



My ref: HI/12/GEN/PF3041/DN

Your ref:

Phone: 0344 800 8020

Text relay: 18001 0344 800 8020

www.norfolk.gov.uk

Email: ppschemes@norfolk.gov.uk

Date: August 2026

From the Cabinet Member for Highways & Transport

Dear Sir or Madam

Delivering local highway improvements in partnership with Town and Parish Councils

I am delighted to inform you that due to the success of working in partnership with Parish/Town Councils for the last twelve years the Parish Partnership Scheme Initiative will again be repeated in the financial year 2027/28. Further supporting information, including possible funding sources for your share of the bid, is available on our [webpage](#).

The County Council has provisionally allocated £500,000 on a 50/50 basis (There is an upper limit on Norfolk County Council funding support of £25,000 per bid) to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. We are particularly keen to encourage and support first-time bids.

This letter provides more information on the process, invites you to submit bids, and explains how the County Council can support you in developing your ideas. **The closing date for submissions will be 01 December 2026.** Please contact your local Highway Engineer based at your local Area Office for agreement as early as you can, ideally by the end of September, to get costs and any advice in developing your ideas, especially around the practicalities and cost estimates.

Once all bids have been received, we will assess them and inform you of our decision in March 2027 following approval by the Norfolk County Council Cabinet.

With the government's proposed Local Government Reorganisation programme and timeline, any schemes **will need to be delivered on the ground by the end of December 2027**. Therefore, we would ask that parishes supply their funding by end of April 2027 to prevent lapse of grant.

To encourage bids from Town and Parish Councils with annual incomes (precepts plus any another income) below £2,000, we are offering the following support;

- 75% County Council contribution
- £5,000 maximum bid value
- Offer available only once to any bidder

Bids will also be accepted from the unparished wards of Kings Lynn Borough Council, Great Yarmouth Borough Council and Norwich City Council. Such Wards can always opt to become a formal Parish Council, but otherwise we are offering support on the basis that the Ward raises the required 50% funding. Further details are in the relevant committee report on our [webpage](#).

What sort of schemes would be acceptable?

- Small lengths of formal footway
- Surfacing improvements including trods (a simplified and low-cost footway/footpath).
- Improved signage/wayfinding and information panels to promote walking, wheeling and horse-riding routes on the Norfolk Trails Network
- Access improvements to Public Rights of Way/Norfolk Trails network including gates, stiles, seating, steps, small bridges and passing places.
- Improved crossing facilities
- Improvements to Public Rights of Way / Norfolk Trails.
- Flashing signs to tackle speeding. We would encourage you to consider Speed Awareness Mobile Signs (SAM2 / and new SAM3) - which flash up the driver's actual speed rather than fixed signs (VAS) - which flash up the speed limit. The number of VAS in Norfolk has grown, and checks show that speed reduction benefits can be minimal. Whilst we will still consider bids for fixed VAS, we will only consider these if there is a known and recorded personal Injury accident record and must be agreed by NCC's Network Safety Team. We consider that SAM2/SAM3 mobile signs, which are moved around on an agreed rota, are better at reducing speed; **SAM2/SAM3 can be jointly purchased with neighbouring Parishes and would be owned and maintained by the Parish/Town Council. Please note, in line with our Speed Management Strategy, SAM2/SAM3 signs can only be used on roads subject to 30mph speed limit or less.** More information can be found on our [webpage](#).
- Part-time 20mph signs with flashing warning lights, outside schools. The County Council generally supports these as they do show a moderate reduction in average speeds during peak times. Please note that these signs are advisory only and cannot be enforced.
- "Keep Clear" carriageway markings outside schools. Applications will be considered for new school keep clear carriageway markings (which must be supported by the local school). Please note that these markings are not enforceable by Civil Parking Enforcement without a Traffic Regulation Order (which is outside the scope of the parish partnership scheme).
- New Bus Shelter. A copy of Norfolk County Councils guidance for new bus shelters is available on our web site (click on [this link](#)). **Any new shelter would be owned and maintained by the Parish/Town Council. Please note, that a bus shelter grant for 80% funding grant is currently available. Please email busshelters@norfolk.gov.uk for more information.**
- Electric Vehicle Charging Points. In the first instance we would expect Parish/Town Councils to investigate available grants, for more information please email evehicles@norfolk.gov.uk – A [webpage](#) containing useful information is now live.

Schemes can be within or immediately adjacent to the highway. If they are off highway the future responsibility for the maintenance will fall to the Parish or Town Council.

Schemes should be self-contained and not require other schemes or works to make them effective.

Schemes that support the Local Transport Plan (LTP) objectives will have a higher priority for funding. The LTP can be found on our [webpage](#).

With the County Council's agreement Parishes can employ private contractors to deliver schemes. However, any works on the highway would be subject to an agreed programme, inspection on completion, and the contractor having £10m public liability insurance.

Schemes which will not be considered

- Bids for minor traffic management changes which require a Traffic Regulation Order for example;-
 - Speed Limits
 - Waiting restrictions
 - Weight restrictions
- Bids for installation of any streetlighting
- Mirrors in the highway
- Protection of private land from travellers
- Quiet Lane zones
- Air quality units
- Parish Car parks / extensions
- Public notice boards
- Play areas
- CCTV
- Brown tourist signs
- Ditch clearing/ drainage cleansing

Information you must include in your bid

- The objective of the scheme
- Details of the scheme, its cost (and outline estimate – not just a summary) and your contribution.
- A plan/map of the extents of the scheme
- Who, and how many people will benefit.
- Local support: -
 - essential from your Local Member
 - frontages and landowners.
 - your local highway engineer
- For 'off highway' schemes, your proposals for future maintenance.

Please find a bid application form attached to this letter. When assessing your bid, we will consider the points above, but also:

- The potential for casualty reduction.
- Any ongoing maintenance costs for the County Council.

Your bids should be emailed to ppschemas@norfolk.gov.uk. If you need further information on the bid process, please state in your email that you would like a call back. For advice on the scheme practicalities and/or likely costs, please contact your local Highway Engineer.

Yours faithfully

A handwritten signature in cursive script that reads "T Dickerson".

Tom Dickerson
Cabinet Member for Highways & Transport

Copy to: Local County Councillor
Enclosed: Parish Partnership bid application form 2027/28

Parish Partnership bid application form 2027/28

Fund applied for:	Parish Partnership Fund 2027/28		
Applicant details:			
Submitted by/contact:			
Phone Number:			
Email:			
Sum applied for:			
Total project cost:			
Project title:			
Project detail: (please include a plan/map of the extents of the scheme):			
plan/map attached:	Yes / No		
Parish Income:	Precept	Other Income	Total Yearly Income
Reason for works:			
Any relevant supporting documents (e.g. supportive correspondence):			

Highway Engineer Name	
Please confirm the project has the support of the local Highway Engineer - please provide date and details of discussion	
County Councillor (Local Member) Name	
Please confirm the project has the support of the County Councillor (Local Member) – please provide date and details of discussion	

Calendar of Meetings 2027

	January	February	March	April	May	June	July	August	September	October	November	December
FULL Council	Wed 13 6.30pm HC/DH	Wed 10 6.30pm LJ/HD	Wed 10 6.30pm HC/DH	Wed 14 6.30pm HC/HD	*Wed 12 6pm HC/DH	Wed 9 6.30pm HC/HD	Wed 14 6.30pm HC/DH		Wed 8 6.30pm HC/HD	Wed 13 6.30pm HC/DH	Wed 10 6.30pm HC/HD	Wed 8 6.30pm HC/DH
Finance	Mon 11 6.30pm HC/LJ			Mon 12 6.30pm HC/LJ			Mon 12 6.30pm HC/LJ			Mon 11 6.30pm HC/LJ		
Market & Tourism	Mon 18 6.30pm LJ/IC		Mon 22 6.30pm LJ/IC		Mon 17 6.30pm LJ/IC		Mon 19 6.30pm LJ/IC		Mon 20 6.30pm LJ/IC		Mon 15 6.30pm LJ/IC	
Assets & Open Spaces	Wed 27 12.30pm LJ/HD		Wed 31 12.30pm LJ/DH		Wed 26 12.30pm LJ/HD		Wed 28 12.30pm LJ/DH		Wed 29 12.30pm LJ/HD		Wed 24 12.30pm LJ/DH	
HR & Governance			Tue 2 12pm HC/LJ			Tue 1 12pm HC/LJ			Tue 7 12pm HC/LJ			Tue 7 12pm HC/LJ
Planning & Built Environment	Tue 26 11am HC/HD	Tue 23 11am LJ/DH	Tue 30 11am HC/HD	Tue 27 11am LJ/DH	Tue 25 11am HC/HD	Tue 29 11am LJ/DH	Tue 27 11am HC/HD	Tue 31 11am LJ/DH	Tue 28 11am HC/HD	Tue 26 11am LJ/DH	Tue 30 11am HC/HD	

*includes Annual Council Meeting & Town Assembly

4. The Spatial Strategy Spatial Strategy

4.2 Paragraph 22 of the NPPF

Failing to safeguard a suitable route for an eastern relief road for Swaffham, which given the growth in traffic on the A1065 through the Town Centre is most likely within 15 to 30 years, would not be in accordance with the NPPF which requires the LPA to look ahead when forming its plans. The proposed SUE would make an eastern relief road, which is the preferred option in the Neighbourhood Plan, unachievable.

The Town Council has many times requested engagement with Breckland Council and Norfolk CC Highways together in order to understand how a relief road could be achieved and opened up access to development land to the east of the town but without response. Refer to Norfolk CC's 'Swaffham Network Improvement Strategy April 2020' table 1 implementation plan which indicates that the two superior authorities would support the town council. At the least this could have indicated a feasible relief road route which could then be safeguarded.

Norfolk CC and the LPA have instead relied on an out-of-date assessment and flawed traffic study (2019) from the same report. The traffic study failed to cover significant traffic flow routes or factor in traffic growth and consequently came to erroneous conclusions. A new study and report must be produced before any developments are allowed, particularly on the SUE sites, to ensure a relief road route is comprehensively safeguarded.

Sustainable Urban Extensions (SUEs)

The use of the term 'Sustainable' implies that this has already been demonstrated ie pre-determination before the fact. The term is leading and should not be used. It should be for the developers to prove sustainability not just within or around the development area but further afield where infrastructure and local services resources will be stretched.

What is proposed should be referred to as a Major Urban Extension (MUE).

4.6

The use of the term 'planned' in the case of the Swaffham SUE is questionable..

In the case of Swaffham there is no evidence of any true plan other than an outline of what might be required within the development. For instance the impact of the generated vehicle traffic on the town road network has not been addressed.

The present proposals actually bring nothing to Swaffham except for overloading already stressed infrastructure and services.

GEN 01: Breckland's Spatial Strategy and Parish Hierarchy for New Housing Development

Sustainable Urban Extensions (SUE):

(c) Swaffham SUE

This site is unsuitable and is not sustainable in the whole context of Swaffham, for the extensive reasons given in response to other sections of the Reg 19 document.

Proposals for development in the Open Countryside will not be permitted unless the proposal is in accordance with a specific policy of the plan (e.g. Policy GEN 03 and /or policies on agricultural related development).

The siting of the proposed Swaffham SUE would currently be considered as Open Countryside. The site does not conform with the exceptions to GEN2 and GEN3. It is not immediately adjacent to a Built Up Area. That it is adjacent to SWA3 is immaterial referring to GEN2 "The Built-Up Area excludes:

d) Undeveloped land that is allocated for new development or that has extant planning permission for new development that is yet to be completed;"

Swaffham

5.29

Note the typo on p54 first line – 'east' not 'west'

Failing to safeguard a suitable route for an eastern relief road for Swaffham, which given the growth in traffic on the A1065 through the Town Centre is most likely within 15 to 30 years, would not be in accordance with the NPPF which requires the LPA to look ahead when forming its plans. The proposed SUE would make an eastern relief road, which is the preferred option in the Neighbourhood Plan, unachievable.

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6.31 In accordance with paragraph 77 (b) (now HO4 1(b)) of the NPPF, the allocations include land at Swaffham and Thetford and on each of the proposed strategic development areas to ensure the development of sustainable communities with access to employment opportunities.

EMP 02: Employment Land Provision

Sustainable Urban Extensions (SUE) (See Chapter 12)

(j) Approximately 13ha of employment land is allocated within the Swaffham SUE (LPRC4S25DEV076);

This is presented in a way to suggest that the jobs on this site will be taken in the main by residents of the SUE, thus giving it some sustainable credentials. In reality, it is probable that most of the jobs will be taken by people from far and wide. The jobs might appeal to people in other parts of Swaffham. However the lack of active travel infrastructure and local public transport means more car journeys. This does not accord with the NPPF. Land for employment should be where the majority of local people can get to, other than by car. In the case of Swaffham this is at the north end of the town. The siting itself raises issues of accessibility by cycling and walking, as it requires a crossing of the A47. This is not mentioned in the SUE sections.

11. Infrastructure

Transport

11.1

(g) Improving transport safety – to create a network which encourages safe usage of our roads and to protect vulnerable transport users;

This will be unachievable in Swaffham due to the volume and type of traffic on the main roads, in particular the A1065 (Brandon Road/ London Street/ Market Place/ Station Street/ Castleacre Road). Consequently active travel will continue to be unsafe and car travel from the new developments will continue to be the dominant mode.

and,

(h) A Well Managed and Maintained Transport Network – apply new and innovative technology where it will be most effective.

The recent study by WSP for Norfolk CC Highways on controlling traffic in Swaffham Market Place in connection with Breckland Council's Public Spaces Project indicated that there were no smart solutions to the existing traffic management (lack of).

11.3 and 11.4

The A1065 is not mentioned although it is regularly used for diversions from the A47 and A11, and also carries a significant volume of traffic including large commercial vehicles. The impact on the town has not been considered in the allocation of sites in the current preferred sites proposals or the needs for Active Travel as promoted by Norfolk County Council.

11.7

This also applies to Swaffham regarding walking and, in particular, cycling.

11.8 journeys undertaken by bicycle are higher... in Breckland compared to the Norfolk average...

This is probably not the case in Swaffham.

11.9

11.10 February 2024 Norfolk County Council published a Countywide Local Cycling and Walking Infrastructure Plan (LCWIP)

The plans for Swaffham pp82-85 indicate extensive infrastructure improvement to active travel routes are required for safe cycling and walking. The preferred sites in Swaffham will all rely on connections to these routes The timescale set out in the LCWIP indicates that these improvements in Swaffham should mainly be implemented within 5 years. The LCWIP also indicates that funding sources will need to be sought from various stakeholders. As the future developments will depend on this network, developer contributions would be appropriate.

