

CHIGWELL PARISH COUNCIL						Appendix				
REPORT TO FC						Approved by:				
Signed by Clerk & Proper Officer:			Date:		Approved by:					
To NOTE and UPDATED:										
31.03.26 Transfer from Instant Access a/c £11,000 to Unity Current Account to submit the payment for insurance renewal starting from 1st April 2026, approved by FC260/25 26/03/26										
PROPOSAL PAYMENTS DUE IN APRIL 2026 FOR APPROVAL										
09.04.26 Transfer from Unity Current A/C £14,550 to Unity Salary Account										
10.04.26 Transfer from Unity Instant Access a/c £7,100 To Unity Current a/c to submit the HMRC & Pension payments approved by FG 10/03/26										
20.04.26 Transfer from Unity Instant Access a/c £27,500 to Unity Current A/c to proceed with payments due in April										
InvDate	Ref	FY	Date due	Tender	Total due	Description	Supplier	Invoice No	Minutes	
09.04.26		2026-2027	09.04.26	ONLINE	£400.00	Refundable key & damage deposit	VH Hire	vh02/4/26 v0608		
					£10.00	Refundable key deposit	Allotment tenant			
02.04.26		2025-2026	16.04.26	DIRDEBIT	£1,789.58	Transactions by Company Card March 2025	Lloyds Bank/Unity Trust Bank	Statement	RegPmnt	
16.04.26	3899	2026-2027	16.04.26	DIRDEBIT	£64.80	Franco; Agreement 517040 01/03/26 - 31/05/26	Franco typ Postalia	11612116	RegPmnt FC16A/25	
31.03.26	3894	2025-2026	08.04.26	DIRDEBIT	£20.00	Teleset excess reset & postage download	Franco typ Postalia	27444669	RegPmnt FC16A/25	
15.04.26	3925	2026-2027		DIRDEBIT	£20.00	Teleset excess reset & postage download	Franco typ Postalia	27451336	RegPmnt FC16A/25	
09.04.2026	3704	2026-2027	ASAP	ONLINE	£20.40	Online Introduction to Planning March 26	EALC	19078	FR5.15/FG10/03/26	
31.03.26		2025-2026	09.04.26	DIRDEBIT	£26.60	A/C 10370675 VH Electricity consumption	ENGIE	Statement 31 03 26	RegPmnt FC16A/25	
02.04.26	3926	2026-2027	16.04.26	DIRDEBIT	£51.88	Water usage VH/CH April 26	CLEAR BUSINESS	8643660	RegPmnt FC16A/25	
08.04.26	3927	2025-2026	22.04.26	DIRDEBIT	£13.50	A/c2504633 Allotments GL March 26	Castle Water	1009625760	RegPmnt FC16A/25	

