



## 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 Wednesday, 24th January 2024 at 7pm

**Present:**

**Chair:** Cllr M Griffiths (Town Mayor)

**Councillors:** S Ashby, V Badderley-Potter, D Barnes, E Becker, P Griffiths, T Griffiths, H Livesey-Jones, J MacTaggart (left 8.45pm), D Rooke, M Le Peltier, D Power, J Rosser, A Thompson-Lancaster, S Tulley (remote), A Watts (8.30pm)

**Apologies:** N Meyrick, M Perkins, G Rosser,

**In Attendance:** Mrs L Allen (Town Clerk)  
Mrs A Sandiford (Deputy Town Clerk)  
Mrs R Prayoga (Communications Officer - remote)

The Chair introduced the newly appointed Communications Officer to the meeting.

**150. Apologies**

See above.

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

None

**152. To Suspend Standing Orders**

**a) Public Open Forum (15 minutes at the discretion of the Mayor)**

There were no members of the public present.

**b) Gwent Police**

Inspector Emma Sowrey and PC Hywel Evans attended the meeting in person, outlined the Police Reports for November and December and responded to Members queries. Clarification of the Chepstow wards relevant to Town Council was sought and it was agreed to send details of these to Insp Sowrey for future police reports. Members were encouraged to report any matters of police interest direct to the Inspector, the Chepstow neighbourhood team or anonymously via Crimestoppers.

**153. Minutes**

**153.1** Members noted the extraordinary meeting of Full Council on 3<sup>rd</sup> January 2024 was inquorate, however those present held a workshop and a submission was made to the consultation on the Local Transport Plan under delegated powers – see agenda item 160. Monmouthshire County Council (MCC) – Local Transport Plan Consultation Questionnaire below.

**153.2** The Minutes of Full Council meeting held on the 10<sup>th</sup> January 2024 were approved as a true record and will be signed by the Mayor following the meeting.

#### **154. Matters Arising**

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

#### **155. Committees**

##### **155.1 Planning and Administration Committee**

- a) Received the Minutes of Planning & Administration Committee meeting held on 22nd November 2023.
- b) Received the Minutes of Planning & Administration Committee meeting held on 13<sup>th</sup> December 2023.
- c) Received the draft Minutes of the Planning & Administration Committee meeting held on 10<sup>th</sup> January 2024.

##### **155.2 Personnel Committee**

Received the draft minutes of ordinary meeting of the Personnel Committee meeting held on 6<sup>th</sup> December 2023.

##### **155.3 Environment and Amenities Committee**

- a) Received the draft minutes of the Environment & Amenities Committee meeting held on 13<sup>th</sup> December 2023.
- b) Members considered the recommendation under item 36. Carbon Reduction Committee: "That Full Council increase the number of meetings of the Environment and Amenities Committee from 4 to 6 per year, and that these 2 additional meeting are dedicated to Carbon Reduction topics.

##### **RESOLVED:**

To increase the number of Environment and Amenities Committee meetings from 4 to 6 per year and to add 'Carbon Reduction' as a standing item on each agenda.

- c) Meeting proposed for specific Carbon Reduction topics on 6<sup>th</sup> March 2024 was not required.

##### **155.4 Drill Hall Management Committee (DHMC) / Drill Hall Committee**

- a) Received the Minutes of the DHMC meeting held on 27<sup>th</sup> November 2023.
- b) Received the Minutes of the DHMC meeting held on 12<sup>th</sup> December 2023.
- c) Members approved the Terms of Reference for the new Drill Hall Committee, with no amendments.

The Chair clarified that Town Council as the leaseholder will manage the Drill Hall and its finances as an asset going forward. The draft lease renewal, which is for 25 years, is equivalent to a Community Asset Transfer.

##### **155.5 Committee Vacancies**

Members noted the vacancies on the following committees and considered nominations:

Personnel Committee x 1

##### **RESOLVED:**

To nominate Cllr Amy Thompson-Lancaster to Personnel Committee.

Finance, Policy & Audit Committee x 1

##### **RESOLVED:**

To nominate Cllr Amy Thompson-Lancaster to the Finance, Policy & Audit Committee.