However, the primary routes they indicate, along the A1065 (Brandon Road/London Street/Market Place/Station Street/CastleacreStreet), and Lynn Road/Lynn Street/Market Place/Mangate Street/Norwich Road, are likely to be unrealisable due to the presence of high volumes of traffic including in particular large commercial vehicles and agricultural vehicles. The routes indicated should be subjected to a thorough audit in accordance with the advice of Active Travel England by Norfolk CC Highways as previously proposed in the LCWIP. To be achievable requires an alternative route that will take this traffic off these routes.

A significant rat-run by through vehicular traffic between A1065 (south) and the A47 (east) has been ignored by the Norfolk County Council Highways planners when undertaking traffic flow counts in the past – this is via White Cross Road, North Pickenham Road and Norwich Road. This also happens to be one of the main desire lines for active travel and is

recognised in the LCWIP as secondary active travel route towards the Nicholas Hamond School, and also the Heartwood Primary School and the Swaffham Primary Academy. The route is quite inappropriate for the volume of vehicle traffic using the rat-run and includes narrow carriageways and sections without footways and very narrow footways. There are two other routes that should be included in the LCWIP: New Sporle Road between Castleacre Road and Sporle Road, and New Sporle Road between Sporle Road and Norwich Road, owing to the new residential developments in New Sporle Road and also as an alternative to the route via Sporle Road to Station Street, to avoid the onward route via Station Street.

11.12 ...consider the perceptions of safety...

In Swaffham this perception is totally justified. It will take more than leaflets and town Centre bicycle racks (previous initiatives by Breckland Council and Norfolk CC) to encourage more cycling in Swaffham ie relieving the A1065 through the town of through traffic, particularly large commercial vehicles and agricultural vehicles.

INF 01: Sustainable Transport Requirements

(a) Give flexibility in providing opportunities for all practicable travel modes for all potential users;

this is no good unless the complete routes to the desired destinations are considered

(c) Reduce, where possible, the need to travel by private car in towns and villages and increasing the proportion of shorter journeys made on foot or cycle;

this will not be possible in Swaffham due to justifiable road safety concerns

(d) Encourage walking and cycling by creating new routes, and improving links to existing routes and provide new facilities to adequately accommodate cyclists and pedestrians where necessary;

Essentially the existing network must be improved as a priority – the Local Cycling and Walking Infrastructure Plan (LCWIP) for Swaffham refers. Connecting to sub-standard infrastructure will not lead to more active travel.

(f) Mitigate impacts from either the development itself, or from the cumulative effects of development on the local or strategic highway networks, through the provision of, or contributions towards, any relevant transport improvement deemed to be necessary, including those secured by legal agreement;

It is crucial that the cumulative effects of development in Swaffham are taken into account. This would best be done by the use of CILs. The effects must be considered over all the town road network, not just near the development. This will be especially important to assess in the context of the Swaffham local road network – developers must take into account not only existing traffic, but also traffic from committed development and the planning period preferred sites.

It must also take into account all the local rat-runs, which are likely to be impacted more severely as the main roads become even more busy.

(i) Avoid creating inappropriate or incompatible traffic levels and avoid compromising highway safety.

Transport Assessments and traffic modelling for new developments must take into account all the critical junctions in Swaffham, especially the Market Place/Station Street/Mangate Street junction.

In the case of Swaffham this must include all the local ratruns as well as the main road network.

12.7 Sustainable Urban Extensions (SUE)

Swaffham Sustainable Urban Extension

The use of the term 'sustainable' is not substantiated and could be said to be leading to the conclusion just by stating it as fact when it is not. The LPA has not produced any substantiation that development on this site would be sustainable and seems to be hoping that using the term is all that is required.

The proposed development must be proved sustainable both within itself, and in it's relationship with consuming the infrastructure and services resources of the town.

The sites, if they are to continue to be preferred by the LPA, should be referred to as Major Urban Extensions. Alternatively considering the site is not contiguous with the Swaffham built up area might be considered a New Settlement.

1. Land to the east of Swaffham amounting to approximately 90 hectares,

How will this area be accessed by pedestrians and cyclists who will need to cross over the A47? The jobs might be taken by people from other areas of Swaffham where access to active travel is not feasible or further afield. This allocation is not truly sustainable and has not been planned in the context of all of Swaffham.

2.

(a) A SUE wide masterplan ...

This must include the impact on the whole town as well.

(b) A transport assessment for the whole SUE that considers impacts across all modes and determines appropriate highway and transport mitigation(s) – including detailed proposals for the phase that is the subject of the application.

Norfolk County Council Highways actually stated that the transport assessment should also include SWA 2, 3, 4 and 6! This is critical. It must also extend to the context of the Swaffham wide highway network.

(d) A SUE specific Design Code¹

There is no reference to the Neighbourhood Plan which is currently undergoing revision and will contain Design Code guidance for Swaffham, This requirement implies that the SUE is a separate settlement from Swaffham.

(e) A Community Engagement Report

This must cover critical services eg medical and dental services. The preamble does not mention the specific circumstances of Swaffham, where these services are currently stressed. This site should not be allocated until a formal Health Impact Assessment (HIA) has been carried out, and mitigation and enhancement measures have been identified.

(f) A Utilities Statement to support how power, broadband, water supply (including water efficiency) and sewerage capacity will be made available in time to serve the SUE;

The comments of Anglian Water regarding water and sewerage infrastructure in Swaffham must not be underestimated. There is potential for adverse impact on the rest of Swaffham from these developments. There is no nearby river for a suitable outfall. The majority of the town lies within the River Gadder catchment, but this rises some distance to the south of the town and is not a suitable outfall for surface water drainage.. Surface water runoff disposal relies almost totally on infiltration. Some infiltration measures could effect the aquifer adversely. The comments from the LLFA do not appear to have been taken into account.

Power and water supply in Swaffham frequently go down, chiefly due to network failures. No development on the SUE site should be permitted until the utility undertakers confirm

reinforcement works sufficient to support the development and protect customers elsewhere have been programmed.

p260 To facilitate flexible delivery, the individual elements identified above at 1 can be brought forward separately and independently - subject to the provision of the documentation referred to at 2 above with any first major application.

No. There must be a defined programme to ensure all elements are satisfied. Otherwise there will be land banking and large tracts of undeveloped land depending on the developers commercial considerations.

3. (f)

ADD ...and all of the schools ie the Nicholas Hamond Academy (the only secondary school in Swaffham), Heartwood Primary School, Swaffham Primary Academy, the Sacred Heart Primary School

(Reason: bearing in mind that children going to TNHA should be encouraged to cycle as well as walk and that parents should have the right to choose which primary school to send their children) ;

(g) An appropriate contribution to the delivery of the Public Spaces Project in Swaffham Town Centre;

This will necessitate the RIBA Stage 3 design in order to cost up the scheme and to set the tariffs for each development site; currently it is unclear if Stage 3 will go ahead as the Town Council has been asked to foot the bill and has no appetite to do so. The Town Council has not been consulted about this inclusion in the Local Plan SUE policy. Is it even compliant with the requirements for S106 agreements to be related to the development?

(h)

See above comments to paragraph (f)

4. The following site-specific proposals will be delivered and / or achieved as part of the Swaffham SUE.

Site D:

This site should not be included as it is not truly sustainable. Reasons are given within responses to other sections.

Proposed further policy requirements to 12.7:

8 No development applications shall be approved for the SUE sites until sites SWA2, SWA3, SWA4 and SWA6 have been completed. (Reason: to prevent urban sprawl, leaving large areas undeveloped and to prevent land-banking).

9 Prior to any planning permission for the entire SUE, a route shall be determined for a future north/south relief road which will connect to the A1065 north and south of Swaffham. This route shall be safeguarded from development with a corridor of sufficient width to accommodate an urban single 7.3 metre carriageway, a footway and a separate two-way cycleway together with allowance for any environmental mitigation works eg noise barriers. Sufficient land must also be safeguarded for the forming of at-grade junctions with the existing main roads.

(Reason: it is envisaged that a relief road will have to be constructed within the next 15 – 30 years both to relieve the historic Town Centre and immediate approaches of inappropriate traffic and also to provide access to land east of the built up area for future development.)

Comment:

The Swaffham SUE policy is deficient in many ways. The Planning Authority has not followed site specific recommendations by Norfolk County Council Highways regarding transport assessments or the LLFA regarding reduction of surface water runoff floodrisk

management measures at these particular sites. Policies INF 01 and INF02 are too generalised to cover the specific circumstances of these sites. This is likely to rebound on the Planning Authority when the planning applications come along.

Critically these developments would effectively snooker any opportunity for a north/ south relief road. If it is eventually determined that these developments should go forward there must be safeguarding for a future relief road route.

An alternative strategy to providing more development around Swaffham towards the end of the Local Plan period would be to open up potential sites to the east between Brandon Road south of Redlands and the A47, with a series of linked Housing Access Roads, which would eventually perform the function of a relief road to the A1065. The sites would be closer to the existing settlement than the proposed SUE.

ENV 18: Provision of Allotments

This policy must be enforced for all the SWA and SUE sites, making sufficient provision within or in close proximity to the sites.

PROPOSAL SWA 5 (182): West of Cley Road

1. Land at the west of Cley Road (SWA5) (182) amounting to approximately 12.65 hectares...for approximately 50 new dwellings ...

This amount of development requires no more than 1.5 to 2 Ha. What is intended for the rest of the site, 10 Ha?

2. (b) Incorporate any necessary off-site highway improvements to improve pedestrian and cycle access to key local services and facilities to access Swaffham Town Centre;

This demonstrates a lack of knowledge of Swaffham.

(c) Any development should include a layout to facilitate a potential expansion of the site to the west

If this is contemplated then the potential development of the site c 350 dw must be taken into account with a comprehensive transport assessment taking into account the local road network. Also all of the future utilities requirement should be taken into account demonstrating the site can be accommodated.

(d) Preparation of a foul drainage strategy to demonstrate the wastewater network and treatment solutions are clearly addressed.

This must be for the whole site developed out. Also the capacity of the existing sewerage and wastewater treatment must be addressed. Considering the topography of the site (the site slopes down away westwards), a pumping station might be required.

Surface water must also be taken into account. Beachhamwell Road to the north is prone to flooding as is the corner of Haspalls Road with Cley Road.

PROPOSAL SWA 6 (069): South of Norwich Road

2.

(b)

The existing cycleway ends at Captains Close and does not extend into the Town or via North Pickenham Road to the schools.

This does not address the issue of safe routes to the other schools including The Nicholas Hamond Academy (the only secondary school in Swaffham) and the other primary schools to which parents might wish to send their children.

(e)

This terminates at North Pickenham Road where there is no footway. The Public Footpath route is a recreation route and should not be presented as a 'green' active travel link – there is no such thing.

(l) An appropriate contribution to the delivery of the Public Spaces Project in Swaffham Town Centre;

see comment to 12.7 3(g)

(n)

Before construction on the site is permitted.

3.

Referring to SSH01(k) - INF01 Transport, this site needs to be considered in context with all the other adjacent preferred sites for the cumulative impact of generated traffic and active travel plans on the off-site infrastructure.

Swaffham

PROPOSAL SWA 2 (195): South of Sporle Road, Swaffham

2.

(c) The incorporation of any necessary off-site highway improvements to improve pedestrian and cycle access to key local services and facilities;

No mention of whether any improvements to the highway network within and around Swaffham will be required, although Norfolk CC Highways stated that the impacts of the development due to cumulative traffic from all of the developments must be taken into account (in its response to Reg 18)

So called 'off-site highway improvements' must not be permitted where they require the removal of existing hedgerows or community heritage assets as set out in the Swaffham Neighbourhood Plan eg the railway bridge abutments in Sporle Road.

Regarding SWA 2, 3 and 4 a new distributor access road can be routed within the developments with access only to the north and south ends of Sporle Road (section north of the old railway line).

It is unclear where else these 'off-site highway improvements' will be required. Clearly the Highway Authority will require S278 agreements for off-site works. Such works must be completed before construction on site is permitted.

It must also be stated that routes, including desire lines, to all of the schools in Swaffham are taken into account not just the Town Centre..

(e)

in particular to all the schools (it must not be assumed that the proposed primary school will provide for all the demand given parental choice) namely the Nicholas Hamond School (the only secondary school!), Heartwood Primary School, Swaffham Primary Academy, the Sacred Heart Primary School.

(f)

see comment to 12.7 3(g)

(g)

There are no surface water sewers in this area. The disposal of surface water runoff will be entirely dependent on infiltration so the impact on the aquifer must be taken into account in devising infiltration devices and the sizing will need to take into account the possibility of overtopping ie flooding. The LLFA noted these concerns in some detail in its response to Reg 18 consultation.

Foul sewers of the requisite size do not exist in this area. It should be a Grampian condition that the requisite size sewer be available before any construction takes place on site. Anglian Water may demand a sewer requisition from the developers for the sewer. Many parts of Swaffham currently experience electricity outages on not infrequent occasions. Likewise with water supply. Upgrades of these utilities apparatus must be put in place before construction on site is permitted.

(h)

'Road Improvement' of existing highways must not be permitted if it requires the removal of significant lengths of existing hedgerow eg as occurred with SWA1 where clearly achievable alternatives were not properly considered instead of the use of Sporle Road.

(i) The scheme will preserve or, where possible, enhance the setting of nearby designated and non-designated heritage assets. The design of the scheme should have regard to and **must** respect the gateway location of the

site;

(j)

See comment above to (g). Regarding wastewater treatment, this too must be addressed and upgrades provided before construction on site is permitted.

3. Referring to SSH01(k) - INF01 Transport, this site needs to be considered in context with all the other adjacent preferred sites for the cumulative impact of generated traffic and active travel plans on the off-site infrastructure.

PROPOSAL SWA 3 (179): East of Sporle Road, Swaffham

2.

(c) The incorporation of any necessary off-site highway improvements to improve pedestrian and cycle access to key local services and facilities;

No mention of whether any improvements to the highway network within and around Swaffham will be required, although Norfolk CC Highways stated that the impacts of the development due to cumulative traffic from all of the developments must be taken into account (in its response to Reg 18)

So called 'off-site highway improvements' must not be permitted where they require the removal of existing hedgerows or community heritage assets as set out in the Swaffham Neighbourhood Plan eg the railway bridge abutments in Sporle Road.

