

Town Clerk | Swaffham Town Council

From: Deputy Clerk | Swaffham Town Council
Sent: 29 October 2018 11:58
To: Richard Dewhirst
Cc: Town Clerk | Swaffham Town Council; Works | Swaffham Town Council
Subject: RE: Retention release - Recreation Ground.

Hi Richard

I have spoken to the Works manager and Town Clerk, they are happy for an inspection to go ahead with a view to releasing the retention. Could you let me know when you or someone from HAGS are available to come and make a joint inspection.

Regards

Claire Smith
DeputyTown Clerk



Swaffham Town Council, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ

 Tel **01760 722922** www.swaffhamtowncouncil.gov.uk

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From: Richard Dewhirst <RDewhirst@hags.co.uk>
Sent: 25 October 2018 09:21
To: Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>
Subject: RE: Retention release - Recreation Ground.

Thanks Claire.

Take care.

Richard.

From: Deputy Clerk | Swaffham Town Council [<mailto:deputyclerk@swaffhamtowncouncil.gov.uk>]
Sent: 25 October 2018 09:22
To: Richard Dewhirst <RDewhirst@hags.co.uk>
Subject: RE: Retention release - Recreation Ground.

Good Afternoon Richard

We need to make an inspection of the Muga and equipment before we release the money. Our works manager and Town Clerk are back from holiday next Monday, once I have their go ahead I will get back to you. For your information our next round of payments will be on 14/15 November.

Regards

Claire Smith
Deputy Town Clerk



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From: Richard Dewhirst <RDewhirst@hags.co.uk>
Sent: 24 October 2018 15:02
To: Deputy Clerk | Swaffham Town Council <deputyclerk@swaffhamtowncouncil.gov.uk>
Cc: Wendy Shakesby <WShakesby@hags.co.uk>
Subject: Retention release - Recreation Ground.

Good afternoon Claire.

Hope you are keeping well.

Please find enclosed our invoice for the release of retention at the Recreation Ground.

Could you kindly confirm that this can be approved and passed for immediate settlement.

I look forward to hearing from you.

Thanks and best regards.

Richard.

From: administrator@hags-smp.co.uk [<mailto:administrator@hags-smp.co.uk>]
Sent: 24 October 2018 14:56
To: Richard Dewhirst <RDewhirst@hags.co.uk>
Subject: from scanner


Richard Dewhirst
Credit Controller/Sales Admin

T: 01757 293435
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E: RDewhirst@hags.co.uk
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HAGS UK | Clockhouse Nurseries, Egham, TW20 8PG

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