Drill Hall Committee x 2

**RESOLVED:**

To nominate Cllrs Amy Thompson-Lancaster and Marc Le Peltier to the Drill Hall Committee.

**155.6 Working Party and Project Updates**

Members received verbal updates from working parties and project groups and as appropriate, considered any recommendations/next steps:

**a) Diversity Working Group**

Cllr S Ashby advised she had spoken with the local resident and the next step was for her to work with the Communications Officer to move this item forward for additional input.

**b) Supporting Friends of the Dell destination play park**

Cllr P Griffiths advised that the application for the play park was currently within the planning system. Members were advised of negative comments on social media wrongly blaming the group for being responsible for the felling of trees in the Dell, due to Ash dieback. Council re-iterated its support for the play park and it was suggested that a Member attends Monmouthshire County Council's Planning Committee, scheduled for 6<sup>th</sup> February 2024 to support the application.

**RESOLVED:**

For the Town Mayor to attend Monmouthshire County Council's Planning Committee to support the application for the play park.

**c) Future Play provision in Chepstow**

Cllr M Griffiths advised that following Council's agreement to enter into a Service Level Agreement (SLA) with Monmouthshire County Council (MCC) for play provision in Chepstow, the group will be arranging a meeting shortly to discuss the draft SLA.

**d) Bulwark and Thornwell Working Group**

Cllr T Griffiths advised the group is looking at a feasibility study for a community growing project at Thornwell School. A positive response has been received from the consultant engaged in the Transforming Towns project who has briefly scoped out an outline process, indicating the work would take approximately 10 days and come within the allocated budget.

**RESOLVED:**

To write to the Consultant to request a start date of 1<sup>st</sup> April 2024.

**e) Transforming Chepstow Masterplan Delivery Group**

Cllr M Griffiths advised the projects agreed as part of the Transforming Chepstow Masterplan, are the Drill Hall and Community Fridge building. Members were assured that the group is keeping on top of all issues raised in the Masterplan, in relation to the town centre shops.

**f) Warm Hubs**

Members noted that One Voice Wales (OVW) is taking up the issue of warm hubs as part of their newly created Cost of Living Crisis team and looked forward to receiving advice and guidance from OVW on how Council can support warm hubs. Members acknowledged warm hubs at St Christophers Church, Chepstow Methodist Church and the library.

**RESOLVED:**

To invite a member of the OVW Cost of Living Crisis team to address Town Council.

## 156. Finance

### 156.1 Bank Reconciliation

- a) Confirmed the reconciliation of the Council's Bank Accounts at 30<sup>th</sup> November 2023.
- b) Confirmed the reconciliation of the Council's Bank Accounts at 31st December 2023. Members noted the new style document following Council's recent Internal Audit report and accepted the Clerk's explanation in regard to the final figure, as a result of a crossover in dates from reconciling the bank accounts and running the report on this occasion.

### 156.2 Accounts

- a) Received and adopted the Receipts and Payments for the month of November 2023.  
*See Appendix A below*

Receipts	Payments
£ 6,677.29	£ 87,894.31

- b) Received and adopted the Receipts and Payments for the month of December 2023.  
*See Appendix B below*

Receipts	Payments
£236,534.18	£108,254.29

### 156.3 Income and Expenditure

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

### 156.4 Audit Wales – Annual Return year ending 31.3.23.

Members noted the conclusion of the Annual Return for the financial year ending 31st March 2023 from the Auditor General for Wales that: "On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices.
- that relevant legislation and regulatory requirements have not been met.
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use and that there are no further matters that I wish to draw to the Council's attention".

#### **RESOLVED:**

To commend the Town Clerk and team on their efforts.

### 156.5 Community Grant applications

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

#### a) **Chepstow Twinning Association**

Members considered a grant application for £2,000 towards hosting a twinning delegation from Cormeilles, France in August 2024. Members expressed the importance of twinning and it was requested that the Twinning Association is asked to work with Town Council's Communications Officer to raise awareness of twinning and its benefits to the town.

#### **RESOLVED:**

To grant fund Chepstow Twinning Association £2,000 (*LGA 1972, s137*) and request the organisation works with Town Council's Communications Officer to raise awareness of twinning and its benefits to the town.

