

parish clerk

From: parish clerk <parishclerk@melbournparishcouncil.gov.uk>
Sent: 11 July 2024 10:48
To: [REDACTED]
Cc: 'RFO'
Subject: RE: APPROVAL REQUIRED: deposit payment for moor car park works

Thank you All.

Much appreciated.

Abi

[REDACTED]

Morning!
Second authorisation completed
Bec

[REDACTED]

Subject: APPROVAL REQUIRED: deposit payment for moor car park works

Dear Councillors,

The Moor Car Park – works to grassed area

Under item PC042/24b) it was RESOLVED to accept the estimate of works to the grassed area in the moor car park at a cost of £3,150.00 (estimate attached).

In order to progress with the work the supplier has requested a 40% deposit to be paid ASAP (invoice attached).

Please could we ask two signatories to log on to unity and approve the payment:

£1,260 to Bespoke Ponds & Landscaping for the deposit for works as approved.

Many thanks

Abi & Alex