A&B Joinery

NBCC Gym external door quote,

Option 1,
Supply and fit softwood door to match existing,
Price inclusive of, planting new timber to face of frame, replacing door stops, hinges and decoration.

£2,080.00+VAT

Option 2,
Supply and fit Oak door and frame to mimic the other door,
Price inclusive of, hinges, decoration and making good.

£3,890.00+VAT

Regards,
Chris Crompton,
A&B Joinery,
01908 569539

	ALLOTMENT INCOME PER ANNUM £ 1,300 APPROX					
			CAL RD			
	NON-PENSIONER			PENSIONER		
POLE	**2025**	**5% increase**	**2026**	**2025**	**5% increase**	**2026**
4	£25.20	5%	**£26.46**	£16.32	5%	**£17.14**
5	£31.50	5%	**£33.08**	£20.40	5%	**£21.42**
6	£37.80	5%	**£39.69**	£24.48	5%	**£25.70**
7	£44.10	5%	**£46.31**	£28.56	5%	**£29.99**
8	£0.00	5%	**£0.00**	£0.00	5%	**£0.00**
9	£56.70	5%	**£59.54**	£36.72	5%	**£38.56**

	ALLOTMENT INCOME PER ANNUM £5,075 APPROX					
			DRILL HALL			
	NON-PENSIONER			PENSIONER		
POLE	**2025**	**5% INCREASE**	**2026**	**2025**	**5% INCREASE**	**2026**
4	£34.65	5%	£36.38	£27.30	5%	£28.67
5	£38.85	5%	£40.79	£29.40	5%	£30.87
6	£43.05	5%	£45.20	£31.50	5%	£33.08
7	£47.25	5%	£49.61	£32.55	5%	£34.18
8	£50.40	5%	£52.92	£34.65	5%	£36.38
9	£54.60	5%	£57.33	£36.75	5%	£38.59

Water bills & credits as per Wave Utilities @DHA

Period:**7 Jun 2025 - 6 Sep 2025** £4,909.67 (water leak discovered approx. end of July)

Period: **7 Mar 2025 - 6 Jun 2025** £2,318.40 CR

Other Costs

New water troughs (to replace taps) **£995**

Reactive & Planned maintenance **£900** approx

Cost to strim ridings at both sites **£1,980**

Income £6,375

Expenses £7,800

Budget for 2025/26 **£6,528 currently over by £1,271 as of Oct 25**

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

New Bradwell Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✔		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✔		*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✔		*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✔		*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✔		*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✔		*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✔		*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✔		*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A — *has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*
			✔

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

02/06/2025

and recorded as minute reference:

33/25

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

www.newbradwell-pc.gov.uk

Section 2 – Accounting Statements 2024/25 for

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	184,811	219,433	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	81,066 ~~81,265~~ EDN SRC	80,212	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	65,859 ~~66,660~~ EDN	EDN 54,536 SRC ~~71,070~~	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	37,529	45,075	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	74,764	EDN 124,377 ~~89,795~~ SRC	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	219,443	EDN 184,739 ~~235,845~~ SRC	*Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).*

8. Total value of cash and short term investments	219,443	EDN 184,739 ~~235,845~~ SRC	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	42,532	44,952	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✔		*The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.*
11b. Disclosure note re Trust funds (including charitable)			✔	*The figures in the accounting statements above exclude any Trust transactions.*

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date 30/05/2025

I confirm that these Accounting Statements were approved by this authority on this date:

02/06/2025

as recorded in minute reference:

33/25

Signed by Chair of the meeting where the Accounting Statements were approved

Section 3 – External Auditor's Report and Certificate 2024/25

In respect of **NEW BRADWELL PARISH COUNCIL – BU0139**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. The AGAR has been amended.

The smaller authority has not provided an adequate explanation for the variance between the prior and current year values in Box 3 of Section 2.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature PKF Littlejohn LLP SIGNATURE REQUIRED Date 17/09/2025

New Bradwell Parish Council
BY EMAIL

DDI:
+44 (0)20 7516 2200
Email:
sba@pkf-l.com
Date:
17 September 2025
Our Ref:
BU0139
SAAA Ref:
SB06099

New Bradwell Parish Council
Completion of the limited assurance review for the year ended 31 March 2025

Dear Mrs Newnham

We have completed our review of the Annual Governance & Accountability Return (AGAR) for New Bradwell Parish Council for the year ended 31 March 2025. Please find our external auditor report and certificate (Section 3 of the AGAR Form 3) included for your attention as an attachment to the email containing this letter along with a copy of Sections 1 and 2 of the AGAR, on which our report is based.

The external auditor report and certificate details any matters arising from the review. The smaller authority must publish these documents immediately and at the next meeting consider the final external auditor report and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose (a Word version is available on request).
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September 2025 , which must include publication on the smaller authority's website. (Please note that when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which that the "Notice" must be published. The previous statute required 14 days; but it is now up to the authority to make this decision).
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

PKF Littlejohn LLP, Chartered Accountants. A list of members' names is available at the address below. PKF Littlejohn LLP is a limited liability partnership registered in England and Wales No. OC342572. Registered office at 15 Westferry Circus, London E14 4HD. PKF Littlejohn LLP is a member of PKF Global, the network of member firms of PKF International Limited, each of which is a separate and independent legal entity and does not accept any responsibility or liability for the actions or inactions of any individual member or correspondent firm(s).

PKF Littlejohn LLP
15 Westferry Circus,
Canary Wharf, London
E14 4HD
T: +44 (0)20 7516 2200
pkf-l.com

Fee

We enclose our fee note, on page 4 of this attachment, for the limited assurance review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at https://www.saaa.co.uk/audit-fees/. This fee is statutory, must be paid and is due immediately on receipt of invoice, please arrange for this to be paid **at the earliest opportunity.**

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we have had to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR by the submission deadline; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: **PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD.** Please include the reference BU0139 or New Bradwell Parish Council as a reference when paying by BACS.

Timetable for 2025/26

Next year we plan to set a submission deadline for the return of the completed AGAR Form 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Wednesday 1 July 2026. It is anticipated that the instructions will be sent out during March 2026, subject to arrangements for the 2025/26 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. The period must be **exactly** 30 working days, please do not set public rights dates that cover a longer period. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2026, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
    - at the earliest, between Wednesday 3 June and Tuesday 14 July 2026; and
    - at the latest, between Wednesday 1 July and Tuesday 11 August 2026.

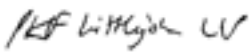
As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

We would like to draw your attention to a change within the Practitioners' Guide 2025 which is mandatory for the 2025/26 period. Paragraphs 1.47 to 1.54 relate to an additional assertion to be included in the 2025-26 AGAR, Assertion 10, regarding email management, websites, compliance with both the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act (DPA) 2018 and the requirement to have an IT policy. The requirements in relation to Assertion 10 are listed in Paragraphs 1.47 to 1.54 and the local authority should review these requirements and take appropriate steps to ensure compliance.

Feedback on 2024/25

We would welcome feedback on your experiences with PKF Littlejohn LLP during the review for the year ended 31 March 2025. Such feedback is important to us to help us drive improvements in client service. If you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/

Yours sincerely



PKF Littlejohn LLP

New Bradwell Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2025

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for **New Bradwell Parish Council** for the year ended 31 March 2025 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. **This must include publication on the smaller authority's website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of **New Bradwell Parish Council** on application to:	
(a) _____ _____ _____ _____	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) _____ _____ _____	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of £____ (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) _____	(d) Insert the name and position of person placing the notice
Date of announcement: (e) _____	(e) Insert the date of placing of the notice

Mrs Germaine Newnham
New Bradwell Parish Council
Unit 10
New Bradwell Worskpace
St James Street
New Bradwell
Milton Keynes
MK13 0BJ

Our ref BU0139

SAAA Ref SB06099

Invoice No. SB20252002

VAT No. GB 440 4982 50

Email: sba@pkf-l.com

Date: 17 September 2025

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2025	£420.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£420.00
VAT @ 20%	£84.00
TOTAL PAYABLE	£504.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at https://www.saaa.co.uk/audit-fees/

For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London E14 4HD

For payments by credit transfer, our bank details are:-

HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include BU0139 or New Bradwell Parish Council as the reference.

For account queries, contact sba@pkf-l.com

PKF Littlejohn LLP
15 Westferry Circus,
Canary Wharf, London
E14 4HD

T: +44 (0)20 7516 2200
pkf-l.com

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Our ref BU0139

SAAA Ref SB06099

Invoice No. SB20252002

VAT No. GB 440 4982 50

Email: sba@pkf-l.com

Date: 17 September 2025

REMITTANCE ADVICE

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HINSON

Quotation

To:	Community Centre New Bradwell
Date:	03.03.2025
Reference:	Community Centre
Description:	**1No door with frame**
Timber Species:	Engineered redwood with insulated panels
Design:	Gothic arched
Frame decoration:	45 degree angle
Bolection moulding:	**No**
Panel type:	**Matchboarded**
Cill required:	**Yes**
Opening direction:	**Outwards**
Hinged side:	**hinged on left** (When viewed from outside)
Glass:	N/A
Security:	Single Panic latch
Letter Plate:	**No**
Letter plate location:	**N/A**
90 Degree Stays:	**No**
Finish:	Factory finished spray applied primer and top coat in a colour of your choice with stained black threshold.
Trickle vent:	**No**
Storm cill:	**No**
Included:	Two draught seals around the frame

Total	£3160.00
VAT	£632.00
Overall Total	£3792.00

Installation costing on page 3

HINSON
Custom Made Timber Products
Workshop 2 Spinney Lodge Farm, Forrest Rd, Hanslope Milton Keynes, MK19 7DE
Telephone: 01908 516333
Registered in England & Wales Company No. 07306600
Office: Glan Yr Afon House 30 Walters Road, Cwmllynfell, Swansea, SA9 2FH
VAT No. GB112008284
Hinson&sons ltd

MADE IN BRITAIN

HINSON

HINSON offers a full installation service for private homeowners when within our catchment area of 1 hour 30 mins travel from MK19 7DE . This service is tailored to suit the requirements of each stage of a building project, which varies from only fixing timber doors and windows into position, through to a complete one-stop solution for homeowners. A Supply only service is also available to the trade and homeowners inside and outside of the catchment area.

