick, D Power, S Tulley

**Absent:** Cllrs L Atkinson, E Becker, A Watts

**In Attendance:** Mrs L Allen (Town Clerk)  
Mrs A Sandiford (Deputy Town Clerk)  
Member of Public (1)

**54. Apologies**

See above.

**55. Declarations of Interest in Items on the Agenda**

Cllr D Barnes declared an interest in item 60.2 (b) as a potential applicant for the role of Communications Officer and/or known to potential applicants.

Cllr S Ashby declared an interest in item 61.4 (b) as a parent of a student at Chepstow School.

*In the absence of the Leader and Chief Executive Officer of MCC the Chair moved to item 57.*

**57. Mayoral Announcements**

**5<sup>th</sup> July 2023:** The Mayor and Deputy Mayor visited 1<sup>st</sup> Bulwark Guides to discuss safe spaces in Chepstow.

**12<sup>th</sup> July 2023:** The Deputy Mayor was in attendance when 1<sup>st</sup> Bulwark Scouts Group Beavers planted the barrels at Boatman Square.

**18<sup>th</sup> July 2023:** The Mayor and Deputy Mayor visited Chepstow Museum where a collection of original artworks of the Wye Valley by the late 18<sup>th</sup> and early 19<sup>th</sup> century artists, including the newly acquired 'Chepstow Castle on the River Wye' by J M W Turner, were being exhibited.

**19<sup>th</sup> July 2023:** The Deputy Mayor attended a Community Music Awards ceremony held at Wyedean School.

**25<sup>th</sup> July 2023:** The Deputy Chair attended a meeting of local residents convened to gather ideas on how to increase footfall in to the town. Cllr Griffiths outlined issues raised at the meeting.

Cllr Griffiths referred Members to a book entitled *But What Can I Do?* written by Alistair Campbell, in particular for how to engage with young people.

**56. To Suspend Standing Orders**

*Standing Orders were suspended to allow Members to enter into discussions with County Councillor Mary Ann Brocklesby, Leader of Monmouthshire County Council (MCC) and Paul Matthews, Chief Executive Officer, MCC - see Appendix A below.*

**58. Minutes**

The Minutes of the Ordinary Meeting of Full Council held on 28<sup>th</sup> June 2023 were approved as a true record and signed by the Deputy Chair.

**59. Matters Arising**

Members received the Clerk's Update on progress of resolutions. No issues were raised.

**60. Committees**

**60.1 Planning and Administration Committee**

a) Received the Minutes of Planning & Administration Committee meeting held on 28<sup>th</sup> June 2023.

b) Noted that the meeting of the Planning & Administration Committee meeting on 12<sup>th</sup> July 2023 was inquorate.

**60.2 Personnel Committee**

a) Received the draft Minutes of Personnel Committee meeting held on 21<sup>st</sup> June 2023.

*Cllr D Barnes declared an interest in the following item and left the room.*

b) Members received the draft Minutes of the Personnel Committee meeting held on 12<sup>th</sup> July 2023 and considered the following recommendations:

- i. That the job advert, job description and person specification are approved for the role of Communications Officer;

**RESOLVED:**

To approve the job advert, job description and person specification for the role of Communications Officer.

- ii. That this role be included in the job evaluation process, due to commence during recess, to enable it to be formally bench marked against other officer roles at an additional cost of £90 bringing the total cost to £810 (*min ref 246 26.4.23*);

**RESOLVED:**

To include the role in the job evaluation process due to commence during recess at an additional cost of £90,

- iii. That the final decision on Salary Scale Point and grade be deferred to the Chair of Personnel Committee and Clerk provided it remains within the budget allocated;

**RESOLVED:**

To delegate authority to the Chair of Personnel Committee and the Clerk to determine the Salary Scale Point and grade of the Communication Officer role.

- iv. That, subject to the above, the role be advertised at the beginning of September.

**RESOLVED:**

To advertise the role for a Communications Officer at the beginning of September.

*Cllr D Barnes re-entered the meeting.*

### **60.3 Finance, Policy and Audit Committee**

Received the draft Minutes of Finance, Policy and Audit Committee meeting held on 21<sup>st</sup> June 2023.

