

Swaffham Town Council - Accounts for September 2018

7.1

No	Payment	Name	Details	Price	VAT	Total
Paid - 1st -12th September 2018 Town Council meeting						
250	BACS	CAF Bank Ltd	Refund error credit - 16/8	£ 20.00	£ -	£ 20.00
251	Card	Amazon	Stationery - laminating pouches	£ 15.82	£ 3.17	£ 18.99
252	Card	Amazon	Prime membership - Aug 2018	£ 6.66	£ 1.33	£ 7.99
253	Card	Lloyds	Monthly credit card fee	£ 3.00	£ -	£ 3.00
254	d/d	Netmatters	IT Support - Aug - events Project Support Officer	£ 14.50	£ 2.90	£ 17.40
255	d/d	Netmatters	IT Support - over costs - July 2018	£ 161.00	£ 32.20	£ 193.20
256	d/d	Netmatters	IT Support - over costs - Aug 2018	£ 55.00	£ 11.00	£ 66.00
257	d/d	Netmatters	IT Support - Sept	£ 282.00	£ 56.00	£ 338.00
258	d/d	Siemens	Photocopier Lease - Sept 18	£ 1,069.21	£ 213.84	£ 1,283.05
259	d/d	SSE Southern Electric	Cemetery Chapel - Electricity - July 2018	£ 17.82	£ 0.89	£ 18.71
260	d/d	SSE Southern Electric	Town Hall - electricity - July 2018	£ 231.97	£ 11.59	£ 243.56
261	d/d	SSE Southern Electric	Public Toilets - electricity - Aug 2018	£ 146.26	£ 29.25	£ 175.51
262	Card	VistaPrint	Business Cards - Town Clerk, Events & Market	£ 18.96	£ 3.81	£ 22.77
263	d/d	Vodafone	Mobile Phone - Events & Market - 26/7 - 31/8	£ 47.74	£ 9.54	£ 57.28
264	d/d	Worldpay	Monthly card payment fees	£ 12.61	£ 2.03	£ 14.64
Sub Total				£ 2,102.55	£ 377.55	£ 2,480.10

To be authorised and paid - post 12th September 2018 Town Council meeting						
265	BACS	Net Salaries	Town Council	£ 17,686.99	£ -	£ 17,686.99
266	BACS	Inland Revenue	Tax & National Insurance	£ 5,632.89	£ -	£ 5,632.89
267	BACS	Norfolk Pension Service	Superannuation	£ 5,462.50	£ -	£ 5,462.50
268	d/d	Breckland Council	Town Hall - Rates	£ 1,008.00	£ -	£ 1,915.00
			Market - Rates	£ 392.00	£ -	
			Cemetery - Rates	£ 182.00	£ -	
			Public Toilet - Rates	£ 333.00	£ -	
269	d/d	Immervox (August 2018)	Small Office - User Groups Phone 336954	£ 0.01	£ -	£ 144.22
			Town Council - Fax & Broadband 720469	£ 48.06	£ 9.62	
			Museum - Telephone 721230	£ 22.29	£ 4.46	
			Town Council - Telephone 722922	£ 36.82	£ 7.36	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
270	300220	Swaffham Town Council	Petty Cash	£ 188.94	£ -	£ 188.94
271	BACS	A1 Motor Store	Banners x 2 - August Car event	£ 105.00	£ -	£ 105.00
272	BACS	Anglian Chemicals	Public Toilet - general supplies	£ 10.03	£ 2.01	£ 12.04
273	BACS	Anglian Water	Town Hall - a/c 0346045001 - 19/5 - 12/8/18	£ 76.73	£ -	£ 76.73
274	BACS	Anglian Water	Public Toilets - a/c0341378101- 22/5-15/8/18	£ 387.05	£ -	£ 387.05
275	BACS	Anglian Water	Allotment - TH - a/c 0291044001 - 7/6-3/9	£ 72.62	£ -	£ 72.62
276	BACS	APG Systems	Annual Service and maintenance	£ 20.50	£ 4.10	£ 24.60
277	300221	Ben Burgess	New Ride on Mower - deposit	£ 1,696.66	£ -	£ 1,696.66
278	300220	Ben Burgess	Ride on Mower - repairs	£ 23.08	£ 4.62	£ 27.70
279	BACS	Bullfinch Ltd	WW1 Gas Beacon	£ 360.00	£ 72.00	£ 432.00
280	BACS	CGM Group	Grass Cutting - July/Aug 18	£ 104.00	£ 20.80	£ 124.80
281	BACS	Compass Point	Swaffham NP - Consultancy - Andrea Long	£ 1,293.50	£ 258.60	£ 1,552.10
282	BACS	Diddlington Nurseries	Flowers & compost	£ 234.75	£ 46.95	£ 281.70
283	BACS	Eastern Business Systems	Photocopy usage - main office	£ 166.53	£ 33.31	£ 199.84
284	BACS	ESPO	General Stationery supplies	£ 57.92	£ 11.58	£ 69.50
285	BACS	Express Lift Alliance	Annual service contract - 2018-19	£ 223.04	£ 44.60	£ 267.64
286	300225	F W Myhill & Son Ltd	Weed killer sprayer pack	£ 29.99	£ 2.99	£ 32.98
287	BACS	Go Bright	Town Hall Window cleaning - Sept 18	£ 50.00	£ -	£ 50.00
288	BACS	Haydn Eagle	Bedding Plants - June 18	£ 30.00	£ -	£ 30.00
289	BACS	Iceni Partnership	Poppy Event - Swaffham Newsletter advert	£ 52.64	£ 10.53	£ 63.17
290	BACS	J P Skips	Allotment - waste collection	£ 120.00	£ -	£ 120.00
291	BACS	Jeremy Stacey Architects	Buttercross Works	£ 2,162.50	£ 432.50	£ 2,595.00
292	BACS	LCR Magazine	Annual subscription	£ 17.00	£ -	£ 17.00
293	BACS	Lyreco	General stationery	£ 50.57	£ 10.11	£ 60.68
294	BACS	Mr & Mrs H Hammond	Car Event - refund car boot fee	£ 8.00	£ -	£ 8.00
295	BACS	Scripti	Burial Books - scanning	£ 690.00	£ 138.00	£ 828.00
296	BACS	Swaffham Glass Ltd	Public Toilets & bus shelter repairs	£ 68.00	£ 13.60	£ 81.60
297	BACS	Swaffham Museum	TIC Service Level Agreement	£ 983.00	£ -	£ 983.00