BRONZE **Ideal for a new build project where there is a builder on site**

SILVER **Ideal for a refurbishment project**

GOLD **Suitable for a private customer who wants a complete solution**

Installation Service	BRONZE	SILVER	GOLD
Survey (Subject to distance, private homeowners only)			
Upload, deliver and offload out ready for fitting (2 storey building)			
Fit windows/doors into position and seal (excluding standard mortar and internal making good)			
Clean up / Hoover / Clean glass			
Standard Mortar seal (externally)			
Protect floor coverings and lay dust sheets			
Remove existing windows/doors off site			
Make good internally directly around the item			
Replace existing reveals/window board/architraves (subject to quotation and survey)			
Refit Alarm / door bell			

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Hinson&sons ltd

MADE IN BRITAIN

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Installation
In addition to the item price above:

SILVER **Installation solution has been included in the quoted price below**

Installation:
Subject to survey and distance

Total	£690.00
VAT	£138.00
Overall total	£828.00

To process this order and allocate your position within the lead time:
Invoice breakdown

25% deposit	1155.00
65% before install	3003.00
10% completion	462.00
TOTAL	4620.00

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VAT No. GB112008284
Hinson&sons ltd

MADE IN BRITAIN

HINSON

Install Only.

1. Refer to the Terms and conditions for supply only contracts.
2. The installation price is subject to a survey of the property.
3. Payment terms for installation are within 14 days of completion. Larger contracts payments are made by an agreed valuation.
4. Variations and extra overs: Any unforeseen works of variations will be agreed prior to commencing to a fixed quotation where possible. Other rates will be agreed on site prior to undertaking the additional work.
5. The client for domestic properties will be responsible for providing a 240V electrical supply and reasonable access to water, toilet facilities at their cost.
6. New builds will normally be supplied only. If installation is required provision for 110V electrical power from a generator will be required.
7. All access platforms and scaffolding will need to be signed off and up to date to the correct regulations.
8. All openings will need to be fully formed and complete prior to installation.
9. The client will make available reasonable secure storage space for the duration of the works.
10. Responsibility for all works carried out and/or material delivered to site shall be at the client's risk from delivery.
11. Gas and Electrical equipment/appliances: owing to insurance restrictions we can not fit, adjust or attend to any electrical or gas equipment/appliances.
12. Decoration: Our quotations do not include decoration, unless otherwise stated. All internal/external woodwork, doors should be knotted and primed immediately. If this is not been covered in the quotation and carried out during the manufacturing process. All external doors and windows will be fully factory finished so will need no decoration. All external woodwork that is not factory finished should be primed, painted/varnished immediately by others.

Typical finishes.

a. Shellac Knotting
b. An Oil Based Wood Primer
c. One/Two coats of oil-based undercoat.
d. One/ Two oil based top coats.

We do not guarantee any additional items that are not factory finished by Hinson Custom Made.

13. Whilst all due care will be taken Hinson Custom Made can not be held responsible for any cracking or damage that may occur by structural movement or vibration during the course of work undertaken. This includes any structure lintel movement or no lintel in place once the existing window/door is removed.
14. Subject to the level of install requested dust sheets will be used at all times to protect floor covering but we cannot be held responsible if dust does get between floor and sheets, though we will take every precaution to prevent this happening.

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MADE IN BRITAIN

General Sales Notes

Quotation Validity: This quotation is valid for 30 days from the date of issue

Supply Only Items: For items manufactured to specific sizes, please provide measurements if the delivery location is outside our 1 hour 30 minutes catchment area.

Order Confirmation: Please ensure that all details in the quotation are correct before proceeding with the order.

Deposit Requirement: A 25% deposit is required to secure your order.

Deposit Protection and Certificates:
Deposit protection through **QANW** and a **Certass building certificate** apply only to items involving double-glazed units in the framework, when installed by our installation team. Double-glazed windows and doors are covered by an insurance-backed guarantee.

Payment Schedule: 65% of the total amount is due before the installation date 10% is due upon completion of installation.
(For delivery-only items, payment is due before the delivery date.)

Measurement Requirements: All measurements for manufacture must be listed on the quotation or diagrams provided.

Additional Costs:

-Two-tone colour schemes (where the internal colour differs from the external) may incur additional costs if not specified above.

-Internal architrave and covers, if not listed above, will be an additional charge.

-Internal making good is subject to the condition of the original plaster. Any work required beyond 4 inches from the new frame will incur an additional plastering charge.

Ironmongery Finishes: We cannot guarantee the same finish on any ironmongery outside of our standard product range.

Custom Made Details: All section sizes are based on our **Hinson Custom Made** details unless otherwise specified.

Safety Considerations:
Please inform us if you require a window to act as a guard against falling in accordance with **Part K2** of the building regulations. If so, the window must be fixed, and a calculation will be prepared to determine the specification required. Additional testing or barrier installation may incur extra charges.

Frame Specifications: This quote assumes the standard frame in a flush reveal.

Locking Cylinders: All doors are quoted with individual locking cylinders, with three keys supplied for each cylinder.

Hardware Positioning: Knobs, knockers, letterboxes, and spy holes for front entrance doors will be positioned in a manner we deem aesthetically pleasing, unless specific positioning is requested.

Cooling-Off Period Exemption: The 14-day cooling-off period does not apply to bespoke items.

Ironmongery and Returns Policy: Ironmongery and special orders are subject to specific return conditions, as outlined in **Section 17** of our **Terms and Conditions**. Please refer to the full Terms and Conditions for details on our return policy for ironmongery and other goods.

HINSON
Custom Made Timber Products
Workshop 2 Spinney Lodge Farm, Forrest Rd, Hanslope Milton Keynes, MK19 7DE
Telephone: 01908 516333
Registered in England & Wales Company No. 07306600
Office: Glan Yr Afon House 30 Walters Road, Cwmllynfell, Swansea, SA9 2FH
VAT No. GB112008284
Hinson&sons ltd

MADE IN BRITAIN

INVOICE

New Bradwell Parish Council
Unit 10, New Bradwell Workspace
St James Street, New Bradwell
New Bradwell
Milton Keynes
MK13 0BL
UNITED KINGDOM

Invoice Date
1 Oct 2025

Invoice Number
INV-22406

Reference
Proposal #HAS2133

VAT Number
284665071

Hippey Accountancy Services Limited
13 Swanwick Walk
Broughton
Milton Keynes
MK10 9LJ

Description	Amount GBP
Payroll: Variable Salary Employees	32.25
Paying Staff Salaries & Expenses	15.00
Subtotal	47.25
TOTAL VAT 20%	9.45
TOTAL GBP	**56.70**

Due Date: 8 Oct 2025
Payment by BACs Welcome :-
Sort Code 40-33-33
Account No. 52617846
Please use your Company Name and Invoice number as reference

Thank you for your business

View and pay online now

695.21 GBP

Due in 4 days

Plumbing & Heating Services

TAX INVOICE

New Bradwell Parish Council

Invoice Date
26 Sep 2025

Account Number

Invoice Number
INV-3034

Reference

VAT Registration Number
GB 451 411 235

Description	Quantity	Unit Price	Amount GBP
Supply and fit 2 x troughs at allotments	1.00	579.34	579.34
		Subtotal	579.34
		TotalVAT 20%	115.87
		Invoice Total GBP	695.21
		Total Net Payments GBP	0.00
		Amount Due GBP	**695.21**

Due Date: 03 Oct 2025

BANK DETAILS

Account Name:	**Oliver Anderson Limited**
Bank:	Monzo Bank
Account Number:	35972484
Sort Code:	04-00-03

43 Kingshill Drive | Deanshanger | Milton Keynes | MK19 6GH

Mobile: 07762 339814

MANKO CLEANING SERVICES

5 Milburn avenue,Oldbrook
MK6 2NL
MILTON KEYNES
Phone: 07500946734

INVOICE

Invoice #: MAN095

Bill To: New Bradwell Parish Cour
FAO: Germaine Newnham

Invoice Date: 25/9/25

Item #	Description	Hour	Rate	Amount
	Cleaning services	12	£ 20	240.00
			TOTAL	240.00

BANK TRANSFER.
BANK: NATIONWIDE.
SHORT CODE : 07-02-46. ACCOUNT No. 43872497
PAYMENT TERM: IMMEDIATE

Thank you for business with us..

D & L Environmental

"Creating a cleaner environment "

Invoice: NBPC00339 Email: dlenvironmental168@gmail.com
Date: 29/09/2025 Tel: 07909520793

Week beginning	1st	September	2025	5hrs	@ £17.50 = £87.50
Week beginning	8th	September	2025	5hrs	@ £17.50 = £87.50
Week beginning	15th	September	2025	0hrs	@ £17.50 = £00
Week beginning	22nd	September	2025	5hrs	@ £17.50 = £87.50

Total costs £262.50

Payment details
Natwest Bank
Account number: 85655996
Sort code: 60-04-09

D & L Environmental

"Creating a cleaner environment "

Invoice: NBPC00339 Email: dlenvironmental168@gmail.com
Date: 29/09/2025 Tel: 07909520793

Week beginning	1st	September	2025	5hrs	@ £17.50 = £87.50
Week beginning	8th	September	2025	5hrs	@ £17.50 = £87.50
Week beginning	15th	September	2025	0hrs	@ £17.50 = £00
Week beginning	22nd	September	2025	5hrs	@ £17.50 = £87.50

Total costs £262.50

Payment details
Natwest Bank
Account number: 85655996
Sort code: 60-04-09

Financial Summary

New Bradwell Parish Council
For the period 1 September 2025 to 6 October 2025

	1 SEPT-6 OCT 2025	27 JUL-31 AUG 2025
Turnover		
Community Centre Sales	3,295.50	2,244.50
Total Turnover	**3,295.50**	**2,244.50**
Cost of Sales		
Community Budget	1,374.35	507.50
CRA	(505.38)	-
DHA	1,812.24	(25.00)
Community Events	-	500.00
Grants LGA Sect 137	-	6,100.00
Newsletter	83.33	-
Office	588.90	219.90
Total Cost of Sales	**3,353.44**	**7,302.40**
Gross Profit	**(57.94)**	**(5,057.90)**
Administrative Costs		
Bank Fees	66.95	60.55
Interest Paid	(4,814.52)	-
IT Software and Consumables	24.00	-
Light, Power, Heating	46.65	284.17
Salaries	4,397.25	4,397.25
Telephone & Internet	51.61	54.53
Square Fees	0.80	-
Bio-diversity projects	-	288.00
Community Centre Expenses	1,606.54	658.63
Total Administrative Costs	**1,379.28**	**5,743.13**
Operating Profit	**(1,437.22)**	**(10,801.03)**
Other Income		
Precept	42,165.65	-
Total Other Income	**42,165.65**	**-**
Profit on Ordinary Activities Before Taxation	**40,728.43**	**(10,801.03)**
Profit after Taxation	**40,728.43**	**(10,801.03)**

Mrs Germaine Newnham
New Bradwell Parish Council
Unit 10
New Bradwell Worskpace
St James Street
New Bradwell
Milton Keynes
MK13 0BJ

Our ref BU0139

SAAA Ref SB06099

Invoice No. SB20252002

VAT No. GB 440 4982 50

Email: sba@pkf-l.com

Date: 17 September 2025

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2025	£420.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£420.00
VAT @ 20%	£84.00
TOTAL PAYABLE	£504.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at https://www.saaa.co.uk/audit-fees/

For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London E14 4HD

For payments by credit transfer, our bank details are:-

HSBC Bank plc
Address: 1-3 Bishopsgate, London, EC2N 3AQ
Sort Code: 40-02-31
Account number: 11070797
Account Name: PKF Littlejohn LLP
Please include BU0139 or New Bradwell Parish Council as the reference.