### **60.4 Drill Hall Management Committee (DHMC) / Transition Board (TB)**

- a) Received the Minutes of the DHMC meeting held on 27<sup>th</sup> June 2023.
- b) Received the Minutes of the Transition Board meeting held on 26<sup>th</sup> June 2023.
- c) Members considered the recommendation to request Monmouthshire County Council (MCC) draws up a draft Heads of Terms of a new lease between Chepstow Town Council (CTC) and MCC to allow underlet to the Drill Hall Charity Incorporated Organisation.

#### **RESOLVED:**

To approve the recommendation to request Monmouthshire County Council (MCC) draws up a draft Heads of Terms of a new lease between Chepstow Town Council (CTC) and MCC to allow underlet to the Drill Hall Charity Incorporated Organisation.

### **60.5 Working Party and Project Updates**

Members received the following verbal updates:

#### **a) Play Provision**

Members noted that following a considerable amount of effort to pilot boardgame sessions for teenagers during the Summer holidays, no interest had been forthcoming for a co-ordinator to run the sessions with the assistance of MonLife.

#### **b) Diversity Working Group**

Members considered correspondence from a resident regarding equality, diversity and inclusion and noted that the diversity working group was originally set up for the purpose of feeding into Town Council's Vision document. Members however recognised the opportunity to communicate with under-represented groups in Chepstow and it was agreed for Cllr Ashby to meet with the resident in the first instance and report back to Town Council.

#### **RESOLVED:**

That Cllr Ashby meet with the resident regarding equality, diversity and inclusion and report back to Town Council.

#### **c) Supporting Friends of the Dell destination play park**

Members received a verbal update following the meeting held on Friday, 30<sup>th</sup> June 2023 and noted that the project was progressing to the planning application stage, following which a lottery bid would be submitted.

#### **d) Refurbishment of the Riverbank Public Toilets**

Members considered the confidential report and noted that following the tender process undertaken in line with Financial Regulations and legislation four tenders had been received.

The Finance, Policy and Audit Committee at its meeting on 21<sup>st</sup> June 2023 delegated authority to Cllrs Rooke and Rosser to carry out a review of the tenders, including due diligence checks, and make a recommendation to Full Council for an appropriate contractor to undertake the work.

Members noted that the works would not commence until late October and that Changing Rooms disabled toilet at The Board School was available at all times with a radar key.

#### **RESOLVED:**

To approve the following recommendations following the tender process:

- a) That Cherry Build Ltd undertake the refurbishment at a cost of £45,553.56.
- b) That a contingency of 10% be approved from General Reserves.

c) To delegate authority to the Clerk, Chair of Finance and Cllr Dale Rooke to oversee the refurbishment (*Public Health Act 1983, s5,6*).

**e) Chepstow Spud Fest**

Cllr T Griffiths provided a verbal update on progress to date and requested Members confirm if they are able to provide volunteer attendance for the event being held at the Riverbank, the Bandstand and the Drill Hall on Saturday, 21<sup>st</sup> October 2023.

All Members present, except Cllr M Perkins offered their assistance on the day and noted that the allocation of duties would be confirmed nearer the time.

**61. Finance**

**61.1 Bank Reconciliation**

Confirmed the reconciliation of the Council's Bank Accounts at 30<sup>st</sup> June 2023:

Receipts	Payments
£22,110.19	£183,324.57

**61.2 Accounts**

Received and adopted the Receipts and Payments for the month of June 2023.

*See Appendix B below*

**61.3 Income and Expenditure**

Received and adopted the Income and Expenditure account for the month of June 2023.

**61.4 Community Grant applications**

Members received the Community Grant report and considered the following applications:

**a) Monmouthshire County Citizens Advice Bureau**

Following an application for £21,330 towards the employment of a financial inclusion project worker to assist with the backlog of clients within Chepstow, Members considered a response from Monmouthshire County CAB on the number of current and projected clients living in Chepstow and whether the CAB would consider setting up a surgery in the Bulwark or Thornwell area.

**RESOLVED:**

To defer this item pending Monmouthshire County CAB meeting with the Finance, Policy & Audit Committee at an extraordinary meeting to be convened by the Clerk, to discuss in more detail the grant application for £21,339.

**b) Chepstow School**

Members considered the report and options 1-3 below, following a meeting held at Chepstow School to discuss its application for a second minibus:

- Option 1 - Town council provides £25,000 for a bus and is the sole advertiser on the bus.
- Option 2 - Town Council provides £15,000 and the PTA raise £10,000 which will take some months and would be joint sponsor of the bus.
- Option 3 - Town Council provides a lesser amount and the School asks the PTA to raise £10,000 or more, or the school finds other sponsors to fund the shortfall.

