

**Swaffham Town Council
Minutes of the Full Town Council meeting held on
Wednesday 8 July 2026 in the Town Hall**

Councillors:	K Alford, L Beech, W Bensley, S Cooper, B Couzins, D Braithwaite, P Darby, C Ellerbeck, G Eves, J Mander, L Scott and J Zielinski
Deputy Town Clerk:	L Jarrett
Minute taker:	H Duggan
Members of public:	Two
Breckland District Councillors:	J Anscombe, J Morton
Norfolk County Councillor:	J Lister (until 6.40pm)

46/26 To receive apologies for absence

Apologies were received in advance from J Skinner.
Breckland District Councillor, D Wickerson, submitted apologies.

47/26 To receive declarations of interest

K Alford declared an interest on agenda item 61/26.
B Couzins declared an interest on agenda item 58/26.

48/26 Minutes of the Full Town Council Meeting held on Wednesday 10 June 2026

RESOLVED: The minutes were agreed and signed by the Chairman as an accurate record.

49/26 Reports

49.1. Norfolk County Council

Cllr Lister provided a report prior to the meeting – Appendix 1 and gave a brief update on the following:

Local member & Community Funds

No longer available as each has been reallocated to the County Highways and Fire Services budget. Cllrs are asked to continue to highlight any issues, and Cllr Lister will be happy to support a resolution with Highways.

Highways

Met with Cllr Alford regarding traffic issues on Brandon Road and London Street and now working with Highways Area Manager to try and address over the coming weeks.

Local Businesses

Have been meeting local businesses to see what NCC can do to support them.

Solar Farm action groups

16 and 17 June, met with the Block East Pye Solar Group and the High Grove Opposition Action Group. Both groups are undertaking significant work on behalf of local residents in response to proposed large-scale solar developments that could have a substantial impact on communities across the wider Swaffham area.

Bi election

There is a local by-election coming up, currently in purdah.

Swaffham Guardians & Local Events

Really keen to get involved in local activities and events so happy to be invited please.

Thank you

Specifically, to Cllr Morton for his support since taking on the role.

49.2. Breckland District Council

Cllr Anscombe provided a report prior to the meeting – Appendix 2 and gave a brief update on the following:

Lidl

The Drainage report was submitted on 25 June and is now being considered.

Local Plan, Red 19

The upcoming public consultation will be held in the Icen Community Centre, 21 August

Cllr Morton gave a brief update on the following:

Breckland Business awards

The first ever business awards, recognising impact, innovation is being held this year.

Winners are required to take on a mentorship of younger business owners.

Nominations are now open: <https://www.breckland.gov.uk/business-growth/business-awards>

Swaffham RBL

Breckland have approved a further grant of £250 to support the Swaffham RBL branch with their rededication event in September.

Local Government Review

An update on the Breckland supported '3 unitary' model and the potential impact of the NCC judicial review.

50/26 **Public Form**

Haspalls Road

Council staff were thanked for their speed in organising a vehicle activated speed sign in Haspalls Road, as requested at the last council meeting. This is already making a positive impact as cars were witnessed slowing down upon seeing the sign. It was explained the sign was part of a regular rotation programme around the town, as per Highway instructions.

51/26 **Reports**

51.1. Mayor

The Mayor gave a verbal update on the civic events attended since the last meeting – Appendix 3.

51.2. Town Clerk

Market – Young Trader event

A very successful day. The winner was Earth Panda Creations who will now be invited to the Regional Finals in Bury St Edmunds, 29 July 2026. The Deputy Clerk and Market Superintendent will be attending to give support.

Twilight Market

The June event was cancelled due to the extreme heat, however most traders are now attending the next market scheduled for Friday 31 July, 4pm-8pm. It was noted that all town noticeboards need to be checked when events are cancelled.

Family Fun & Wellbeing day

Scheduled for Wed 29 July, 10am -2pm with staff in attendance.

51.3. Museum Report

Cllr Zielinski was pleased to announce he had now successfully trained as a museum steward and would be helping the front of house staff when required alongside his normal museum volunteering duties. A formal museum report will be given at the September Council meeting.

52/26 Late items

There were no late items.

53/26 Correspondence

There was no new correspondence to discuss at the meeting.

54/26 Councillor Register of Interest – Changes to Publication of Home Addresses

Councillors noted that, from 29 June 2026, legislative changes will remove the requirement for local authorities to publish councillors' home addresses on public Registers of Interest. Home addresses will continue to be provided to the Monitoring Officer but will be redacted from the published register unless a member requests otherwise.

Councillors were also reminded to review their Declarations of Pecuniary Interests (DPI) and ensure that the information held by the Council is accurate and up to date

55/26 PSiCA funding

Following an earlier presentation to the council from the PSiCA Project Manager, Joe Warburton. The PSiCA project is in its last year, due to finish February 2027.

Cllr Scott summarised the presentation for those not able to attend and explained the two levels of support requested from the council: an initial in principle agreement to continue with the project to improve the town centre and support funding to be discussed at a later stage.

After discussion it was proposed that the council agree in principle to continue with the project and to organise a further meeting with the PSiCA project manager to discuss the project in further detail.

RESOLVED: The Council would agree in principle to the project continuation and to organise a further meeting with the PSiCA Project Manager to discuss the project in further detail. Voting: Eleven in favour and one abstention.

56/26 Planning Application PC/2026/0818/TCA

Cllr Scott explained that the tree application had been received by the Planning Committee in between monthly meetings and in order to submit a response within the timeline required an email vote from the Planning Committee was undertaken. The submission was then put to Full Council for ratification.

RESOLVED: To successfully ratify the submission by the Planning Committee in response to Planning Application PC/2026/0818/TCA. The resolution was carried unanimously

57/26 The Kiosk**57.1. Replacement door to comply with H&S and fire regulations**

RESOLVED: It was agreed to accept the quote for the replacement door to the Kiosk to comply with H&S and fire regulations. Voting: Eleven in favour and one abstention.

57.2. Vinyl flooring

RESOLVED: It was unanimously agreed to accept the quote for the new vinyl flooring at the Kiosk.

58/26 Feasibility study relating to the Swimming Pool and Barn

Cllrs discussed the quote for a feasibility study however it was acknowledged that not all Councillors had fully read the papers and so would be unable to make an informed decision. More time was required to allow all Cllrs time to fully read the paperwork and so it was proposed to defer the agenda item to the Full Council Finance meeting on 13 July 2026.

RESOLVED: It was unanimously agreed to defer the agenda item to the Full Council Finance meeting on 13 July 26.

