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| **DATE** | **SENDER** | **RECIPIENT** | **SUBJECT** | **TYPE** |
| 31/08/2021 | SALC | HPCx3 | Clerk Training | email |
| 31/08/2021 | AM | GW(ccClerk)x4 | Clerk Appointment | email |
| 01/09/2021 | SALC | HCP | Invoice | email |
| 02/09/2021 | SALC | HCP | Sizewell C online mtg | email |
| 03/09/2021 | AM | Clerk+GWx2 | NewClerk | email |
| 03/09/2021 | CCllrEB | HPC(circ) | Monthly report | email |
| 03/09/2021 | DCllrCH | HPC(circ) | Monthly report | email |
| 04/09/2021 | Clerk | CCllrEB/DCllrCH | Mtg Invite | email |
| 04/09/2021 | Clerk | WHx3 | QLS mtg invite | email |
| 05/09/2021 | CllrSB | Clerk | Apologies | email |
| 06/09/2021 | CCllr EB | Clerk | Confirmation of Attend | email |
| 06/09/2021 | Barclays Bank | HPC(ccSD) | Statement | letter |
| 06/09/2021 | DS | Clerk(fwddto SALC) | Various | email |
| 06/09/2021 | Clerk | CllrSDx2 | Accounts | email |
| 06/09/2021 | CllrSB | Clerkx2 | Playarea Safety Inspection  | email |
| 07/09/2021 | ESC Planning | HPC(circ) | DC/21/3057/FUL  | email |
| 09/09/2021 | SALC | HPC | Invoice | email |
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Plus various newsletters/circulars/advertising literature from commercial and local groups/organisations, i.e. SALC, SLCC, ANOB, AOB, SIZEWELL C, Rural Services Network Bulletins and frequent Coronavirus updates from different sources et al.