Regarding SWA 2, 3 and 4 a new distributor access road can be routed within the developments with access only to the north and south ends of Sporle Road (section north of the old railway line).

It is unclear where else these 'off-site highway improvements' will be required. Clearly the Highway Authority will require S278 agreements for off-site works. Such works must be completed before construction on site is permitted.

It must also be stated that routes, including desire lines, to all of the schools in Swaffham are taken into account not just the Town Centre..

(e) in particular all the schools (it must not be assumed that the proposed primary school will provide for all the demand given parental choice) namely the Nicholas Hamond School (the only secondary school!), Heartwood Primary School, Swaffham Primary Academy, the Sacred Heart Primary School.

(f) An appropriate contribution to the delivery of the Public Spaces Project in Swaffham Town Centre

see comment to 12.7 3(g)

(g)

There are no surface water sewers in this area. The disposal of surface water runoff will be entirely dependent on infiltration so the impact on the aquifer must be taken into account in devising infiltration devices and the sizing will need to take into account the possibility of overtopping ie flooding. The LLFA noted these concerns in some detail in its response to Reg 18 consultation.

Foul sewers of the requisite size do not exist in this area. It should be a Grampian condition that the requisite size sewer be available before any construction takes place on site. Anglian Water may demand a sewer requisition from the developers for the sewer. Many parts of Swaffham currently experience electricity outages on not infrequent occasions. Likewise with water supply. Upgrades of these utilities apparatus must be put in place before construction on site is permitted.

(h)

'Road Improvement' of existing highways must not be permitted if it requires the removal of significant lengths of existing hedgerow eg as occurred with SWA1 where clearly achievable alternatives were not properly considered instead of the use of Sporle Road.

(i) The scheme will preserve or, where possible, enhance the setting of nearby designated and non-designated heritage assets. The design of the scheme should have regard to and **must respect the gateway location** of the site;

(j)

See comment above to (g). Regarding wastewater treatment, this too must be addressed and upgrades provided before construction on site is permitted.

3. Referring to SSH01(k) - INF01 Transport, this site needs to be considered in context with all the other adjacent preferred sites for the cumulative impact of generated traffic and active travel plans on the off-site infrastructure.

PROPOSAL SWA 4 (077): Stoneycroft House, Sporle Road

2.

It is regrettable the SWA1 was permitted to use Sporle Road for access when clear alternative solutions were available eg within the development to the west of the hedgerow.. The so-called 'Highway Improvement Scheme' entailed the removal of a substantial length of existing ancient hedgerow to widen the road. This proposal will result in the total loss of one of the last quiet lanes on the town outskirts.

Regarding SWA 2, 3 and 4 a new distributor access road can be routed within the developments with access only to the north and south ends of Sporle Road (section north of the old railway line).

(b)

So called 'off-site highway improvements' must not be permitted where they require the removal of existing hedgerows or community heritage assets as set out in the Swaffham Neighbourhood Plan eg the railway bridge abutments in Sporle Road.

Regarding SWA 2, 3 and 4 a new distributor access road can be routed within the developments with access only to the north and south ends of Sporle Road (section north of the old railway line).

It is unclear where else these 'off-site highway improvements' will be required. Clearly the Highway Authority will require S278 agreements for off-site works. Such works must be completed before construction on site is permitted.

It must also be stated that routes, including desire lines, to all of the schools in Swaffham are taken into account not just the Town Centre..

(e) Preparation of a foul drainage strategy to demonstrate the wastewater network and treatment solutions are clearly addressed.

See comments above to SWA2 and SWA4. Regarding wastewater treatment, this too must be addressed and upgrades provided before construction on site is permitted.

Utilities are not mentioned but should be taken into account as for SWA2 and SWA3.

3.

The comments above to SWA 2, and 3 also apply to SWA4

The background of the image is a solid black field filled with numerous out-of-focus, golden-yellow circular light spots, creating a bokeh effect. These spots vary in size and brightness, with some appearing as sharp, glowing circles and others as softer, more diffused halos. The overall effect is reminiscent of distant stars or festive lights.

Swaffham

Christmas 2026

Traditional Fir Garland
(Facia Op1)



Swaffham 2026

Gala Lights Limited ©2026



Gala Lights
Leblanc Illuminations UK



4 pillar option as opposed to eight
(Pillars Op1a)



Swaffham 2026

Gala Lights Limited ©2026



Gala Lights
Leblanc Illuminations UK

Glittering Icicle Lighting
(Facia Op2)



Swaffham 2026

Gala Lights Limited ©2026



Star Bauble Archway
204707
3.2m x 4m

Swaffham 2026

Gala Lights Limited ©2026



Gala Lights
Leblanc Illuminations UK

Walkthrough Tunnel
205279
2.8m x 4m x 3m



Swaffham 2026

Gala Lights Limited ©2026



Gala Lights
Leblanc Illuminations UK

Xmas Walkthrough Archway
205591
3.8m x 4.9m x 1m



Swaffham 2026



Walkthrough Bauble
202226
4m x 4.9m x 2m



Swaffham 2026

Gala Lights Limited ©2026



Gala Lights
Leblanc Illuminations UK



Car Park Festoon

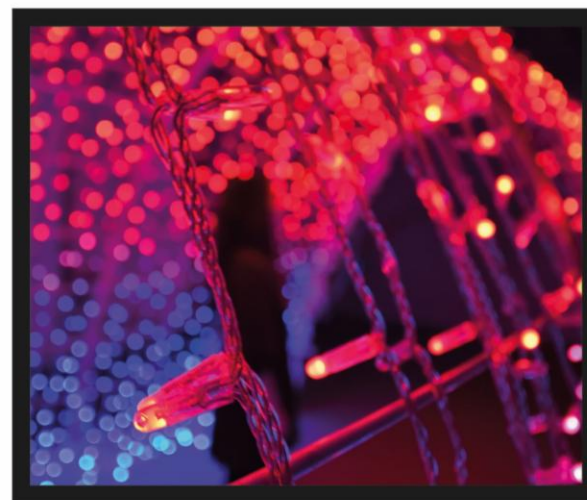
Gala Lights Limited ©2026



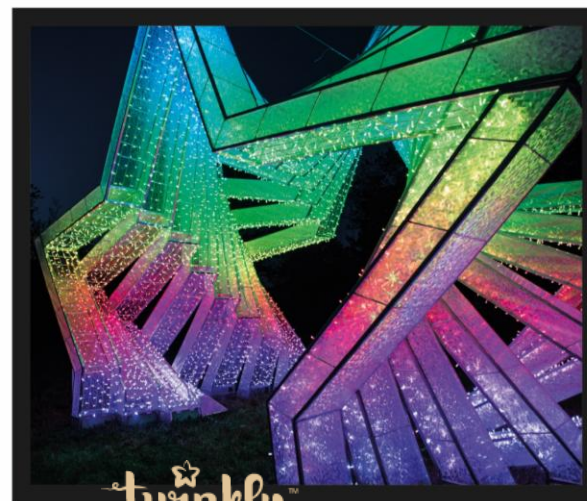
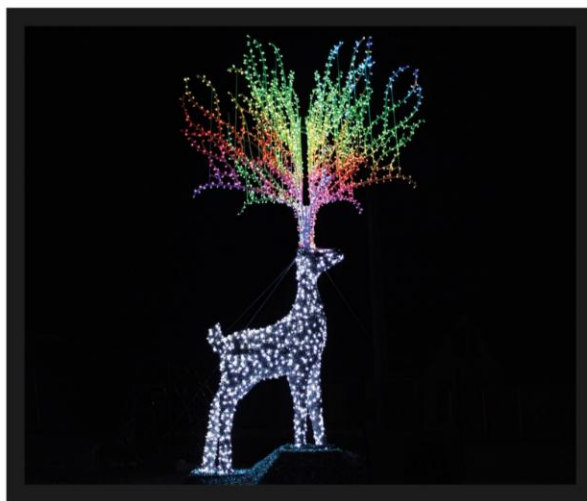
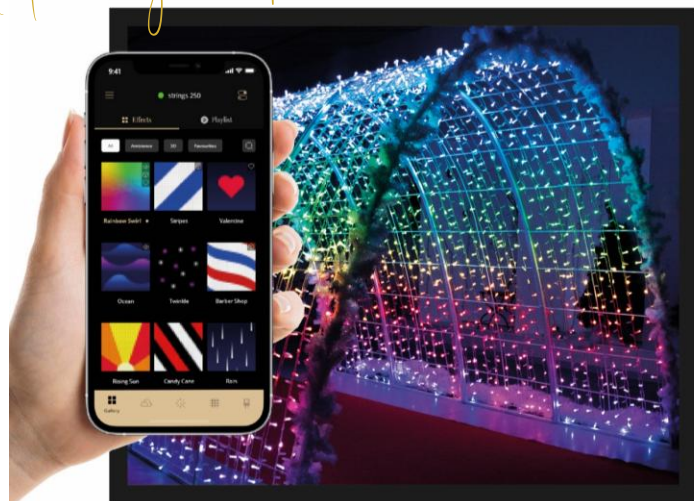
Gala Lights
Leblanc Illuminations UK

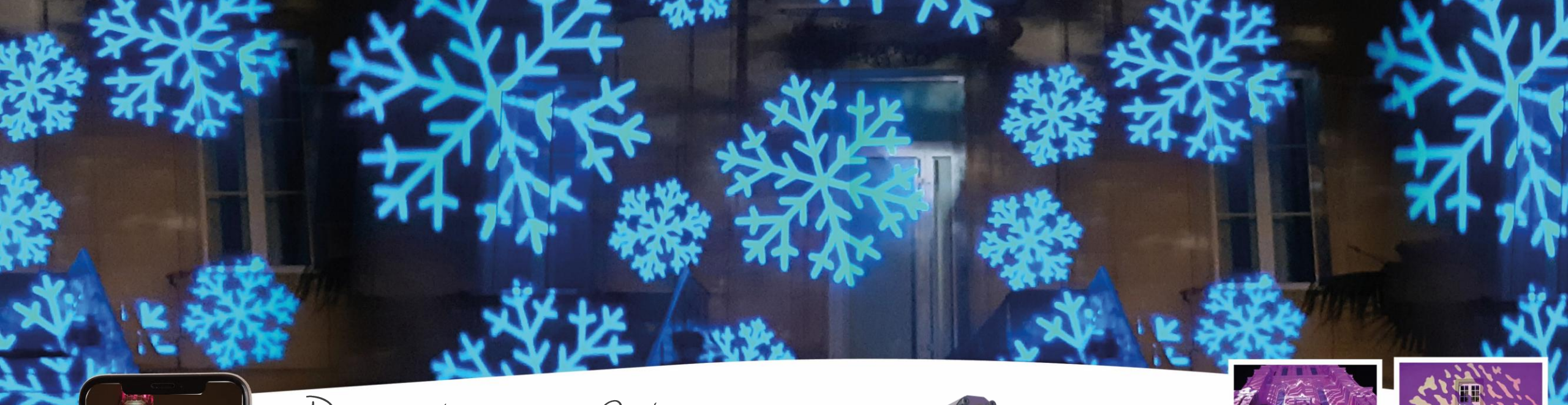
Optional Extras

Colour changing animation



Control from your phone!





Projectors & Gobos

Dynamic Lighting Solutions

We have projectors and uplighters for every occasion. Here are some of the options available:

- Customisable gobos
- Wall washers and floods
- Projectors and gobos
- RGBW or white options available



The background of the image is a dark, almost black, field filled with numerous out-of-focus, golden-yellow light spots. These spots vary in size and brightness, creating a bokeh effect that resembles distant stars or light reflecting off particles in a dark space. The overall mood is warm and celebratory.

Thank You

07305 259604 | www.galalights.com | sam.wood@galalights.com

Swaffham Town Council

Date Generated

06/07/2026

Option No

1



Gala Light
Leblanc Illuminations

PRODUCT QUOTE (Prices Exclusive of VAT)

SWAFFHAM - MAIN SCHEME

Quantity	Dec Ref	Specification	Watts	Total Watts	Unit Price	Total Product Price	Yearly Hire Price Over 3 Years	Install/ Remove Each	Install/ Remove Total	Storage
		Buttercross Pillars Op 1								
8	550865	Optima 5m x 2m Warm White Glittering Curtains	50	400	£300.00	£2,400.00	£800.00	£350.00	£2,800.00	
		Buttercross Pillars Op 2								
8	551342	2.7m Traditional Fir Garlands	30	240	£420.00	£3,360.00	£1,120.00	£250.00	£2,000.00	
		Buttercross Roof								
2	550865	Optima 5m x 2m Warm White Glittering Curtains	50	100	£600.00	£1,200.00	£400.00	£350.00	£700.00	
		Buttercross Facia Op 1								
4	204583	2.7m Traditional Fir Garland Swags	28	112	£720.00	£2,880.00	£960.00	£150.00	£600.00	
		Buttercross Facia Op 2								
5	550877	0.8m Icicle Lighting	17	85	£150.00	£750.00	£250.00	£120.00	£600.00	
		Market Place 3D Op 1								
1	204707	Star Bauble Archway - 3.2m x 4mØ	211	211	£9,900.00	£9,900.00	£3,300.00	£1,500.00	£1,500.00	£1,000.00
		Market Place 3D Op 2								
1	205279	Walkthrough Tunnel - 2.8m x 4m x 3m	388	388	£9,000.00	£9,000.00	£3,000.00	£1,500.00	£1,500.00	£1,000.00
		Market Place 3D Op 3								
1	205591	XMAS Walkthrough Archway - 3.8m x 4.9m x 1m	338	338	£13,500.00	£13,500.00	£4,500.00	£1,500.00	£1,500.00	£1,200.00
		Market Place 3D Op 4								
1	202226	Walkthrough Bauble - 4m x 4.9m x 2m	712	712	£14,400.00	£14,400.00	£4,800.00	£2,000.00	£2,000.00	£1,500.00
		Car Park Festoon								
8	551078	75m of 2 lamp per metre festoon lighting, warm white bulbs	20	160	£165.00	£1,320.00	£440.00	£180.00	£1,440.00	
		Includes the supply and installation of new catenary wires between columns								
		Electrical Cabinet								
1	551249	6m Boa Cluster Lights, warm white glitter around top	37	37	£330.00	£330.00	£110.00	£180.00	£180.00	

			Total	2783						

Road Closure Quotes

Option 1	Option 2	Option 3
£1461.60	£1623.06	£1100



Community Centre The Campingland Swaffham

Swaffham Community Centre - Car Park Proposal Swaffham Town Council – 9th September 2026

The Swaffham Community Centre currently has 28 usable car park spaces. These are intended for people using the Community Centre and no charge is made. Parking is required for those who work at the Community Centre. Teenie Iceni's Nursery employs on average 11 people a day, many of whom are young women who start and finish work when it is dark, especially in the winter. Concerns have been raised about them walking on their own to an offsite car park. We have four other tenants with, on average, two members of staff working at the Community Centre. The Iceni Partnership has two full time and two part-time members of staff plus volunteers who support the running of the services provided. Onsite staff/volunteer vehicles are required to transfer items between our two locations and to transport people to and from our Friday Lunch Club. At peak times, as many as 100 additional customers/clients are present at the Community Centre. A significant number of these are families with young children/babies or people with mobility issues that make it impractical for them to park at the other free parking facilities in Swaffham.