A discussion ensued and a further option was proposed and seconded that Town Council would look more favourably at a community grant for X number of trips at a cost of X amount, rather than contributing towards a second-hand minibus.

**RESOLVED:**

To advise Chepstow School that Town Council would look more favourably at a community grant application for X number of trips at a cost of X amount rather than it contribute towards a second-hand minibus.

c) **Chepstow Women's Institute (WI)**

Members considered an application for £200.00 towards photocopying leaflets for a letterbox drop to promote the Chepstow WI group.

**RESOLVED:**

To grant fund Chepstow Women's Institute £200 (*LGA 1972, s144*)

**61.5 Road Closure training – Signing, Lighting and Guarding (SLG 01)**

Members considered attendance at a one-day SLG 01 course to enable the formal closure of the High Street for events at a cost of £145 + VAT per person, maximum of 8 per course, to include staff and potentially a member of the Chepstow Events Team and Chepstow Round Table. Cllr D Rooke requested he is included in the training.

**RESOLVED:**

To approve attendance at a one-day Signing, Lighting and Guarding (SLG 01) course for a maximum of 8 persons at a cost of £145 + VAT per person (*LGA 1972, s144*).

**61.6 Fire Door closers**

Members considered the purchase of 2 Hold-Open Fire Door retainers for use in the Gatehouse as recommended by the recent Health and Safety audit.

**RESOLVED:**

To purchase 2 Hold-Open Fire Door retainers for use in the Gatehouse at a cost of £91.66 plus VAT each (*LGA 1972, s111*).

**62. Annual Report 2022 – 2023**

a) Members considered and commended the Annual Report 2022–2023.

**RESOLVED:**

To Approve the Annual Report 2022-2023 subject to minor amendments.

b) Members considered printing and delivering a copy of the Annual Report 2022-2023 to all households in Chepstow.

**RESOLVED:**

To print and deliver a copy of the Annual Report 2022-2023 to all households in Chepstow at an approximate cost of £3,500 for printing 4300 copies and Royal Mail Door to Door delivery (*LGA 1972, s142*).

**63. Advertising and Promotion**

Members considered the report to purchase a number of Town Council promotional items for use at events, including Chepstow Show in August at which the Town Council will be hosting a stall.

**RESOLVED:**

To delegate authority to the Deputy Mayor and Town Clerk to purchase suitable promotional items up to a maximum of £2,000 (*LGA 1972 s144*).

**64. Chepstow Amalgamated Charities**

Members considered correspondence from Chepstow Amalgamated Charities asking for nominations for Councillors as Trustees.

**RESOLVED:**

To request which charities they are responsible for, how often the Trustees meet and what liability is there for a Council Member as a Trustees.

**65. Christmas 2023**

Members considered arrangements for the Christmas Switch on 2023 and whether to replicate the success of 2022 with a lantern parade, musical entertainment from local groups and schools and involvement from the Round Table with the sleigh. Proposals for the lantern parade 2023 were outlined in a written report from Cllr J Rosser following lessons learned from 2022. Reference was made to the feasibility of 'lantern packs' being made available to purchase for those unable to attend a workshop.

**RESOLVED:**

To replicate the Christmas Switch on event of 2022 and to approve funding of the lantern parade arrangements for 2023 at a cost of £4,545.00 plus additional room hire fees. Funding from the Christmas Switch on Event budget of £2,000 and the balance to be taken from General Reserves (*LGA 1972, s145*). The event to be held on Friday, 1<sup>st</sup> December.

**66. Safe Spaces in Chepstow**

Members considered the written report and recommendations from Cllr M Griffiths, following the meeting with 1<sup>st</sup> Bulwark Guides on 5<sup>th</sup> July 2023. The guides would like businesses in Chepstow to provide safe places for persons of any age who are feeling unsafe.

**RESOLVED;**

To support 1<sup>st</sup> Bulwark Guides in their project for Safe Places by allowing them to make a presentation to the Council at its Ordinary Meeting in September and by providing a letter of support for their project.

**67. Correspondence**

Members considered the correspondence listed in the Correspondence Schedule. No issues were raised.