59/26 Estimated day-to-day operating costs of the Public Toilets, as requested by Cllr Darby

Cllr Darby expressed concern that the staffing costs would potentially increase with the proposed toilet refurbishment and he was not in favour of the planned works. The Mayor confirmed the project was already approved by Full Council and would be proceeding.

60/26 Drone filming for the RBL Rededication Service on 6 September

RESOLVED: It was unanimously agreed to give permission for the proposed drone filming of the RBL Rededication Service on 6 September 2026.

61/26 Swaffham Guardians Community Pledge Initiative

RESOLVED: It was resolved to support the Swaffham Guardians Community Pledge initiative and to allow the council logo to be used on pledge certificate.

Voting: Eleven in favour and one abstention.

62/26 Request for a Party Structure Notice

The Deputy Clerk clarified that the notice received was incorrectly not addressed to the Council and a new notice was being issued.

The proposed works are:

1. To cut away defective flashings and roof coverings where connected to the party wall.
2. To cut in to the party wall at roof level to insert new flashings.
3. To temporarily expose the party wall hitherto proving temporary weathering.

RESOLVED: It was resolved to approve the proposed works and Party Structure Notice once an updated notice was received and it was also RESOLVED to appoint Behan Chartered Surveyors as the agreed surveyor.

63/26 Access to Banking Services Review – Call for Evidence

Cllrs were in favour of the Governments independent review into access to banking services.

ACTION: It was unanimously agreed to share the information and online survey link on social media.

64/26 Swaffham Town Council Planning Consultation Policy.

Cllr Scott explained the new policy (previously the Planning Policy) was designed to clarify the Council Planning Consultation processes including the delegated authority procedure for responding to planning consultations where consultation deadlines fall before the next scheduled meeting.

Cllrs were in favour of the new Policy however before agreeing to accept the policy they wished clarification on the legality of the delegated authority procedure.

ACTION: It was unanimously agreed to defer the policy for approval to allow time to confirm the legality of the delegated authority procedure.

65/26 Finance

65.1. Receipts from June 2026

RESOLVED: It was unanimously agreed to accept the receipts from June 2026.

65.2. Ratify Internal Transfer of Funds for land purchase

RESOLVED: It was unanimously agreed to ratify the internal transfer of funds for land purchase.

65.3. Payments of accounts July 2026

RESOLVED: It was unanimously agreed to accept the payments for July 2026.

65.4. Bank Reconciliation up to date of Agenda

RESOLVED: It was unanimously agreed to accept the bank reconciliation up to the date of the agenda.

66/26 Date of the Next Meeting

The date of the next meeting was agreed as Wednesday 9 September 2026 at 6.30pm to be held at the Council Chamber at the Town Hall.

Meeting closed at 8.00pm

Chairman _____

Dear Parish Councillors,

This report covers activity undertaken during May and June. Due to the current pre-election (purdah) period, there are restrictions on the information that can be communicated publicly. As a result, this update focuses primarily on operational activity, casework, meetings and community engagement undertaken across the two-month period.

Throughout May and June, I have continued supporting residents and engaging with local organisations across the division.

RESIDENT SUPPORT AND CASEWORK

Throughout May and June I have continued assisting residents with a range of enquiries and requests for support.

These have included providing advice, signposting residents to the appropriate organisations, obtaining updates from relevant authorities and helping residents navigate local government processes.

I remain committed to ensuring residents receive the support they need and that concerns raised within our communities are directed to the appropriate authority for action or consideration.

COUNTY COUNCIL RESPONSIBILITIES

I am pleased to have recently been appointed Vice-Chair of Norfolk County Council's Adult Social Care Committee.

This is an important role with responsibility for overseeing and scrutinising adult social care services across the county. The position is an impartial one, requiring members to work constructively across political boundaries to ensure that some of our most vulnerable residents receive the support and care they need.

Since my appointment, I have attended a number of meetings with senior officers, including the Chief Executive, and with the Cabinet Member for Adult Social Services, Cllr Scott Hussey. These discussions have focused on the challenges facing adult social care, opportunities for service improvement and ensuring that Norfolk residents continue to receive high-quality support.

CHILDREN'S SERVICES

I have also been appointed to the Children's Services Scrutiny Committee, a role which is particularly important to me on a personal level. Having spent time within the foster care system myself, I understand first-hand the importance of ensuring children and young people receive the support, stability and opportunities they deserve.

Whilst scrutiny must always remain objective and evidence-based, I hope my own experiences will enable me to bring a valuable perspective to discussions surrounding children's services and outcomes for young people across Norfolk.

Children's Services also gave an impressive presentation following the announcement that the service has been awarded an 'Outstanding' rating by Ofsted. This achievement is particularly noteworthy given that the service was in special measures around ten years ago. The transformation reflects the dedication and hard work of staff, foster carers and everyone involved in supporting children and families across Norfolk. It is encouraging to see the progress that has been made and demonstrates that excellent work is being delivered within parts of the council.



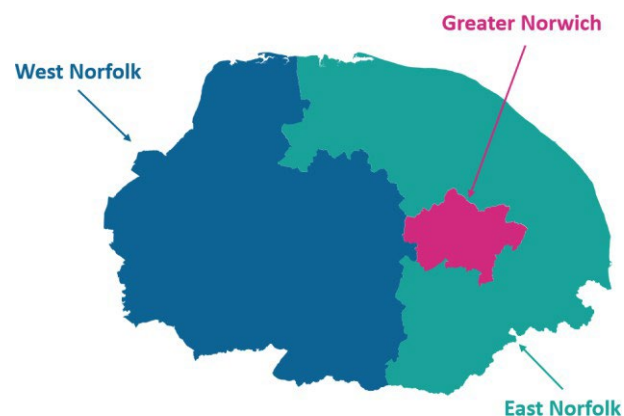
LOCAL GOVERNMENT REORGANISATION

Local Government Reorganisation (LGR) continues to be a significant topic of discussion.

The Reform UK Group remains firmly opposed to the current proposals and we have already begun exploring what options may be available to delay or prevent implementation. Current estimates suggest the cost of reorganisation could exceed £90 million, with those costs ultimately falling on local taxpayers rather than central government.

At present, we remain unconvinced that the proposed changes will deliver meaningful benefits for residents. Should reorganisation ultimately proceed, our view is that a single unitary authority would be the only model likely to achieve any significant savings.

Whilst legal options, including a judicial review, have been discussed, such action carries significant financial risk as legal costs are not automatically recoverable even if successful. For that reason, all options are being carefully considered, but no options have been ruled out at this stage.



