

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Monday 14th September 2020 at 7:00 pm by video conference call.

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| | <u>Present</u> | <p>Cllrs: E Spear in the Chair, D Spear, M Shapland, R Shapland, B Bunyard, E Wood, G Bell, J Chesters P Lord, and V Cann,</p> <p>Officers: T Lovell, Parish Clerk & RFO.</p> <p>2 members of the public.</p> <p>The Chair welcomed those in attendance and thanked everyone for joining the meeting. Technical checks were undertaken, the Chair read out the procedures for virtual meetings.</p> |
| 095/2020/21 | <u>Apologies</u> | Received from Cllrs A Bryant, A Bradford and D Relph. |
| 096/2020/21 | <u>Declarations of Interest</u> | Cllr B Bunyard declared a Pecuniary interest in Minute Ref: 104/2020/21 (c), as the applicant is known to him. |
| 097/2020/21 | <u>Receive items for information not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council.</u> | None received. |
| 098/2020/21 | <u>Public Participation</u> | There was no public participation. |
| 099/2020/21 | <u>Minutes</u> | RESOLVED: That a. the Minutes of the Council meeting held on 10 th August 2020 be approved and signed by the Chair as a correct record. b. the Minutes of the Council meeting held on 24 th August 2020 be approved and signed by the Chair as a correct record. |

- c. the Minutes of the Finance and Administration Committee meeting held on the 20th August 2020 be ratified and adopted.
- (NC)

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| 100/2020/21 | <u>Action Sheet</u> | RESOLVED: That the updated Action Sheet attached to these minutes be noted | (NC) |
| 101/2020/21 | <u>Police Report</u> | Members noted that there were still issues with anti social behaviour happening at certain locations in Braunton including the Recreation Ground and Tweedies Field. RESOLVED: That the Police's newsletter for September 2020 be noted. | (NC) |
| 102/2020/21 | <u>Reports from the Devon County Councillor</u> | There was no report received from the County Councillor. | |
| 103/2020/21 | <u>Reports from the North Devon Councillors</u> | Cllr J Chesters reported that the North Devon Council Planning Committee had recently considered a planning application for 94 houses to be built at Chivenor but she was unable to take part due to declaring an interest. Cllr D Spear had attended the Planning Committee meeting when it considered application 64000 for 94 houses. The debate lasted more than two hours unfortunately the application was approved with six votes in favour and four votes against. Cllr E Spear explained that North Devon Council had successfully allocated 96% of the Small Business Grants to local businesses affected by Covid-19. There is still funding available Cllr E Spear would request whether town and parish councils who were not eligible to apply because their rateable value exceeded £51k, if they would now be eligible to apply for the remaining funds. | |
| 104/2020/21 | <u>Petition – Speed of Vehicles through Knowle and up to Heddon Mills</u> | The Chair welcomed Rachel Dalton from the Knowle Community Group (KCG) to the meeting. Rachel presented to members a petition with more than 300 signatures requesting that urgent safety improvements be carried out on the A361 to prevent vehicles speeding though Knowle and up to Heddon Mills. Residents of Knowle have long suffered with speeding vehicles on the A361. Rachel provided witness statements received from local residents giving accounts of road accidents and the impact on the lives of those involved. There were also comments from local residents who had witnessed near misses due to speeding vehicles and dangerous overtaking. The community have created a petition requesting that interventions be implemented to | |

slow vehicles down along this stretch of road

Cllr V Cann left the meeting.

RESOLVED: That the

- a. Parish Council to share the petition on its social media sites.
- b. Parish Council on behalf of the residents to present the petition to Devon County Council and request that action is taken by the Highway Authority to improve the safety of the A361 in Knowle and up to Heddon Mills.
- c. Parish Council to forward a copy of the petition on to Phil Norry Chief Executive – Devon County Council, Stuart Hughes Cabinet Member - Devon County Council Highways Management, Dave Black Head of Planning, Transportation and Environment – Devon County Council and Selaine Saxby MP for North Devon.

(NC)

105/2020/21

Planning

Cllr V Cann rejoined the meeting.

- (a) 71389
Proposal: Demolition of existing & erection of new extension to rear of dwelling.
Location: 31 Heanton Street, Braunton EX33 2JS
Applicant: Ms Jane Squire

It was moved by Cllr J Chesters, seconded by Cllr D Spear to recommend approval.

RESOLVED: That the Council recommends approval.