**68. Reports of Representatives on Outside Bodies**

Members received verbal reports from Members who have attended meetings as a nominated representative of the Town Council:

**The Dell School Governors:** Cllr S Ashby advised Members that schools would potentially have to part fund any redundancy payments, formerly paid by MCC.

**Bulwark Community Centre (BCC):** Cllr D Barnes advised a £2,200 grant for planters had been secured from Monmouthshire Housing Association's Pitch for Your Project grant scheme. The refurbishment works were extremely successful but had raised a query over BCC's insurance cover. The BCC website is being reviewed and 16<sup>th</sup> July 2023 marks the 30<sup>th</sup> anniversary of BCC's opening.

**Chepstow Community Fridge:** Cllr D Rooke advised that the Food Club has now opened at the Rainbow Café which secured around 100 in the first 2 weeks.

**69. Matters Relating to the Public and Urgent Information**

No issues raised

**70. Summer Recess**

**RESOLVED:**

To delegate authority to the Clerk, in consultation with the Town Mayor/Deputy Town Mayor and Chair/Vice Chair of Finance, to deal with any urgent business arising over the Summer recess. (Decisions made under delegated powers to be reported to the next meeting of Full Council).

**71. Items for Next Meeting**

- Skatepark at Piggy's Hill – *Cllr M Perkins*
- Engagement with younger people – *Cllr T Griffiths*
- Update from Welsh Government regarding Free School Meals
- Police presence.

**72. Date of Next Meeting**

Confirmed that arrangements for the Ordinary Meeting to be held on Wednesday 27<sup>th</sup> September 2023 at 7.00pm will be hybrid.

**CLOSE:** This completed the business of the meeting at 9.25pm

**SIGNED CHAIRPERSON:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## Appendix A

The Chair welcomed County Councillor Mary Ann Brocklesby, Leader of Monmouthshire County Council (MCC) and Paul Matthews, Chief Executive Officer, MCC. Introductions were carried out.

The meeting had been called at the request of the Leader (MCC) to discuss collaborative working between MCC and Chepstow Town Council (CTC).

The following items were discussed

- MAB: Room to explore, enhance and strengthen relationships between MCC and CTC.
  - Communication
  - Responses from MCC officers and Councillors
  - Roles and Responsibilities for MCC and CTC are separate but there could be areas where both could benefit by collaborating with partners for the enhancement of the town.
- PM: Need to work out what CTC is standing for? What it is fighting for? What matters to CTC? Where possible how can MCC work alongside CTC? Perhaps CTC could use some of MCC networks/people or assets.
- TG: Good ideas will only happen if relationships are good.
- PM: Usk in Bloom as an example of collaborative working. Traders and citizens have stopped disagreeing with each other and started agreeing, thus allowing the town to develop.
- DB: Is it a good idea to have a bypass for Chepstow?
- MAB: This is only in the gift of the UK Government.
- TG: The issue of a bypass highlights transport difficulties e.g. the bottleneck around Chepstow. How can we develop the rail network and public transport network locally in appropriate ways?
- PM: Chepstow would be a better place for a bypass but it is not going to happen within 15-20 years. We need to think about changes that can be made within the next 2-3 years. Does think that MCC Officers can do more to promote Chepstow and we need to turn our attention to that, but there are things that Chepstow can do to help itself as the same positivity through social media is not evident as in other towns. Chepstow needs more cohesiveness to give it confidence.
- MAB: CTC and MCC could work together to lobby Transport for Wales regarding disability issues.
- Bus transport in Monmouthshire and Wales needs improving.
- MP: MCC has the gift to make changes to High Beach roundabout. Why have these not been done?
- PM: The roundabout belongs to Welsh Government (WG), but I agree there are modifications that can be done and Cllr P Griffiths is currently looking at these with WG.
- MAB: The roundabout is a concern for MCC who will continue to push it on environmental, placemaking, transport and other issues. Lobbying and persistence is needed.
- MLP: Increase footfall in to the town by offering more short-term car parking spaces – maybe consider allocating 20% of Welsh Street car park to short term parking.
- PM: Very unlikely to have free parking in Chepstow. A sympathetic view to the policy position around car parking in Chepstow should be an open question, but I cannot give an answer to it right now.
- DR: What can we do to widen the promotion of what Chepstow has to offer? Businesses feel this is lacking.
- MAB: as the Gateway to Wales Chepstow is a town worth promoting. MCC officers are working with key people in business and other groups to support this. Transforming Chepstow Plan is an aspiration for Chepstow which will start to unlock funds, resource, and a willingness for businesses to contribute to that promotion.
- JR: Speeding and parking issues in the Lower Church Street area – *PM to take up the issue*