HIGHWAYS AND INFRASTRUCTURE

Swaffham – I am continuing discussions with the Cabinet Member for Highways, Tom Dickerson, and our Highways Area Manager, Luke Humphreys with regards to speeding and traffic.

Local Member Fund (LMF) has supported many worthwhile community projects over the years. However, with an estimated £80 million highways maintenance backlog, it is increasingly difficult to justify continuing the fund in its current form.

Redirecting the LMF into highways investment would help improve the overall condition of our roads and tackle the growing backlog of potholes and repairs. Highways officers advise that this approach could deliver around 25% greater value for money, allowing us to achieve more with the same level of funding.

The priority should be investing in core services that residents rely on every day. At present, the council spends significantly more on taxi transport, around £70 million per year, compared with approximately £40 million on highways. Given the scale of the highways backlog, there is a strong case for directing available resources towards maintaining and improving our road network for the benefit of all residents. At county level, one of the key priorities of the administration is to invest in road maintenance and tackling potholes. As a result, residents may find that repairs to roads and highways defects are prioritised ahead of requests relating to new speed limits, additional crossings or other highway alterations.

SUPPORTING HEALTH, FITNESS AND WELLBEING

I recently met with SKA Martial Arts, Gym & Fitness as part of my ongoing efforts to engage with local businesses across the division.

Given that Swaffham and the surrounding villages have a higher proportion of older residents than both the Norfolk and national averages, I believe it is important that we explore opportunities to support residents in maintaining active and healthy lifestyles. Fitness providers and community organisations have an important role to play in improving physical health, reducing social isolation and helping residents maintain their independence for longer.

Equally, it is vital that we encourage more young people to become active from an early age. Participation in sport and physical activity can have significant benefits for children's physical health, mental wellbeing, confidence and social development. Local organisations such as SKA Martial Arts, Gym & Fitness provide valuable opportunities for young people to engage in structured activities, develop new skills and build positive habits that can last a lifetime.

SOLAR FARM FACTORIES

On 16 and 17 June, I met with representatives from the Block East Pye Solar Group and the High Grove Opposition Action Group.

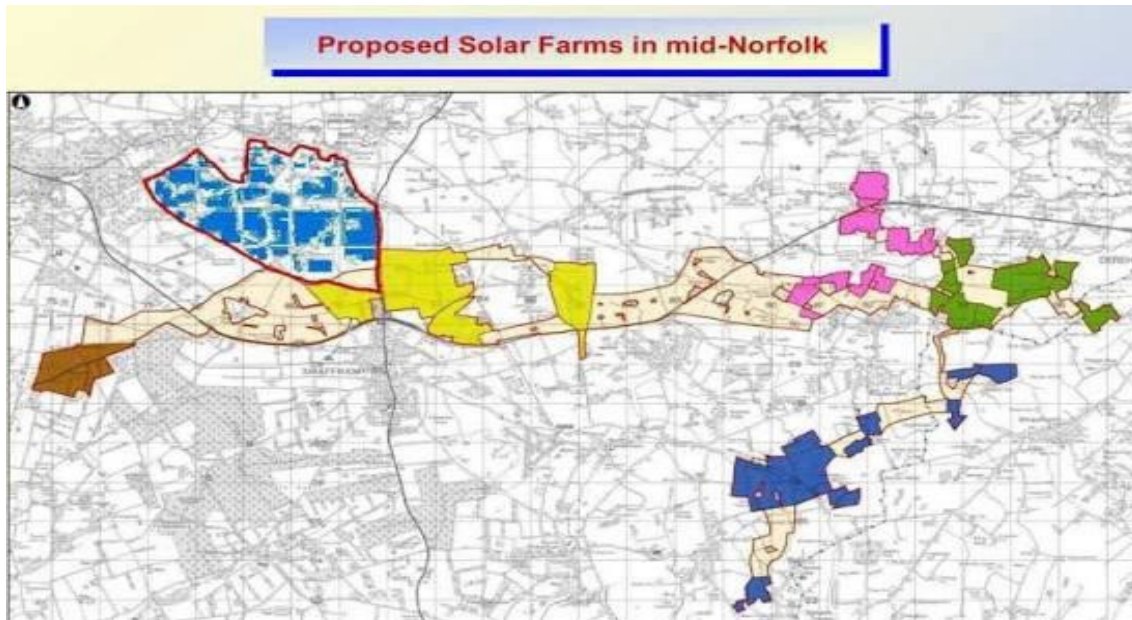
Both groups are undertaking significant work on behalf of local residents in response to proposed large-scale solar developments that could have a substantial impact on communities across the wider Swaffham area. Regarding nearby solar farm factory proposals, I and Reform UK remain firmly opposed to these developments.

We have concerns regarding the impact these schemes may have on productive agricultural land, food security, the character of the countryside and local communities. We also have concerns about the costs associated with connecting large-scale developments to the national grid and whether alternative energy strategies, including greater investment in nuclear power and domestic energy production, may provide a more reliable long-term solution for the United Kingdom.

It is important, however, to be honest with residents about the powers available at local level. Many of these projects are determined through the Nationally Significant Infrastructure Projects process, meaning that ultimate decisions can be taken by central government.

I also have concerns regarding the current government's proposals to remove the public as statutory consultees within parts of the planning process. Local residents should have a meaningful voice in decisions that directly affect their communities, and any reduction in public participation risks undermining confidence in the planning system and weakening local accountability.

Whilst Norfolk County Council does not have the power to simply block these developments, I will continue to work with community groups, parish councils and fellow elected members to ensure local concerns are properly represented.



LOOKING AHEAD

Now that the IT issues I have been experiencing have largely been resolved, I am looking forward to the months ahead.

Serving as your County Councillor has been a phenomenal journey so far. Every week presents new challenges, opportunities and experiences, and I remain committed to learning as much as possible so that I can represent residents effectively and deliver the best possible outcomes for our communities.

I would also like to thank residents for their patience regarding email correspondence over recent weeks.

Due to sporadic issues accessing my council email account, there have unfortunately been occasions where responses have been delayed. Thankfully, these issues now appear to have been resolved.

I do receive a significant volume of emails each day and would kindly ask for your continued patience.

Yours sincerely
 Cllr Jaden Lister
 Swaffham Division

Report to Swaffham Town Council – July 2026
Cllr Judy Anscombe Ward Member Breckland Council

Appendix 2

Love Your Market Town

Breckland Council have signed an agreement with Norfolk County Council for delivery of the “Love Your Market Town” programme for 2026/27 financial year, and for Breckland Council to commit £5,000 as a contribution to the programme for the district.