For account queries, contact sba@pkf-l.com

PKF Littlejohn LLP
15 Westferry Circus,
Canary Wharf, London
E14 4HD

T: +44 (0)20 7516 2200
pkf-l.com

PKF Littlejohn LLP, Chartered Accountants. A list of members' names is available at the address below. PKF Littlejohn LLP is a limited liability partnership registered in England and Wales No. OC342572. Registered office at 15 Westferry Circus, London E14 4HD. PKF Littlejohn LLP is a member of PKF Global, the network of member firms of PKF International Limited, each of which is a separate and independent legal entity and does not accept any responsibility or liability for the actions or inactions of any individual member or correspondent firm(s).

WJ South Limited
Brook Farm, Drayton Road,
Newton Longville,
Milton Keynes, Bucks, MK17 0BH
Tel: +44 (0)1908 649 110 Fax: +44 (0)1908 483 905

think exceptional

Quote No: 10396
Company: *New Bradwell Parish Council
Site Name: New Bradwell Community Centre (private)
Contact: Tahnee Campbell
Quote Contract Manager: Irisz Baumann

We have pleasure in submitting rates as below, prices allow for Material Type to Surface Type. The rates are fixed for 3 months from the date of this quotation.

	ProcessType	Material/Equipment	Item	Qty	Unit	Item Price	Total
	New Screed	White	Parking Line 100 Continuous	86	Metre	£1.53	£131.58
	New Screed	Yellow	Line 100 Hatching	68	Metre	£1.17	£79.56
	New Screed	Yellow	Disabled Bay Complete	2	No	£79.95	£159.90
	Visit charge	Visit Charge	Mobilisation Charge	1	Visit	£1,097.37	£1,097.37
	Visit charge	Visit Charge	Sweeper	1	Visit	£750.00	£750.00

Quote Total: £2,218.41

Visits to be agreed.
Road Marking Screed Truck £ 1,097.37 per visit + Measure

Working Restriction Uplifts

Our standard working hours are: Monday to Friday 8.00am to 4.30pm
Saturday Day + 20 %
Sunday Day + 20 %
Monday to Friday Nights + 20 %
Saturday/Sunday Night + 20 %

Please Note:
Our Quote is based on using thermoplastic material
Temporary markings if required will be the same rates as permanent markings
All works are subject to re-measure, the site is priced as per supplied drawings.
Surface to be clean, dry and debris free prior to our arrival on site and application of markings
Site working areas to be free of vehicles and obstructions
Any markings laid on dirt, debris, wet or substandard surfaces cannot be guaranteed
If we are instructed to apply markings to areas which in our opinion are unsuitable then these markings are not guaranteed.
Any Thermoplastic which being laid on Paint will not adhere, this would require removal prior to works commencing.
An allowance for light hand sweeping is included in the rates provided
Minimum charge rates are for minimal works measure only (this is not a day rate)
WJ South Ltd is not liable for any Liquidated or Ascertained damages
RAMS to be supplied on approval of tender
If thermoplastic road markings are to be applied to concrete, then an additional uplift will be applicable for tack coat.
Minimum Visit fees may apply.
We have made no allowance for any temporary or sacrificial markings that may be required during the works in association with the Surfacing in construction and Traffic Management.
No traffic management has been included within the rates it is assumed that all traffic management is to be provided by the Main Contractor.

WJ South Limited
Brook Farm, Drayton Road,
Newton Longville,
Milton Keynes, Bucks, MK17 0BH
Tel: +44 (0)1908 649 110 Fax: +44 (0)1908 483 905

think exceptional

Terms and Conditions

1. That the rates will remain firm for 3 months from the date of quotation.
2. Our rates do not allow for priming of concrete pavements.
3. That we will be able to undertake the works between 07.30 hrs and 17.30 hrs, Monday to Friday.
4. Weekend and night work to be agreed prior to commencement of works and be uplifted in accordance with the percentages in our quotation.
5. On receiving written notice we shall commence work and complete the works within a reasonable agreed period of time.
6. Payment will become due within 35 days from the date of each invoice/application.
7. VAT is not included and will be charged at the rate applicable at the time of carrying out work.
8. Without prejudice to any other rights and remedies we may possess, if the customer shall fail to make payment as herein provided, we may suspend work until payment is made. Any damage, loss, expense or cost which arises from the suspension shall be recoverable from the customer. Late payments may incur interest charges as per The Housing Grants, Construction and Regeneration Act 1998 (Construction Act) and subsequent amendments.
9. In all cases our work will be laid upon the customer's thoroughly prepared surfaces, swept and cleaned as necessary in advance of our operations. If in our opinion the surfaces are unsuitable we will only proceed on written instruction from the customer to proceed without our guarantee.
10. No allowance has been made in this quotation for any forced drying of the surfaces. At our absolute discretion we may agree to force dry the surfaces if so requested by the customer but we will give no guarantee in respect of work carried out under such circumstances.
11. Where we have submitted rates for the removal of existing road markings we cannot guarantee their total obliteration and traces may remain on and in the pavement surface.
12. We have not allowed for cleaning of road studs removed by others.
13. The customer shall provide all necessary traffic management at no cost to ourselves.
14. Where the quantities of work actually undertaken vary from the B.of.Q we will be entitled to increase our rates for uneconomical working.
15. No allowance has been made in this quotation for the provision of a performance bond.
16. Limitation of Liability

16.1 The following provisions of this condition 16 set out the entire liability of the Company (including any liability for the acts or omissions of its employees, agents and sub-contractors) to the customer in respect of:
16.1.1 any breach of these terms and conditions; and
16.1.2 any representation, statement or tortious act or omission including negligence arising under or in connection with the Contract

16.2 All warranties, conditions and other terms implied by statute or common law (save for the conditions implied by section 12 of the Sale of Goods Act 1979 and as expressly set out in these Conditions) are excluded from the Contract.

16.3 Nothing in these terms and conditions excludes or limits the liability of the Company for fraudulent misrepresentation or death or personal injury caused by the Company's negligence.

16.4 Subject to conditions 16.2 and 16.3:
16.4.1 the Company's total liability in contract, tort (including negligence or breach of statutory duty), misrepresentation or otherwise, arising in connection with the performance or contemplated performance of this Contract shall be limited to the value of the contract; and
16.4.2 the Company shall not be liable to the customer by reason of any representation or any implied warranty, condition or other term or any duty at law or under the express terms of the Contract for any indirect or Consequential Loss, damage, costs, expenses or other claims for consequential compensation whatsoever (whether caused by the negligence of the Company, its employees, agents or sub-contractors) which arise out of or in connection with the Contract.

16.5 The customer shall indemnify the Company and keep it indemnified in full against all liability, loss, damages, costs and expenses (including legal expenses on an indemnity basis) which the Company may suffer or incur as a result of or arising out of or in connection with:
16.5.1 any negligence by the customer in connection with the Contract or breach of the Contract by the customer;
16.5.2 any claims brought or threatened against the Company by any third party in connection with the contract (except where the Company is liable in respect thereof in accordance with these terms and conditions).

This offer is made subject to all of the terms and conditions contained herein and to the exclusion of any conditions of your enquiry which may conflict with them.

Invoice

INVOICE NO: 482731

TOILETS+
Portable Toilet Hire Specialists

INVOICE ADDRESS

NEW BRADWELL PARISH COUNCIL
UNIT 10, NEW BRADWELL WORK SPACE
ST JAMES STREET
NEW BRADWELL
MILTON KEYNES
MK13 0BJ

HEAD OFFICE

Toilets+ Ltd
32 London Road
Wymondham
Norfolk
NR18 9JD

Tel: 01953 601345

E-Mail: info@toilets.co.uk

INVOICE DETAILS

Date of Invoice: 29-Sep-25
Contract No: 110938
Contract Status: Continuing
Account Ref: NEWB01
Customer Order No: .
Last Invoice No: 476684
Last Invoice Date: 31-Aug-25

SITE ADDRESS

DRILL HALL ALLOTMENTS
OFF NEWPORT RD, NEW BRADWELL, MK
LAST SVC TUES. #A028
KEY IN BOOK, COMBI LOCK C2349
MK13 0DY

Contact: JERMAINE - 01908 313602

QTY	CODE	DESCRIPTION	FROM	TO	RATE	PER	M/W/D	VAT	VALUE
		TOILET(S) ON HIRE UNTIL TERMINATED BY PHONE CALL							
1	1000	8759 - STANDARD CHEMICAL PORTABLE TOILET WITH HAND SANITISER & TOILET ROLLS, INCLUDES WEEKLY SERVICE. MINIMUM HIRE CHARGES APPLY.	01-Sep-25	28-Sep-25	£24.70	WK	0/4/0	STD	£98.80

E.W.C. 20.03.99 Toilets+ S.I.C. 84.12 DUTY OF CARE CONTROLLED WASTE TRANSFER

Section(A) Description of waste: Effluent in tanker up to 250lts per unit. Carrier: Toilets+ Ltd. Registered waste carrier Reg No. CBDU125753 issued by Environment Agency,

Section(B) Current holder of waste: as delivery address below, producer of waste exempt from requirement to register as waste carrier.