- TG: Bulwark and Thornwell have their own identities which are separate from the town. Grants available for the town are not available for those areas. How best can we support their development?
- MAB: There has been investment through Monmouthshire Housing and Bulwark Community Centre.
- PM: I do think of Chepstow as 2 towns, there is no other settlement like it in Monmouthshire. MCC accesses grants from other places and we need to nuance some of the interpretation of the settlement of Chepstow.
- DR: CTC currently has a good relationship with MCC, how is it going to improve and what is MCC expecting from that relationship?
- PM: We have to be disciplined and focused and understand what matters to CTC.
- SA: What are your observations about the challenges around the lack of positivity on social media and what can CTC do about it?
- MAB: It is what can we do together to support the aspirations and priorities of Chepstow.
- PM: looking for a smaller group of informed commentators that want to get a clear message out and amplify it. Social media is important and MCC has the capability to work with CTC to promote content that gets to around 40,000 people in a couple of hours. Don't know where the content generation comes from for Chepstow as it is difficult to find compared to other settlements in Monmouthshire, but this could be quickly corrected if 3 or 4 of us were likely to try.

## Appendix B

### Current/Deposit Account

#### Cash Received between 01/06/2023 and 30/06/2023

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
01/06/2023	Sales Receipts Page 1296		Rent Thomas Street CHAOS	50.00
30/06/2023	Sales Receipts Page 1297		Rent CAB	2,500.00
21/06/2023	Sales Receipts Page 1298		Drill Hall recharge	2,595.24
15/06/2023	Sales Receipts Page 1299		Rental set up Old Library	1,928.00
28/06/2023	VAT Q4	000392	VAT Q4 22/23	15,036.95

**Total Receipts 22,110.19**

#### List of Payments made between 01/06/2023 and 30/06/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2023	Monmouthshire CC	Std Ord	54.00		Rates - Gatehouse
02/06/2023	Peninsula HR	Std Ord	143.52		Peninsula H&S Contract
02/06/2023	O2	DD	58.93	lga1972s111	Hygiene&Drill Hall Mngr phones
06/06/2023	Peninsula - HR	Std Ord	149.50		HR contract
08/06/2023	MCFG Cleaning Ltd	DDR1	68.00		Cleaning Old Library
08/06/2023	Zurich Municipal	DDR2	10,619.58		Annual insurance
08/06/2023	Adcock	DDR3	556.66		Consumables
08/06/2023	Viking	DDR4	146.71		Stationery
08/06/2023	BESPOKE MUSIC SERVICES	DDR5	300.00		Bandstand Programme 2023
08/06/2023	The Palmer Centre	DDR6	60.00		Mayors Quiz room hire
08/06/2023	Ricoh	DDR7	258.00		01.04-30.06.23 p'copier rental
08/06/2023	Vision ICT Ltd	DDR8	150.00		SSL cert for https website
08/06/2023	Kane Mailing Systems Ltd	DDR9	26.40		Collection of franking machine
08/06/2023	Auditing Solutions Ltd	DDR10	576.00		End of year internal audit
08/06/2023	Microshade VSM	DDR11	470.16		Hosting service June
08/06/2023	David James	DDR13	960.00		Fee for letting Old Library
08/06/2023	Bulwark Community Centre	DDR	8,000.00	1976(MP)s19	Community Contribution
08/06/2023	Palmer Centre	DDR	8,000.00	1976(MP)s19	Community Contribution
08/06/2023	Drill Hall	DDR	8,000.00	1976(MP)s19	Community Contribution
08/06/2023	Monmouthshire Citizens AB	DDR	20,950.00	1972s142	Community Contribution
08/06/2023	Chepstow Town Band	DDR	500.00	1972s145	Community Contribution
08/06/2023	SARA	DDR	700.00		Community Contribution
08/06/2023	1stChep Boys&Girls Brigade	DDR	800.00	C	Community Grant
08/06/2023	Expenses claim	DDR	104.40	1972s144	Floral displays barrels
08/06/2023	Expenses claim	DDR	54.90	1972s144	Floral displays barrels
08/06/2023	Welsh Water Dwr Cymru	DDR	1,808.72	PHA1936s87	Bank Street WC
08/06/2023	British Gas - Elec	DDR	77.42	PHA1936s87	Riverbank
08/06/2023	British Gas - Elec	DDR	129.65	1972s111	Gatehouse May
08/06/2023	Churn Valley Ltd	DDR	395.00		Lease - Thomas Street