(7.3abs)

- (b) 71999
Proposal: Demolition of garage and conservatory and erection of single storey extensions.
Location: 24 Burrows Park, Braunton EX33 1EU
Applicant: Mr & Mrs Wallace

It was moved by Cllr R Shapland, seconded by Cllr G Bell to recommend approval.

RESOLVED: That the Council recommends approval.

(NC)

Cllr B Bunyard declared a Pecuniary interest and left the meeting.

- (c) 72089
Proposal: Extension to dwelling & Loft conversion together with Conversion of existing garage into additional living accommodation and

new single storey attached garage extension.
Extended driveway and new garden terrace.
Location: 1 St Brannocks, Well Close, Braunton,
Devon, EX33 1BE.
Applicant: Mr and Mrs Clifton

It was moved by Cllr R Shapland, seconded by Cllr
G Bell to recommend approval.

RESOLVED: That the Council recommends
approval.

(NC)

Cllr B Bunyard rejoined the meeting.

- (d) 71966
Proposal: Extension to dwelling and conversion of
loft space with dormer windows to create additional
bedroom space.
Location: 6 St Brannocks, Well Close, Braunton,
EX33 1BE
Applicant: Mr Robert Hopgood

It was moved by Cllr P Lord, seconded by Cllr R
Shapland to recommend approval.

RESOLVED: That the Council recommends
approval.

(NC)

- (e) 72085
Proposal: Extension and alterations to dwelling.
Location: 10 First Field Lane, Braunton, Devon,
EX33 1ES
Applicant: Mr S Ong

It was moved by Cllr G Bell, seconded by Cllr J
Chesters to recommend approval.

RESOLVED: That the Council recommends
approval.

(NC)

Cllr J Chesters declared a Personal interest.

- (f) 71785
Proposal: Repair the slumped section of the outer
bank approximately 65m.
Location: Horsey Island, Braunton, Devon
Applicant: Devon Wildlife Trust

It was moved by Cllr D Spear, seconded by Cllr R
Shapland to recommend approval.

RESOLVED: That the Council recommends
approval.

(NC)

- (g) APP/X1118/X/20/3251609
Description of Development: Certificate of Lawful Development for an Existing Use-Change of use of agricultural land to domestic garden.
Location: The Lookout, Boode Road, Braunton, EX33 2NW
Applicant: Mr Christopher Lane
Application Ref: 70853

It was moved by Cllr M Shapland, seconded by Cllr B Bunyard to recommend refusal.

RESOLVED: That the Council recommends refusal as the relevant land has not been part of the residential curtilage of The Lookout, and there is insufficient evidence that there has been a material change of use of the land to use as a domestic garden.

(NC)

- (h) APP/X1118/X/20/3255146 Description of Development: Certificate of Lawful Development for an Existing Use-Change of use of agricultural land to domestic garden.
Location: Blackwells Lodge, Boode Road, Braunton, EX33 2NW
Applicant: Mrs M Ford
Application Ref: 70855

It was moved by Cllr M Shapland, seconded by Cllr B Bunyard to recommend refusal.

RESOLVED: That the Council recommends refusal as the relevant land has not been part of the residential curtilage of Blackwells Lodge, and there is insufficient evidence that there has been a material change of use of the land to use as a domestic garden.

(NC)

106/2020/21

**North Devon
Council –
Planning
Decisions**

North Devon Council, the determining Authority, has APPROVED the following applications with conditions as filed:

71710 Proposal: Retrospective Application for an extension to Dwelling.
Location: North Lobb Bungalow, Lobb, Braunton, Devon, EX33 1JF
Applicant: Mr J Dennis
Decision: APPROVED
Decision Date: 18/08/20

71715 Proposal: Single Storey side extension, raised decking internal alterations.
Location: 11 Shortacombe Drive, Braunton, Devon,

EX33 1JD
Applicant: Mr and Mrs Blott
Decision: APPROVED
Decision Date: 18/08/20

71217 Proposal: Erection of one agricultural workers dwelling.
Location: Land off Sandy Lane, Braunton, Devon, EX33 2NX
Applicant: F J Hartnoll and Son
Decision: APPROVED
Decision Date: 01/09/20

107/2020/21 **Accounts due for Payment for the period 11th August to 14th September 2020.** RESOLVED: That the
a. Payments totalling £338.26 be approved and paid as detailed on the attached list.
b. PAYE, NI and Pensions for September 2020 be approved as detailed on the attached list. (NC)

108/2020/21 **Braunton Neighbourhood Plan** Members considered a quotation received from an independent Consultant to provide a workshop / meeting for members of the Braunton Neighbourhood Plan Steering Group (BNPSG) to help them deliver the Braunton Neighbourhood Plan.