Love Your Market Town is a grant and community development programme supported by Norfolk County Council and Breckland Council to help market towns become more attractive, increase visitor numbers, boost local businesses, and encourage people to spend more.

BOOST programme

In an agreement with Norfolk County Council, £50,000 has been committed by Breckland Council as contribution to the programme for the 2026/2027 financial year.

This is to meet the ongoing need for targeted support that helps young people (aged 16-24) reengage with education, move closer to employment (including jobs with training), and access opportunities that build their confidence and motivation. The focus is on providing the right interventions at the right time to ensure young people feel inspired, supported, and prepared to take their next steps toward training or work. This is in line with Breckland’s “Skills Plan” and is a key contributor to helping Breckland reduce the challenges we face across skills and employment within the district, supporting the needs of our NEET (Not in Employment, Education or Training) residents.

Support for Cuppa Care” and Hearing Support Service – now called Hear for Norfolk

I’m pleased to support the newly combined “Cuppa Care” and Hearing Support Service, which visits Attleborough, Dereham, Necton, Mattishall, Mundford, Thetford, Swaffham and Watton each month, and who are seeking funding towards the ongoing running costs of this important service.

The Hearing Support Service helps people who use NHS hearing aids with routine maintenance, as well as offering advice on assistive listening devices. Alongside this, Cuppa Care offers a friendly space where people of all ages can access emotional, wellbeing and practical support—over a cup of tea and a biscuit.

A valuable support service for our residents.

Lidl Planning Application

Awaiting reply from planning, will update at the meeting.

Old Hamonds School

Just to report that there is ongoing communication with the developer, with the Planning Team at Breckland.

SHMT

Swaffham Cultural Consortium

The Tourist in Your Town event which started on Jul 1st and runs to September, has been well received. The town now has 6 Town Guides, and who will stake residents on a walking tour of the hidden histories of Swaffham.

I encourage councillors to book themselves on one these free walks as there are many gems from Swaffham’s history to find out about.

Cllr Judy Anscombe
 Breckland Council Ward Member
judy.anscombe@breckland.gov.uk

Mayor Report – June/July - Cllr Graham Eves**Appendix 3**

11th June joined an online Chairs training session, this is a 2 part module on how to become a good leader of the council.

13th June I attended the Festival of Youth event held at the camping land, Nicola, Leanne and Helen were all in attendance it was good to see the exhibitors doing a splendid job in attracting our young people into occupational or vocational vacancies.

I presented the award to the mayor's police cadet to Amelia Hollington for this coming year.

Also later in the day I was asked by the chairman of Swaffham golf club to officially cut the ribbon and declare the new pergola building open.

20th June Young Traders market - this was a chance for young traders to showcase their merchandise, we had 3 entries to judge and this year's award went to Aurora who's stall trades as Earth Panda-: Leanne and I spoke to them all and wished them every success as they develop their businesses.

We also had a very pro-active month dealing with, the affairs of the council but most notable and with the guidance of Helen we were able to secure the purchase the piece of land off Princes Street to become known as JIMMY'S Yard. This will become a valuable asset to the council and at same time protect it for the future as the town continues to grow.

Traditional the council doesn't meet in August so for councillors and members of staff taking their annual holidays may I wish a great summer and see you back in September.

Swaffham Town Council
RECEIPTS LIST

02 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
154	Market Licensed Traders	12/06/2026	Invoice 3135	1 Unity Trust Current	BACS	Market - Regular Trader	Paul Cross Auctions	E	201.30		201.30
155	Allotment Rent	12/06/2026	Inv 3143	1 Unity Trust Current	Stripe	Allotment Rent	Ella Savory	E	6.82		6.82
155	Allotment Deposits	12/06/2026	Inv 3143	1 Unity Trust Current	Stripe	Allotment Rent	Ella Savory	E	40.00		40.00
156	LYM (Twilight Markets)	12/06/2026	Inv 3150	1 Unity Trust Current	Stripe	Event - Stall Hire	Michael Pond	E	10.00		10.00
157	Market Licensed Traders	15/06/2026	Inv 3131	1 Unity Trust Current	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	157.80		157.80
157	Market Licensed Traders	15/06/2026	Inv 3131	1 Unity Trust Current	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	-7.89		-7.89
162	Market Casual Trader	15/06/2026		1 Unity Trust Current		Market Trader - Casual	Bryan Dixon	E			
163	Market Casual Trader	15/06/2026	Inv 3164	1 Unity Trust Current	Cash	Market Trader - Casual	Bryan Dixon	E	25.00		25.00
164	Market Casual Trader	15/06/2026	Inv 3163	1 Unity Trust Current	Cash	Market Trader - Casual	Claire's Crepes	E	18.00		18.00
158	Market Licensed Traders	15/06/2026	Inv 3127	1 Unity Trust Current	BACS	Market - Regular Trader	Routs of Wisbech	E	102.73		102.73
158	Market Licensed Traders	15/06/2026	Inv 3127	1 Unity Trust Current	BACS	Market - Regular Trader	Routs of Wisbech	E	-5.26		-5.26
159	Market Licensed Traders	15/06/2026	Inv 3132	1 Unity Trust Current	Cash	Market - Regular Trader	Carols Collectables	E	63.12		63.12
160	Market Licensed Traders	15/06/2026	Inv 3136	1 Unity Trust Current	Cash	Market - Regular Trader	QMB Antiques	E	63.12		63.12
161	Market Licensed Traders	15/06/2026	Inv 3166	1 Unity Trust Current	Cash	Market - Regular Trader	Graders Delights	E			
169	Classic Car Show	15/06/2026	Inv 3168	1 Unity Trust Current	Cheque	Event - Car Boot	R E Teat	E	10.00		10.00
165	Market Casual Trader	15/06/2026	Inv 3162	1 Unity Trust Current	Cash	Market - Casual Rent	The Norfolk Sharpener	E	18.00		18.00
170	LYM (Twilight Markets)	15/06/2026	Inv 3152	1 Unity Trust Current	Stripe	Event - Stall Hire	PM Bars Limited	E	10.00		10.00
170	LYM (Twilight Markets)	15/06/2026	Inv 3152	1 Unity Trust Current	Stripe	Event - Stall Hire	PM Bars Limited	E	5.00		5.00
167	LYM (Twilight Markets)	15/06/2026	Inv 3148	1 Unity Trust Current	Stripe	Event - Stall Hire	Earth Panda Creations Ltd	E	10.00		10.00
168	LYM (Twilight Markets)	15/06/2026		1 Unity Trust Current		Event - Stall Hire	Phoebe Chamberlain	E	10.00		10.00
166	Planter Sponsorship	15/06/2026	Inv 3165	1 Unity Trust Current	Cash	Sponsorship	Kelly Alford	E	50.00		50.00
171	Market Licensed Traders	16/06/2026	Inv 3130	1 Unity Trust Current	BACS	Market - Regular Trader	Love Pepper UK	E	157.80		157.80
171	Market Licensed Traders	16/06/2026	Inv 3130	1 Unity Trust Current	BACS	Market - Regular Trader	Love Pepper UK	E	-7.89		-7.89
172	Ground Rent	16/06/2026	Inv 3144	1 Unity Trust Current	BACS	Premise Licence	National Westminster Bank	Z	960.00		960.00
173	Cemetery Fees	17/06/2026	Inv 2983	1 Unity Trust Current	BACS	Cemetery - Ashes	Andrew Francis FS	E	579.29		579.29
176	Allotment Rent	18/06/2026		1 Unity Trust Current		Allotment Rent	Gwendoline Horncastle	E			
174	Cemetery Fees	18/06/2026		1 Unity Trust Current		Cemetery - Burial	Thornalley FD KL	E	593.77		593.77
174	Cemetery Fees	18/06/2026		1 Unity Trust Current		Cemetery - Burial	Thornalley FD KL	E	283.71		283.71
174	Cemetery Fees	18/06/2026		1 Unity Trust Current		Cemetery - Burial	Thornalley FD KL	E	18.95		18.95
175	LYM (Heritage Trail)	18/06/2026		1 Unity Trust Current		Grant	Norfolk County Council	Z	2,341.00		2,341.00
177	Market Licensed Traders	19/06/2026	Inv 3133	1 Unity Trust Current	BACS	Market - Regular Trader	Sea Green Soap	E	52.60		52.60
179	Market Casual Trader	22/06/2026	Inv 3175	1 Unity Trust Current	Cash	Market Trader - Casual	Claire's Crepes	E	18.00		18.00
180	Market Licensed Traders	22/06/2026	Inv 3176	1 Unity Trust Current	Cash	Market - Regular Trader	The Refill Wagon	E	12.00		12.00
181	Market Licensed Traders	22/06/2026	Invoice 3129	1 Unity Trust Current	BACS	Market - Regular Trader	LW Sales	E	105.20		105.20