Section(C) Details of transfer: weekly transfer of effluent as described from contractors/customers address from contract commencement date

We declare the waste hierarchy has been adhered to.

To see our full updated Terms and Conditions visit www.toilets.co.uk

ANY OBJECTIONS TO THIS INVOICE OR ITS TERMS MUST BE REPORTED WITHIN 10 DAYS OF RECEIPT, OTHERWISE IT SHALL BE DEEMED TO BE ACCEPTED BY YOU

VAT ANALYSIS **V.A.T. No: 571 5719 25**

CODE	RATE %	TAXABLE	AMOUNT
STD	20	£98.80	£19.76

PAYMENT TERMS

STRICTLY NET BY

27-Oct-2025

GOODS VALUE	**£98.80**
TOTAL VAT	**£19.76**
INVOICE TOTAL	**£118.56**

Please E mail your Remittance Advice to: **accounts@toilets.co.uk**

BAC'S Payment Details SORT CODE **60-24-52** A/C: **15178684** Please Quote Your Account Ref.

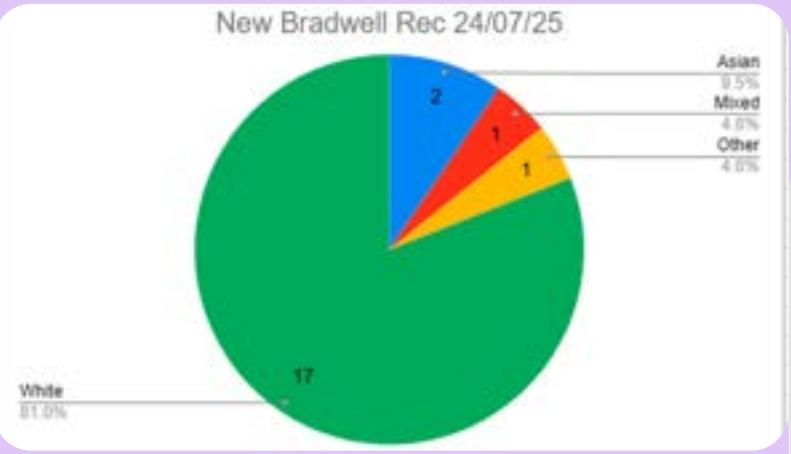
PSE PORTABLE SANITATION EUROPE LTD

New Bradwell Rec

Thursday 24th July
9.30am - 11.30am



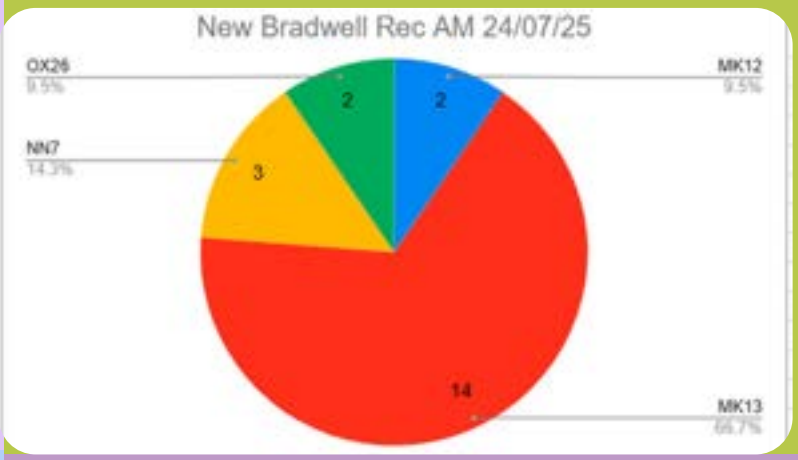
Ethnicity



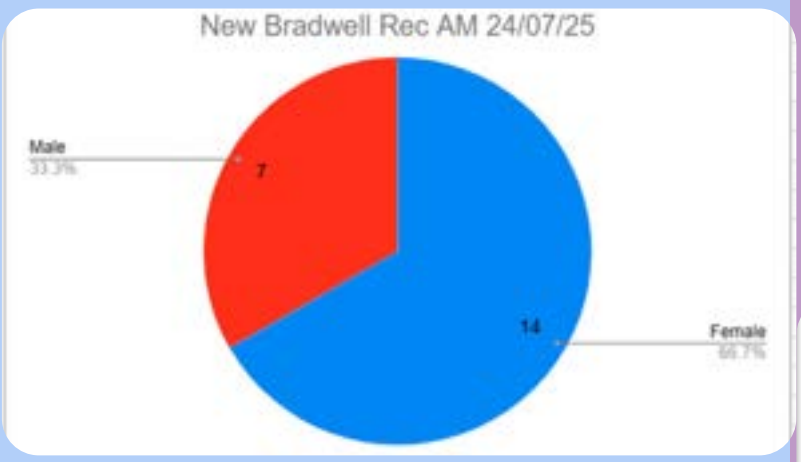
Children of 4 ethnicities attended the session.

Postcodes

Children from 4 postcodes attended the session.



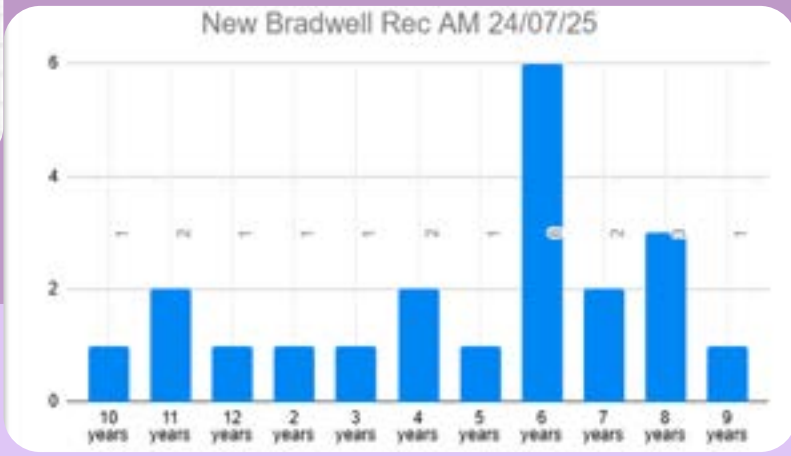
Gender



Out of 21 children that attended this session, 7 were male & 14 were female

Age

Ages of children attending the session

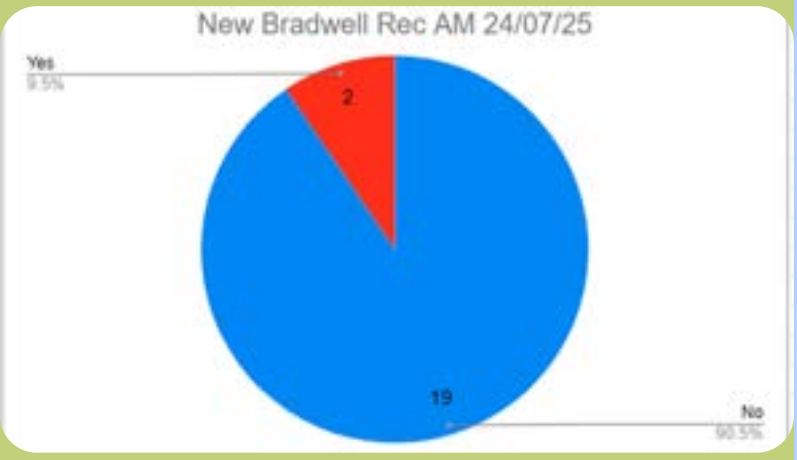


New Bradwell Rec

Thursday 24th July
9.30am - 11.30am

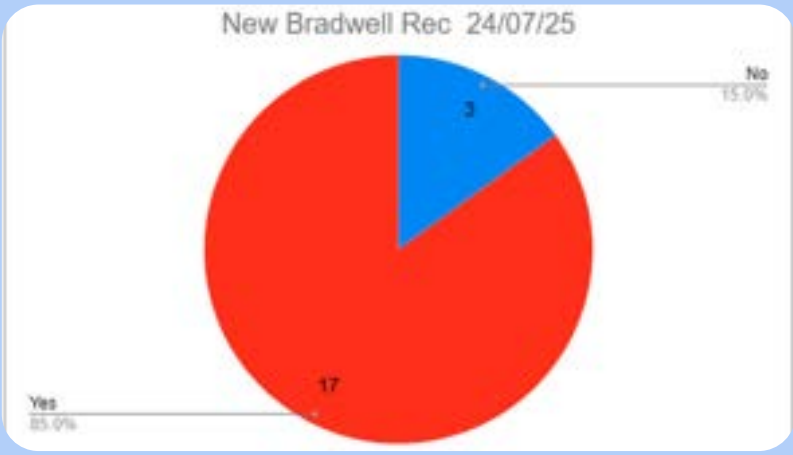


Additional needs



Out of 21 children that attended this session, 2 had additional needs & 19 did not.

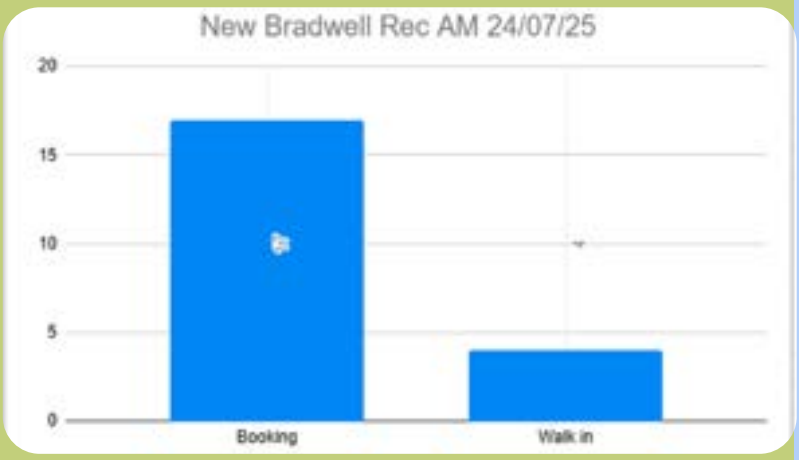
Online bookings



Out of 20 Online Bookings 17 attended and 3 did not.

The total number of children that attended this session was 21.