It was noted that the Council had budgeted £1000 in the financial year 2020/21 for the purpose of providing training to members of the BNPSG. Due to the financial impact that COVID-19 has had on the Council unfortunately this funding is no longer available.

RESOLVED: That the Council to agree in principle the Consultants fee of £630 to provide workshop / training to members of the BNPSG subject to alternative funding being identified. (6.4abs)

109/2020/21 **Planters on the Village Green** Members considered a proposal from Love Braunton to provide four planters on the western side of the Village Green. Love Braunton had prepared a scale drawing showing the proposed location of the planters. The planters would be funded by the community and maintained by Love Braunton.

Members expressed concern regarding access to erect the Parish Christmas tree it was suggested that the planters be designed so that they could be moved if necessary. It was also noted that access to the underground Foul Water Pump would need to be maintained. The Clerk to check with the Council's Contractor Xylem regarding the positioning of the planters.

RESOLVED: That the Council grants permission for planters to be placed on the Village Green subject to the design of the planters, signage and safety implications being in close proximity to the highway to be agreed by

Council.

(9.1abs)

110/2020/21

**Website
Accessibility
Statement**

Members considered the draft Accessibility Statement which by law is required to be published on the Council's website by the 23rd September 2020.

It was noted that the Council had budgeted £1,165 in the financial year 2020/21 for the purpose of upgrading its website. Due to the financial impact that COVID-19 has had on the Council unfortunately this funding is no longer available and the new website will be postponed until 2021/22.

RESOLVED: That the Council approves the Accessibility Statement and it be published on the Council's website by the 23rd September 2020.

(NC)

111/2020/21

**Items for
Information**

Members noted the Clerks and Councils Direct – September 2020, issue 131.

112/2020/21

**Part B –
Exclusion of
Press and
Public**

RESOLVED: That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items as it involves the likely disclosure of confidential information.

113/2020/21

**Braunton to
Saunton Cycle
Path**

Cllr B Bunyard provided members with an update regarding the Braunton to Saunton Cycle Path. Initial discussions had taken place with landowners and negotiations are ongoing. Cllr Bunyard showed members the proposed routes that were being considered subject to approval from the landowners and funding.

The Council thanked Cllr Bunyard for his update.

The meeting closed at 8.50 pm.

Signed by the Chair:
(Cllr E Spear)

Date:

| DATE | TOPIC | |
|---------------|---|---|
| February 2020 | Air Quality Action Plan (AQAP) | TWG meeting held on Wednesday 12 February 2020 –NDC have adopted the Air Quality SPD. |
| July 2019 | Extension of Tarka Trail from Knowle towards Ilfracombe | No updates have been received from the County – refer to October 2019 AS. To be promoted in the Parish Council's Active Travel Plans submitted to DCC. To request update on status of the project and remind the County that their planning consent will lapse |
| June 2020 | Braunton to Saunton Cyclepath | Cllr Buryard and Cllr Relph to provide a presentation to the full Council including proposed scheme, cost, land ownership etc. |
| February 2018 | North Devon Council: Section 106 Money Communities Together Fund (CTF) ND Councillor Grant | <ul style="list-style-type: none"> • Fitness equipment in the recreation ground –to be considered by the Parks and Gardens Committee. • Informal running track in the recreation ground – to be considered by the Parks and Gardens Committee. • Skate Park facilities on land adjacent Velator quay – Section 106 request submitted. • Provision of public conveniences on Chaloners Road – Section 106 request submitted not eligible for S106. • Replacement play equipment at Knowle Play Park – Castle themed climbing tower completed. £7,006 S106 applied for to complete phase two – install double swing set of 2 x flat swings and Birds Nest Swing complete with rubber mulch. • Upgrade existing equipment in the Chaloners Road play area identified on the ROSPA inspection - £4,026 S106 applied towards replacing the Spudnik Roundabout. • Trim Trail adjacent Tarka Trail on Parish Council land - £14,628 Section 106 request submitted. Developer has requested clarification of site and that consultation be carried out with neighbouring residents. |
| April 2019 | Community Led Plan (aka Parish Plan) | To appoint Devon Communities Together to help review the existing Parish Plan for Braunton. To hold a public consultation event in 2020 – Postponed due to COVID-19. |
| June 2019 | Braunton Neighbourhood Plan (BNP) | The Council appointed Cllrs M Shapland, A Bryant, D Relph and G Bell as its four representatives to serve on the Braunton Neighbourhood Plan Steering Group (BNPSG) (Min Ref: 075/2019/20). The Council to provide training in Braunton for the BNPSG, Parish councillors and surrounding communities. Funding included in the financial year 2020/21 BNPSG to report at September Council meeting. Councillors and the Clerk attended a webinar training with Stuart Todd Associates on Wednesday 27 th May 2020, slides are available contact the Clerk if you would like a copy. BNPSG have requested the Council to authorise Stuart Todd Independent Consultant to carry out a workshop with the BNPSG members to reinvigorate the BNP. |
| June 2019 | Climate Emergency | <ol style="list-style-type: none"> 1. Declared a 'Climate Emergency'; 2. Pledged to do everything within the Council's power to make the Parish of Braunton carbon neutral, and over the term of this council by 2023 to do as much as possible to achieve carbon neutrality. 3. Work with other local authorities and bodies (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C; 4. Continue to work with partners to deliver this new goal through all relevant strategies and plans; 5. Specifically consider the mitigation of wider climate impacts on Braunton; 6. Engage with surrounding parish and town councils to ascertain what other local areas are doing; 7. To carry out an audit of the Council's activities to define the organisation boundaries and establish where improvements in the Council's energy use can be made. 8. Cllr Bell to contact surrounding Parish Council's. 9. Secured District Councillor Grant to plant standard trees in the Recreation Ground as part of the Council |