Swaffham Town Council

02 July 2026 (2026-2027)

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Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
181	Market Licensed Traders	22/06/2026	Invoice 3129	1 Unity Trust Current	BACS	Market - Regular Trader	LW Sales	E	-5.26		-5.26
182	Market Licensed Traders	22/06/2026	Invoice 3134	1 Unity Trust Current	BACS	Market - Regular Trader	Active Solutions	E	68.38		68.38
183	Market Licensed Traders	22/06/2026	Invoice 3127	1 Unity Trust Current	BACS	Market - Regular Trader	Routs of Wisbech	E	2.47		2.47
178	Electricity H&S	22/06/2026	Refund Wayleave	1 Unity Trust Current	Cheque	Refund	UK Power Network	E	11.50		11.50
184	Cemetery Fees	23/06/2026	Inv 3115	1 Unity Trust Current	BACS	Cemetery - Memorial	H Brett & Sons	E	495.16		495.16
185	Cemetery Fees	23/06/2026	Inv 3173	1 Unity Trust Current	BACS	Cemetery - Burial	Andrew Francis FS	E	593.77		593.77
186	Classic Car Show	23/06/2026	Inv 3047	1 Unity Trust Current	Card	Event - Stall Hire	Peggy Little Products	E	25.00		25.00
186	Classic Car Show	23/06/2026	Inv 3047	1 Unity Trust Current	Card	Event - Stall Hire	Peggy Little Products	S	12.50	2.50	15.00
187	Market Licensed Traders	24/06/2026	Invoice 3128	1 Unity Trust Current	BACS	Market - Regular Trader	Old Bygones	E	105.20		105.20
187	Market Licensed Traders	24/06/2026	Invoice 3128	1 Unity Trust Current	BACS	Market - Regular Trader	Old Bygones	E	-5.26		-5.26
187	Market Licensed Traders	24/06/2026	Invoice 3128	1 Unity Trust Current	BACS	Market - Regular Trader	Old Bygones	E	5.26		5.26
188	Pride in Breckland Grant	24/06/2026		1 Unity Trust Current		Grant	Breckland District Council	Z	12,206.00		12,206.00
189	Allotment Rent	26/06/2026	Invoice 3174	1 Unity Trust Current	BACS	Allotment Rent	Amy Lewis	E	11.98		11.98
190	Cemetery Fees	26/06/2026	Invoice 3141	1 Unity Trust Current	BACS	Cemetery - Burial	Littleprouds FD	E	593.77		593.77
189	Allotment Deposits	26/06/2026	Invoice 3174	1 Unity Trust Current	BACS	Allotment Rent	Amy Lewis	E	40.00		40.00
192	Market Casual Trader	29/06/2026	Inv 3181	1 Unity Trust Current	Cash	Market - Casual Rent	The Norfolk Sharpener	E	18.00		18.00
193	Market Casual Trader	29/06/2026	Inv 3182	1 Unity Trust Current	Cash	Market - Casual Rent	Sarah Segum	E	18.00		18.00
191	Market Licensed Traders	29/06/2026	Inv 3180	1 Unity Trust Current	Cash	Market - Regular Trader	The Refill Wagon	E	18.00		18.00
196	Bank Interest	30/06/2026		Unity Trust Deposit		Bank - Interest	Unity Trust Bank	E	286.57		286.57
197	Bank Interest	30/06/2026		Instant Access	DD	Bank - Interest	Unity Trust Bank	E	3,740.41		3,740.41
194	Classic Car Show	30/06/2026	Inv 3114	1 Unity Trust Current	cash	Event - Car Boot	Colin Houghton	E	10.00		10.00
198	Allotment Rent	01/07/2026		1 Unity Trust Current	62992370	Allotment Deposit Refund	Marie Miller	E	-8.44		-8.44
198	Allotment Deposits	01/07/2026		1 Unity Trust Current	62992370	Allotment Deposit Refund	Marie Miller	E	-40.00		-40.00
195	Rent	01/07/2026	3184	1 Unity Trust Current	BACS	Asset Rental	Fountain of Life Church	E	416.67		416.67
199	LYM (Twilight Markets)	01/07/2026		1 Unity Trust Current	22760727	Event - Stall Hire	Penni Wager	E	-10.00		-10.00
200	LYM (Twilight Markets)	01/07/2026		1 Unity Trust Current	920176725	Event - Stall Hire	Mrs Spoons Book adventur	E	-10.00		-10.00
201	LYM (Twilight Markets)	01/07/2026		1 Unity Trust Current		Event - Stall Hire	Deborah Lomas	E	10.00		10.00
202	LYM (Twilight Markets)	01/07/2026		1 Unity Trust Current		Event - Stall Hire	Paraskevi Kontoudi	E	10.00		10.00
205	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	5.26		5.26
206	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	105.20		105.20
206	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	-5.26		-5.26
206	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	5.26		5.26
207	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	105.20		105.20
207	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Market - Regular Trader	Oakland View Ltd	E	-5.26		-5.26
208	Market Licensed Traders	02/07/2026		1 Unity Trust Current		Overpayment of Invoice	Oakland View Ltd	Z	94.68		94.68