08/06/2023	A & N Lewis Ltd	DDR1	45,215.24		Bulwark C Centre refurbishment
08/06/2023	Downs Merrifield Architects	DDR2	1,186.00		Bulwark C Centre refurbishment
08/06/2023	D Power	DD	20.25	1972s111	Expenses claim - mileage
09/06/2023	Peninsula	Std Ord	106.66		Drill Hall/Old Library H&S
15/06/2023	Smartest Energy	DDR4	305.77		Gas 01.05.23-31.05.23
15/06/2023	Monmouthshire CCC	Std Ord	976.00		Business rates Gatehouse
15/06/2023	Monmouthshire CC	Std Ord	172.50		Rates Thomas Street
15/06/2023	Monmouthshire CC	DD	4.50	pha1936s87	Rates Thomas St
16/06/2023	Lloyds bank CC	DDR	117.87	1972s111	Zoom, consumables
16/06/2023	British Gas - Elec	DD	10.65	pha1936s87	Thomas Street
19/06/2023	SWALEC	DD	98.38	pha1936s87	Riverbank May 2023
20/06/2023	Peninsula EAP	Std Ord	21.60		Employee Assistance Prog
22/06/2023	British Gas - Elec	DDR	23.47	1972s111	Gatehouse – display window
23/06/2023	Welsh Water Dwr Cymru	DDR	128.44	1972s111	Gatehouse
23/06/2023	Monmouthshire CC	DDR	53.00	1972s111	Rates Display window
23/06/2023	Friends of Chepstow Library	DDR	50.40	1976MPs19-	Community Grant
23/06/2023	Horizon Telecom	DDR	337.82	1972s111	Broadband/phones
23/06/2023	House of Tents	DDR3	502.90		Gazebo corner leg sets
23/06/2023	Y Graig Apiary	DDR5	150.00		Nucleus of Bees
23/06/2023	Justin Horton	DDR6	342.00		Bulwark C Centre Refurb
23/06/2023	Amazon	DDR7	47.76		Wireless keyboard
23/06/2023	Vale Consultancy	DDR8	600.00		Bulwark C Centre Refurb
23/06/2023	Wellers Hedleys	DDR9	1,800.00		Lease renewal – solicitor fees
23/06/2023	Monmouthshire CC	DDR10	13,500.00		Community Grant
23/06/2023	GKA	DDR11	4,145.00		Business plan
23/06/2023	Monmouthshire CC	DDR12	11,570.51		Town Crew May
23/06/2023	Plumb Right Heat & Plumb	DDR13	150.00		leak, blocked drain Old Library
23/06/2023	Adcock	DDR14	401.72		Public toilet consumables
23/06/2023	T Baines Electrical Services L	DDR15	1,860.00		Emergency lights Gatehouse
23/06/2023	Boverton Nurseries	DDR16	14,121.60		Summer floral displays
23/06/2023	Monmouthshire CC	DDR17	220.00		Quarterly rent Drill Hall
23/06/2023	THE MODUL8TORS	DDR18	300.00		Bands on Bandstand 11.06.23
23/06/2023	Mr I Giles	DDR19	75.00		Window cleaning June 23
23/06/2023	British Gas	DDR20	20.13		Elec28.05.23-01.06.23
26/06/2023	Horizon Telecom	BACS	337.82		Duplicate will clear August
27/06/2023	Payroll June 2023	DCR	18,110.98		Payroll June 2023
27/06/2023	Merlin Waste Control	DDR12	1,344.00		June 2023 dog waste
27/06/2023	Llwydcoed Brass Band	DDR1	300.00		Bands on Bandstand 04.06.23
27/06/2023	Chepstow Accountancy Serv	DDR2	49.50		June 2023 payroll
28/06/2023	Expenses claim	DDR	249.90	1972s144	Floral displays barrels
30/06/2023	Unity Trust Bank	DD	3.50		manual credit handing charge
30/06/2023	Unity Trust Bank	DD	46.50		Service charge

**Total Payments £183,324.57**