**b) Inside Out Cymru**

Members considered a grant application from Inside Out Cymru to continue providing community Arts for Wellbeing sessions in Bulwark to support people's long-term recovery from mental illness.

**RESOLVED:**

To grant fund Inside Out Cymru £960.00 (*LGA 1976 (MP), s19*)

*Cllr H Livesey-Jones declared a personal interest in this item and took no part in the vote.*

**156.6 Bulwark Community Centre**

Members considered correspondence from Bulwark Community Centre, requesting financial assistance towards roof repairs and insurance costs for the Centre.

**RESOLVED:**

To fund roof repairs at Bulwark Community Centre and insurance costs in the sum of £3,002 to be taken from earmarked reserves (*LGA 1976 (MP), s19*).

**156.7 Monmouthshire County Council (MCC) and Town Council Grounds Maintenance Partnership Agreement 2024 – 2025**

Members approved the annual cost from MCC to supply and manage the Town Crew for 2024/25 of £123,225.88 against a budget agreed of £130000 (*Litter Act 1983, s5,6*).

**156.8 Donations**

a) Members noted correspondence from the Chepstow Thursday Fellowship enclosing a cheque for £200.00, for use of the meeting room at the Gatehouse, to be donated to the Mayor's Charity. The Mayor requested if the donation could be put towards the Chepstow 500 community event being arranged in the town centre on 18<sup>th</sup> May 2024.

**RESOLVED:**

To allocate £200 donation from Chepstow Thursday Fellowship towards the Chepstow 500 community event on 18<sup>th</sup> May 2024.

b) Members noted that a donation of £150.00 had been received from Narcotics Anonymous for use of the meeting room at the Gatehouse.

**RESOVLED:**

To allocate £150 donation from Narcotics Anonymous towards the Chepstow 500 community event on 18<sup>th</sup> May 2024.

**156.9 Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2024-25**

Members noted correspondence from Welsh Government advising that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for the financial year 2024-25 is £10.81 per elector. It was clarified that Section 137 was the power to incur expenditure for certain purposes not otherwise authorised.

**157. Chepstow Charter Quincentenary 2024**

Cllr T Griffiths provided a verbal update on arrangements to mark the 500<sup>th</sup> anniversary of the granting of a charter to the town of Chepstow by the Earl of Worcester, including the donation of the Town Gate and Gatehouse. The Tudor themed event will start with a procession from St Mary's Priory to the Town Gate, a Tudor market/fair, music, dance, drama, stocks, a guard on the Gatehouse, activities, games and an exhibition in the Town Arch on Saturday, 18<sup>th</sup> May 2024 between 11am and 3pm in the High Street. Chepstow Society is arranging a walking tour and a concert of Tudor music will take place in the evening at St Mary's Priory. The Mayor requested all Members support the event and attend in Tudor costume.

**158. D-Day Anniversary 6<sup>th</sup> June 2024**

Members received updated correspondence from the Pageantmaster regarding the 80<sup>th</sup> anniversary of the D-Day landings on the Beaches in Normandy, France, on 6th June 1944 and further considered local events to mark the occasion. Reference was made to the forthcoming 80<sup>th</sup> anniversary of VE and VJ day in 2025 when larger scale celebrations would be more appropriate.

**RESOLVED:**

That Cllr Emma Becker liaise with the Drill Hall Manager to consider and arrange a sensitive approach to celebrating D-Day 80.

**159. Welsh Government**

Members noted the response received from the Welsh Government advising of insufficient budget to support an expansion of the free school meal threshold to secondary schools in Wales.

**160. Monmouthshire County Council (MCC) – Local Transport Plan Consultation Questionnaire**

Members noted the copy of the submission made to MCC on its Local Transport Plan consultation based on the questions asked. Members raised additional comments at the workshop which did not fit into the consultation document and it was requested if Council could submit these comments to MCC.

Cllr P Griffiths, in his capacity as County Councillor referred to the amount of misinformation about the Local Transport Plan being published throughout Wales, including false proposals purporting to be MCC proposals.