Online Booking vs Walkin



Out of 21 children that attended this session, 17 booked online & 4 were walk-in.

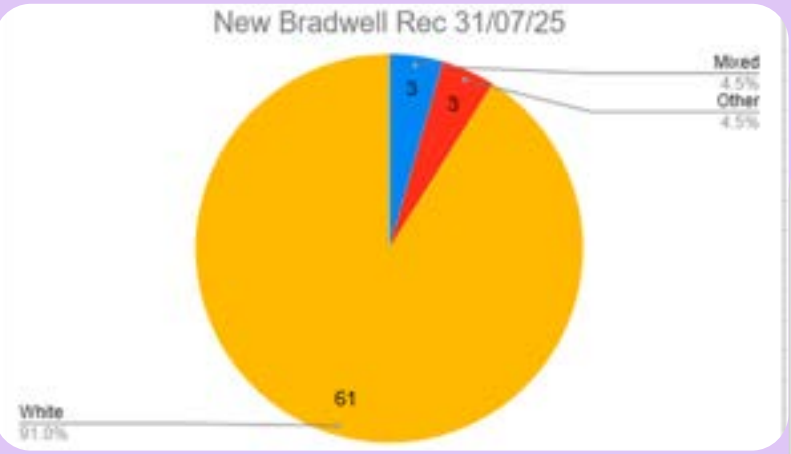
However if everyone that booked online had attended the total number would have been 24.

New Bradwell Rec

Thursday 31st July
9.30am - 11.30am



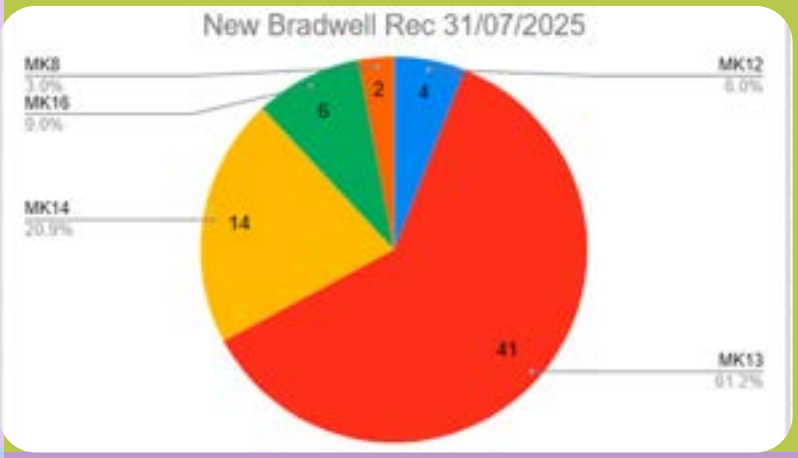
Ethnicity



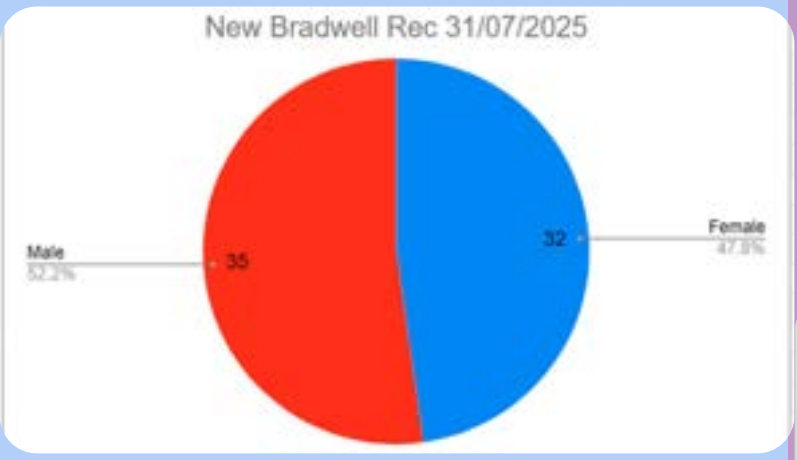
Children of 3 ethnicities attended the session.

Postcodes

Children from 5 postcodes attended the session.



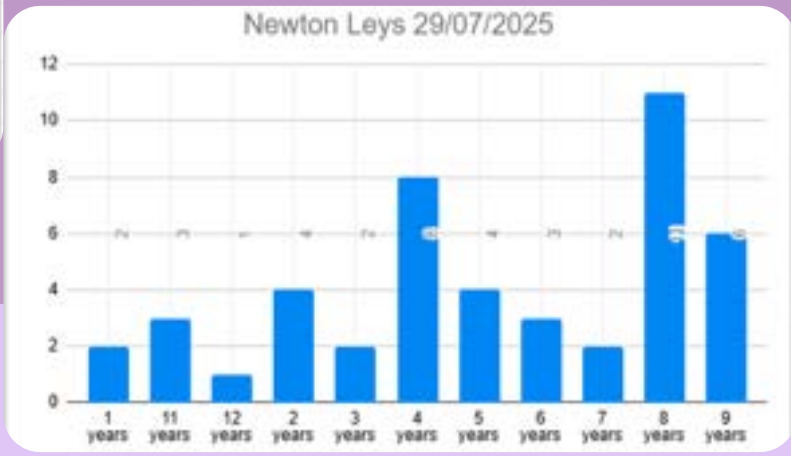
Gender



Out of 67 children that attended this session, 35 were male & 32 were female

Age

Ages of children attending the session

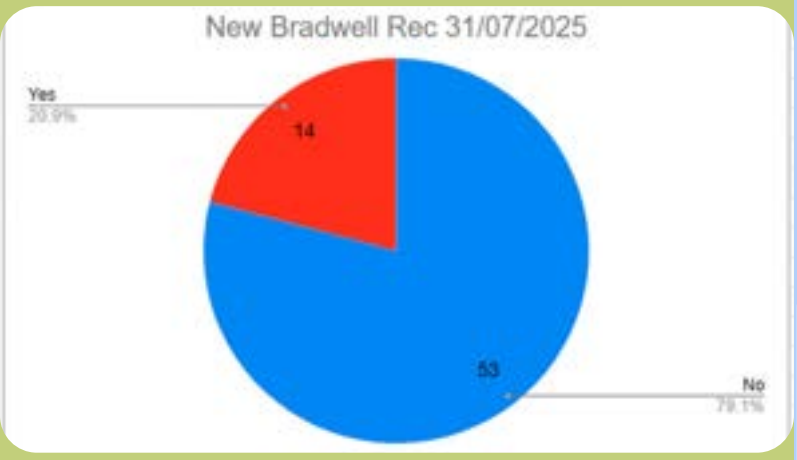


New Bradwell Rec

Thursday 31st July
9.30am - 11.30am

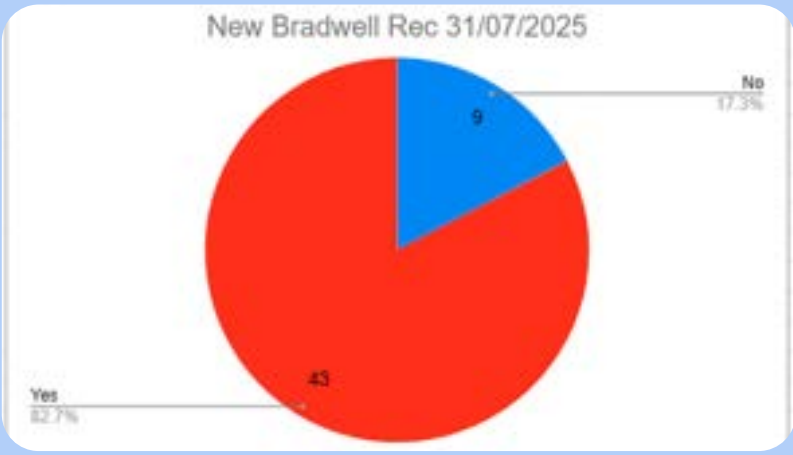


Additional needs



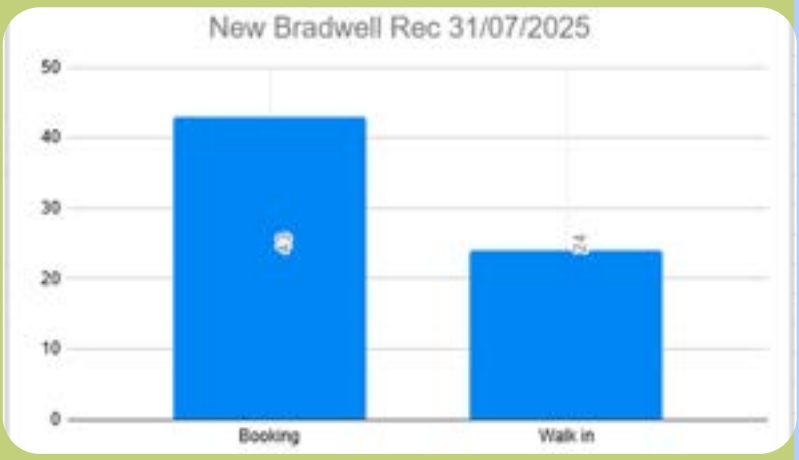
Out of 67 children that attended this session, 14 had additional needs & 53 did not.

Online bookings



Out of 52 Online Bookings 43 attended and 9 did not.

Online Booking vs Walkin



Out of 67 children that attended this session, 43 booked online & 24 were walk-in.

The total number of children that attended this session was 67.

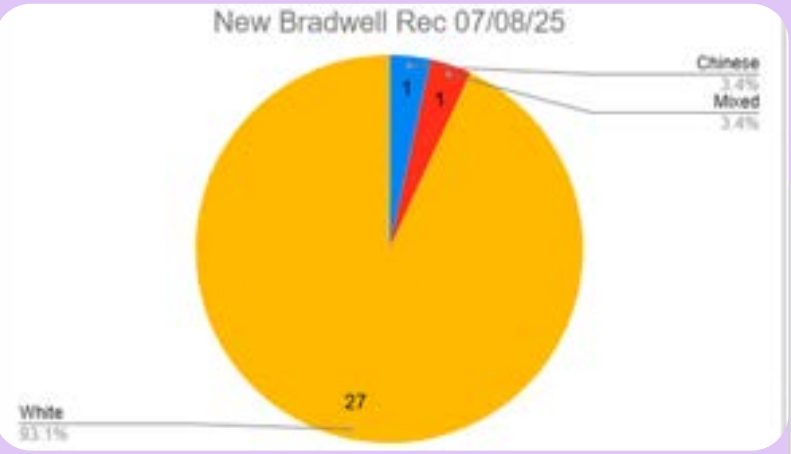
However if everyone that booked online had attended the total number would have been 76.