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| | | tree planting scheme. 10. Secured Oak tree from the Landmark Tree Scheme to be planted on land behind the Anchor area in the centre of the village. 11. Secured 420 trees from the Woodland Trust to be planted on parish land in November / December 2020. 12. BPC Climate Emergency Working Party to meet on Monday 16 March at 6 pm. |
| June 2019 | Public Conveniences and baby changing facilities | 1. Clerk has reported to NDC the poor state of their public conveniences in Braunton. 2. Council to continue to secure external funding to reopen the redundant public conveniences at the side of the Parish Hall. 3. NDC to carry out a review of its public conveniences. 4. Clerk emailed Paul Burton to find out NDC intend to open the public conveniences in Braunton with shops reopen on the 15 th June. Braunton public conveniences were opened on the 15th June. |
| July 2019 | Pharmacy Services in the village | The Clerk to write to the LPC and CCG to express the Council's concerns regarding the closure of the Lloyds Pharmacy on Caen Street and whether the existing pharmacy services in the village will meet the needs of the community. 1. Response received from NHS England (South West) 09/08/19. 2. Response received from Devon Local Pharmaceutical Committee 16/08/19 3. Waiting for response from CCG. 4. Response received from Devon County Council Health and Wellbeing Board 24/09/19 and 28/01/20. 5. Response received from Lloyds Pharmacy 18/01/20. 6. Council to issue press release to encourage the community to write to the DCC Health and Wellbeing Board to request an urgent PNA be carried out in Braunton. Completed. 7. Council to invite Councillor Andrew Leadbetter to future meeting to discuss pharmaceutical needs in Braunton. Completed – He would not refuse but he wonders what more he can say..... |
| February 2020 | Men's Shed – Live Well in Braunton | 1. The Council agreed the Men's Shed could use the Committee Room and area at the rear of the premises. 2. The first two meetings will not be charged to help the group to become financial established. 3. Cllr R Shapland to be the Council's representative on the Men's Shed Committee. |
| February 2020 | Remedial Works to the Memorial Garden Hedgerow | Council to consider options to replant area at its meeting on 9 March. Quotation received from St. Johns Garden Centre. |
| February 2020 | Defibrillators in the Village | The Council to take on the annual costs to replace Pads and batteries in the defibrillators, as follows: <ul style="list-style-type: none"> • The one in the Cross Tree Centre • The one at John Wensley's Newsagents • The one at Pixie Dell Stores • The one at the Old School Rooms in Church St. |
| June 2020 | Car Parks | Reintroducing charging in the Council's car parks. NDC only working with contactless payment method RingGo confirmed to charge to be added to NDC existing account. Waiting for response from NDC. NDC will resume the Parish Council's car parks cash collections on Monday 13th July 2020. NDC will allow the Parish Council to be added to its existing RingGo account they hope to be able to offer this by October. |
| June 2020 | Measures to reopen the village | DCC and NDC have supported the Council making the pavements in Caen Street one way. Signage implemented by Council staff. Council approve additional signage at each end of Caen Street and by pay and display machines. Clerk to mock up sign and circulate for approval. |

