

Correspondence Log

Council
Appendix A
Monday, 26 July 2021

Date	Correspondence from	Correspondence to (or synopsis of content)	Actioned by	Outcomes
23/06/2021	Local Resident	Beach Huts	Town Clerk	
02/07/2021	Local Resident	Radio Rooms	Town Clerk	
02/07/2021	Fabvent	Invoice - Highcliffe bus shelter	Finance Officer	
02/07/2021	Google	Invoice - g-suite	Finance Officer	
05/07/2021	24/7 Business Support	Invoice – Cloud for August 2021	Finance Officer	
13/07/2021	Viking	Invoice – Stationery	Finance Officer	
13/07/2021	Russell Telecom	Invoice - Town Council telephone system	Finance Officer	
19/07/2021	NCC	Invoice - Freedom Ceremony costs	Finance Officer	
19/07/2021	NCC	Invoice - payroll costs	Finance Officer	
19/07/2021	Barclays	Notice of changes to business banking support	Finance Officer	
21/07/2021	Berwick in Bloom	Northumbria in Bloom judging	Town Clerk	