New Bradwell Rec

Thursday 7th August
9.30am - 11.30am



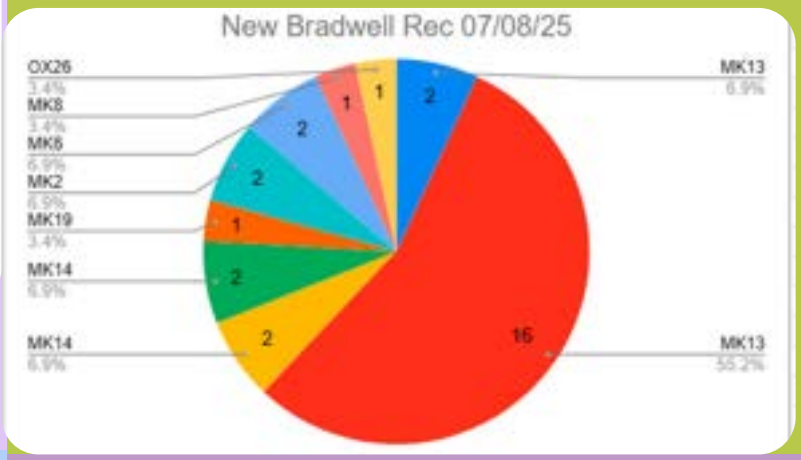
Ethnicity



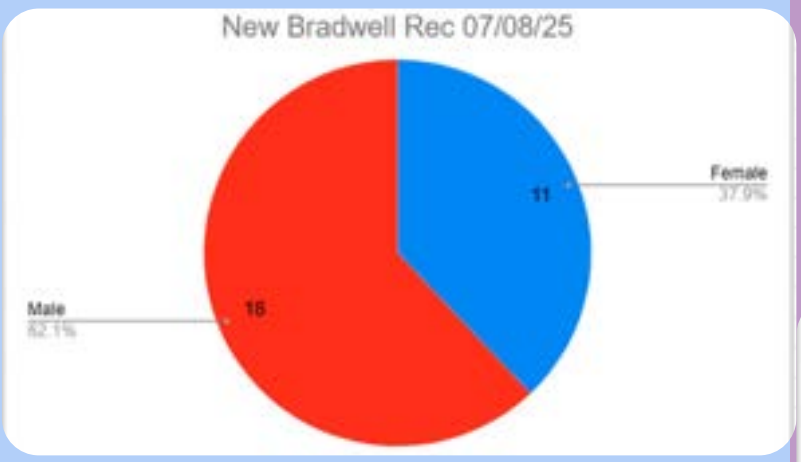
Children of 3 ethnicities attended the session.

Postcodes

Children from 9 postcodes attended the session.



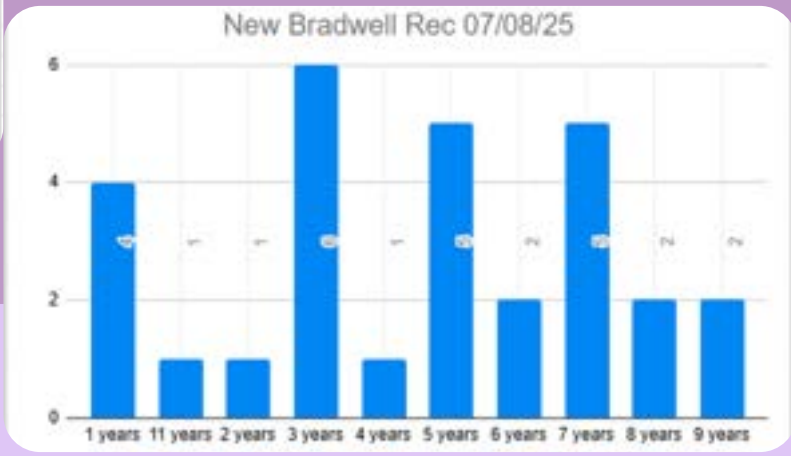
Gender



Out of 29 children that attended this session, 18 were male & 11 were female

Age

Ages of children attending the session

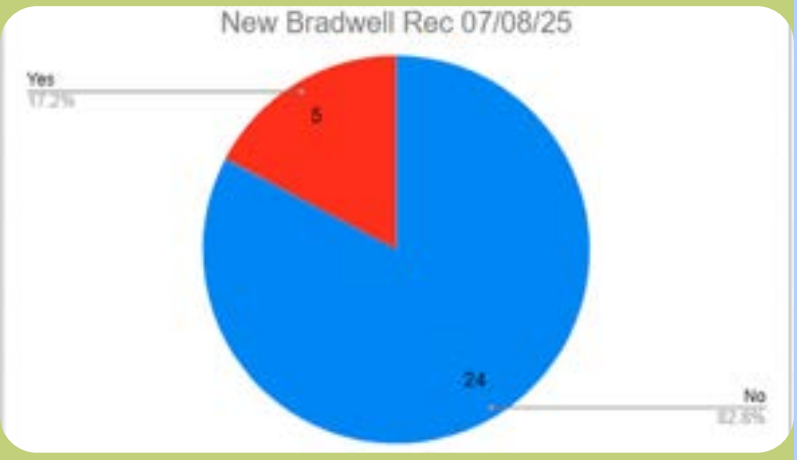


New Bradwell Rec

Thursday 7th August
9.30am - 11.30am

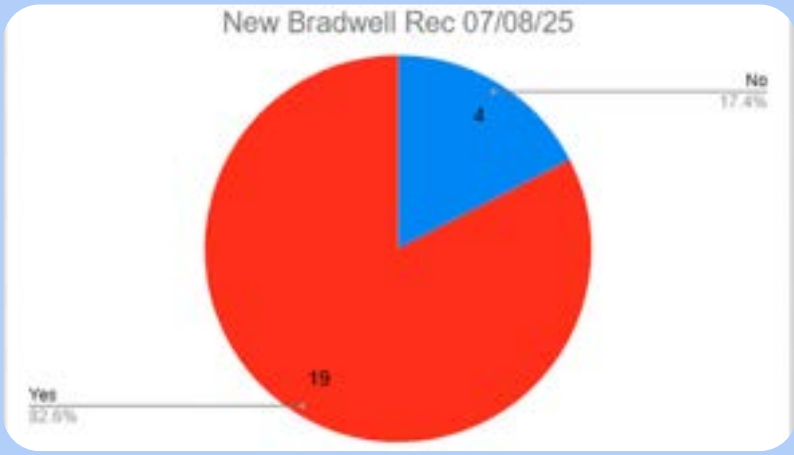


Additional needs



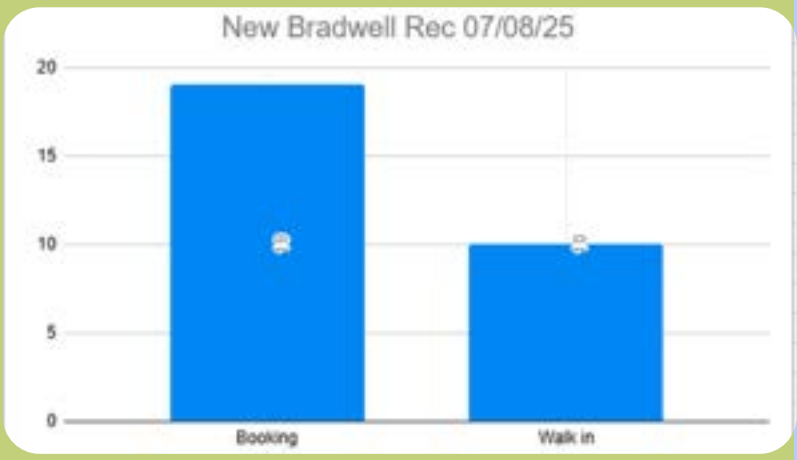
Out of 29 children that attended this session, 5 had additional needs & 24 did not.

Online bookings



Out of 23 Online Bookings 19 attended and 4 did not.

Online Booking vs Walkin



Out of 29 children that attended this session, 19 booked online & 10 were walk-in.

The total number of children that attended this session was 29.

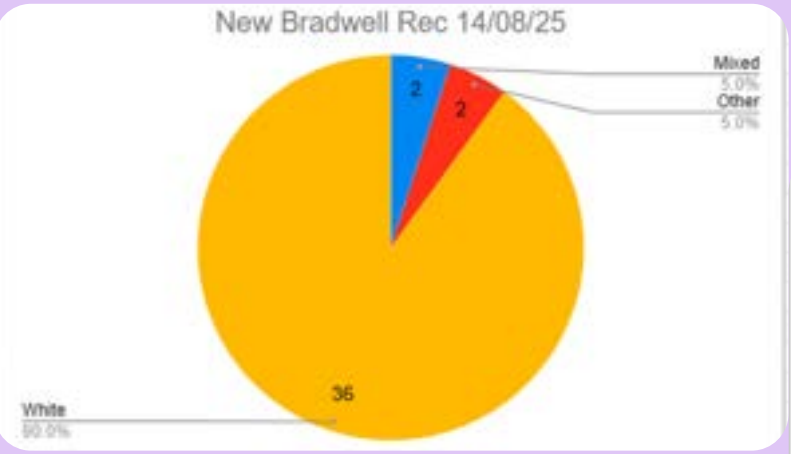
However if everyone that booked online had attended the total number would have been 33.