07.04.26		2025-2026	21.04.26	DIRDEBIT	<b>£13.32</b>	Water usage Cem March 26	Castle Water	100096007158	RegPmnt FC16A/25	
01.04.26	3901	2026-2027	ASAP	ONLINE	<b>£250.00</b>	Pest control visit Apr 26	Clinikil Advanced Ltd	NVREF0150	RegPmnt FC16B/25	
07.04.2026	3895	2025-2026	ASAP	ONLINE	<b>£166.75</b>	CPC staff mobile service charges	ICE CONNECT/ICE MEDIA London Limited	12134407	RegPmnt FC114/25	
01.04.26	3904	2026-2027	ASAP	ONLINE	<b>£577.50</b>	IT Service; MS Licence; PLUS SIM 8x service fee £5	ICE CONNECT/ICE MEDIA London Limited	37553	RegPmnt FC16B/25/ FC114.25	
31.03.26	3838	2025-2026	30.04.26	DIRDEBIT	<b>£16.75</b>	Bank charge	unity trust bank	Statement 045	RegPmnt FC16A/25	
31.03.2026	3839	2025-2026	30.04.26	DIRDEBIT	<b>£8.05</b>	Bank charge	unity trust bank	Statement 003	RegPmnt FC16A/25	
31.03.26		2025-2026	30.04.26	ONLINE	<b>£864.29</b>	Main supplies:Cem&VH/CH&Main Office	TRADE UK / SCREWFIX DIRECT Lt	Statement 05/4/26	RegPmnt FR5.15	
27.03.26	3905	2025-2026	30.04.26	DIRDEBIT	<b>£141.94</b>	Payroll People First Service	MHR International UK Limited	SIN257775	RegPmnt FC179/25	
13.04.26	3917	2026-2027	13.04.26	DIRDEBIT	<b>£227.81</b>	RENAULT KANGOO ML19 lease	Vanarama	81583115	RegPmnt FC16A/25	
16.04.26	3922	2026-2027	22.04.26	DIRDEBIT	<b>£30.30</b>	EV SERVICE PLAN YG73 ALR	Vanarama	Agreement	RegPmnt FC16A/25	
10.04.26	3896	2026-2027	10.04.26	DIRDEBIT	<b>£187.59</b>	Charge for property Cemetery	Epping Forest District Council	27/0 (08.03.26)	RegPmnt FC26/27	
10.04.26	3897	2026-2027	10.04.26	DIRDEBIT	<b>£953.50</b>	Charge for property Main Office	Epping Forest District Council	27/0 (08.03.26)	RegPmnt FC26/27	
10.03.26	3728	2025-2026	10.03.26	DIRDEBIT	<b>£382.00</b>	Charge for property VH/CH	Epping Forest District Council	8/0 (08.03.26)	RegPmnt FC26/27	
26.02.26	3725	2025-2026	26.03.26	ONLINE	<b>£147.46</b>	Updated QTR rent for a piece of land Chigwell Village	Epping Forest District Council	Updated Agreement	RegPmnt FC16B/25	
08.04.26	3902	2026-2027	30.04.26	ONLINE	<b>£405.36</b>	3X1100Ltr Bins Emptied weekly/MNTH SERVICE;25/26 Extra collection £60.90	RWR (Commercial) Ltd	E242995	RegPmnt FC16B/25	
08.04.26	3903	2026-2027	30.04.26	ONLINE	<b>£211.10</b>	2x1100Ltr Bins Emptied Monthly	RWR (Commercial) Ltd	E242996	RegPmnt FC16B/25	
Reported to the next FG meeting				DIRDEBIT		Electricity/Heating/Water consumption Feb/26	ENGIE/Castle Water/Clear Bussiness/BT		RegPmnt FC16A/25	
10.04.26		2026-2027	10.04.26	ONLINE	<b>£14,496.68</b>	Net Pay April 2026	Chigwell Parish Council staff	Payroll report Apr 26	RegPmnt Reviewed by Cllr F Rizvi; Cllr E Costa	
10.03.26	3745	2025-2026	15.04.26	ONLINE	<b>£5,748.72</b>	HMRC PAYE/NIC	HMRC	Payroll report March 26	RegPmnt FG10/03/26	
10.03.26	3746	2025-2026	15.04.26	ONLINE	<b>£2,678.88</b>	Superannuation Payments March £2718.95 CreditPO adjustment adm charge after reconciliation M99 (£40.87)	Essex Pension Fund	Payroll report March 26	RegPmnt FG10/03/26	

10.03.26	3747	2025-2026	14.04.26	DIRDEBIT	<b>£778.90</b>	Superannuation Payments	NEST PENSION FUND	Payroll report March 26	RegPmnt	FG10/03/26
31.03.2026	3818	2026-2027	01.04.26	ONLINE	<b>£8,092.82</b>	CPC Insurance renewal 26/27 one year term	ZURICH Municipal	554634730		FC260/25
31.03.2026	3819	2026-2027	14.04.26	ONLINE	<b>£3,863.72</b>	Motor Insurance renewal 26/27	ZURICH Municipal	553203228		FC260/25
06.04.26	3796	2026-2027	30.04.2026	ONLINE	<b>£1,020.00</b>	CCTV Brook Parade - Remove/decommission. Visited 02/04/26	RVTV SECURITY	1100062		FC240/25
02.04.2026	3919	2025-2026	30.04.2026	ONLINE	<b>£1,160.00</b>	Lock/Unlock Cemetery Gates (Oct- December)	Dw Country Works Ltd	10223		FC038/25
31.03.26	371314;3837	2025-2026	30.04.26	ONLINE	<b>£644.40</b>	Legionella risk assesment:Cem;VH/CH;Main Office	Hygiene Contracts LTD	Inv19477;19475		FR5.15/FG10/3/26
09.04.2026	3784	2025-2026	ASAP	ONLINE	<b>£2,175.00</b>	Remedial work necessary stated as C2&C3 (Building regulations compliance certificate)	Safe Security Electrical (SSE)	Inv001		FC254/25
02.04.2026	3918	2025-2026	30.04.2026	ONLINE	<b>£520.00</b>	Lock/Unlock Cemetery Gates(Jan-March)	Dw Country Works Ltd	10224		FR5.15
17.03.26	3795	2025-2026	ASAP	ONLINE	<b>£77.50</b>	Mower maintenance cost - Cemetery	Ernest Doe & Sons Ltd	138896		FR5.15
15.04.26	3924	2026-2027	ASAP	ONLINE	<b>£18.85</b>	Post cost to dispatch a refundable parcel	CPC staff	Claim Form		FR5.15
17.04.26	3923	2026-2027	30.04.2026	ONLINE	<b>£351.96</b>	Deposit £100;3 moth rent@£69.99 net	Rentadefib.co.uk	3923		FR5.15
12.03.26	3748	2025-2026	ASAP	ONLINE	<b>£68.23</b>	11 ID Badge	Re North London	REN2006		FR5.15/FC26/2/26/FG10/ 3/26
07.04.26	3900	2026-2027	30.04.26	ONLINE	<b>£345.00</b>	Annual website hosting and support for 26/27	VISION ICT	21874		FR5.15/FC26/27
08.04.26	3840	2026-2027	30.04.26	ONLINE	<b>£323.88</b>	Set up an email; ordered 2 toners - Main Office	Safe Secure Electrical	3879		FR5.15
17.04.26	3808	2026-2027	30.04.26	ONLINE	<b>£158.40</b>	ICCM training 09 04 26 delegated Clerk	Council Wise	3808		FR5.15/FC26/3/26