Whilst the signage makes it clear that the car park is for those using the Community Centre, a survey found that patients and staff at the nearby Campingland surgery, parents dropping off and collecting children from Heartwood Primary and Nursery School and people walking their dogs on Campingland frequently use the parking facilities. It is anticipated that staff and visitors at the new sheltered housing may also seek parking in the immediate vicinity. Iceni staff frequently experience challenging behaviour when informing people that the car park is private.

As we seek to expand the community services that we offer, demand on the limited number of spaces for use at peak times has become a serious issue. Clients frequently park on the pavement blocking access which is a health and safety issue. There have been numerous incidents when cars have been damaged. Several clients have decided to stop using the Community Centre due to the challenges with parking.

We have investigated various options to address the issues. The conclusion is that the problems could be significantly alleviated if we were able to provide additional dedicated parking for some of those working at the Community Centre, on the



Community Centre The Campingland Swaffham

understanding that additional members of staff park elsewhere. We could then explore the use of ANPR, like that at the Conservative Club, to preserve the remaining spaces for clients using the Community Centre.

Proposal

We propose installing a green parking area, based on a permeable driveway paving grid design, to the east of the Community Centre between the east wall of the premises and the hedgerow adjoining Antinghams field. A similar system has been used to the west side of St Peter & St Paul's church in Swaffham.

One current parking space would be lost to access the green parking space, but eight more spaces would be created. These spaces would be for the exclusive use of people working at the Community Centre, so only needed Monday to Friday during normal working hours. Access would be via a locked gate, similar to the one currently in existence. Posts would be placed to the north end of the area just after the corner of the Buxton Hall to prevent access to or from the main part of Campinglands.

Apart from the addition of the post to the north, the site will look very similar to how it does now outside of normal office hours.

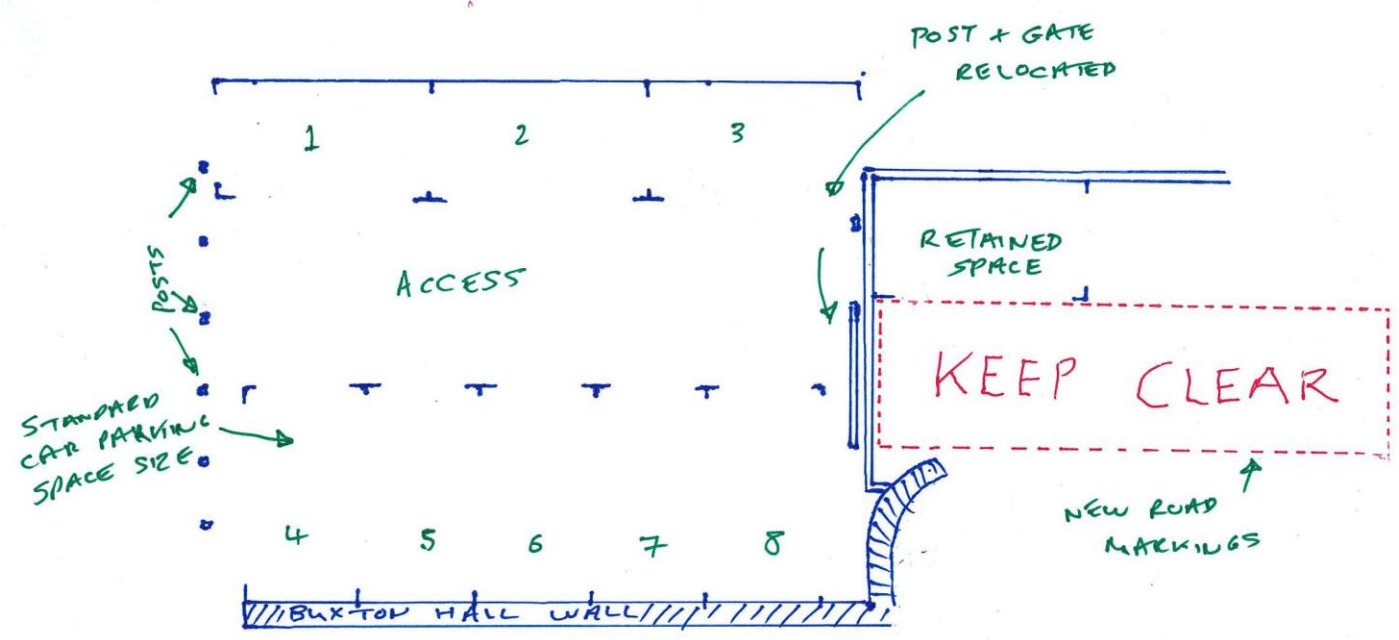
An outline plan of the proposal, plus photos of the current location are attached.

Estimated Cost

We are in the process of gathering quotes for the works. Initial estimates suggest around £10,000. This includes the installation of the green parking grid (between £30 and £60 a square metre covering 143 square metres) plus works to the gate and posts. Further investigation will be carried out subject to the approval of the proposal.

Request

Swaffham Town Council is asked to support both the proposed works and possible use of S106 funding to cover the costs.





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www.norfolkplasterers.co.uk

To
Swaffham museum

Phone:

DESCRIPTION	AMOUNT
Quotation for works below	
Swaffham museum	
To sheet up areas,apply carpet protector,chop off water damaged lime plaster from area discussed.To Mesh over timbers and apply lime cote scratchcoat. Return visit to apply basecoat with limecote plaster. Return visit to apply topcoat of warmcote lime plaster . Tidy up,,remove carpet protector and Hoover.	£1300
To bag up and take away all rubbish to skip supplied at my premises.	
VAT	£260
TOTAL	£1560

PLEASE NOTE PAYMENT IS DUE 7 DAYS FROM DATE OF INVOICE

For new invoices please copy UTR details below exactly
Mr RA Lewis, Mr SR Lewis RA&SR Lewis – UTR 2551868986

BACS Details
Sort code: 30 94 75
Account Number: 00386906
Lewis R A & S R

Gallagher Cyber Defence Centre

Your organisation's cyber threat defence team

A constantly shifting cyber risk landscape demands continuous risk management. To help achieve this, we have created the Gallagher Cyber Defence Centre — an ongoing package of support available as an annual service.

Gallagher Cyber Defence Centre is a collection of tools and services for organisations who want to take a proactive and continuous approach to managing their cyber risk.

It includes access to cyber risk specialists and the latest security technology to help you defend your organisation against cyber incidents. All business sectors have the opportunity to sign up for this service.

This unique, holistic approach is focused on the cyber and threat intelligence required to continually tackle the cyber problem, enabling you to adapt and evolve as you need to.

Gallagher has developed this solution to ensure that our clients can have straightforward access to a specialist cyber service that will help them manage what we believe remains a top-tier threat for all organisations.

The following tools and services are included when you become a member of the Gallagher Cyber Defence Centre.

Vulnerability Scanning: Our Cyber Defence team will monitor your external boundaries and provide you with updates as to the known vulnerabilities in your technology portfolio. This report will outline where your low-, medium-, and high-risk technology vulnerabilities reside.

Threat Intelligence Webinars: Forewarned is forearmed. As a cyber insurance broker, we deal with a huge amount of claims, and from this, we gain extensive intelligence on the latest threats and methods of attack. We can provide real-time updates on where your organisation needs to be focusing its cyber defence efforts.

Secure Humans: The biggest contributor to a cyber incident is human vulnerability. Each quarter, we will host a series of cybersecurity training webinars designed for your employees at all levels of understanding. Throughout the year, your staff can be trained by our specialist Cybersecurity team in the role they can play in defending your organisation. Topics will include boundary control, email security and phishing, working from home, data protection, and more.

Virtual CISO: Gain access to a Virtual Chief Information Security Officer (CISO), who will provide guidance and support throughout your service. Leverage their expertise to assess your current cybersecurity posture, develop strategies, and address any concerns or questions you may have.

Gallagher's Cyber Risk Matters Newsletter: We will send you regular email updates on the latest cyber thinking so that you can stay informed. We are in the age of information, and these key insights can support you in making key changes and adaptations to your security efforts.

Cyber Essentials: Through Gallagher, you can take advantage of lower prices on Cyber Essentials and IASME accreditation. Cyber Essentials is the government-backed information security standard that offers 70-plus controls to better secure your network.



Community Intelligence: You will be part of a community of security professionals where your contribution counts. You will be invited to monthly discussions about key security concerns and live threats your organisation needs to be aware of. We will be bringing forward thought leadership and solutions for network configuration, technology optimisation, risk management, and risk transfer. As a collective, we are stronger together in the offensive efforts against cybercriminals.

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We will help you guard your organisation from potential threats, both seen and unseen, through an 'always on' approach to cybersecurity.

To find out more about how the Cyber Defence Centre can support your organisation, [please click here](#) or scan the QR code to watch a short video or email our Cyber Risk Management practice at CyberRM@ajg.com.

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We offer various levels of pricing, depending on the size of your organisation. *All prices are subject to VAT (if applicable) and are charged on an annual basis.

Up to £500k turnover

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Up to £1 million turnover

£500 per annum*

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£750 per annum*

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£995 per annum*



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Swaffham Town Council

11 August 2026 (2026-2027)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
221	Cemetery Fees	09/07/2026	Inv 3223	1 Unity Trust Curren	BACS	Cemetery - Memorial	H Brett & Sons	E	134.76		134.76
222	Classic Car Show	10/07/2026	Inv 3145	1 Unity Trust Curren	BACS	Event - Brochure	Abel Homes Ltd	S	166.67	33.33	200.00
223	PSICA	10/07/2026	Inv 3179	1 Unity Trust Curren	BACS	PSiCA reclaim	Breckland District Council	E	316.26		316.26
224	Market Licensed Traders	12/07/2026	Inv 3196	1 Unity Trust Curren	Stripe	Market - Regular Trader	Earth Panda Creations Ltd	E	52.60		52.60
225	Market Gazebo Hire	13/07/2026	Inv 3200	1 Unity Trust Curren	cheque	Market - Regular Trader	Lilac Nurseries	E	-39.40		-39.40
225	Market Licensed Traders	13/07/2026	Inv 3200	1 Unity Trust Curren	cheque	Market - Regular Trader	Lilac Nurseries	E	394.00		394.00
226	Market Licensed Traders	13/07/2026	Inv 3195	1 Unity Trust Curren	Cash	Market - Regular Trader	QMB Antiques	E	63.12		63.12
227	Market Licensed Traders	13/07/2026	Inv 3191	1 Unity Trust Curren	Cash	Market - Regular Trader	Graders Delights	E	105.20		105.20
227	Market Licensed Traders	13/07/2026	Inv 3191	1 Unity Trust Curren	Cash	Market - Regular Trader	Graders Delights	E	-5.26		-5.26
228	Office Equipment	13/07/2026	Filing cabinet sales	1 Unity Trust Curren	Cash	Office Furniture	Various MOP	E	20.00		20.00
228	Office Equipment	13/07/2026	Filing cabinet sales	1 Unity Trust Curren	Cash	Office Furniture	Various MOP	E	20.00		20.00
228	Office Equipment	13/07/2026	Filing cabinet sales	1 Unity Trust Curren	Cash	Office Furniture	Various MOP	E	20.00		20.00
229	Market Casual Trader	13/07/2026	Inv 3126	1 Unity Trust Curren	Cash	Market - Casual Rent	The Norfolk Sharpener	E	18.00		18.00
230	Market Casual Trader	13/07/2026	iNV 3227	1 Unity Trust Curren	Card	Market - Casual Rent	Sarah Segum	E	18.00		18.00
231	Market Casual Trader	13/07/2026	Inv 3228	1 Unity Trust Curren	Cash	Market - Casual Rent	Gould's Prints	E	18.00		18.00
232	Market Licensed Traders	13/07/2026	Inv 3198	1 Unity Trust Curren	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	157.80		157.80
232	Market Licensed Traders	13/07/2026	Inv 3198	1 Unity Trust Curren	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	-7.89		-7.89
233	Market Licensed Traders	13/07/2026		1 Unity Trust Curren		Market - Regular Trader	Routs of Wisbech	E	105.20		105.20
233	Market Licensed Traders	13/07/2026		1 Unity Trust Curren		Market - Regular Trader	Routs of Wisbech	E	-5.26		-5.26
234	Market Licensed Traders	13/07/2026	Inv 3194	1 Unity Trust Curren	BACS	Market - Regular Trader	Paul Cross Auctions	E	201.30		201.30
235	Market Licensed Traders	13/07/2026	Inv3187	1 Unity Trust Curren	BACS	Market - Regular Trader	Watchman & Wife	E	105.20		105.20
235	Market Licensed Traders	13/07/2026	Inv3187	1 Unity Trust Curren	BACS	Market - Regular Trader	Watchman & Wife	E	-5.26		-5.26
236	Market Licensed Traders	13/07/2026	Inv 3185	1 Unity Trust Curren	n/a	Market - Regular Trader	Carols Collectables	E			
237	Cemetery Fees	13/07/2026	Inv 3229	1 Unity Trust Curren	BACS	Cemetery - Exclusive Rights	Francis Henry Farmer	E	283.71		283.71
237	Cemetery Fees	13/07/2026	Inv 3229	1 Unity Trust Curren	BACS	Cemetery - Exclusive Rights	Francis Henry Farmer	E	18.95		18.95
238	Market Licensed Traders	14/07/2026	Inv 3186	1 Unity Trust Curren	BACS	Market - Regular Trader	Sea Green Soap	E	52.60		52.60
239	Cemetery Fees	14/07/2026	Inv 3225	1 Unity Trust Curren	BACS	Cemetery - Burial	Andrew Francis FS	E	593.77		593.77
239	Cemetery Fees	14/07/2026	Inv 3225	1 Unity Trust Curren	BACS	Cemetery - Burial	Andrew Francis FS	E	283.71		283.71
239	Cemetery Fees	14/07/2026	Inv 3225	1 Unity Trust Curren	BACS	Cemetery - Burial	Andrew Francis FS	E	18.95		18.95
240	Market Licensed Traders	16/07/2026	Inv 3190	1 Unity Trust Curren	BACS	Market - Regular Trader	Old Bygones	E	105.20		105.20
240	Market Licensed Traders	16/07/2026	Inv 3190	1 Unity Trust Curren	BACS	Market - Regular Trader	Old Bygones	E	-5.26		-5.26
241	LYM (Twilight Markets)	17/07/2026	Inv 3231	1 Unity Trust Curren	Card	Event - Stall Hire	The Maltings	E	10.00		10.00
241	LYM (Twilight Markets)	17/07/2026	Inv 3231	1 Unity Trust Curren	Card	Event - Stall Hire	The Maltings	S	8.33	1.67	10.00
242	Electric Market AGR0442785 (E	20/07/2026	Inv 3204	1 Unity Trust Curren	PC	Market - Electricity Hire	Routs of Wisbech	S	31.56	6.31	37.87
243	Electric Market AGR0442785 (E	20/07/2026		1 Unity Trust Curren	cancelled	Market - Electricity Hire	L Blue Concina	S			