New Bradwell Rec

Thursday 14th August
9.30am - 11.30am



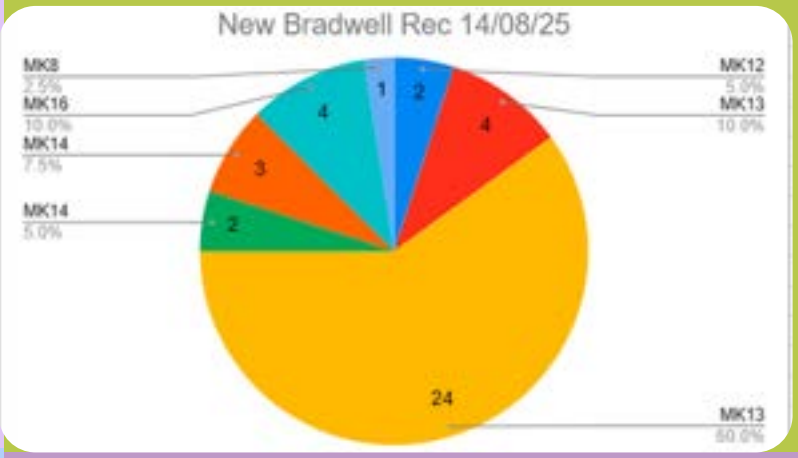
Ethnicity



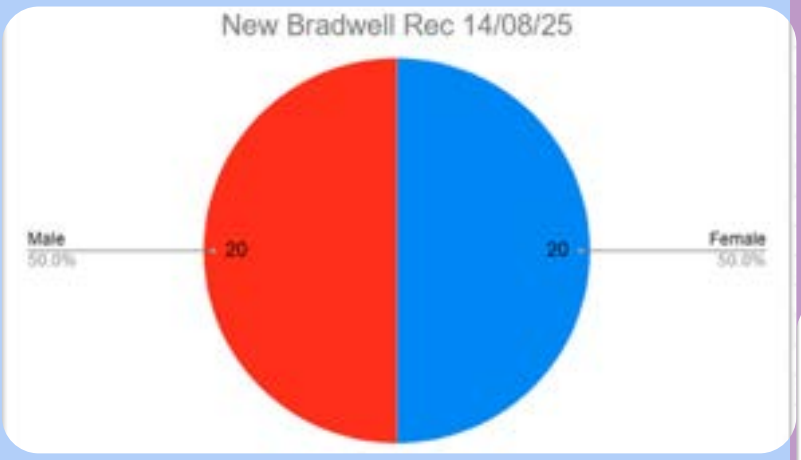
Children of 3 ethnicities attended the session.

Postcodes

Children from 7 postcodes attended the session.



Gender



Out of 40 children that attended this session, 20 were male & 20 were female

Age

Ages of children attending the session

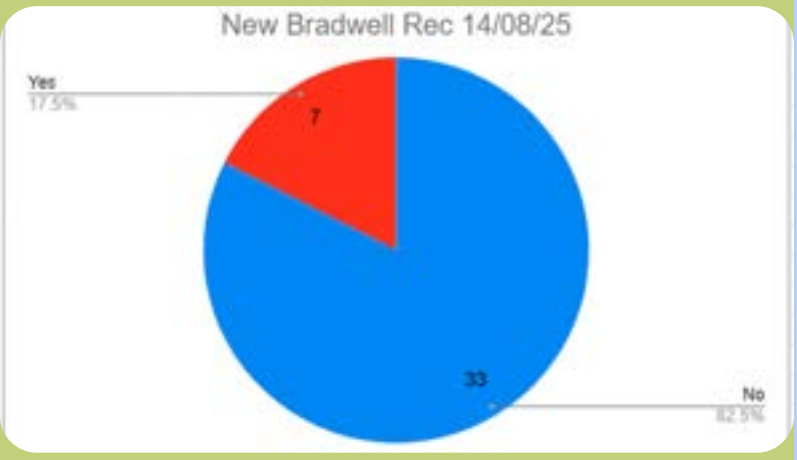


New Bradwell Rec

Thursday 14th August
9.30am - 11.30am

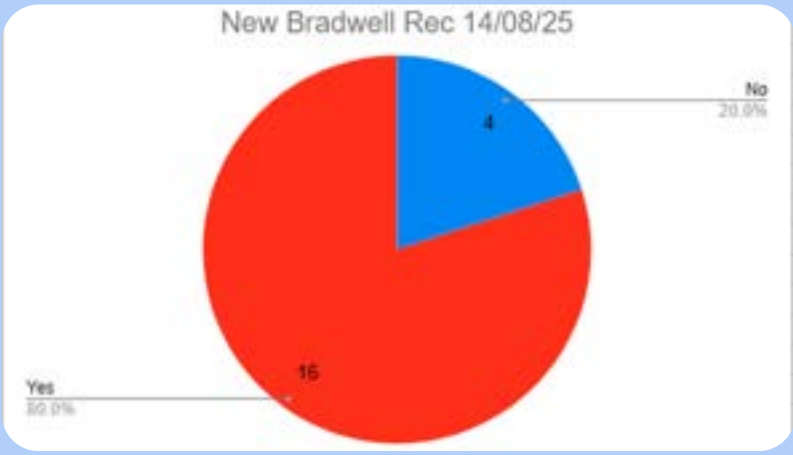


Additional needs



Out of 40 children that attended this session, 7 had additional needs & 33 did not.

Online bookings



Out of 20 Online Bookings 16 attended and 4 did not.

Online Booking vs Walkin



Out of 40 children that attended this session, 16 booked online & 24 were walk-in.

The total number of children that attended this session was 40.

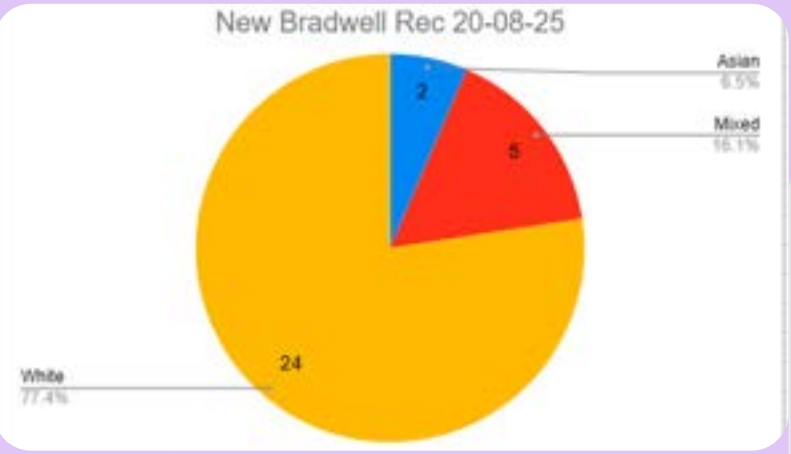
However if everyone that booked online had attended the total number would have been 44.

New Bradwell Rec

Wednesday 20th August
9.30am - 11.30am



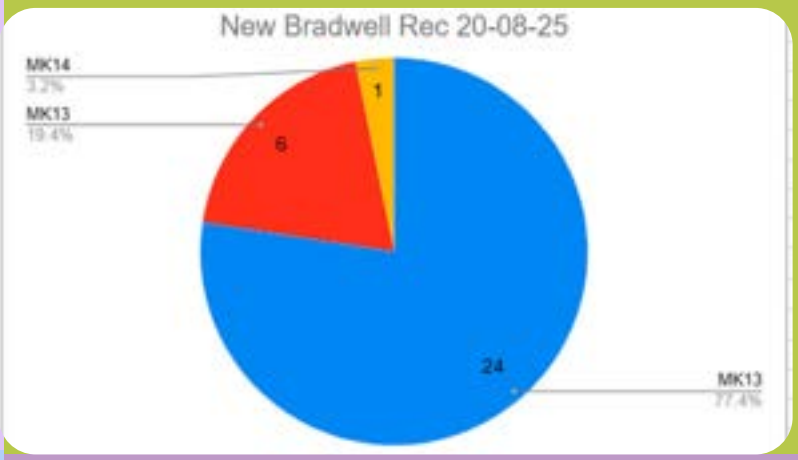
Ethnicity



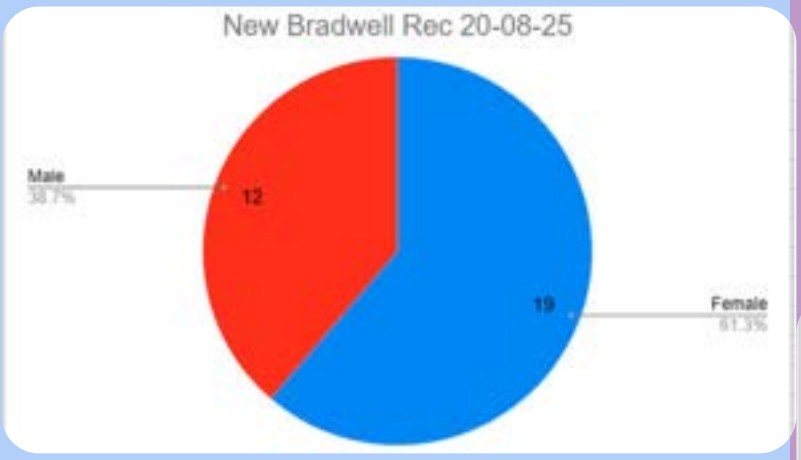
Children of 3 ethnicities attended the session.

Postcodes

Children from 2 postcodes attended the session.