06.03.26	3780	2026-2027	ASAP	ONLINE	<b>£346.10</b>	Annual 6x Fire extinguisher inspection & Certificate for CH. Visited 09 04 26	Chubb Fire & Security Ltd	11367894		FR5.15/FC26/27
06.03.26	3781	2026-2027	ASAP	ONLINE	<b>£328.32</b>	Annual 6x Fire extinguisher inspection & Certificate for VH. Visited 09 04 26	Chubb Fire & Security Ltd	11369246		FR5.15/FC26/27
09.04.26	3916	2026-2027	ASAP	ONLINE	<b>£138.87</b>	Annual 10x Fire extinguisher inspection & Certificate for Main Office. Visited 09 04 27	Chubb Fire & Security Ltd	11409511		FR5.15/FC26/27
<b>Total due in April 2026</b>					<b>£50,336.71</b>					

**To NOTE and UPDATE:**

**DD Transactions UNITY CURRENT ACCOUNT - MARCH 2026**

APPROVED BY FC 16A/B 13 05 2025

Ref	Due Date	Net	VAT	Total	Cashed Date	Description	Supplier	Bank	Payment	Minute Ref
1030	31.03.2026	£5.00	£0.00	<b>£5.00</b>	31.03.2026	cash&cheque services 05/12/25-04/3/26	UNITY TRUS BANK	Unity Current Acc DD		FC16A 25/26 13/05/25
1023	27.03.2026	£2.59	£0.00	<b>£2.59</b>	27.03.2026	Feb 26 GL a_c2504633	Castle Water	Unity Current Acc DD		FC16A 25/26 13/05/25
1015	26.03.2026	£296.61	£14.83	<b>£311.44</b>	26.03.2026	VH Electricity 529.1kWh Feb 26 a/c10370749	ENGIE	Unity Current Acc DD		FC16A 25/26 13/05/25
1014	26.03.2026	£191.72	£9.59	<b>£201.31</b>	26.03.2026	Main Office Elect 358.5kWh a/c10370677	ENGIE	Unity Current Acc DD		FC16A 25/26 13/05/25
1013	26.03.2026	£436.26	£87.25	<b>£523.51</b>	26.03.2026	Cem Elect 1,002.9kWh Feb a/c 10370674	ENGIE	Unity Current Acc DD		FC16A 25/26 13/05/25
1011	25.03.2026	£20.00	£0.00	<b>£20.00</b>	25.03.2026	Teleset Postage	Francotyp Postalia Ltd	Unity Current Acc DD		FC16A 25/26 13/05/25
1009	23.03.2026	£162.77	£32.55	<b>£195.32</b>	23.03.2026	Main Office Gas 1,1269.4kWh a/c 10391830	ENGIE	Unity Current Acc DD		FC16A 25/26 13/05/25
1008	23.03.2026	£708.97	£141.79	<b>£850.76</b>	23.03.2026	vh Gas 6,280.4kWh Feb 26 a/c10392030	ENGIE	Unity Current Acc DD		FC16A 25/26 13/05/25
1004	19.03.2026	£10.36	£0.00	<b>£10.36</b>	19.03.2026	1m3 Feb a/c2363028	Castle Water	Unity Current Acc DD		FC16A 25/26 13/05/25
985	12.03.2026	£1.81	£0.37	<b>£2.18</b>	12.03.2026	Mobile phone charges monthly	Ice Media London Limited	Unity Current Acc BACS		FR5.15
974	12.03.2026	£32.10	£0.00	<b>£32.10</b>	12.03.2026	Water Consumed March 2026	Clear Business	Unity Current Acc DD		FC16A 25/26 13/05/25
983	12.03.2026	£462.00	£0.00	<b>£462.00</b>	12.03.2026	SLCC 25/26 Clerk membership - Approved in Feb; Actual paid in March	Society of Local Council Clerks	Unity Current Acc BACS		FR5.15/FC26/02/26
1016	26.03.2026	£0.10	£0.00	<b>£0.10</b>	26.03.2026	QTR Rent for a piece of Land at Chigwell Village	Epping Forest DC	Unity Current Acc BACS		FC16B 25/26 13/05/2025
						Total approved due amount: £271.20 (FG10/3/26). The actual payment made was £150.00, as the PO3703 course cost was cancelled because both courses were on the same day.				
	16.03.26	-150.00	0.00	<b>-150.00</b>	16.03.2026		Essex Assoc. of Local Councils (EALC)	Unity Current Account T4		FR10/03/2026