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
244	Market Casual Trader	20/07/2026	Inv 3234	1 Unity Trust Curren	Cash	Market - Casual Rent	Bryan Dixon	E	25.00		25.00
245	Market Casual Trader	20/07/2026	Inv 3235	1 Unity Trust Curren	Cash	Market - Casual Rent	Josie Foreman	E	18.00		18.00
246	Classic Car Show	20/07/2026	Inv 3232	1 Unity Trust Curren	Cash	Event - Car Boot	Lyn Moulding	E	10.00		10.00
247	LYM (Twilight Markets)	21/07/2026	Inv 3220	1 Unity Trust Curren	Cash	Market - Regular Trader	Kelly Alford	E	10.00		10.00
247	LYM (Twilight Markets)	21/07/2026	Inv 3220	1 Unity Trust Curren	Cash	Market - Regular Trader	Kelly Alford	S	12.50	2.50	15.00
248	Market Licensed Traders	21/07/2026	Inv 3192	1 Unity Trust Curren	BACS	Market - Regular Trader	LW Sales	E	105.20		105.20
248	Market Licensed Traders	21/07/2026	Inv 3192	1 Unity Trust Curren	BACS	Market - Regular Trader	LW Sales	E	-5.26		-5.26
249	Open Spaces Ground Hire	21/07/2026	Inv 3106	1 Unity Trust Curren	BACS	Ground Hire	Grays Fuinfair	E	600.00		600.00
249	Open Spaces Ground Hire	21/07/2026	Inv 3106	1 Unity Trust Curren	BACS	Ground Hire	Grays Fuinfair	L	20.00	1.00	21.00
250	Furniture Hire	21/07/2026	Inv 3171	1 Unity Trust Curren	Cash	Facilities Hire	Holmwood House Care	S	66.67	13.33	80.00
250	Furniture Hire	21/07/2026	Inv 3171	1 Unity Trust Curren	Cash	Facilities Hire	Holmwood House Care	S	16.67	3.33	20.00
250	Furniture Hire	21/07/2026	Inv 3171	1 Unity Trust Curren	Cash	Facilities Hire	Holmwood House Care	S	16.67	3.33	20.00
250	Furniture Hire	21/07/2026	Inv 3171	1 Unity Trust Curren	Cash	Facilities Hire	Holmwood House Care	E	40.00		40.00
251	Cemetery Fees	23/07/2026	Inv 3177	1 Unity Trust Curren	BACS	Cemetery - Memorial	H Brett & Sons	E	150.15		150.15
252	Market Licensed Traders	23/07/2026	Inv 3193	1 Unity Trust Curren	BACS	Market - Regular Trader	Active Solutions	E	68.38		68.38
253	Cemetery Fees	23/07/2026	Inv 3239	1 Unity Trust Curren	BACS	Cemetery - Burial	Thornalley FD KL	E	593.77		593.77
254	Chamber Hire	24/07/2026	Inv 3070	1 Unity Trust Curren	BACS	Chamber Room Hire	Breckland District Council	E	60.00		60.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	E	10.00		10.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	S	8.33	1.67	10.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	E	10.00		10.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	S	8.33	1.67	10.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	E	10.00		10.00
255	LYM (Twilight Markets)	24/07/2026	Inv 3242	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kuso Oishii Limited	S	8.33	1.67	10.00
256	Market Casual Trader	27/07/2026	Inv 3243	1 Unity Trust Curren	Cash	Market - Casual Rent	Bryan Dixon	E	25.00		25.00
257	Market Licensed Traders	27/07/2026	Inv 3244	1 Unity Trust Curren	Cash	Market - Regular Trader	The Refill Wagon	E	18.00		18.00
258	Market Casual Trader	27/07/2026	Inv 3245	1 Unity Trust Curren	Card	Market - Casual Rent	The Norfolk Sharpener	E	18.00		18.00
258	Market Casual Trader	27/07/2026	Inv 3245	1 Unity Trust Curren	Card	Market - Casual Rent	The Norfolk Sharpener	E	18.00		18.00
259	Market Casual Trader	27/07/2026	Inv 3246	1 Unity Trust Curren	Cash	Market - Casual Rent	Janet & Joel Githiri	E	18.00		18.00
260	Classic Car Show	27/07/2026	Inv 3250	1 Unity Trust Curren	Cash	Car Show Stall	PACT	E	25.00		25.00
261	Electric Market AGR0442785 (E	27/07/2026	Inv 3205	1 Unity Trust Curren	BACS	Market - Electricity Hire	Fountain Fresh Imports Ltd	S	78.75	15.75	94.50
262	Allotment Rent	27/07/2026	Inv 3241	1 Unity Trust Curren	Stripe	Allotment Rent	Georgia Craig	E	4.14		4.14
262	Allotment Deposits	27/07/2026	Inv 3241	1 Unity Trust Curren	Stripe	Allotment Rent	Georgia Craig	E	40.00		40.00
263	Classic Car Show	27/07/2026	Inv 3253	1 Unity Trust Curren	Stripe	Car Show Stall	JW Norfolk Ltd	E	50.00		50.00
264	Market Licensed Traders	28/07/2026	Inv 3201	1 Unity Trust Curren	BACS	Market - Regular Trader	Get Stuffed Catering	E	142.02		142.02
265	Rent	29/07/2026	Inv 3248	1 Unity Trust Curren	Stripe	Asset Rental	Lauren Ensom	S	583.33	116.67	700.00
265	Rent	29/07/2026	Inv 3248	1 Unity Trust Curren	Stripe	Asset Rental	Lauren Ensom	S	291.66	58.33	349.99

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
265	Rent	29/07/2026	Inv 3248	1 Unity Trust Curren	Stripe	Asset Rental	Lauren Ensom	Z	117.26		117.26
266	LYM (Twilight Markets)	30/07/2026	Inv 3151	1 Unity Trust Curren	Stripe	Event - Stall Hire	Tarman Art	E	10.00		10.00
267	VAT Refund	30/07/2026		1 Unity Trust Curren	BACS	VAT Refund	HMRC	R		12,771.46	12,771.46
268	LYM (Twilight Markets)	30/07/2026	Inv 3213	1 Unity Trust Curren	Cash	Event - Stall Hire	Stewart Bell	E	15.00		15.00
269	LYM (Twilight Markets)	30/07/2026	Inv 3214	1 Unity Trust Curren	Cash	Event - Stall Hire	Stewart Bell	E	20.00		20.00
270	LYM (Twilight Markets)	30/07/2026	Inv 3215	1 Unity Trust Curren	Cash	Event - Stall Hire	Stewart Bell	E	16.00		16.00
271	LYM (Twilight Markets)	30/07/2026	Inv 3216	1 Unity Trust Curren	Cash	Event - Stall Hire	Stewart Bell	E	20.00		20.00
272	LYM (Twilight Markets)	30/07/2026	Inv 3236	1 Unity Trust Curren	Stripe	Event - Stall Hire	Kirsty Celik	E	10.00		10.00
273	LYM (Twilight Markets)	30/07/2026	Inv 3159	1 Unity Trust Curren	Stripe	Event - Stall Hire	Samuel J White	E	10.00		10.00
274	Market Licensed Traders	02/08/2026	Inv 3270	1 Unity Trust Curren	Stripe	Market - Regular Trader	Earth Panda Creations Ltd	E	52.60		52.60
275	Open Spaces Ground Hire	03/08/2026	Inv 3147	1 Unity Trust Curren	BACS	Ground Hire	Norfolk & Norwich Festival	E	210.00		210.00
276	Market Licensed Traders	03/08/2026	Inv 3260	1 Unity Trust Curren	BACS	Market - Regular Trader	Oakland View Ltd	E	105.20		105.20
276	Market Licensed Traders	03/08/2026	Inv 3260	1 Unity Trust Curren	BACS	Market - Regular Trader	Oakland View Ltd	E	-5.26		-5.26
277	MS Teams Refund - Swaffham	03/08/2026	Inv 3255	1 Unity Trust Curren	BACS	Telephone & Wifi	Swaffham Heritage	S	47.17	9.43	56.60
278	Rent	03/08/2026	Inv 3254	1 Unity Trust Curren	BACS	Asset Rental	Fountain of Life Church	E	416.67		416.67
279	Market Casual Trader	03/08/2026	Inv 3271	1 Unity Trust Curren	Cash	Market - Casual Rent	Twisted Broomstick	E	18.00		18.00
280	Market Casual Trader	03/08/2026	Inv 3272	1 Unity Trust Curren	Card	Market - Casual Rent	Unique Style	E	18.00		18.00
281	Market Casual Trader	03/08/2026	Inv 3273	1 Unity Trust Curren	Cash	Market - Casual Rent	Mini Pea	E	18.00		18.00
282	Market Casual Trader	03/08/2026	Inv 3274	1 Unity Trust Curren	Cash	Market - Casual Rent	RMS Bees & Honey	E	18.00		18.00
283	Market Casual Trader	03/08/2026	Inv 3275	1 Unity Trust Curren	Cash	Market - Casual Rent	Norfolk Sweet Jar	E	18.00		18.00
284	Market Gazebo Hire	03/08/2026	Inv 3251	1 Unity Trust Curren	Card	Market - Regular Trader	The Painted Giraffe	S	32.50	6.50	39.00
284	Market Licensed Traders	03/08/2026	Inv 3251	1 Unity Trust Curren	Card	Market - Regular Trader	The Painted Giraffe	E	52.60		52.60
285	LYM (Twilight Markets)	04/08/2026	Inv 3219	1 Unity Trust Curren	Cash	Event - Stall Hire	H Eagle	E	10.00		10.00
286	Market Licensed Traders	04/08/2026	Invoice 3262	1 Unity Trust Curren	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	157.80		157.80
286	Market Licensed Traders	04/08/2026	Invoice 3262	1 Unity Trust Curren	BACS	Market - Regular Trader	Melt Down Danes/Printed 1	E	-7.89		-7.89
287	Classic Car Show	04/08/2026	Inv 3053	1 Unity Trust Curren	Card	Event - Stall Hire	Gould's Prints	E	25.00		25.00
288	Bank Interest	04/08/2026		1 Unity Trust Curren	DD	Bank - Interest	CCLA Investment Managen	E	1,464.43		1,464.43
289	Market Licensed Traders	07/08/2026	Inv 3192	1 Unity Trust Curren	BACS	Market - Regular Trader	LW Sales	E	5.26		5.26
290	Cemetery Fees	07/08/2026	Inv 3288	1 Unity Trust Curren	BACS	Cemetery - Exclusive Rights	John Charles Sorrell	E	283.71		283.71
290	Cemetery Fees	07/08/2026	Inv 3288	1 Unity Trust Curren	BACS	Cemetery - Exclusive Rights	John Charles Sorrell	E	18.95		18.95
291	General Maintenance	07/08/2026	2500551M NF COMP	1 Unity Trust Curren	BACS	Toilets - Compensation	HMCTS Centralised	X	20.00		20.00
292	General Maintenance	07/08/2026	25005523D NF COMP	1 Unity Trust Curren	BACS	Toilets - Compensation	HMCTS Centralised	X	80.00		80.00
293	Open Spaces Ground Hire	07/08/2026	Inv 3039	1 Unity Trust Curren	BACS	Ground Hire	Universal Productions Ltd	E	600.00		600.00
294	Electric Market AGR0442785 (E	07/08/2026	Inc 3202	1 Unity Trust Curren	BACS	Market - Electricity Hire	Get Stuffed Catering	S	36.00	7.20	43.20
295	Market Licensed Traders	07/08/2026	Inv 3268	1 Unity Trust Curren	BACS	Market - Regular Trader	LW Sales	E	105.20		105.20

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
295	Market Licensed Traders	07/08/2026	Inv 3268	1 Unity Trust Curren	BACS	Market - Regular Trader	LW Sales	E	-5.26		-5.26
296	Market Licensed Traders	10/08/2026	Inv 3265	1 Unity Trust Curren	Cash	Market - Regular Trader	Graders Delights	E	105.20		105.20
296	Market Licensed Traders	10/08/2026	Inv 3265	1 Unity Trust Curren	Cash	Market - Regular Trader	Graders Delights	E	-5.26		-5.26
297	Market Licensed Traders	10/08/2026	Inv 3267	1 Unity Trust Curren	Cash	Market - Regular Trader	QMB Antiques	E	63.12		63.12
298	Market Licensed Traders	10/08/2026	Inv 3290	1 Unity Trust Curren	Cash	Market - Casual Rent	Twisted Broomstick	E	18.00		18.00
299	Market Casual Trader	10/08/2026	Inv 3291	1 Unity Trust Curren	Card	Market - Casual Rent	Unique Style	E	18.00		18.00
300	Market Casual Trader	10/08/2026	Inv 3292	1 Unity Trust Curren	Cash	Market - Casual Rent	The Refill Wagon	E	18.00		18.00
301	Market Casual Trader	10/08/2026	Inv 3293	1 Unity Trust Curren	Cash	Market - Casual Rent	Norfolk Sweet Jar	E	18.00		18.00
302	LYM (Twilight Markets)	10/08/2026	Inv 3237	1 Unity Trust Curren	Cash	Event - Stall Hire	Emma V Nevin	E	10.00		10.00
303	Market Licensed Traders	11/08/2026	Inv 3264	1 Unity Trust Curren	BACS	Market - Regular Trader	Old Bygones	E	105.20		105.20
303	Market Licensed Traders	11/08/2026	Inv 3264	1 Unity Trust Curren	BACS	Market - Regular Trader	Old Bygones	E	-5.26		-5.26
Total									10,787.14	13,055.15	23,842.29

