

Swaffham Town Council - Accounts for November 2018

7.1

No	Payment	Name	Details	Price	VAT	Total
Paid - 1st -14th November 2018 Town Council meeting						
385	BACS	Zurich Insurance	Ride on Mower annual - 2018/19	£ 322.40	£ 38.69	£ 361.09
386	300230	Ben Burgess	Ride on Mower - final payment	£ 8,483.28	£ -	£ 8,483.28
387	BACS	C Hallas	Allotment Deposit refund SL25	£ 40.00	£ -	£ 40.00
388	BACS	V Moore	Allotment Deposit refund TH21	£ 40.00	£ -	£ 40.00
389	BACS	M Roberts	Allotment Deposit refund SL28	£ 40.00	£ -	£ 40.00
390	BACS	KL Magazine	Festive advert	£ 120.00	£ 24.00	£ 144.00
391	BACS	ICO Ltd	IT Support - 15/10/15 - 14/1/19	£ 567.00	£ 113.40	£ 680.40
392	d/d	SSE Southern Electric	Cemetery Chapel - Electricity - Sept 18	£ 18.03	£ 0.90	£ 18.93
393	d/d	Public Works Loan Board	Loan Repayment - a/c 494979	£ 1,219.28	£ -	£ 1,219.28
394	Card	Puzzlescape Amusement	Staff Teambuilding day - Dec 18	£ 128.00	£ -	£ 128.00
395	d/d	Lloyds Bank	Monthly credit card fee - Oct 18	£ 3.00	£ -	£ 3.00
396	d/d	Vodafone	Mobile phone usage - Sept 18 & Oct 18	£ 80.12	£ 16.02	£ 96.14
397	Card	Leeders	Truck Repairs - vat cost, to be reclaimed		£ 165.25	£ 165.25
398	d/d	SSE Southern Electric	Town Hall - Gas - Q3 2018/19	£ 46.78	£ 2.33	£ 49.11
399	d/d	SSE Southern Electric	Town Hall - Electricity - Q3 2018/19	£ 606.15	£ 121.23	£ 727.38
400	Card	Amazon	PPE waterproof trousers	£ 27.94	£ -	£ 27.94
401	Card	NCC	Xmas event - Road closure	£ 36.00	£ -	£ 36.00
402	dd	WorldPay	Monthly card fees - Oct 18			
403	card	Amazon	Wrist support keyboard mouse	£ 7.59	£ 1.26	£ 6.33
				£ -	£ -	£ -
Sub Total				£ 11,785.57	£ 483.08	£ 12,266.13

