

**CHIGWELL PARISH COUNCIL** **Appendix**

**REPORT TO FG 11 06 2026** **Approved by:**  
**Signed by Clerk & Proper Officer:** **Date:** **Approved by:**

**PROPOSAL PAYMENTS DUE IN JUNE 2026 FOR APPROVAL**

**08 06 2026 Transfer from Instant Access Savings A/c £14,598 to Unity Salary Account**

**11 06 2026 Transfer from Instant Access Savings A/c £13,500 to Unity Current Account**

**I. Regular payments approved by FC 30 04 2026 276/25/8A/9B**

InvDate	Ref	FY	Date due	Tender	Total due	Description	Supplier	Invoice No	Minutes
02.06.2026		2026-2027	16.06.26	CARD	<b>£1,019.94</b>	Company Card payments report FG11/6/26	Lloyds Bank	Card statement	FC276/25/9B
24.06.2026	4062	2026-2027	24.06.26	ONLINE	<b>£750.00</b>	QTR Rent for a piece of Land at Chigwell Village	Epping Forest District Council	M0001522839	FC276/25/9B
04.06.2026	4061	2026-2027	24.06.26	ONLINE	<b>£147.46</b>	QTR Rent for a piece of Land at Chigwell Village	Epping Forest District Council	Agreement	FC276/25/9B
02.06.2026	4058	2026-2027	11.06.26	DIRDEBIT	<b>£37.07</b>	Estimated consum 20.91m3 19/5/26-01/07/26	Clear Business	8804501	FC276/25/8A
26.05.2026	4057	2026-2027	29.06.26	DIRDEBIT	<b>£141.94</b>	People First payroll software	MHR International UK Limited	SIN262183	FC276/25/8A
31.05.2026	4056	2026-2027	30.06.26	DIRDEBIT	<b>£16.75</b>	Bank charges	UNITY TRUS BANK	Pre-notification state	FC276/25/8A
31.05.2026	4055	2026-2027	30.06.26	DIRDEBIT	<b>£8.05</b>	Bank charges	UNITY TRUS BANK	Pre-notification state	FC276/25/8A
04.06.2026	4060	2026-2027	30.06.26	ONLINE	<b>£1,950.00</b>	Digging 04/06/26 Plot1408	L&J Hall Digging Services Ltd	4060	FR5.18/FG11/6/26
26.05.2026	4046	2026-2027	16.06.26	DIRDEBIT	<b>£227.81</b>	RENAULT KANGOO ML19 lease	Vanarama	81583117	FC276/25/8A
01.06.2026	4042	2026-2027	30.06.26	ONLINE	<b>£1,080.00</b>	HR10hrs@£90.00	Haypex HR Services	4042	FC283/25/e,30/04/26
01.06.2026	4040	2026-2027	ASAP	ONLINE	<b>£607.50</b>	IT managed service charges	Ice Media London Limited	38315	FC276/25/9B
05.06.2026	4066	2026-2027	ASAP	ONLINE	<b>£318.11</b>	Mob call&Data&call charge-Jul 3CX Phone system	Ice Media London Limited	12134808	FC276/25/9B
01.06.2026	4038	2026-2027	12.06.26	ONLINE	<b>£250.00</b>	Pest Control	CLINIKIL ADVANCED Ltd	4038	FC276/25/9B
01.06.2026	4037	2026-2027	30.06.26	ONLINE	<b>£332.28</b>	3x1100bins emptied&rental charges	RWR (Commercial) Ltd	E243695	FC276/25/9B
01.06.2026	4036	2026-2027	30.06.26	ONLINE	<b>£211.10</b>	2X1100ltr Bins emptied & rental charges	RWR (Commercial) Ltd	E243696	FC276/25/9B
01.06.2026	4035	2026-2027	10.06.26	DIRDEBIT	<b>£384.00</b>	Charge for property 26/27	Epping Forest DC	8/0 08.03.26	FC276/25/8A
01.06.2026	4034	2026-2027	10.06.26	DIRDEBIT	<b>£948.00</b>	Charge for property 26/27	Epping Forest DC	27/0 08.03.26	FC276/25/8A
01.06.2026	4033	2026-2027	10.06.26	DIRDEBIT	<b>£183.00</b>	Charge for property 26/27	Epping Forest DC	27/0 08.03.26	FC276/25/8A
26.05.2026	4032	2026-2027	25.06.26	ONLINE	<b>£326.52</b>	CPC Internal audit 25/26	Mulberry Local Authority	2245	FC276/25/9B
22.05.2026	4030	2026-2027	ASAP	ONLINE	<b>£110.00</b>	ICCM Membership 26/27	ICCM	Form	FC/AM012/26
22.05.2026	4029	2026-2027	ASAP	ONLINE	<b>£163.80</b>	26/27 RCCE Annual membership	Rural Community Council of Essex	Application Form	FC/AM012/26
22.05.2026	4028	2026-2027	ASAP	ONLINE	<b>£84.00</b>	26/27 Allotments membership	The National Allotment Society	S3988A 07/03/26	FC/AM012/26
22.05.2026	4027	2026-2027	ASAP	ONLINE	<b>£1,618.92</b>	2026/27 Affiliation Fees	Essex Assoc. of Local Councils	19094	FC/AM012/26
01.06.2026	4026	2026-2027	02.06.26	DIRDEBIT	<b>£64.80</b>	Agreement 517040 01/6/26-31/8/26 Cem	Francotyp Postalia Ltd	11616361	FC276/25/8A
11.05.2026	3998	2026-2027	12.06.26	ONLINE	<b>£393.16</b>	CPC PPE for staff	Direct Boot	DB7175	FC283/25/f
11.05.2026	3997	2026-2027	12.06.26	ONLINE	<b>£208.80</b>	CPC Uniform black	Direct Boot	DB7174	FC283/25/f
08.05.2026	3985	2026-2027	20.06.26	ONLINE	<b>£230.40</b>	ICCM Training Course ERoB 20 05 2026	Council Wise	Booking Form 08/05	FR5.15/FG14/05/26
08.05.2026	3984	2026-2027	19.06.26	ONLINE	<b>£878.58</b>	Shoring equipment annual inspection and service	Teleshore UK Ltd	51021	FC276/25/9B