Swaffham Town Council

02 September 2026 (2026-2027)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
304	Market Licensed Traders	12/08/2026	3266	1 Unity Trust Curren	BACS	Market - Regular Trader	Paul Cross Auctions	E	201.30		201.30
305	General Maintenance - Open S	12/08/2026	Inv 3289	1 Unity Trust Curren	Card	General Maintenance - Rec Gro	Mary Brown	E	50.00		50.00
306	Market Licensed Traders	13/08/2026		1 Unity Trust Curren		Market - Regular Trader	Routs of Wisbech	E	105.20		105.20
306	Market Licensed Traders	13/08/2026		1 Unity Trust Curren		Market - Regular Trader	Routs of Wisbech	E	-5.26		-5.26
307	Classic Car Show	17/08/2026	Inv 3294	1 Unity Trust Curren	Cash	Event - Car Boot	Mark Gordon	E	10.00		10.00
308	Market Casual Trader	17/08/2026	Inv 3296	1 Unity Trust Curren	Card	Market - Casual Rent	Mini Pea	E	18.00		18.00
309	Market Casual Trader	17/08/2026	Inv 3295	1 Unity Trust Curren	Cash	Market - Casual Rent	Norfolk Sweet Jar	E	18.00		18.00
310	Market Licensed Traders	17/08/2026		1 Unity Trust Curren		Market - Regular Trader	Sea Green Soap	E	52.60		52.60
311	Classic Car Show	17/08/2026	Inv 3297	1 Unity Trust Curren	BACS	Event - Sponsorship	Andrew Francis FS	S	166.67	33.33	200.00
312	Market Licensed Traders	17/08/2026		1 Unity Trust Curren		Market - Regular Trader	Active Solutions	E	68.38		68.38
313	LYM (Twilight Markets)	19/08/2026	Inv 3304	1 Unity Trust Curren	Card	Event - Stall Hire	Wicked Seasonal Kitchen	E	10.00		10.00
313	LYM (Twilight Markets)	19/08/2026	Inv 3304	1 Unity Trust Curren	Card	Event - Stall Hire	Wicked Seasonal Kitchen	L	4.76	0.24	5.00
314	LYM (Twilight Markets)	19/08/2026	Inv 3278	1 Unity Trust Curren	Stripe	Event - Stall Hire	PM Bars Limited	E	15.00		15.00
315	Classic Car Show	19/08/2026	Inv 3314	1 Unity Trust Curren	Card	Event - Stall Hire	The Painted Giraffe	E	25.00		25.00
315	Classic Car Show	19/08/2026	Inv 3314	1 Unity Trust Curren	Card	Event - Stall Hire	The Painted Giraffe	S	12.50	2.50	15.00
316	LYM (Twilight Markets)	19/08/2026	Inv 3149	1 Unity Trust Curren	Card	Event - Stall Hire	The Painted Giraffe	E	10.00		10.00
317	Market Licensed Traders	20/08/2026	Inv 3313	1 Unity Trust Curren	Card	Market - Regular Trader	The Painted Giraffe	E	52.60		52.60
317	Market Licensed Traders	20/08/2026	Inv 3313	1 Unity Trust Curren	Card	Market - Regular Trader	The Painted Giraffe	S	32.50	6.50	39.00
318	LYM (Twilight Markets)	20/08/2026	Inv 3281	1 Unity Trust Curren	Stripe	Event - Stall Hire	Annie & Jeff Appleton	E	10.00		10.00
319	LYM (Twilight Markets)	20/08/2026	Inv 3285	1 Unity Trust Curren	Stripe	Event - Stall Hire	MAandDcrafts	E	10.00		10.00
320	Classic Car Show	21/08/2026	Inv 3299	1 Unity Trust Curren	BACS	Event - Stall Hire	Rita Adomaitiene	E	25.00		25.00
320	Classic Car Show	21/08/2026	Inv 3299	1 Unity Trust Curren	BACS	Event - Stall Hire	Rita Adomaitiene	S	12.50	2.50	15.00
321	LYM (Twilight Markets)	21/08/2026	Inv 3306	1 Unity Trust Curren	BACS	Event - Stall Hire	Ian Richardson	E	10.00		10.00
322	LYM (Twilight Markets)	21/08/2026	Inv 3308	1 Unity Trust Curren	BACS	Event - Stall Hire	Norfolk Hygge	E	10.00		10.00
322	LYM (Twilight Markets)	21/08/2026	Inv 3308	1 Unity Trust Curren	BACS	Event - Stall Hire	Norfolk Hygge	S	8.33	1.67	10.00
323	LYM (Twilight Markets)	21/08/2026	Inv 3277	1 Unity Trust Curren	BACS	Event - Stall Hire	Michael Pond	E	10.00		10.00
324	Classic Car Show	21/08/2026	Inv 3298	1 Unity Trust Curren	BACS	Event - Stall Hire	Fab Fudge	E	25.00		25.00
325	LYM (Twilight Markets)	21/08/2026	Inv 3310	1 Unity Trust Curren	BACS	Event - Stall Hire	Paraskevi Kontoudi	E	10.00		10.00
326	LYM (Twilight Markets)	21/08/2026	Inv 3284	1 Unity Trust Curren	BACS	Event - Stall Hire	Janet & Garath Davies	E	10.00		10.00
327	LYM (Twilight Markets)	21/08/2026	Inv 3276	1 Unity Trust Curren	Stripe	Event - Stall Hire	Earth Panda Creations Ltd	E	10.00		10.00
328	LYM (Twilight Markets)	21/08/2026	Inv 3286	1 Unity Trust Curren	Stripe	Event - Stall Hire	Emma V Nevin	E	10.00		10.00
329	LYM (Twilight Markets)	23/08/2026	Inv 3309	1 Unity Trust Curren	Stripe	Event - Stall Hire	Jade Shaul	E	10.00		10.00
329	LYM (Twilight Markets)	23/08/2026	Inv 3309	1 Unity Trust Curren	Stripe	Event - Stall Hire	Jade Shaul	S	8.33	1.67	10.00
330	Market Licensed Traders	24/08/2026	Inv 3261	1 Unity Trust Curren	Card	Market - Regular Trader	Love Pepper UK	E	157.80		157.80

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
330	Market Licensed Traders	24/08/2026	Inv 3261	1 Unity Trust Current	Card	Market - Regular Trader	Love Pepper UK	E	-7.89		-7.89
331	Cemetery Fees	24/08/2026	Inv 3316	1 Unity Trust Current	BACS	Cemetery - Memorial	H Brett & Sons	E	134.76		134.76
332	Classic Car Show	24/08/2026	Inv 3280	1 Unity Trust Current	Stripe	Event - Stall Hire	Norfolk Sweet Jar	E	25.00		25.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	E	15.00		15.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	L	4.76	0.24	5.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	E	30.00		30.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	L	4.76	0.24	5.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	E	16.00		16.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	L	4.76	0.24	5.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	E	20.00		20.00
333	Classic Car Show	24/08/2026	Inv 3311	1 Unity Trust Current	Card	Event - Entertainment	Stewart Bell	L	4.76	0.24	5.00
334	Classic Car Show	24/08/2026	Inv 3300	1 Unity Trust Current	Card	Event - Stall Hire	Ivan Bond	E	25.00		25.00
334	Classic Car Show	24/08/2026	Inv 3300	1 Unity Trust Current	Card	Event - Stall Hire	Ivan Bond	S	12.50	2.50	15.00
335	LYM (Twilight Markets)	24/08/2026	Inv 3305	1 Unity Trust Current	Cash	Event - Stall Hire	Kelly Alford	E	10.00		10.00
335	LYM (Twilight Markets)	24/08/2026	Inv 3305	1 Unity Trust Current	Cash	Event - Stall Hire	Kelly Alford	S	8.33	1.67	10.00
335	LYM (Twilight Markets)	24/08/2026	Inv 3305	1 Unity Trust Current	Cash	Event - Stall Hire	Kelly Alford	S	-4.17	-0.83	-5.00
336	LYM (Twilight Markets)	24/08/2026	Inv 3317	1 Unity Trust Current	Cash	Event - Stall Hire	Kelly Alford	E	5.00		5.00
337	LYM (Twilight Markets)	24/08/2026	Inv 3283	1 Unity Trust Current	Stripe	Event - Stall Hire	Holly Hamling	E	10.00		10.00
338	Market Casual Trader	25/08/2026	Inv 3319	1 Unity Trust Current	Cash	Market - Casual Rent	Bryan Dixon	E	25.00		25.00
339	Christmas Light Switch On	25/08/2026	Inv 3320	1 Unity Trust Current	Card	Event - Stall Hire	Jocelyn Moulding	E	25.00		25.00
340	Classic Car Show	25/08/2026	Inv 3318	1 Unity Trust Current	Card	Event - Stall Hire	Tracy Wood	E	37.00		37.00
341	Hospitality	25/08/2026	Chamber room	1 Unity Trust Current	Cash	Hospitality	Various MOP	E	5.00		5.00
342	Market Licensed Traders	26/08/2026	Inv 3269	1 Unity Trust Current	BACS	Market - Regular Trader	Get Stuffed Catering	E	142.02		142.02
342	Market Licensed Traders	26/08/2026	Inv 3269	1 Unity Trust Current	BACS	Market - Regular Trader	Get Stuffed Catering	E	-7.10		-7.10
343	Classic Car Show	26/08/2026	Inv 3312	1 Unity Trust Current	BACS	Event - Stall Hire	Wild Knight Distillery	E	25.00		25.00
344	Classic Car Show	26/08/2026	Inv 3325	1 Unity Trust Current	Cash	Event - Car Boot	Bryan Farmer	E	10.00		10.00
345	LYM (Twilight Markets)	26/08/2026	Inv 3279	1 Unity Trust Current	Stripe	Event - Stall Hire	Phoebe Chamberlain	E	10.00		10.00
346	Chamber Hire	27/08/2026	Inv 3238	1 Unity Trust Current	BACS	Chamber Room Hire	Youth Advisory Board - We	E	18.00		18.00
347	Classic Car Show	27/08/2026	Inv 3326	1 Unity Trust Current	Stripe	Event - Stall Hire	Scrubaadub	E	10.00		10.00
348	LYM (Twilight Markets)	01/09/2026	Inv 3240	1 Unity Trust Current	Cash	Event - Stall Hire	Ayaans Ices	E	25.00		25.00
349	Market Casual Trader	01/09/2026	Inv 3332	1 Unity Trust Current	Cash	Market - Casual Rent	Unique Style	E	18.00		18.00
350	Market Casual Trader	01/09/2026	Inv 331	1 Unity Trust Current	Cash	Market - Casual Rent	Norfolk Sweet Jar	E	18.00		18.00
351	Market Casual Trader	01/09/2026	Inv 3330	1 Unity Trust Current	Cash	Market - Casual Rent	Bryan Dixon	E	25.00		25.00
352	Classic Car Show	01/09/2026	Inv 3252	1 Unity Trust Current	Cash	Event - Stall Hire	The Swaffham Players	E	25.00		25.00
353	Rent	01/09/2026	Inv 3329	1 Unity Trust Current	BACS	Asset Rental	Fountain of Life Church	E	416.67		416.67
354	Cemetery Fees	01/09/2026	Inv 3321	1 Unity Trust Current	BACS	Cemetery - Burial	Thornalley FD KL	E	395.65		395.65

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
354	Cemetery Fees	01/09/2026	Inv 3321	1 Unity Trust Curren	BACS	Cemetery - Burial	Thornalley FD KL	E	334.06		334.06
354	Cemetery Fees	01/09/2026	Inv 3321	1 Unity Trust Curren	BACS	Cemetery - Burial	Thornalley FD KL	E	37.90		37.90
355	Cemetery Fees	01/09/2026	Inv 3323	1 Unity Trust Curren	BACS	Cemetery - Burial	Thornalley FD KL	E	1,187.54		1,187.54
356	Classic Car Show	01/09/2026	Inv 3328	1 Unity Trust Curren	BACS	Event - Stall Hire	Nadine's Cakes & Celebrati	S	12.50	2.50	15.00
357	Classic Car Show	02/09/2026		1 Unity Trust Curren	Cash	Event - General	Various MOP	E	623.61		623.61
358	Classic Car Show	02/09/2026	Inv 3312	1 Unity Trust Curren	310904530	Event - Stall Hire	Wild Knight Distillery	E	-25.00		-25.00
Total									4,896.63	55.21	4,951.84