It was considered that the plan could have been better presented and it was agreed to write to MCC to relay Members' additional comments made at the workshop on 3<sup>rd</sup> January 2024.

A Member requested the letter includes whether MCC plans to develop a comprehensive speed limit strategy that incorporates reduced speed limits on rural routes.

**RESOLVED:**

To write to MCC to relay Members' additional comments made at the workshop on 3<sup>rd</sup> January 2024 and whether it plans to develop a comprehensive speed limit strategy that incorporates reduced speed limits on rural routes.

*The Chair moved the following item 161. Communications to the end of the agenda.*

**161. Communications**

To consider the confidential report and recommendations regarding communications, including an update to the existing website – *see below*

**162. Dog waste bin – Brunel Quarter**

Members noted that there are ongoing issues regarding fly tipping in the dog waste bin installed in Brunel Quarter Slipway 4 and considered how to solve the issue.

Members were advised that a resident had apparently witnessed vehicles driving to the dog waste bin to deposit waste. They had also complained on a number of occasions about the dog bin overflowing and bags being left on the grassed area beneath the bin.

Members were advised that the area was a well used communal space for dog walkers and children and there was a lack of general waste bins in the area.

**RESOLVED:**

To agree in principle to the installation of a general waste bin at Slipway 4 pending further investigations with MCC and the Developer.

### 163. Consultations / Engagements / Surveys

Members considered the following consultations:

- a) **Aneurin Bevan University Health Board** - Strategic Equality Objectives Consultation, which focuses on proposed Strategic Equality Objectives for the period 1 April 2024 to 31 March 2028, closing date 16.2.24.

**RESOLVED:**

Not to respond to the consultation.

- b) **Welsh Government** - Future spending purposes for dormant assets funding in Wales, One Voice Wales are preparing a response and would appreciate comments by 16.2.24.

**RESOLVED:**

Not to respond to the consultation.

- c) **Welsh Government** - Fiscal Intergovernmental Relations, closing date 1.3.24.

**RESOLVED:**

Not to respond to the consultation.

- d) **Gwent Public Service Board** – Working to address economic inequalities in Gwent, closing date 6.2.24.

**RESOLVED:**

Not to respond to the consultation.

- e) **Natural Resources Wales** - Gwent Climate and Nature' survey, closing date 6.2.24.

**RESOLVED:**

That Cllr T Griffiths liaise with the Community Projects Officer in this matter.

### 164. Correspondence

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

- a) Members considered correspondence from a Resident and A-level student regarding how littering significantly hinders sustainable development in our town.

**RESOLVED:**

For Cllr T Griffiths to respond to the resident.

- b) Members noted correspondence from One Voice Wales introducing the Cost of Living Crisis team's objective to engage with Councils to explore the Wales wide community responses to the cost of living challenges.

*Cllr A Watts entered the meeting during discussion of the following item (c).*

- c) Members considered correspondence from a Tutshill resident regarding the flying of the Ukrainian flag. A discussion ensued and Members agreed to continue to fly the flag at the Gatehouse.

**RESOLVED:**

For Cllr M Griffiths to liaise with the Communications Officer and respond to the resident.

- d) Members noted the update from Monmouthshire County Citizens Advice Bureau regarding its Financial Inclusion Project in Chepstow.
- e) Members considered an update from Chepstow Events Team regarding the family fun day of everything Elvis, including an 'Elvis Gospel Show' in St Mary's Priory on 16<sup>th</sup> June 2024. Members commended Carol Mutlow for bringing such an event to Chepstow and offered their full support to the Events Team.

**RESOLVED:**

To support the event and investigate the query regarding carnival floats at the event.

*Cllr J MacTaggart left the meeting at this point.*

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

**Fair Trade:** Cllr T Griffiths attended the Fair Trade Forum on 22<sup>nd</sup> January 2024 when he put them in touch with Town Council's Communications Officer; They are keen to participate and have a stall at the Chepstow 500 event; Fair Trade Fortnight has moved to September this year to coincide with its 30<sup>th</sup> anniversary.

**One Voice Wales:** Cllr D Power attended the Monmouthshire/Newport Area Committee meeting on 11<sup>th</sup> January, which was inquorate.