05.06.2026		2026-2027	30.06.26	ONLINE	<b>£358.68</b>	Purchased statement 05.06.26	TRADE UK / SCREWFIX DIRECT Lt		FR5.15/FG14/05/26	
06.05.2026	3969	2026-2027		ONLINE		Topsoil for Funeral 07/05/26 £35.62		2012707768	FR5.15/FG14/05/26	
11.05.2026	3996	2026-2027		ONLINE		Materials to fix CH Fire exit £78.34		2012817761	FR5.15/FG11/6/26	
11.05.2026	3995	2026-2027		ONLINE		CH/VH replaced toilet seats £27.99		2012889949	FR5.15/FG11/6/26	
12.05.2026	4004	2026-2027		ONLINE		CPC Tool Kit £46.74		2012900846	FR5.15/FG11/6/26	
05.05.2026	3954	2026-2027		ONLINE		M18 Cordless Grease Gun Bare £169.99		2012674437	FR5.15/FG14/05/26	
27.04.2026	3951	2026-2027	30.06.26	ONLINE	<b>£2,476.80</b>	Scribe package renewal 26/27	Scribe Accounts	17851	FC276/25/9B	
27.05.26	V0634	2026-2027	ASAP	ONLINE	<b>£350.00</b>	Refundable key&damage deposit	V0634	V0634		
29.05.26	V0644	2026-2027	ASAP	ONLINE	<b>£225.00</b>	Refundable key&damage deposit	V0644	V0644		

Reported to the next FG meeting DIRDEBIT/BACS Electricity Consumption/Water Consumption May 26/BT/ ENGIE/Castle Water/Clear Business/BT/HR Service Haypex RegPmnt FC276/25/8A/9B

**II. Payroll Submission**

27.05.26		2026-2027	11.06.26	ONLINE	<b>£14,597.28</b>	Net Pay June 2026	Chigwell Parish Council staff	Payroll report May 26	RegPmnt	
11.05.26	4051	2026-2027	15.06.26	ONLINE	<b>£5,715.12</b>	HMRC PAYE/NIC	HMRC	Payroll report May 26	RegPmnt	FC273/25
11.05.26	4052	2026-2027	15.06.26	ONLINE	<b>£2,589.48</b>	Superannuation Payments April 2026	Essex Pension Fund	Payroll report May 26	RegPmnt	FC273/25
11.05.26	4053	2026-2027	15.06.26	DIRDEBIT	<b>£778.90</b>	Superannuation Payments	NEST PENSION FUND	Payroll report May 26	RegPmnt	FC273/25

**III. Specific works approved and done**

26.05.2026	4044	2026-2027	27.06.26	ONLINE	<b>£158.64</b>	H&S Action:outstanding matter Signage Purchase	Value Products Ltd	4832886	FC277/25	
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**IV. Individual purchases under FR5.15**