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| June 2020 | COVID-19 Measures to reopen Council buildings and Services | <p>DCC are considering a 20 mph limit in Caen Street, The Square, Exeter Road and Ilfracombe Road. DCC are considering synchronising the pedestrian signals on out the Anchor with the lights on The Square. Council to consider more permanent measures to be including the second tranche of DCC Active Travel bid. Clerk to write to DCC and the North Devon MP expressing the Council's disappointment on how the County consulted with communities regarding the Active Travel Fund. Received no response.</p> <p>Council approved risk assessments and proposals to reopen Council building and services including: Car Parks, Community Work Hub, Play Areas and Parish Office.</p> <p>Council to provide signage so that the Skate Bowl can reopen.</p> <p>Risk assessment for the Parish to be deferred until the August meeting. Clerk to ascertain if hirers intend to start using the Hall again. To be updated in accordance with Government guidance.</p> <p>The Chair, Cllr V Cann, Cllr G Bell and the Clerk to meet with the Police Diversity Officer and ND Sunrise and report back to future meeting.</p> |
| July 2020 | Racial issues | Council to accept the Life on the Verge Equipment. |
| July 2020 | Life on the Verge | To issues a press release encourage community groups to plant wildflower verges in the Autumn. To loan the Life on the Verge equipment to other communities. To work in partnership with Countryside Centre. |
| July 2020 | Office IT | Council to accept Integra's proposal for a FTTC (Fibre) internet connection. |
| | | <u>PROGRESS</u> |
| May 2019 | Finance and Admin | BPC to apply for the Local Council Award Scheme (aka Quality Council Status). |
| May 2019 | Finance and Admin | To upgrade the Council's website. Funding allocated in 2020/21 postponed to 2021/22 due to COVID. Accessibility Statement to be approved by 23rd September 2020. |
| May 2019 | Finance and Admin | To provide training opportunities for local councillors - Ongoing. |
| November 2019 | Finance and Admin | Parish Grants be awarded in April 2020 totalling £13,475. Postponed due to COVID-19. |
| June 2020 | Annual Audit | Deadline has been extended to September due to COVID-19. |
| February 2020 | Parks and Gardens | Install new swing set and communal area in Knowle Play Park. Waiting for S.106 Funding to be released. |
| June 2020 | Parks and Gardens | Council to take on the County Urban Grass Cutting contract for 2020/21. |
| January 2019 | Parks and Gardens | To obtain costs to install fitness equipment – to be considered by the new Council following the May elections. Rotary Club of Braunton are keen to develop the area and encourage pentanque. The project to be referred to full Council following the May elections. The Parks and Gardens Comm. meet with the Braunton Rotary Club (BRC) on the 30 September to consider options and costs – no official response received from the BRC regarding proposed plans. Funding for Trim Trail applied to Section 106. |
| April 2019 | Parks and Gardens | To look at opportunities to provide more public open space in the community. The Clerk, the Chair and Chair of Parks and Gardens to be given delegated powers to meet with NDC to begin negotiations regarding acquiring more open space in Braunton between the River Caen and Tarka Trail. |