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

Members noted the defibrillator at Chepstow Community Hospital was deployed outside of hospital hours during the Christmas period.

**167. Items for Next Meeting**

- X (formerly Twitter) – Cllr Amy Thompson-Lancaster

**168. Christmas Recess**

Members noted the decisions made under delegated powers during the Christmas Recess.

**169. Date of Next Meeting**

Confirmed the arrangements for the Ordinary Meeting to be held on Wednesday, 28<sup>th</sup> February 2024.

**170. Exclusion of Press and Public**

**RESOLVED:**

To exclude the press and public for the discussion of Item 171. Job Evaluation and 172. Drill Hall lease owing to the confidential and sensitive nature, this is in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

*The Deputy Clerk and Communications Officer left the meeting during discussion of item 171 below.*

**171. Job Evaluation**

**RESOLVED:**

To ratify the decision of the Personnel Committee to approve the incremental rises contained in the confidential report.

*The Deputy Clerk and Communications Officer returned to the meeting.*

**172. Drill Hall lease**

To receive the draft lease renewal for the Drill Hall and the report from the solicitor.

**RESOLVED:**

To defer this item pending receipt of the draft lease.



**161. Communications**

Members considered the confidential report and recommendations regarding communications, including an update to the existing website. The Communications Officer responded to Members' queries.

**RESOLVED:**

To accept the report, approve Option 1 to upgrade Town Council's website to Wordpress at a cost of £1,259 (year 1), £199.00 (year 2), £309.99 (year 3) and for the Communications Officer to take this matter forward.

**CLOSE:** This completed the business of the meeting at 9.00pm

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

## Appendix A

### List of Payments made between 01/11/2023 and 30/11/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
02/11/2023	O2	DDR	46.80	PHA1936s87	Mobile phones
02/11/2023	Peninsula HR	Std Ord	143.52		Health & Safety Contract
06/11/2023	Peninsula - HR	Std Ord	149.50		HR contract
08/11/2023	Churn Valley Ltd	DDR	395.00		Lease - Thomas Street
09/11/2023	Peninsula	Std Ord	106.66		Health & Safety Drill Hall/Lib
15/11/2023	Smartest Energy	DDR	449.48	1972s111	Gatehouse gas
15/11/2023	Monmouthshire CC	Std Ord	177.00		Rates Thomas Street
15/11/2023	Monmouthshire CC	Std Ord	976.00		Business rates
16/11/2023	Lloyds bank CC	DDR	189.22	1972s145	Zoom, Spud Fest, H&S paint
16/11/2023	British Gas - Elec	DDR	226.02	pha1936s87	Thomas St
20/11/2023	Peninsula EAP	Std Ord	21.60		Employee Assistance Prog
22/11/2023	British Gas - Elec	DDR	20.98	1972s111	Gatehouse Elec
22/11/2023	British Gas - Elec	DDR	138.21	1972s111	Gatehouse Elec
22/11/2023	Southern Electric	DDR12	93.64		Riverbank 01.10.23-31.10.23
23/11/2023	Information Comm Office	DCR	35.00	lga1972s111	Annual subscription
27/11/2023	Expenses claim	DDR	20.50	1972s111	Interview refreshments
27/11/2023	Expenses claim	DDR	41.40	1972s111	Umbrellas, Post, ref Drill Hall
27/11/2023	1st Shirenewton Scout	DDR	300.00	1976(MP)s19	Community Grant
27/11/2023	Cherry Build Ltd	DDR1	16,606.28		Riverbank Refurb
27/11/2023	Mr S Field	DDR2	15,582.00		Town Floral Displays 2023
27/11/2023	Drill Hall	DDR3	98.00		Spudfest hall booking
27/11/2023	Mr I Giles	DDR4	75.00		November window cleaning
27/11/2023	Bulwark C Centre	DDR5	63.00		Lantern making room hire
27/11/2023	Monmouthshire CC	DDR6	1,230.00		Traffic management course
27/11/2023	Viking	DDR7	138.22		Office stationery
27/11/2023	Monmouthshire CC	DDR8	11,570.51		November Town Crew
27/11/2023	GRIFFITHS SIGNS	DDR9	346.80		Road closure signage
27/11/2023	Adcock	DDR10	30.11		Public toilet Consumables
27/11/2023	Adcock	DDR11	282.17		Public toilet Consumables
27/11/2023	Chepstow Accountancy	DDR13	49.50		November 2023 payroll
27/11/2023	Payroll November 2023	DDR	30,866.40	lga1972s112	Payroll November 2023
27/11/2023	Chepstow Art Space	DCR	479.63	lga1972s111	Repayment for flooring
29/11/2023	Chepstow Comm Fridge	DDR	1,000.00	1972s137.	Community Grant
29/11/2023	Chepstow Comm Fridge	DDR	120.22	1972s137	Community Grant
29/11/2023	Horizon Telecom Ltd	DDR14	341.57		Telephones November
29/11/2023	Adcock	DDR15	500.44		Public toilet consumables
29/11/2023	SLCC	DDR16	354.00		Clerk membership fee
29/11/2023	One Voice Wales	DDR17	810.00		Job evaluations
29/11/2023	Merlin Waste Control	DDR18	1,377.60		Dog waste collection Nov23
29/11/2023	St Johns Ambulance	DDR19	374.40		Medical provision SpudFest
29/11/2023	Toytastik	DDR20	45.00		Spudfest
29/11/2023	Drill Hall	DDR21	37.00		Tea/Coffee Spudfest
29/11/2023	Microshade VSM	DDR22	470.16		Hosting service November
29/11/2023	BES Limited	DDR23	71.99		Gas Meter Housing Box cover
29/11/2023	Screw Fix	DDR24	8.78		Cable ties
30/11/2023	Merlin Waste	DDR	1,435.00	litter 1983,	Dog waste

