

Correspondence Log

Council
Appendix A
Monday, 28 March 2022

| Date | Correspondence from | Correspondence to (or synopsis of content) | Actioned by | Outcomes |
|------------|-----------------------------------|--|------------------------|----------|
| 24/02/2022 | Information Commissioner's Office | Renewal | Finance | |
| 25/02/2022 | Print Spot | Invoice - Portillo Print | Finance | |
| 28/02/2022 | Cllr R Driver | Royal Border Bridge lights | Town Clerk | |
| 28/02/2022 | PerITus Solutions | Invoice - Neighbourhood Plan | Finance | |
| 28/02/2022 | Northumberland County Council | E-Petition Extend 20mph speed limit areas in Berwick to help combat air pollution and increase safety for pedestrians and cyclists | Town Clerk | |
| 01/03/2022 | Rialtas | Invoice - Support and Maintenance | Finance | |
| 01/03/2022 | Northumberland County Council | Invoice - Litter bins at Five Arches | Finance | |
| 01/03/2022 | Berwick Community Trust | Invoice - Meeting room hire | Finance | |
| 01/03/2022 | Age UK Northumberland | Support for Local Residents with Scams Awareness from Age UK Northumberland | Town Clerk | |
| 02/03/2022 | Leigh Walker | Invoice - Bus Shelter Cleaning | Finance | |
| 02/03/2022 | Wave | Invoice - Allotment water | Finance | |
| 02/03/2022 | Barclays | Mandate Change | Assistant to the Clerk | |
| 03/03/2022 | 24/7 Business Support | Invoice - Cloud March 2022 | Finance | |
| 03/03/2022 | Fabvent | Invoice - Sign at Spittal Car Park | Finance | |
| 03/03/2022 | Northern View | Invoice - Meeting room hire | Finance | |
| 04/03/2022 | NEREO | Invoice - External independent review | Finance | |
| 08/03/2022 | Northern Lab | Invoice - IT Support | Finance | |
| 09/03/2022 | Barclays | Statements | Finance | |
| 09/03/2022 | Barclays | Bank fees | Finance | |
| 09/03/2022 | Wave | Invoice - Splashpark water | Finance | |
| 09/03/2022 | Carigiet Cowen | Marygate shop keys | Project Officer | |

| Date | Correspondence from | Correspondence to (or synopsis of content) | Actioned by | Outcomes |
|------------|-------------------------------|---|------------------------|----------|
| 10/03/2022 | Helping Hand Environmental | Invoice - Litter pickers | Finance | |
| 14/03/2022 | Green Lane Association | Countryside access: setting the record straight | Town Clerk | |
| 15/03/2022 | NCC | Invoice - HR Services | Finance | |
| 16/03/2022 | Flagmakers | Invoice - Jubilee Bunting | Finance | |
| 17/03/2022 | Northumberland County Council | Invoice - February Payroll | Finance | |
| 18/03/2022 | Helping Hand | Invoice - Litter pickers | Finance | |
| 18/03/2022 | NCC | Cost of HR Services | Town Clerk | |
| 18/03/2022 | Barclays | Change of Signing request | Assistant to the Clerk | |
| 22/03/2022 | RJ Eden and Sons | Invoice - Benches | Finance | |
| 22/03/2022 | Northumberland County Council | Invoice - Storage | Finance | |