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No	Payment	Name	Details	Price	VAT	Total
298	300223	Swaffham Service Station	Monthly - fuel - Aug 18	£ 188.11	£ 37.61	£ 225.72
299	BACS	TTSR Ltd	Grave Digging - July & Aug 2018	£ 580.00	-	£ 580.00
300	BACS	Veolia	Waste collection - Aug 18	£ 159.65	£ 31.93	£ 191.58
301	BACS	Wicksteed	Recreation Ground swing repairs	£ 136.71	£ 27.34	£ 164.05
Sub Total				£ 43,266.63	£ 1,604.77	£ 44,871.40

Late Bills - received after agenda issued						
302	BACS	Christmas Decorators	2018 Xmas lights - 2nd instalment	£ 2,493.75	£ 498.75	£ 2,992.50
303	BACS	Cooleraid	Drinking water	£ 7.90	£ 1.58	£ 9.48
304	300224	Nadine Easter	Gazebo Hire deposit refund	£ 25.00	-	£ 25.00
305	BACS	Quinn Construction	Buttercross works	£ 26,546.03	£ 5,309.21	£ 31,855.24
306	d/d	SSE-Southern Electric	Cemetery Chapel - electricity - Aug 18	£ 18.15	£ 0.90	£ 19.05
307	BACS	Swaffham Carpet & Bedding	Town Hall carpets - deposit	£ 2,000.00	-	£ 2,000.00
308	BACS	Ward Gethin Archer	Town Pound fees	£ 185.00	-	£ 185.00
TOTAL				£ 74,542.46	£ 7,415.21	£ 81,957.67

Bank Transfers						
309	Transfer	Unity Trust Bank	From deposit to current - cover pymts			£ 70,000.00

Summary of Income - August 2018 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)						
01-Aug-18	Cash Analysis	Cash & Cheques taken over the counter				£ 885.69
08-Aug-18	Cash Analysis	Cash & Cheques taken over the counter				£ 4,056.37
22-Aug-18	Cash Analysis	Cash & Cheques taken over the counter				£ 4,796.04
Total BACS			Total Additional Income received by BACS			£ 4,151.91
TOTAL						£ 13,890.01

Items of expenditure to be reclaimed						
Age Concern	Salary		£ 3,764.39	£ 6.40	£ 3,770.79	
Museum	Museum - Telephone 721230		£ 22.29	£ 4.46	£ 26.75	
Sues News	Electricity - Aug 2018		£ 119.32	£ 23.86	£ 143.18	
TOTAL				£ 3,906.00	£ 34.72	£ 3,940.72