**Total Payments    87,894.31**

**Cash Received between 01/11/2023 and 30/11/2023**

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
08/11/2023	Chepstow Priory Friends	DCR	payment error	1,000.00
09/11/2023	Sales Receipts Page 1308		Drill Hall salary recharge	5,128.29
01/11/2023	Sales Receipts Page 1314		lease – Old Library	425.00
01/11/2023	Sales Receipts Page 1315		lease – Thomas Street	50.00
28/11/2023	Sales Receipts Page 1316		Riverford market hire	24.00
06/11/2023	Sales Receipts Page 1317		Room hire	50.00

**Total Receipts £6,677.29**

**Appendix B**

**List of Payments made between 01/12/2023 and 31/12/2023**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/12/2023	Chepstow Races LTD	DCR	500.00	1972s145	Donation to SpudFest
02/12/2023	Peninsula HR	Std Ord	143.52		Peninsula H&S Contract
03/12/2023	O2	DDR	46.80	1972s111	O2
04/12/2023	Unity Trust Bank	DCR	6.00		Bank charge
06/12/2023	Peninsula - HR	Std Ord	149.50		HR contract
08/12/2023	Chepstow Food Bank	DDR	75.00	1972s34(5)	Chepstow Food Bank
08/12/2023	Chepstow Comm Fridge	DDR	75.00	1972s34 (5)	Chepstow Community Fridge
08/12/2023	RBL Poppy Appeal	DDR	35.00	1972s137	RBL Poppy Appeal
08/12/2023	Drill Hall	DDR	2,595.24	1972s111	Drill Hall
08/12/2023	Welsh Water Dwr Cymru	DDR	110.52	1972s111	Welsh Water Dwr Cymru
08/12/2023	Welsh Water Dwr Cymru	DDR	521.34	PHA1936s87	Welsh Water Dwr Cymru
08/12/2023	Dell Corporation Ltd	DDR1	1,548.01		Drill Hall PC
08/12/2023	Mr I Giles	DDR3	75.00		Window cleaning Dec23
08/12/2023	Lumen Productions	DDR4	9,748.80		Christmas lights installation
08/12/2023	IAC Audit and Consult Ltd	DDR5	450.30		Interim Audit 2023-24
08/12/2023	TLC Lighting	DDR6	192.78		Lights Bulwark Tree
08/12/2023	Monmouthshire CC	DDR7	20,000.00		Play services for 23/24
08/12/2023	Louise Shenstone	DDR8	4,545.00		Lantern making workshops
08/12/2023	Churn Valley Ltd	DDR	395.00		Lease - Thomas Street
09/12/2023	Peninsula	Std Ord	106.66		Drill Hall/Old Library
11/12/2023	1st Bulwark Scouts	DDR	472.79	1976(MP)s19	1st Bulwark Chepstow Scouts
11/12/2023	Office Reality	DDR	-180.00		Credit refund
13/12/2023	Microshade VSM	DDR3	470.16		Hosting
13/12/2023	PROTECH	DDR4	1,977.60		Christmas Switch On
13/12/2023	Rope & Sling Spec Ltd	DDR5	240.00		Harness inspection
15/12/2023	Monmouthshire CC	Std Ord	177.00		Rates Thomas Street