Swaffham Town Council
RECEIPTS LIST

02 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
203	MS Teams Refund - Swaffham	02/07/2026	3183	1 Unity Trust Current	BACS	Telephone & Wifi	Swaffham Heritage	S	47.17	9.43	56.60
204	LYM (Twilight Markets)	02/07/2026	3210	1 Unity Trust Current	BACS	Event - Stall Hire	Walid Badr	E	10.00		10.00
Total									24,884.10	11.93	24,896.03

Swaffham Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST

08 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
163	Payroll Services	19/05/2026		1 Unity Trust Current	739867418/	Payroll Services	Stephenson Smart	S	60.00	12.00	72.00
163	Payroll Services	19/05/2026		1 Unity Trust Current	739867418/	Payroll Services	Stephenson Smart	S	60.00	12.00	72.00
229	General Maintenance - Open S	08/06/2026		Lloyd Credit Card	Card	General Maintenance	Timpson Ltd	S	17.50	3.50	21.00
245	Stripe Fee	08/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.95		0.95
246	Stripe Fee	09/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.77		0.77
248	Stripe Fee	09/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.80		0.80
249	Stripe Fee	09/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.50		0.50
251	Stripe Fee	10/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
252	Equipment Purchase/Replacem	10/06/2026		Lloyd Credit Card	Card	Outdoor Equipment - Purchase	Screwfix	S	26.24	5.25	31.49
253	Staff expenses	10/06/2026		Lloyd Credit Card	Card	Staff - Expenses	The Trainline Group Limited	X	130.99		130.99
255	Training - Staff	10/06/2026		Lloyd Credit Card	Card	Training - Staff	Forestry England	S	61.24	12.26	73.50
256	HR Advisory Service	11/06/2026		1 Unity Trust Current	401353089	HR Services	Council HR and Governance	S	700.00	140.00	840.00
257	Stripe Fee	12/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.90		0.90
258	Stripe Fee	12/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
259	Legal Fees	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	S	800.00	160.00	960.00
259	Legal Fees	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	S	1,000.00	200.00	1,200.00
259	Land Purchase	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	Z	11,000.00		11,000.00
261	Festival of Youth	12/06/2026		Lloyd Credit Card	Card	Event - Refreshments	Tesco	E	30.30		30.30
262	Stripe Fee	15/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.39		0.39
263	Festival of Youth	15/06/2026		Lloyd Credit Card	Card	Event - Refreshments	Lloyds Bank - Cr Card	E	200.00		200.00
264	Salaries	15/06/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	E	5,256.18		5,256.18
265	Community Grants	15/06/2026		1 Unity Trust Current	747017194	Community Grant	Iceni Partnership	E	500.00		500.00
267	Festival of Youth	15/06/2026		1 Unity Trust Current	639584827	Event - Entertainment	NSS	S	310.00	62.00	372.00
268	Software	15/06/2026		Lloyd Credit Card	Card	IT - Software	Adobe	E	16.64		16.64
268	Software	15/06/2026		Lloyd Credit Card	Card	IT - Software	Adobe	S	16.64	3.33	19.97
269	Iceni Newsletter	15/06/2026		1 Unity Trust Current	612219825	Iceni Newsletter	Iceni Partnership	S	105.00	21.00	126.00
270	CPRE	15/06/2026		1 Unity Trust Current	dd	Monthly Subscription	CPRE	X	5.00		5.00
271	PWLB - PW492650	15/06/2026		1 Unity Trust Current	dd	PWLB - 492650/51	Public Works Loan Board	E	1,294.00		1,294.00
271	PWLB - PW492651	15/06/2026		1 Unity Trust Current	dd	PWLB - 492650/51	Public Works Loan Board	E	1,811.60		1,811.60
272	Family Fun Day	15/06/2026		1 Unity Trust Current	105006018	Event - Entertainment	Rainbow Toger Face Paints	E	90.00		90.00
273	Office Equipment	15/06/2026		Lloyd Credit Card	Card	Office Furniture	City Used & Recycled Office	S	249.00	49.80	298.80
273	Office Equipment	15/06/2026		Lloyd Credit Card	Card	Office Furniture	City Used & Recycled Office	S	599.00	119.80	718.80
274	Stationery	15/06/2026		1 Unity Trust Current	94740389	Stationery	sjs engraving	E	8.50		8.50
274	Stationery	15/06/2026		1 Unity Trust Current	94740389	Stationery	sjs engraving	E	8.50		8.50