Swaffham Town Council

11 August 2026 (2026-2027)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
362	Flagpole maintenance	10/07/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	61.35	12.27	73.62
363	Stripe Fee	12/07/2026		1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.99		0.99
365	World Pay Fee	16/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
365	World Pay Fee	16/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	0.45		0.45
366	Bank Charges	16/07/2026		Lloyd Credit Card	Card	Credit Card Fees	Lloyds Bank - Cr Card	E	5.00		5.00
367	General Maintenance - Open Sp	16/07/2026		Lloyd Credit Card	Card	Cleaning Materials	Amazon	S	22.49	4.50	26.99
368	General Maintenance - Open Sp	16/07/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	32.89	6.58	39.47
369	PSiCA	16/07/2026		Lloyd Credit Card	Card	STC for Cultural Consortium	Instant Print	S	21.22	4.25	25.47
370	Floral Displays	16/07/2026		Lloyd Credit Card	Card	Plants	Didlington Nurseries Ltd	S	145.83	29.17	175.00
371	Land Purchase	16/07/2026		1 Unity Trust Current	458753265	CCTV	Alarming UK	S	3,813.50	762.70	4,576.20
373	Vehicle Management	20/07/2026		1 Unity Trust Current	308176895	Vehicle Maintenance	Thomas B Bonnett	S	66.67	13.33	80.00
374	The Kiosk	20/07/2026		1 Unity Trust Current	664573547	General Maintenance	Kingdom Electrical Solution	Z	1,899.06		1,899.06
374	The Kiosk	20/07/2026		1 Unity Trust Current	664573547	General Maintenance	Kingdom Electrical Solution	Z	373.88		373.88
375	PSiCA	20/07/2026		1 Unity Trust Current	613628886	Footfall Counters	PFM - Intelligence	S	555.10	111.02	666.12
375	PSiCA	20/07/2026		1 Unity Trust Current	613628886	Footfall Counters	PFM - Intelligence	S	237.90	47.58	285.48
376	Street Furniture - Maintenance	20/07/2026		1 Unity Trust Current	860250694	Play Equipment	Wicksteed	S	39.54	7.91	47.45
376	Street Furniture - Maintenance	20/07/2026		1 Unity Trust Current	860250694	Play Equipment	Wicksteed	S	61.78	12.36	74.14
377	General Maintenance	20/07/2026		1 Unity Trust Current	211379467	Asbestos Survey	Anglian Demolition & Asbe	S	550.00	110.00	660.00
378	General Maintenance	20/07/2026		1 Unity Trust Current	537981703	General Maintenance - War Me	Swaffham Building Suppli	S	41.67	8.33	50.00
379	Parish Partnership Funding	20/07/2026		1 Unity Trust Current	254661221	Bus Shelter Funding	Westcotec Limited	S	10,848.00	2,169.60	13,017.60
380	IT Hardware	20/07/2026		1 Unity Trust Current	413480892	IT Equipment	Cloudy IT	S	888.50	177.70	1,066.20
381	Town Flags	20/07/2026		Lloyd Credit Card	Card	Town Flags	Union Flag Company	S	105.99	21.20	127.19
382	Bank Charges	20/07/2026		Lloyd Credit Card	Card	Credit Card Fees	Lloyds Bank - Cr Card	E	3.00		3.00
383	Software	20/07/2026		Lloyd Credit Card	Card	IT - Software	Adobe	E	16.64		16.64
383	Software	20/07/2026		Lloyd Credit Card	Card	IT - Software	Adobe	S	16.64	3.33	19.97
384	General Maintenance - Open Sp	20/07/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	31.15	6.23	37.38
385	General Maintenance - Open Sp	20/07/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	29.25	5.85	35.10
386	Stationery	20/07/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	14.99	3.00	17.99
387	General Maintenance - Open Sp	20/07/2026		1 Unity Trust Current	254661221	General Maintenance - Town H	Westcotec Limited	S	50.00	10.00	60.00
388	Civic.ly!	20/07/2026		1 Unity Trust Current	dd	IT - Software	Scribe - Starboard Sys Ltd	S	255.00	51.00	306.00
389	BDC Rates	20/07/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	215.00		215.00
389	BDC Rates	20/07/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	210.00		210.00
389	BDC Rates	20/07/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
390	Market Superintendent Phone	20/07/2026		1 Unity Trust Current	dd	Mobile Charges	Vodafone	S	19.40	3.87	23.27

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
390	Town Warden Phone	20/07/2026		1 Unity Trust Curren	dd	Mobile Charges	Vodafone	S	20.00	4.01	24.01
391	Iceni Newsletter	20/07/2026		1 Unity Trust Curren	308176895	Iceni Newsletter	Iceni Partnership	S	105.00	21.00	126.00
392	Waste Collection	20/07/2026		1 Unity Trust Curren	944449503	Waste Collection	Breckland District Council	E	116.13		116.13
392	Waste Collection	20/07/2026		1 Unity Trust Curren	944449503	Waste Collection	Breckland District Council	E	102.39		102.39
393	CPRE	20/07/2026		1 Unity Trust Curren	dd	Monthly Subscription	CPRE	X	5.00		5.00
394	Electric Market AGR0442785 (E	20/07/2026		1 Unity Trust Curren	dd	Electricity - Buttercross	SSE - Southern Electric	L	134.48	6.72	141.20
395	Electricity Cemetery AGR04963	20/07/2026		1 Unity Trust Curren	dd	Electricity - Chapel	SSE - Southern Electric	L	38.88	1.94	40.82
396	Electricity Town Hall AGR04723	20/07/2026		1 Unity Trust Curren	dd	Electricity - Town Hall	SSE - Southern Electric	L	388.65	19.43	408.08
397	Electricity War Memorial A0009	20/07/2026		1 Unity Trust Curren	433044621	Electricity - War Memorial	NPower	L	17.77	0.89	18.66
398	Rates	20/07/2026		1 Unity Trust Curren	dd	Rates - Kiosk	Breckland District Council	E	174.00		174.00
399	Land Purchase	20/07/2026		1 Unity Trust Curren	690048412	Signage	Uncle Lukes	S	80.00	16.00	96.00
400	The Kiosk	20/07/2026		1 Unity Trust Curren	406257849	Plumbing Works	Kevin Moulton Heating	S	802.00	160.40	962.40
401	Consumables	20/07/2026		1 Unity Trust Curren	92736721	Cleaning Materials	Anglian Chemicals	S	36.26	7.25	43.51
401	Consumables	20/07/2026		1 Unity Trust Curren	92736721	Cleaning Materials	Anglian Chemicals	S	73.73	14.75	88.48
401	Consumables	20/07/2026		1 Unity Trust Curren	92736721	Cleaning Materials	Anglian Chemicals	S	47.70	9.54	57.24
402	Training - Staff	20/07/2026		1 Unity Trust Curren	1316638	Training - Staff	Norfolk Association of Loca	S	17.00	3.40	20.40
402	Training - Staff	20/07/2026		1 Unity Trust Curren	1316638	Training - Staff	Norfolk Association of Loca	S	24.40	4.88	29.28
403	General Maintenance - Open S	20/07/2026		1 Unity Trust Curren	537981703	General Maintenance	Swaffham Building Supplli	S	2.33	0.47	2.80
404	General Maintenance - Open S	20/07/2026		1 Unity Trust Curren	868271008	General Maintenance	Travis Perkins	S	0.74	0.15	0.89
405	Sanitary Bins	21/07/2026		1 Unity Trust Curren	92736721	Contract Cleaning	Anglian Chemicals	S	15.00	3.00	18.00
406	Training - Councillors	21/07/2026		1 Unity Trust Curren	1316638	Training - Councillors	Norfolk Association of Loca	S	48.80	9.76	58.56
408	General Maintenance - Open S	21/07/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	-32.89	-6.58	-39.47
410	World Pay Fee	23/07/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
410	World Pay Fee	23/07/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	0.50		0.50
411	Stripe Fee	24/07/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	X	1.34		1.34
412	Stripe Fee	27/07/2026		1 Unity Trust Curren	Stripe	Stripe Fee at Source	Stripe	E	0.86		0.86
414	Stripe Fee	27/07/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	X	1.15		1.15
415	General Maintenance	28/07/2026		1 Unity Trust Curren	485031030	General Maintenance	Swaffham Carpet and Bedc	S	745.00	149.00	894.00
415	General Maintenance	28/07/2026		1 Unity Trust Curren	485031030	General Maintenance	Swaffham Carpet and Bedc	S	40.00	8.00	48.00
415	General Maintenance	28/07/2026		1 Unity Trust Curren	485031030	General Maintenance	Swaffham Carpet and Bedc	S	205.83	41.17	247.00
416	General Maintenance	28/07/2026		1 Unity Trust Curren	229466708	General Maintenance - Barn	Kevin Moulton Heating	S	318.60	63.72	382.32
417	Legal Fees	28/07/2026		1 Unity Trust Curren	157445044	Legal Fees	Greene & Greene Partnersl	S	1,250.00	250.00	1,500.00
417	Legal Fees	28/07/2026		1 Unity Trust Curren	157445044	Legal Fees	Greene & Greene Partnersl	S	14.00	2.80	16.80
418	General Maintenance	28/07/2026		1 Unity Trust Curren	123727800	Electricity H&S	Kingdom Electrical Solution	Z	82.79		82.79
419	General Maintenance	28/07/2026		1 Unity Trust Curren	123727800	General Maintenance	Kingdom Electrical Solution	E	70.00		70.00

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
420	General Maintenance	28/07/2026		1 Unity Trust Current	229466708	Plumbing Works	Kevin Moulton Heating	S	241.82	48.36	290.18
421	Electricity Public Toilets AGR04	28/07/2026		1 Unity Trust Current	dd	Electricity - Public Toilets	SSE - Southern Electric	L	44.93	2.26	47.19
422	Electricity Rec Ground AGR045	28/07/2026		1 Unity Trust Current	dd	Electricity - Rec Ground	SSE - Southern Electric	L	-33.50	-1.67	-35.17
422	Electricity Rec Ground AGR045	28/07/2026		1 Unity Trust Current	dd	Electricity - Rec Ground	SSE - Southern Electric	L	-162.19	-8.11	-170.30
422	Electricity Rec Ground AGR045	28/07/2026		1 Unity Trust Current	dd	Electricity - Rec Ground	SSE - Southern Electric	L	335.08	16.75	351.83
423	Open Spaces Ground Hire	28/07/2026		1 Unity Trust Current	537981703	Ground Hire	Swaffham Building Supplies	S	80.00	16.00	96.00
424	General Maintenance - Open Spaces	28/07/2026		1 Unity Trust Current	537981703	General Maintenance	Swaffham Building Supplies	S	1.00	0.20	1.20
425	General Maintenance	28/07/2026		1 Unity Trust Current	211379467	Asbestos Survey	Anglian Demolition & Asbestos	S	350.00	70.00	420.00
426	Town Hall	28/07/2026		1 Unity Trust Current	552942793	General Maintenance - Town Hall	APT Roofing	S	3,750.00	750.00	4,500.00
427	Cemetery	28/07/2026		1 Unity Trust Current	64380703	General Maintenance - Chapel	Vital Roof Solutions Ltd	Z	7,000.00		7,000.00
428	Stripe Fee	29/07/2026	Inv 3248	1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	22.38		22.38
429	World Pay Fee	30/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
429	World Pay Fee	30/07/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	0.90		0.90
430	Stripe Fee	30/07/2026	Inv 3151	1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
431	Stripe Fee	30/07/2026	Inv 3236	1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.35		0.35
432	Stripe Fee	30/07/2026	Inv 3159	1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	0.39		0.39
433	Stripe Fee	02/08/2026	Inv 3270	1 Unity Trust Current	Stripe	Stripe Transaction Fee	Stripe	X	1.20		1.20
434	Bank Charges	03/08/2026		1 Unity Trust Current	dd	Bank Service Charge	Unity Trust Bank	E	23.65		23.65
435	IT Monthly WiFi/Teams/MS 365	03/08/2026		1 Unity Trust Current	413480892	Monthly Subscription	Cloudy IT	S	604.58	120.91	725.49
436	S106 Swans Nest	03/08/2026		1 Unity Trust Current	847670661	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
436	Grass Cutting - Urban Cut NCC	03/08/2026		1 Unity Trust Current	847670661	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
436	Grass Cutting - Open Spaces	03/08/2026		1 Unity Trust Current	847670661	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
437	Water Rates	03/08/2026		1 Unity Trust Current	726511755 / 3160	Water Rates - Allotments	WAVE - Anglian Water	E	506.76		506.76
438	Water Rates	03/08/2026		1 Unity Trust Current	166703050	Water Rates - Public Toilets	WAVE - Anglian Water	E	39.30		39.30
439	Water Rates	03/08/2026		1 Unity Trust Current	490492367	Water Rates - Town Hall	WAVE - Anglian Water	E	227.18		227.18
440	General Maintenance - Open Spaces	03/08/2026		1 Unity Trust Current	118429531	Storage Container - Monthly	Waites & Stone	S	100.00	20.00	120.00
441	Legal Fees	03/08/2026		Lloyd Credit Card	Card	Admin Fee	Breckland District Council	Z	85.08		85.08
443	Classic Car Show	03/08/2026		1 Unity Trust Current	163292182	Event - First Aid	St Johns Ambulance	S	174.00	34.80	208.80
444	Photocopier	03/08/2026		1 Unity Trust Current	975435825	Photocopier - Contract	Officeflow Office Automatic	S	81.50	16.30	97.80
445	General Maintenance - Museum	04/08/2026		1 Unity Trust Current	846017508	Museum Lift	Stannah	S	156.13	31.23	187.36
445	General Maintenance - Museum	04/08/2026		1 Unity Trust Current	846017508	Museum Lift	Stannah	S	234.05	46.81	280.86
446	General Maintenance	04/08/2026		1 Unity Trust Current	847670661	Grass Cutting	TTSR Limited	S	100.00	20.00	120.00
449	Salaries	04/08/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	18,502.52		18,502.52
450	HMRC	04/08/2026		1 Unity Trust Current	dd	PAYE	HMRC	X	6,085.53		6,085.53
451	Pension	04/08/2026		1 Unity Trust Current	475396455	Pension	Norfolk Pensions	X	5,568.10		5,568.10

PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
452	Hospitality	04/08/2026		1 Unity Trust Current	275214240	Drinking Water	Cooleraid	S	59.50	11.90	71.40
453	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	10.00	2.00	12.00
454	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
454	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	0.45		0.45
455	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
455	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	0.77		0.77
456	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
456	World Pay Fee	07/08/2026		1 Unity Trust Current	Worldpay	Credit Card Fees	Worldpay	E	2.29		2.29
457	Fuel	07/08/2026		1 Unity Trust Current	dd	Fuel	ALLSTAR Business Solution	S	215.19	43.03	258.22
458	LYM (Twilight Markets)	07/08/2026		1 Unity Trust Current	580724756	Event - Entertainment	JH Music	Z	300.00		300.00
459	Utilities - Gas	10/08/2026		1 Unity Trust Current	dd	Gas	EDF Energy	L	100.44	5.02	105.46
460	Insurance	10/08/2026		1 Unity Trust Current	931080262	Insurance - Cyber Security	Arthur J Gallagher Insurance	Z	463.28		463.28
461	Website	10/08/2026		1 Unity Trust Current	222086112	Website	Aubergine	S	50.00	10.00	60.00
462	Stationery	10/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	5.82	1.16	6.98
463	Stationery	10/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	8.32	1.66	9.98
465	Intruder Alarm	10/08/2026		Lloyd Credit Card	Card	Blink Basic Plan Monthly	Amazon	S	2.08	0.42	2.50
467	General Maintenance	10/08/2026		1 Unity Trust Current	847670661	General Maintenance - Town H	BH Doors service & Maintenance	S	190.00	38.00	228.00
468	General Maintenance	11/08/2026		1 Unity Trust Current	308176895	General Maintenance - Town H	DCM Decorating	E	2,950.00		2,950.00
469	Vehicle Management	11/08/2026		1 Unity Trust Current	1316638	Outdoor Equipment Maintenance	Lawn-Boy Farm Services	S	55.92	11.18	67.10
470	Electricity Rec Ground AGR045	11/08/2026		1 Unity Trust Current	dd	Electricity - Rec Ground	SSE - Southern Electric	L	33.50	1.67	35.17
Total									79,469.51	6,502.08	85,971.59