To be authorised and paid - post 14th November 2018 Town Council meeting						
404	BACS	Net Salaries	Town Council	£ 17,499.15	£ -	£ 17,499.15
405	BACS	Inland Revenue	Tax & National Insurance	£ 5,492.57	£ -	£ 5,492.57
406	BACS	Norfolk Pension Service	Superannuation	£ 5,387.07	£ -	£ 5,387.07
407	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	£ -	
408	d/d	Immervox (Oct 2018)	Town Council - Fax & Broadband 720469	£ 48.20	£ 9.64	£ 145.99
			Museum - Telephone 721230	£ 22.25	£ 4.45	
			Town Council - Telephone 722922	£ 38.21	£ 7.64	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
409	ch	Swaffham Town Council	Petty Cash	£ 149.02	£ -	£ 149.02
410	BACS	Anglian Chemicals	Town Hall hand towels	£ 48.41	£ 9.68	£ 58.09
411	ch	Coral Buckley	Allotment Deposit Refund SL64	£ 40.00	£ -	£ 40.00
412	bacs	David James	Allotment Deposit Refund SL63b	£ 40.00	£ -	£ 40.00
413	BACS	HAGS	Recreation Ground - Table tennis repairs	£ 232.73	£ 46.54	£ 279.27
414	BACS	J P Skips	Allotment Skip	£ 100.00	£ 20.00	£ 120.00
415	ch	John Camish	Xmas event - raffle tickets	£ 40.00	£ -	£ 40.00
416		Mr & Mrs G Freezer	Exclusive Rights refund	£ 79.25	£ -	£ 79.25
417	BACS	Nadine Easter	Gazebo refund - Aug Car Event	£ 25.00	£ -	£ 25.00
418	BACS	NCC	Traffic Regulation Order	£ 5,260.50	£ -	£ 5,260.50
419	BACS	Proludic	Trim Trail repair	£ 278.53	£ 55.70	£ 334.23
420	BACS	Simply Extinguishers	Fire Extinguishers - x 2 replacements	£ 50.04	£ 10.01	£ 60.05
421	BACS	SLCC	Local Authority Book (11th Edition)	£ 103.99	£ -	£ 103.99
422	BACS	SLCC	Annual Membership - Deputy Clerk	£ 208.00	£ -	£ 208.00
423	BACS	Swaffham Glass ltd	Public Toilet & Bus shelter repairs	£ 126.00	£ 25.20	£ 151.20
424	BACS	Travis Perkins	Outside general supplies	£ 21.72	£ 4.35	£ 26.07
425	BACs	Archant	Market Promotion	£ 50.00	£ 10.00	£ 60.00
426	Bacs	Breckland Council	TEN - xmas mart	£ 21.00	£ -	£ 21.00
427	Bacs	TTSR	grave digging	£ 240.00	£ -	£ 240.00
428	Bacs	Anglian Chemicals	Toilet supplies	£ 14.84	£ 2.96	£ 17.80
429	Bacs	Fakenham Town Band	Xmas event entertainment	£ 175.00	£ -	£ 175.00
430	Bacs	Cooleraid	drinking water	£ 3.95	£ 0.79	£ 4.74
431		Swaffham Service station	truck and equipment fuel	£ 176.65	£ 35.32	£ 211.97
432	dd	southern electric	Public toilets electric Oct	£ 116.35	£ 5.81	£ 122.16
433	ch	Ben Burgess	parts for mower	£ 54.50	£ 9.08	£ 63.58
434	bacs	O'brien	Allotment deposit refund	£ 40.00	£ -	£ 40.00
435	bacs	Scoles	Allotment key deposit refund	£ 3.75	£ -	£ 3.75
436	bacs	CGM	grounds maintgenance	£ 132.00	£ 26.40	£ 158.40
437	bacs	veolia	Waste collection	£ 127.72	£ 25.54	£ 153.26
438	bacs	Lyreco	stationery	£ 43.75	£ 8.75	£ 52.50
439	bacs	CJM	electrical design works buttercross	£ 440.00	£ 88.00	£ 528.00
440	bacs	Zurich	truck x2 insurance	£ 821.81	£ -	£ 821.81
441	bacs	Travis Perkins	Decorating material	£ 98.11	£ 19.62	£ 117.73
442	bacs	E Harrison	Neighbourhood Plan sustainability appraisal	£ 640.00	£ -	£ 640.00

No	Payment	Name	Details	Price	VAT	Total
443	bacs	Quinn Construction	Town Centre works valuation 4	£ 40,249.68	£ 8,049.94	£ 48,299.62
444	bacs	Compass Point	Neighbourhood Plan Planning policy review	£ 653.50	£ 127.10	£ 780.60
445	ch	Market Cross	Beat the retreat civic reception catering	£ 200.00	£ 40.00	£ 240.00
446	bacs	Jeremy Stacey	architects fees	£ 3,225.00	£ 645.00	£ 3,870.00
<i>Sub Total</i>				£ 96,531.82	£ 9,773.20	£ 106,302.50

Late Bills - received after agenda issued

				£ -	£ -	£ -
				£ -	£ -	£ -
				£ -	£ -	£ -
				£ -	£ -	£ -
				£ -	£ -	£ -
				£ -	£ -	£ -
TOTAL				£ 96,531.82	£ 9,773.20	£ 106,302.50

Bank Transfers

Transfer	Unity Trust Bank	From deposit to current - cover pymts	£ -
----------	------------------	---------------------------------------	-----

Summary of Income -October 2018 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)

03-Oct-18	Cash Analysis	Cash & Cheques taken over the counter		£ 1,602.15
10-Oct-18	Cash Analysis	Cash & Cheques taken over the counter		£ 1,370.97
17-Oct-18	Cash Analysis	Cash & Cheques taken over the counter		£ 2,747.48
24-Oct-18	Cash Analysis	Cash & Cheques taken over the counter		£ 1,006.75
31-Oct-18	Cash Analysis	Cash & Cheques taken over the counter		£ 1,470.02
Total BACS		Total Additional Income received by BACS		£ 6,425.46
TOTAL				£ 14,622.83

Items of expenditure to be reclaimed

Age Concern	Salary	£ -	£ -	£ -
Museum	Museum - Telephone 721230	£ 22.25	£ 4.45	£ 26.70
Sues News	Electricity - Oct 2018	£ -	£ -	£ -
TOTAL		£ 22.25	£ 4.45	£ 26.70