Swaffham Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST

08 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
275	LYM (Twilight Markets)	15/06/2026		1 Unity Trust Current		Event - Entertainment	Paul Kazam	Z	325.00		325.00
275	LYM (Twilight Markets)	15/06/2026		1 Unity Trust Current		Event - Entertainment	Paul Kazam	Z	-325.00		-325.00
276	TIC SLA	15/06/2026		1 Unity Trust Current	962553316	TIC SLA	Swaffham Heritage	E	1,116.00		1,116.00
277	General Maintenance - Open Sj	15/06/2026		1 Unity Trust Current	962553316	General Maintenance	Travis Perkins	S	19.71	3.94	23.65
277	General Maintenance - Open Sj	15/06/2026		1 Unity Trust Current	962553316	General Maintenance	Travis Perkins	S	1.87	0.37	2.24
277	General Maintenance - Open Sj	15/06/2026		1 Unity Trust Current	962553316	General Maintenance	Travis Perkins	S	3.92	0.78	4.70
278	General Maintenance - Open Sj	15/06/2026		1 Unity Trust Current	648802171	General Maintenance - Rec Gri	Wicksteed	S	500.52	100.10	600.62
278	General Maintenance - Open Sj	15/06/2026		1 Unity Trust Current	648802171	General Maintenance - Rec Gri	Wicksteed	S	42.54	8.51	51.05
279	BDC Rates	15/06/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	215.00		215.00
279	BDC Rates	15/06/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	210.00		210.00
279	BDC Rates	15/06/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
280	General Maintenance - Open Sj	15/06/2026		Lloyd Credit Card	Card	General Maintenance	Garden Oasis	S	104.96	20.99	125.95
281	General Maintenance - Open Sj	15/06/2026		Lloyd Credit Card	Card	General Maintenance	Timpson Ltd	S	5.83	1.17	7.00
282	Bank Charges	15/06/2026		Lloyd Credit Card	Card	Credit Card Fees	Lloyds Bank - Cr Card	E	3.00		3.00
285	Stripe Fee	15/06/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.49		0.49
287	General Maintenance - Open Sj	17/06/2026		1 Unity Trust Current	BACS	General Maintenance	Agri-gem Ltd	S	92.89	18.58	111.47
290	General Maintenance - Open Sj	24/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	10.82	2.16	12.98
291	Vehicle Management	24/06/2026		1 Unity Trust Current	446349356	Vehicle Maintenance	Thomas B Bonnett	S	66.67	13.33	80.00
292	Land Purchase	25/06/2026		1 Unity Trust Current	122166371	Land Purchase	Greene & Greene Partners	Z	100,668.00		100,668.00
293	Electricity Town Hall AGR04723	29/06/2026		1 Unity Trust Current	dd	Electricity - Town Hall	SSE - Southern Electric	L	386.14	19.31	405.45
294	Electric Market AGR0442785 (B	29/06/2026		1 Unity Trust Current	dd	Electricity - Buttercross	SSE - Southern Electric	L	138.63	6.93	145.56
295	Electricity Cemetery AGR04963	29/06/2026		1 Unity Trust Current	dd	Electricity - Chapel	SSE - Southern Electric	L	39.88	1.99	41.87
296	Electricity Public Toilets AGR04	29/06/2026		1 Unity Trust Current	dd	Electricity - Public Toilets	SSE - Southern Electric	L	111.53	5.58	117.11
297	Electricity Rec Ground AGR045	29/06/2026		1 Unity Trust Current	dd	Electricity - Rec Ground	SSE - Southern Electric	L			
298	World Pay Fee	29/06/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	0.25		0.25
298	World Pay Fee	29/06/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
299	Hospitality	29/06/2026		Lloyd Credit Card	Card	Hospitality	Morrisons Daily	E	4.50		4.50
300	Hospitality	29/06/2026		Lloyd Credit Card	Card	Postage	Post Office	E	14.56		14.56
301	Hospitality	29/06/2026		Lloyd Credit Card	Card	Hospitality	Iceland, swaffham	E	2.40		2.40
302	General Maintenance - Open Sj	30/06/2026		1 Unity Trust Current	962553316	General Maintenance - Town H	Travis Perkins	S	46.37	9.27	55.64
303	Town Hall	30/06/2026		1 Unity Trust Current	91297087	General Maintenance - Town H	Swaffham Building Supplli	S	119.10	23.82	142.92
303	Town Hall	30/06/2026		1 Unity Trust Current	91297087	General Maintenance - Town H	Swaffham Building Supplli	S	4.30	0.86	5.16
303	Town Hall	30/06/2026		1 Unity Trust Current	91297087	General Maintenance - Town H	Swaffham Building Supplli	S	2.46	0.49	2.95
304	General Maintenance	30/06/2026		1 Unity Trust Current	703063252	EPC Commercial	Navitas	S	210.00	42.00	252.00
305	General Maintenance	30/06/2026		1 Unity Trust Current	223879866	H&S Equipment	Joe Dix Foundation	Z	135.00		135.00

Swaffham Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST

08 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
306	General Maintenance	30/06/2026		1 Unity Trust Current	126862981	General Maintenance - Allotments	CK Engineering	S	70.00	14.00	84.00
307	Sanitary Bins	30/06/2026		1 Unity Trust Current	594358861	Contract Cleaning	Anglian Chemicals	S	25.00	5.00	30.00
308	Bank Charges	30/06/2026		1 Unity Trust Current	dd	Bank Service Charge	Unity Trust Bank	E	24.40		24.40
309	Waste Collection	30/06/2026		1 Unity Trust Current	504925168	Waste Collection	Breckland District Council	E	99.59		99.59
309	Waste Collection	30/06/2026		1 Unity Trust Current	504925168	Waste Collection	Breckland District Council	E	107.02		107.02
310	Water Rates	30/06/2026		1 Unity Trust Current	2565831/6462355	Water Rates - Allotments	WAVE - Anglian Water	E	328.34		328.34
310	Water Rates	30/06/2026		1 Unity Trust Current	2565831/6462355	Water Rates - Allotments	WAVE - Anglian Water	E	209.90		209.90
311	Water Rates	30/06/2026		1 Unity Trust Current	407641486	Water Rates - Public Toilets	WAVE - Anglian Water	E	34.71		34.71
312	Water Rates	30/06/2026		1 Unity Trust Current	273368058	Water Rates - Town Hall	WAVE - Anglian Water	E	300.88		300.88
313	Water Rates	30/06/2026		1 Unity Trust Current	n/a	Water Rates - Rec Ground	WAVE - Anglian Water	E			
314	Hospitality	30/06/2026		1 Unity Trust Current	795140494/	Drinking Water	Cooleraid	S	82.68	16.54	99.22
314	Hospitality	30/06/2026		1 Unity Trust Current	795140494/	Drinking Water	Cooleraid	S	11.90	2.38	14.28
315	World Pay Fee	30/06/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	1.14		1.14
315	World Pay Fee	30/06/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
315	World Pay Fee	30/06/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	2.30		2.30
316	Fire & Electrical H&S	30/06/2026		1 Unity Trust Current	504925169	Fire Extinguisher Annual Maintenance	APF Fire Protection	S	201.50	40.30	241.80
317	Insurance	30/06/2026		1 Unity Trust Current	594358861	Insurance	Arthur J Gallagher Insurance	E	403.20		403.20
318	Market Superintendent Phone	30/06/2026		1 Unity Trust Current	dd	Mobile Charges	Vodafone	S	19.40	3.88	23.28
318	Town Warden Phone	30/06/2026		1 Unity Trust Current	dd	Mobile Charges	Vodafone	S	20.00	4.00	24.00
319	General Maintenance - Open Spaces	30/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	23.16	4.63	27.79
320	General Maintenance	30/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	13.45	2.69	16.14
321	General Maintenance - Open Spaces	30/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	23.32	4.66	27.98
322	Stationery	30/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	2.46	0.49	2.95
323	Stationery	30/06/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	3.91	0.78	4.69
324	Stationery	30/06/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	7.49	1.50	8.99
325	Stationery	30/06/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	10.82	2.16	12.98
326	Stationery	30/06/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	7.91	1.58	9.49
327	S106 Swans Nest	30/06/2026		1 Unity Trust Current	721966827	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
327	Grass Cutting - Urban Cut NCC	30/06/2026		1 Unity Trust Current	721966827	Grass Cutting	TTSR Limited	S	87.66	17.53	105.19
327	Grass Cutting - Urban Cut NCC	30/06/2026		1 Unity Trust Current	721966827	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
327	Grass Cutting - Open Spaces	30/06/2026		1 Unity Trust Current	721966827	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
328	General Maintenance	30/06/2026		1 Unity Trust Current	105006081	General Maintenance - Church	Plandescill Ltd	S	325.00	65.00	390.00
329	Legal Fees	30/06/2026		1 Unity Trust Current	439594649	Legal Fees - Car Park Transfer	Davitt Jones Bould Ltd	S	1,688.00	337.60	2,025.60
330	Civic.ly!	01/07/2026		1 Unity Trust Current	DD	IT - Software	Scribe - Starboard Sys Ltd	S	255.00	51.00	306.00
331	Bank Charges	01/07/2026		1 Unity Trust Current	dd	Bank Manual Handling Charge	Unity Trust Bank	E	10.00		10.00