04.06.2026	4059	2026-2027	ASAP	ONLINE	<b>£1,030.00</b>	Plot 1416(6') Funeral 26/05/26	L&J Hall Digging Services Ltd	1537	FR5.15/FG11/6/26	
03.06.2026	4054	2026-2027	30.06.26	ONLINE	<b>£295.45</b>	stationery,paper,folders	VIKING RAJA GROUP/Office Deport Int	4410766452	FR5.15/FG11/6/26	
26.05.2026	4047	2026-2027	30.06.26	ONLINE	<b>£49.66</b>	CPC Chair name plates	Re North London	QUOTE	FR5.15/FG11/6/26	
05.06.2026	4041	2026-2027	ASAP	ONLINE	<b>£120.00</b>	Phone system recordings	Ice Media London Limited		FR5.15/FG11/6/26	
20.05.2026	4021	2026-2027	ASAP	ONLINE	<b>£120.00</b>	Phone system recordings	Ice Media London Limited	38041	FR5.15/FG11/6/26	
15.05.2026	4010	2026-2027	17.06.26	ONLINE	<b>£260.03</b>	Mower maintenance work	Ernest Doe & Sons Ltd	150016	FR5.15/FG11/6/26	

**Total due in June 2026 £41,817.03**

**V. To NOTE PAYMENTS:**

DD Transactions UNITY CURRENT ACCOUNT - May 2026

APPROVED BY FC276/25 9b & FC276/25 8a

Ref	Due Date	Net	VAT	Total	Cashed Date	Description	Supplier	Payment Ref	Minute Ref	INV/PO Ref No
180	29.05.2026	£317.24	£15.86	£333.10	29.05.2026	562.8kWh April ac10370749	ENGIE	15.05.2026	FC276/25/9B	2026- 2027/4016/2- 06077159
178	28.05.2026	£185.37	£9.27	£194.64	28.05.2026	292.3kWh April a/c 10370677	ENGIE	15.05.2026	FC276/25/9B	2026- 2027/4015/2- 06046011
177	28.05.2026	£382.32	£19.12	£401.44	28.05.2026	825.3kWh Elect Consumed April a/c10370674	ENGIE	14.05.2026	FC276/25/9B	2026- 2027/4013/2- 06046008
176	26.05.2026	£20.00	£0.00	£20.00	26.05.2026	Teleset Postage	Franco typ Postalia Ltd	19.05.2026	FC276/25/8A	2026- 2027/4022/27467 610
171	20.05.2026	£37.24	£0.00	£37.24	20.05.2026	GL 8m3 April a/c 2504633	Castle Water	06.05.2026	FC276/25/8A	2026- 2027/4023/10009 8770083
170	20.05.2026	£14.50	£0.00	£14.50	20.05.2026	3m3 April a/c 2363028	Castle Water	06.05.2026	FC276/25/8A	2026- 2027/4024/10009 865136
169	19.05.2026	-£293.96	£0.00	-£293.96	19.05.2026	Overpayment refunded#49po3837	HYGIENE CONTRACTS LTD	19.05.2026	Reconciled 13/05/26	bank statement
168	19.05.2026	£13.80	£2.76	£16.56	19.05.2026	LF charge April a/c2534237	Castle Water	05.05.2026	FC276/25/8A	2026- 2027/4025/10009 842331
167	19.05.2026	£0.07	£0.01	£0.08	19.05.2026	LF Water 25/26 Apr-March 26	Castle Water	11.02.2025	25/26Creditors a/c	2024- 2025/2768/10005 561817
147	19.05.2026	£20.00	£0.00	£20.00	19.05.2026	Teleset Postage	Franco typ Postalia Ltd	08.05.2026	FC276/25/8A	2026- 2027/3999/27462 458
130	15.05.2026	-£176.24	£0.00	-£176.24	31.05.2026	INV2-06077171 PO4014 April 26	ENGIE	15.04.2026	FC276/25/9B	2-06077171 2026-
129	15.05.2026	£167.85	£8.39	£176.24	31.05.2026	246.4kWh April a/c10370676	ENGIE	15.05.2026	FC276/25/9B	2027/4014/2- 06077171
128	14.05.2026	£5.88	£0.00	£5.88	14.05.2026	0.14m3 April Consumed	Clear Business	05.05.2026	FC276/25/8A	2026- 2027/4011/87247 44
APPROVED BY FC 30/04/2026										
188	29.05.2026	£900.00	£180.00	£1,080.00	29.05.2026	HR10hrs@£90.00	Haypex HR Services	24.05.2026	FC283/25/e,30/04/26	2026- 2027/4031/0738