15/12/2023	Monmouthshire CC	Std Ord	976.00		Business rates
18/12/2023	Smartest Energy	DDR	741.08	1972s111	Smartest Energy
18/12/2023	Lloyds bank CC	DDR	28.98	1972s111	Lloyds bank CC
20/12/2023	Peninsula EAP	Std Ord	21.60		Peninsula EAP
21/12/2023	Horizon Telecom Ltd	DDR6	342.16		Telephones
22/12/2023	Welsh Water Dwr Cymru	DDR	248.23	PHA136s87	Welsh Water Dwr Cymru
22/12/2023	Mon Citizens AB	DDR	21,339.00	1972s142	Grant – Financial Inclusion Pj
22/12/2023	Cherry Build Ltd	DDR1	1,317.60		Riverbank Public Toilet
22/12/2023	Cherry Build Ltd	DDR2	3,042.00		Riverbank Refurbishment
22/12/2023	Drill Hall	DDR3	58.00		Lantern making hall booking
22/12/2023	PPL PRS Ltd	DDR4	943.20		PPL PRS music license
22/12/2023	Chepstow Account Serv	DDR5	65.00		December 2023 payroll

22/12/2023	Adcock	DDR7	225.61		Consumables
22/12/2023	Screw Fix	DDR8	2.59		Cable ties
22/12/2023	Monmouthshire CC	DDR9	11,570.51		Chepstow Town Crew
22/12/2023	MG Contractors Ltd	DDR10	480.00		Drill Hall roof investigation
23/12/2023	Payroll December 2023	DDR	20,951.82	lga1972s112	Payroll December 2023
25/12/2023	Southern Electric	DDR6	90.60		Electricity Riverbank
28/12/2023	British Gas	DDR1	153.94		Elec 02.11-01.12.23
28/12/2023	British Gas	DDR2	24.33		Elec 02.11-30.11.23
28/12/2023	British Gas - Elec	DDR	226.02	pha1936s87	Thomas Street
29/12/2023	Bank fee	DDR	2.50		Bank fee
29/12/2023	Unity Trust Bank	DDR	48.90		Service Charge
31/12/2023	Merlin Waste Control	DDR2	1,377.60		Dog waste collection Dec 23
31/12/2023	Error duplicate	DCR	-500.00		Payment in sales ledger

**Total Payments 108,254.29**

**Cash Received between 01/12/2023 and 31/12/2023**

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
13/12/2023	Chepstow Races Ltd	DCR	Donation to SpudFest	500.00
01/12/2023	HMRC VAT	000357	Q2	14,700.45
20/12/2023	MCC - precept	DCR	Precept	219,178.00
01/12/2023	MG Plant Ltd	DCR	refund of overpayment	175.05
01/12/2023	Sales Receipts Page 1318		Lease Thomas Street	50.00
01/12/2023	Sales Receipts Page 1319		Lease Old Library	425.00
13/12/2023	Sales Receipts Page 1321		Drill Hall recharge	1,290.01
15/12/2023	Sales Receipts Page 1322		Market stall hire	15.00
12/12/2023	Sales Receipts Page 1323		To cllr underpayment	0.67
14/12/2023	Thursday Fellowship	000360	Donation to room hire	200.00
<b>Total Receipts</b>				<b>£236,534.18</b>