Swaffham Town Council

04 September 2026 (2026-2027)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
421	Electricity Public Toilets AGR04	28/07/2026		1 Unity Trust Curren	dd	Electricity - Public Toilets	SSE - Southern Electric	E	-47.19		-47.19
421	Electricity Public Toilets AGR04	28/07/2026		1 Unity Trust Curren	dd	Electricity - Public Toilets	SSE - Southern Electric	L	78.04	3.90	81.94
442	Family Fun Day	03/08/2026		1 Unity Trust Curren	728664343	Event - Entertainment	Umbrella Parties	E	200.00		200.00
474	World Pay Fee	12/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	0.45		0.45
474	World Pay Fee	12/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
478	World Pay Fee	17/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	1.25		1.25
478	World Pay Fee	17/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
480	Equipment Purchase/Replacem	18/08/2026		Lloyd Credit Card	Card	Outdoor Equipment - Purchase	Amazon	S	61.23	12.25	73.48
479	General Maintenance	18/08/2026		Lloyd Credit Card	Card	General Maintenance - Public T	Direct 365	S	46.78	9.36	56.14
482	BDC Rates	19/08/2026		1 Unity Trust Curren	dd	Rates	Breckland District Council	E	210.00		210.00
484	Market Superintendent Phone	19/08/2026		1 Unity Trust Curren	dd	Mobile Charges	Vodafone	S	19.40	3.87	23.27
482	BDC Rates	19/08/2026		1 Unity Trust Curren	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
490	Electric Market AGR0442785 (E	19/08/2026		1 Unity Trust Curren	DD	Electricity - Buttercross	SSE - Southern Electric	L	136.70	6.84	143.54
488	Waste Collection	19/08/2026		1 Unity Trust Curren	887008901	Waste Collection	Breckland District Council	E	116.13		116.13
487	Electricity Town Hall AGR0472	19/08/2026		1 Unity Trust Curren	dd	Electricity - Town Hall	SSE - Southern Electric	L	405.87	20.29	426.16
503	Family Fun Day	19/08/2026		1 Unity Trust Curren	577126100	Event - Entertainment	NSS	S	250.00	50.00	300.00
502	Audit - External	19/08/2026		1 Unity Trust Curren	331564290	Audit - External	PKF Littlejohn	S	1,680.00	336.00	2,016.00
497	PPE & Hi Vis clothing	19/08/2026		1 Unity Trust Curren	15310838	PPE	Inkaroo Clothing	E	39.96		39.96
497	PPE & Hi Vis clothing	19/08/2026		1 Unity Trust Curren	15310838	PPE	Inkaroo Clothing	E	84.95		84.95
497	PPE & Hi Vis clothing	19/08/2026		1 Unity Trust Curren	15310838	PPE	Inkaroo Clothing	E	59.95		59.95
488	Waste Collection	19/08/2026		1 Unity Trust Curren	887008901	Waste Collection	Breckland District Council	E	102.39		102.39
491	Electricity Cemetery AGR04963	19/08/2026		1 Unity Trust Curren	DD	Electricity - Chapel	SSE - Southern Electric	L	40.16	2.01	42.17
482	BDC Rates	19/08/2026		1 Unity Trust Curren	dd	Rates	Breckland District Council	E	215.00		215.00
492	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	728664343	General Maintenance	Travis Perkins	S	7.91	1.58	9.49
500	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	455421091	General Maintenance	Swaffham Building Supplli	S	1.38	0.27	1.65
500	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	455421091	General Maintenance	Swaffham Building Supplli	S	6.63	1.32	7.95
500	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	455421091	General Maintenance	Swaffham Building Supplli	S	4.16	0.83	4.99
500	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	455421091	General Maintenance	Swaffham Building Supplli	S	14.89	2.98	17.87
495	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	836899963	General Maintenance - Merryw	G&G Fencing	S	180.00	36.00	216.00
495	General Maintenance - Open Sj	19/08/2026		1 Unity Trust Curren	836899963	General Maintenance - Merryw	G&G Fencing	S	784.00	156.80	940.80
496	Iceni Newsletter	19/08/2026		1 Unity Trust Curren	630321446	Iceni Newsletter	Iceni Partnership	S	105.00	21.00	126.00
494	Legal Fees	19/08/2026		1 Unity Trust Curren	495979520	Legal Fees	Greene & Greene Partnersl	S	1,003.00	200.60	1,203.60
494	Legal Fees	19/08/2026		1 Unity Trust Curren	495979520	Legal Fees	Greene & Greene Partnersl	S	7.00	1.40	8.40
494	Legal Fees	19/08/2026		1 Unity Trust Curren	495979520	Legal Fees	Greene & Greene Partnersl	Z	20.00		20.00
484	Town Warden Phone	19/08/2026		1 Unity Trust Curren	dd	Mobile Charges	Vodafone	S	18.49	3.70	22.19

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
485	Bank Charges	19/08/2026		Lloyd Credit Card	Card	Credit Card Fees	Lloyds Bank - Cr Card	E	3.00		3.00
483	Sanitary Bins	19/08/2026		1 Unity Trust Curren	236858721	Contract Cleaning	Anglian Chemicals	S	15.00	3.00	18.00
486	Software	19/08/2026		Lloyd Credit Card	Card	IT - Software	Adobe	E	16.64		16.64
486	Software	19/08/2026		Lloyd Credit Card	Card	IT - Software	Adobe	S	16.64	3.33	19.97
489	CPRE	19/08/2026		1 Unity Trust Curren	DD	Monthly Subscription	CPRE	X	5.00		5.00
481	Civic.ly!	19/08/2026		1 Unity Trust Curren	dd	IT - Software	Scribe - Starboard Sys Ltd	S	255.00	51.00	306.00
493	Rates	19/08/2026		1 Unity Trust Curren	dd	Rates - Kiosk	Breckland District Council	E			
498	TIC SLA	19/08/2026		1 Unity Trust Curren	455421091	TIC SLA	Swaffham Heritage	E	1,116.00		1,116.00
504	World Pay Fee	19/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	0.45		0.45
504	World Pay Fee	19/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.04	0.01	0.05
547	World Pay Fee	19/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	3.92		3.92
547	World Pay Fee	19/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.16	0.03	0.19
505	Stripe Fee	19/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.49		0.49
499	Cemetery	19/08/2026		1 Unity Trust Curren	463395142	General Maintenance - Chapel	Vital Roof Solutions Ltd	Z	11,047.00		11,047.00
506	Stripe Fee	20/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.35		0.35
507	Stripe Fee	20/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.35		0.35
508	Stripe Fee	21/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.39		0.39
509	Stripe Fee	21/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.39		0.39
510	Stripe Fee	23/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.50		0.50
513	Upgrade 2026	24/08/2026		1 Unity Trust Curren	702744589	General Maintenance	Beeston Architectural Servi	E	39.65		39.65
511	Stripe Fee	24/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.68		0.68
512	Stripe Fee	24/08/2026		1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.35		0.35
515	General Maintenance	25/08/2026		1 Unity Trust Curren	34486519	General Maintenance	GO Bright	E	60.00		60.00
525	Classic Car Show	25/08/2026		Lloyd Credit Card	Card	Event - First Aid	Amazon	S	8.31	1.66	9.97
519	Classic Car Show	25/08/2026		Lloyd Credit Card	Card	Event - General	Amazon	S	18.68	3.74	22.42
520	Classic Car Show	25/08/2026		Lloyd Credit Card	Card	Event - General	Amazon	S	8.31	1.66	9.97
514	Training - Staff	25/08/2026		1 Unity Trust Curren	887008901	Training - Staff	Lincolnshire Proficiency Te	E	458.00		458.00
521	Stationery	25/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	8.32	1.66	9.98
523	Stationery	25/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	24.44	4.89	29.33
524	Stationery	25/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	5.27	1.05	6.32
522	General Maintenance - Open S	25/08/2026		Lloyd Credit Card	Card	Stationery	Amazon	S	6.66	1.33	7.99
517	General Maintenance - Open S	25/08/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	16.00	3.20	19.20
518	General Maintenance - Open S	25/08/2026		Lloyd Credit Card	Card	General Maintenance	Amazon	S	19.61	3.92	23.53
516	Consumables	25/08/2026		1 Unity Trust Curren	236858721	Public Toilet Consumables	Anglian Chemicals	S	16.20	3.24	19.44
526	Stripe Fee	26/08/2026	Inv 3279	1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.39		0.39

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
527	Stripe Fee	27/08/2026	Inv 3326	1 Unity Trust Curren	Stripe	Stripe Transaction Fee	Stripe	C	0.35		0.35
546	World Pay Fee	28/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	1.70		1.70
546	World Pay Fee	28/08/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.08	0.02	0.10
533	Water Rates	01/09/2026		1 Unity Trust Curren	316809122 74856:	Water Rates - Allotments	WAVE - Anglian Water	E	534.20		534.20
535	Water Rates	01/09/2026		1 Unity Trust Curren	388497859	Water Rates - Town Hall	WAVE - Anglian Water	E	159.96		159.96
531	S106 Swans Nest	01/09/2026		1 Unity Trust Curren	5360735	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
536	Water Rates	01/09/2026		1 Unity Trust Curren	398536809	Water Rates - Rec Ground	WAVE - Anglian Water	E	20.35		20.35
531	Grass Cutting - Urban Cut NCC	01/09/2026		1 Unity Trust Curren	5360735	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
531	Grass Cutting - Open Spaces	01/09/2026		1 Unity Trust Curren	5360735	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
537	Fuel	01/09/2026		1 Unity Trust Curren	dd	Fuel	ALLSTAR Business Solution	S	77.85	15.57	93.42
538	Legal Fees	01/09/2026	FC 209/25	1 Unity Trust Curren	959720605	Legal Fees - Car Park Transfer	Davitt Jones Bould Ltd	S	1,890.00	378.00	2,268.00
541	Classic Car Show	01/09/2026		1 Unity Trust Curren	211472409	Event - Brochure	K Lockwood & R Slater Ltd	Z	390.05		390.05
534	Water Rates	01/09/2026		1 Unity Trust Curren	398536809	Water Rates - Public Toilets	WAVE - Anglian Water	E	34.71		34.71
540	LYM (Twilight Markets)	01/09/2026		1 Unity Trust Curren	316809122	Event - Entertainment	Natalie Willis	E	450.00		450.00
530	Bank Charges	01/09/2026		1 Unity Trust Curren	dd	Bank Service Charge	Unity Trust Bank	E	25.45		25.45
532	World Pay Fee	01/09/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	E	3.53		3.53
532	World Pay Fee	01/09/2026		1 Unity Trust Curren	Worldpay	Credit Card Fees	Worldpay	S	0.08	0.02	0.10
539	General Maintenance	01/09/2026		1 Unity Trust Curren	577126100	Tree Maintenance	The Norfolk Arborist Ltd	S	1,800.00	360.00	2,160.00
545	Intruder Alarm	02/09/2026		Lloyd Credit Card	Card	Blink Basic Plan Monthly	Amazon	S	2.08	0.42	2.50
542	IT Monthly WiFi/Teams/MS 365	02/09/2026		1 Unity Trust Curren	887008901	Monthly Subscription	Cloudy IT	S	604.58	120.91	725.49
550	Hospitality	02/09/2026		1 Unity Trust Curren	310904530	Drinking Water	Cooleraid	S	11.90	2.38	14.28
543	Photocopier	02/09/2026		1 Unity Trust Curren	331564290	Photocopier - Contract	Officeflow Office Automatic	S	66.87	13.38	80.25
544	General Maintenance - Open Spaces	02/09/2026		1 Unity Trust Curren	398536809	Storage Container - Monthly	Waites & Stone	S	100.00	20.00	120.00
549	PSiCA	02/09/2026		1 Unity Trust Curren	BACS	STC for Cultural Consortium	Post Office	E	-178.89		-178.89
548	Rates	02/09/2026		1 Unity Trust Curren	dd	Rates - Kiosk	Breckland District Council	E	-336.07		-336.07
551	Upgrade 2026	02/09/2026		1 Unity Trust Curren	702744589	Public Toilets project	Beeston Architectural Servi	Z	500.00		500.00
555	Classic Car Show	03/09/2026		1 Unity Trust Curren		Event - Toilets	Lord of the Loos	S	280.00	56.00	336.00
556	Cultural Consortium	03/09/2026		1 Unity Trust Curren	Card	STC for Cultural Consortium	Printers Today	E	12.41		12.41
Total									30,797.29	2,740.10	33,537.39

Swaffham Town Council

A	Bank Reconciliation at 04/09/2026		
	Cash in Hand 01/04/2026		1,820,093.09
	ADD Receipts 01/04/2026 - 04/09/2026		437,026.66
	SUBTRACT Payments 01/04/2026 - 04/09/2026		2,257,119.75
			497,971.15
A	Cash in Hand 04/09/2026 (per Cash Book)		1,759,148.60
B	Cash in hand per Bank Statements		
	Petty Cash 04/09/2026	335.06	
	1 Unity Trust Current 04/09/2026	150,592.95	
	Unity Trust Deposit 04/09/2026	59,231.37	
	Lloyd Credit Card 04/09/2026	0.00	
	Instant Access 04/09/2026	679,705.35	
	CCLA Public Sector Deposit Fund 04/09/2026	450,000.00	
	Hinkley & Rugby Savings 04/09/2026	451,181.30	
			1,791,046.03
	Less unrepresented payments		31,908.08
			1,759,137.95
	Plus unrepresented receipts		10.65
B	Adjusted Bank Balance		1,759,148.60
	A = B Checks out OK		