Swaffham Town Council
PAYMENTS (AWAITING AUTHORISATION) LIST

08 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
332	Stationery	01/07/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	9.99	2.00	11.99
333	Stationery	01/07/2026		Lloyd Credit Card	Card	Training - Staff	HSQE Ltd	S	80.00	16.00	96.00
334	Intruder Alarm	01/07/2026		Lloyd Credit Card	Card	Blink Basic Plan Monthly	Amazon	S	2.08	0.42	2.50
335	Photocopier	01/07/2026		1 Unity Trust Current	347276	Photocopier - Contract	Officeflow Office Automatic	S	64.16	12.83	76.99
336	HR Advisory Service	01/07/2026		1 Unity Trust Current	72942969	HR Services	Council HR and Governanc	S	1,500.00	300.00	1,800.00
337	Stripe Fee	01/07/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
338	Stripe Fee	01/07/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.39		0.39
339	Legal Fees	02/07/2026		1 Unity Trust Current	456016095	Legal Fees	Greene & Greene Partnerst	S	2,032.50	406.50	2,439.00
339	Legal Fees	02/07/2026		1 Unity Trust Current	456016095	Legal Fees	Greene & Greene Partnerst	S	7.00	1.40	8.40
340	Stripe Fee	03/07/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
342	General Maintenance - Open S	06/07/2026		Lloyd Credit Card	Card	General Maintenance	Quality Discounts	S	3.32	0.67	3.99
343	Rates	06/07/2026		1 Unity Trust Current	dd	Rates - Kiosk	Breckland District Council	E	173.99		173.99
344	Salaries	06/07/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	19,182.89		19,182.89
345	HMRC	06/07/2026		1 Unity Trust Current	dd	PAYE	HMRC	X	6,525.24		6,525.24
346	Pension	06/07/2026		1 Unity Trust Current	74659410	Pension	Norfolk Pensions	X	5,747.71		5,747.71
347	IT Monthly WiFi/Teams/MS 365	06/07/2026		1 Unity Trust Current	200399131	Monthly Subscription	Cloudy IT	S	691.45	138.29	829.74
348	Photocopier	06/07/2026		1 Unity Trust Current	dd	Photocopier - Contract	Siemens Financial Services	S	583.66	116.73	700.39
349	General Maintenance - Open S	06/07/2026		1 Unity Trust Current	362375042	Storage Container - Monthly	Waites & Stone	S	100.00	20.00	120.00
350	Fuel	06/07/2026		1 Unity Trust Current	dd	Fuel	ALLSTAR Business Solution	S	208.82	41.76	250.58
351	Intruder Alarm	06/07/2026		1 Unity Trust Current	88487725	Intruder Alarm	Alarming UK	S	632.00	126.40	758.40
352	General Maintenance	06/07/2026		1 Unity Trust Current	607707814	General Maintenance	Direct 365	S	526.62	105.32	631.94
353	Tree Maintenance	06/07/2026		1 Unity Trust Current	32385434	Tree Maintenance	The Norfolk Arborist Ltd	S	550.00	110.00	660.00
354	General Maintenance	06/07/2026		1 Unity Trust Current	323409392	General Maintenance	GO Bright	E	60.00		60.00
355	Utilities - Gas	06/07/2026		1 Unity Trust Current	dd	Gas	EDF Energy	L	127.83	6.39	134.22
356	World Pay Fee	07/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	2.79		2.79
356	World Pay Fee	07/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
357	World Pay Fee	07/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	10.00	2.00	12.00
Total									177,182.38	3,882.24	181,064.62

Swaffham Town Council

A	Bank Reconciliation at 02/07/2026		
	Cash in Hand 01/04/2026		1,820,093.09
	ADD Receipts 01/04/2026 - 02/07/2026		405,653.31
	SUBTRACT Payments 01/04/2026 - 02/07/2026		2,225,746.40
	Cash in Hand 02/07/2026 (per Cash Book)		342,746.50
B	Cash in hand per Bank Statements		
	Petty Cash	02/07/2026	208.43
	1 Unity Trust Current	02/07/2026	276,394.11
	Unity Trust Deposit	02/07/2026	59,231.37
	Lloyd Credit Card	02/07/2026	0.00
	Instant Access	02/07/2026	679,705.35
	CCLA Public Sector Deposit Fund	02/07/2026	450,000.00
	Hinkley & Rugby Savings	02/07/2026	451,181.30
			1,916,720.56
	Less unrepresented payments		33,640.27
B			1,883,080.29
	Plus unrepresented receipts		-80.39
	Adjusted Bank Balance		1,882,999.90
	A = B Checks out OK		