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| June 2019 | Parks and Gardens | To carry out a tree audit of Council owned trees and identify land where trees can be planted in the future. To allocate funds in the Council's budget 2020/21. External funding provided to plant 13 trees on the Braunton Recreation Ground. To request permission to plant trees on County verge at Coril Head met with DCC in August proposal to be considered. |
| June 2019 | Parks and Gardens | To negotiate with DCC a long-term agreement / lease to maintain the 32,000 m ² in the parish. Ongoing last chased 21/01/20. |
| November 2019 | Parks and Gardens | <ul style="list-style-type: none"> To apply for a free pack of trees from the Woodland Trust to be planted by local school children at the Beacon in the Spring 2020. Application was successful trees will be received in November 2020. The Council to purchase and plant 45 standard trees on its land subject to budgetary provisions. 13 trees planted on the Recreation in January 2020. |
| November 2019 | Property | BPC to reconsider the Rural Community Energy Fund Feasibility Study. This has been uploaded to the 'BPC Climate Emergency Google Drive'. |
| November 2019 | Property | Review of the Braunton Community Work Hub – the following agreed at the Property Committee meeting 03/09/19: <ol style="list-style-type: none"> 1. Introduce new T&C's. Completed 2. Introduce new tariff. Completed 3. Organise a first anniversary relaunch to coincide with launching the Work Hub website. 4. Contact NDC Economics team to research what help is available to SMEs. 5. Contact Princes Trust Programme to involve young people. 6. Review changes in 6 months. |
| November 2019 | Property | Parish Hall look at options and costs to improve the energy efficiency of the building including replacing doors and windows (Min Ref: PR/22/2019/20). |
| February 2020 | Property | To review the condition of Caen Street Car Park and bring costs for resurfacing / patching, realigning and drainage back to the next meeting. |
| February 2020 | Property | Electric Vehicle (EV) Charge Point in Caen St. Car Park. <ol style="list-style-type: none"> 1. To apply to the Energy Saving Trust for funding towards installing 22kW EV charge point. 2. Join the Devon Low-carbon Energy & Transport Technology Innovator (DELETTI) 3. Work with North Devon Council to ensure that charge points are compatible |

Date: 14/09/2020
Time: 14:21:56

Braunton Parish Council
Day Books: Supplier Invoices (Summary)

Date From: 11/08/2020
Date To: 14/09/2020
Transaction From: 1
Transaction To: 99,999,999

Supplier From:
Supplier To: ZZZZZZZZ

| Tran No. | Item | Type | Date | A/C Ref | Inv Ref | Details | Net Amount | Tax Amount | Gross Amount |
|---------------|------|------|------------|----------|---------|--------------------------------|---------------|--------------|---------------|
| 43431 | 1 | PI | 14/09/2020 | GEORGINA | | Work Hub Cleaning | 60.00 | 0.00 | 60.00 |
| 43432 | 1 | PI | 14/09/2020 | JEWSON | BRAP072 | Sundaries | 44.15 | 0.00 | 44.15 |
| 43433 | 1 | PI | 14/09/2020 | ELITEPUB | 12427 | September edition | 80.00 | 16.00 | 96.00 |
| 43434 | 1 | PI | 14/09/2020 | TMSASSOC | 3435 | Faulty light Gardener's Shed | 103.54 | 20.71 | 124.25 |
| 43435 | 1 | PI | 14/09/2020 | GIBBONS | | stainless steel bolts, washers | 13.86 | 0.00 | 13.86 |
| Totals | | | | | | | 301.55 | 36.71 | 338.26 |

Clear: _____



DATE: 14-9-20 _____

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| BRAUNTON PARISH COUNCIL APPROVED FOR PAYMENT CHAIRMAN DATE 14-9-20 |
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Council Meeting 10th August 2020 - Agenda Item 12

| Employee | w/c 06/08/20 | w/c 13/08/20 | w/c 20/08/20 | w/c 27/08/20 | w/c 03/09/20 | Employer Pension | | |
|-----------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------|------------------|----------------|
| | | | | | | Total | Contribution | Employer NI |
| Staff Number 11 | £308.78 | £308.78 | £308.58 | £308.78 | £308.78 | £1,543.70 | £399.25 | £143.15 |
| Staff Number 16 | | | | £2,400.79 | | £3,180.80 | £707.95 | 359.63 |
| Staff Number 17 | £343.98 | £343.98 | £344.18 | £343.98 | £343.98 | £1,720.10 | £458.35 | £181.80 |
| Staff Number 19 | £276.32 | £276.32 | £276.32 | £276.12 | £276.32 | £1,381.40 | £345.05 | £107.95 |
| Staff Number 20 | | | | £572.82 | | £627.76 | £128.51 | £0.00 |
| Staff Number 22 | | | | £1,375.69 | | £1,576.38 | £316.98 | £132.20 |
| | | | | | | £10,030.14 | £2,356.09 | £924.73 |
| | 06/04/2020 - 05/05/2020 | 06/05/2020 - 06/06/2020 | 06/06/2020 - 05/07/2020 | 06/07/2020 - 05/08/2020 | 06/08/2020 - 05/09/2020 | | | |
| HMRC PAYE | £2,404.99 | £2,665.08 | £2,203.28 | £2,360.71 | £2,561.51 | | | |
| | | | | Underpayment | £644.75 | | | |
| | | | | | £3,206.26 | | | |