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Graham Brander

20/07/2007 14:20

To: Juliet McFarlane/e/POSTOFFICE@POSTOFFICE
cc: Dave Posnett/e/POSTOFFICE@POSTOFFICE, Investigation Team
Post Office Ltd@POSTOFFICE
Subject: Re: Hamilton (POLTD/0506/0685)

Juliet

I can confirm that i attended Bell Yard and viewed the documentation. Firstly, i have to say that there was considerably more than i had been led to believe. There were 7 boxes, containing a total of 91 ring binders.

In essence, the ring binders contained the same type of documentation, which i took from South Warnborough PO on day of audit and is now listed as item 8 of the unused. This documentation is generally the standard printouts, schedules, etc that each PO in the country would retain.

The main items that were contained within the ring binders were:-

- Cash Accounts (Trial & Final)
- Balance Printouts (Trial & Final)
- Automated Payment receipts and Horizon listings
- Cash / stock remittance advices
- Cheque Remittance out Horizon printouts & Cheque listings
- A & L Girobank deposit & withdrawal daily printouts
- Personal Banking daily printouts
- Daily cash declaration printouts
- A4 sheets showing manual cash entries (as item 2 on unused)
- Other standard daily printouts e.g. NS&I, Post Office Card Account
- Standard weekly reports & summaries e.g. Postal Orders paid, Inland Revenue payments(Child Benefit, Disabled Persons Tax credit), Postage labels issued/rejected summary, Green Girocheques paid etc
- Various miscellaneous documents e.g. POCA Vault Destruction Certificate, Monochrome TV refund table, foreign currency undercopies, Fishing Licence undercopies etc
- Letter re: authority to repay £3,191 loss by monthly deductions from remuneration and instructions on how to remove shortage from cash account.
- One or two items where it appears that they should have either been given to customer, e.g. Special Delivery receipt or should have been despatched e.g. a pension foil for £82.22.

The documentation dated back as far as December 2002, which was prior to Mrs Hamilton becoming SPMR. There was documentation covering most weeks up to the time of audit on 09/03/06.

The Cash Accounts prior to dates i had obtained, showed that between October 2003 and November 2004 the cash holdings were generally between £8,000 - £14,000. My Cash Holding Schedule shows December 2004 - March 2006.

In summary, the documentaion contained within the 91 ring binders is generally the sort that i would expect to find in every PO i.e. office hard copies of transactions, summaries, listings, schedules etc.

I did not find anything that would offer, in my opinion, any explanation for the £36 K audit deficit on 09/03/07.

Please note that i am now on leave until Monday 06 August 2007.

K/Regards

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Graham Brander

11/07/2007 15:13

To: Juliet McFarlane/e/POSTOFFICE@POSTOFFICE

cc:

Subject: Re: Hamilton

Juliet

As discussed, 18th is fine. I will await confirmation of time, but 10.00 a.m. would suit me.

K/regards

Graham

Juliet McFarlane



Juliet McFarlane

10/07/2007 08:24

To: Graham Brander/e/POSTOFFICE@POSTOFFICE

cc:

Subject: Re: Hamilton

Graham

The proposed date for viewing the Defence Documents is the 18th July at Bell Yard . I have suggested 10a.m. Let me know if this is a problem

Juliet

Juliet McFarlane
Principal Lawyer
Criminal Law Team