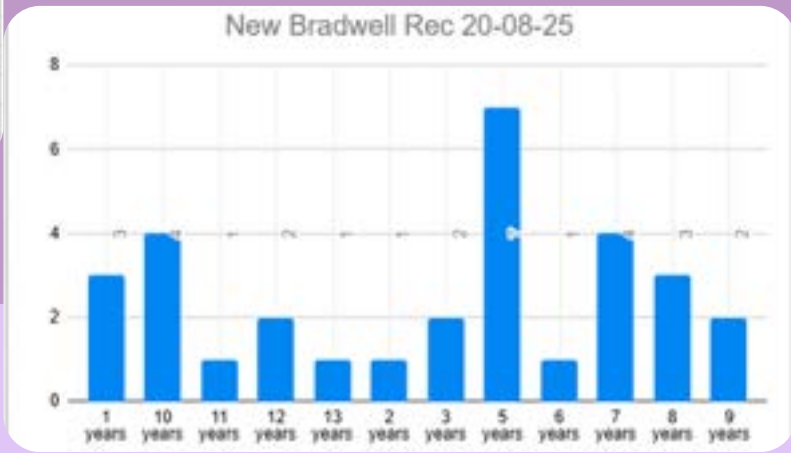
Gender



Out of 31 children that attended this session, 12 were male & 19 were female

Age

Ages of children attending the session

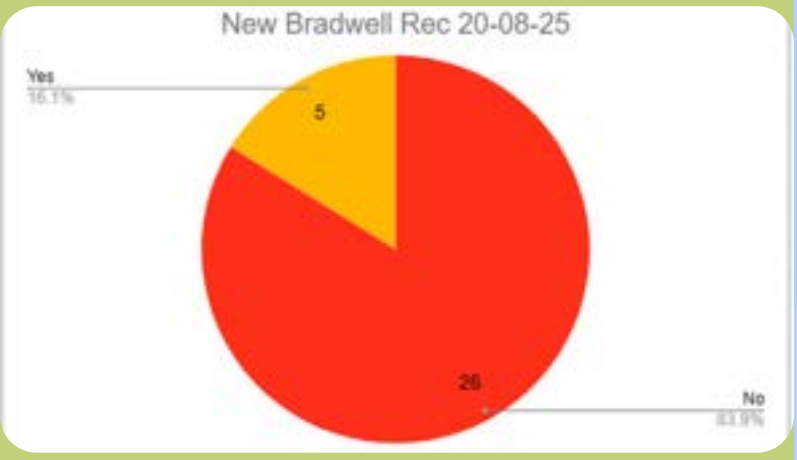


New Bradwell Rec

Wednesday 20th August
9.30am - 11.30am

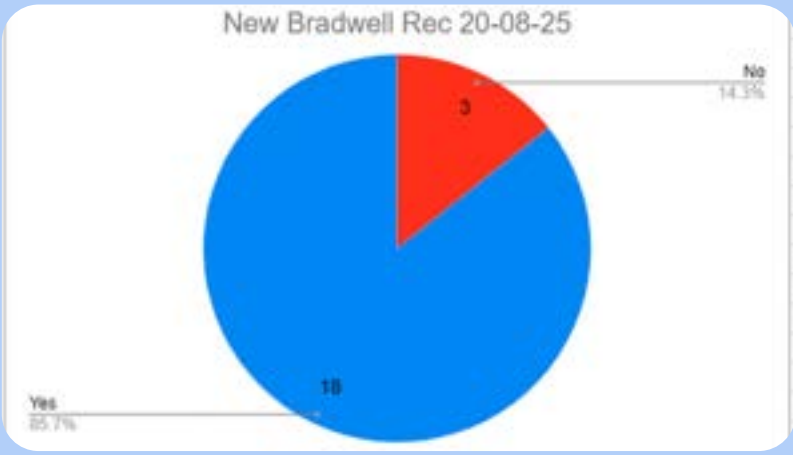


Additional needs



Out of 31 children that attended this session, 5 had additional needs & 26 did not.

Online bookings



Out of 21 Online Bookings 18 attended and 3 did not.

The total number of children that attended this session was 31.

Online Booking vs Walkin



Out of 31 children that attended this session, 18 booked online & 13 were walk-in.

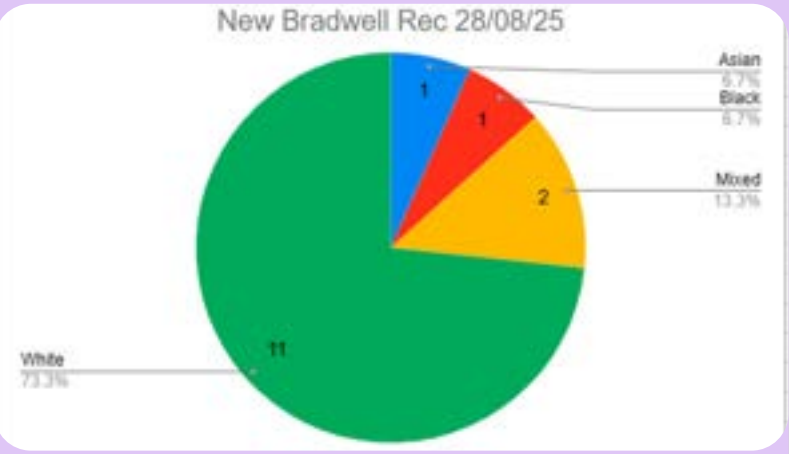
However if everyone that booked online had attended the total number would have been 34.

New Bradwell Rec

Wednesday 28th August
9.30am - 11.30am



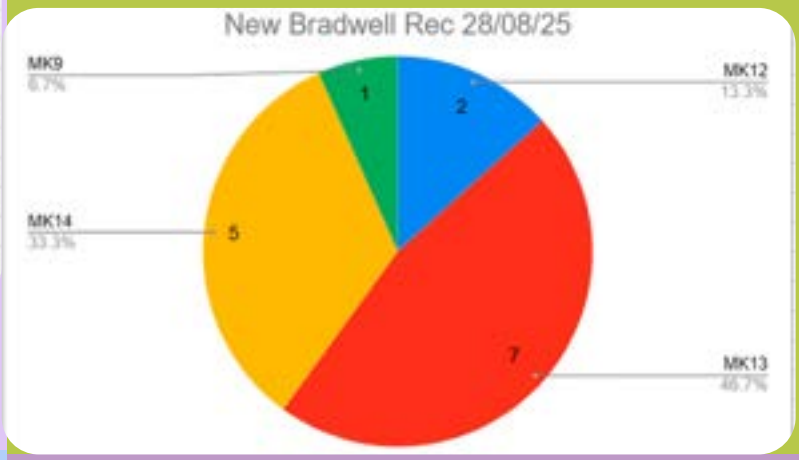
Ethnicity



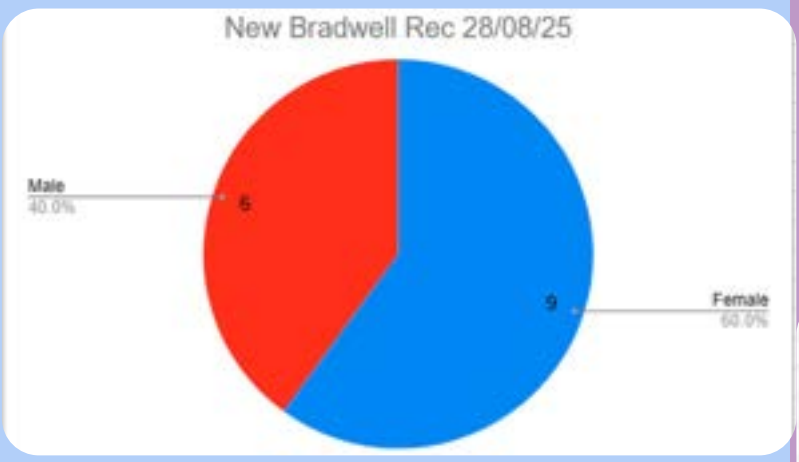
Children of 4 ethnicities attended the session.

Postcodes

Children from 4 postcodes attended the session.



Gender



Out of 15 children that attended this session, 6 were male & 9 were female

Age

Ages of children attending the session

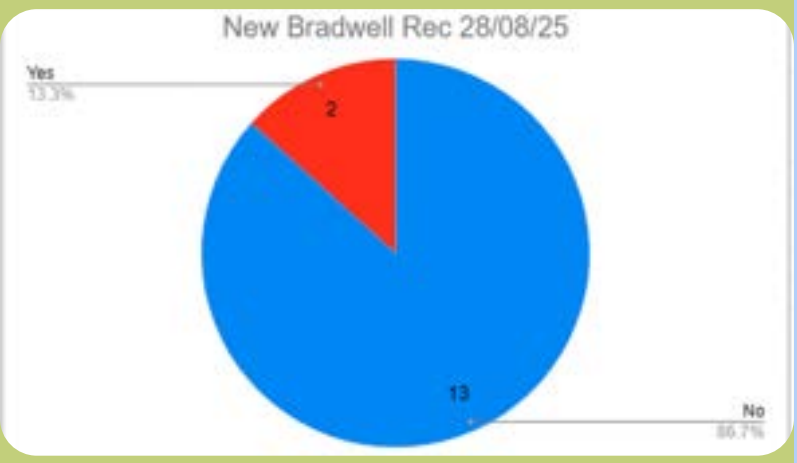


New Bradwell Rec

Wednesday 28th August
9.30am - 11.30am

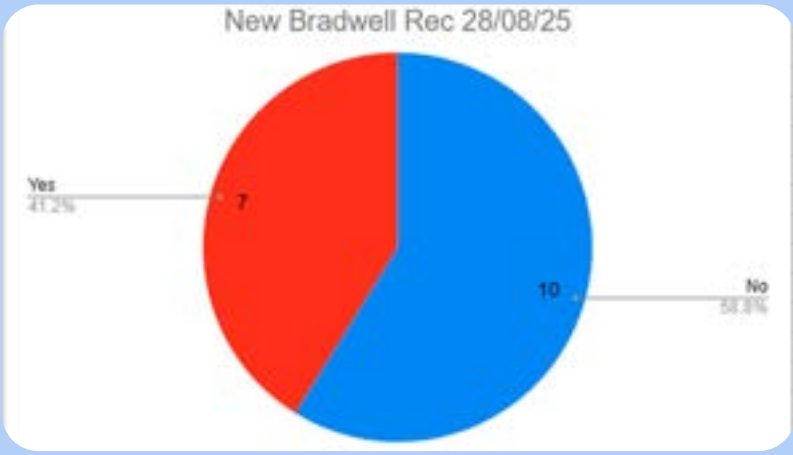


Additional needs



Out of 15 children that attended this session, 2 had additional needs & 13 did not.

Online bookings



Out of 17 Online Bookings 7 attended and 10 did not.

Online Booking vs Walkin



Out of 15 children that attended this session, 7 booked online & 8 were walk-in.

The total number of children that attended this session was 15.

However if everyone that booked online had attended the total number would have been 25.

INVOICE

New Bradwell Parish Council
Unit 10, New Bradwell Workspace
St James Street, New Bradwell
New Bradwell
Milton Keynes
MK13 0BL
UNITED KINGDOM

Invoice Date
1 Oct 2025

Invoice Number
INV-22406

Reference
Proposal #HAS2133

VAT Number
284665071

Hippey Accountancy Services Limited
13 Swanwick Walk
Broughton
Milton Keynes
MK10 9LJ

Description	Amount GBP
Payroll: Variable Salary Employees	32.25
Paying Staff Salaries & Expenses	15.00
Subtotal	47.25
TOTAL VAT 20%	9.45
TOTAL GBP	**56.70**

Due Date: 8 Oct 2025
Payment by BACs Welcome :-
Sort Code 40-33-33
Account No. 52617846
Please use your Company Name and Invoice number as reference

Thank you for your business

View and pay online now