

Swaffham Town Council - Accounts for May 2018

No	Payment	Name	Details	Price	VAT	Total
Paid - 1st -9th May 2018 Town Council meeting						
37	BACS	Legends	Catering for Mayors Civic Reception - Apr 18	£ 750.00	£ -	£ 750.00
38	BACS	Howes Percival	Days Fields professional charges	£ 5,000.00	£ 1,000.00	£ 6,000.00
39	CARD	Archant	Job Advert - Project Support Officer	£ 480.00	£ 96.00	£ 576.00
40	CARD	DVLA	Road Tax - AJ63 LXN	£ 252.50	£ -	£ 252.50
41	d/d	Public Works Loan Board	Loan Repayment - a/c 494979	£ 1,219.28		£ 1,219.28
42	d/d	SSE Southern Electric	Town Hall - Gas - Q1 2018/19	£ 854.29	£ 170.85	£ 1,025.14
43	d/d	SSE Southern Electric	Town Hall - Electricity - Q1 2018/19	£ 985.83	£ 49.29	£ 1,035.12
44	d/d	SSE Southern Electric	Cemetery Chapel - Electricity - Mar 18	£ 34.38	£ 1.71	£ 36.09
45	300205	ESCAPE	Mayors Charity - Civic Reception fundraising	£ 480.00	£ -	£ 480.00
46	Card	Lloyds Bank	Corporate Card - Monthly Fee - Apr 2018	£ 3.00	£ -	£ 3.00
47	Card	WorldPay	Monthly Pymt chgs - Apr 18	£ 5.09	£ 0.02	£ 5.11
Sub Total				£ 10,064.37	£ 1,317.87	£ 11,382.24

To be authorised and paid - post 9th May 2018 Town Council meeting						
48	BACS	Net Salaries	Town Council	£ 15,252.11	£ -	£ 15,252.11
49	BACS	Inland Revenue	Tax & National Insurance	£ 4,475.53	£ -	£ 4,475.53
50	BACS	Norfolk Pension Service	Superannuation	£ 4,754.19	£ -	£ 4,754.19
51	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	£ -	
52	d/d	Immervox (Apr 2018)	Large Office - User Groups Phone 336953	£ 12.84	£ 2.57	£ 172.22
			Small Office - User Groups Phone 336954	£ 11.52	£ 2.30	
			Town Council - Fax & Broadband 720469	£ 48.18	£ 9.64	
			Museum - Telephone 721230	£ 22.37	£ 4.47	
			Town Council - Telephone 722922	£ 35.61	£ 7.12	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
53	300207	Swaffham Town Council	Petty Cash	£ 78.40	£ -	£ 78.40
54	BACS	Anglian Chemicals	Public Toilets general supplies	£ 5.02	£ 1.00	£ 6.02
55	300206	Ben Burgess	General outside maintenance supplies	£ 17.64	£ 3.53	£ 21.17
56	BACS	Breckland DC	Annual small society lottery fee	£ 20.00	£ -	£ 20.00
57	BACS	Britton painting & decorating	Merryweather play area	£ 1,977.00	£ 395.40	£ 2,372.40
58	BACS	Cooleraid	Annual Water Cooler maintenance - 2 machines	£ 50.00	£ 10.00	£ 60.00
59	BACS	HDC International	Information board - replacement graphic panel	£ 314.12	£ 62.82	£ 376.94
60	BACS	Iceni Partnership	Swaffham in Bloom subscription - 50% cost	£ 50.00	£ -	£ 50.00
61	BACS	Iceni Partnership	NP - Assembly Room hire 17/4	£ 53.13	£ 10.63	£ 63.76
62	BACS	Lyreco	Stationery supplies	£ 85.65	£ 17.13	£ 102.78
63	d/d	Netmatters	Monthly IT Support package - May 18	£ 254.50	£ 50.90	£ 305.40
64	BACS	Nicola Barnes	HR Services - Mar 18 + visit 15/3	£ 156.60	£ -	£ 156.60
65	BACS	Playmaintain Ltd	Rec Ground wet pour repairs, u8's	£ 3,955.00	£ 791.00	£ 4,746.00
66	BACS	SLCC	Training - Finance & AGM - Town & Deputy Clerk	£ 50.00	£ -	£ 50.00
67	BACS	T K Drakes	General supplies	£ 2.91	£ 0.58	£ 3.49
68	BACS	T K Drakes	Cemetery workshop - electric installation	£ 919.40	£ 183.88	£ 1,103.28
69	BACS	Travis Perkins	General outside maintenance supplies	£ 2.54	£ 0.51	£ 3.05
70	BACS	Veolia	Waste Collection - Apr 18	£ 127.72	£ 25.54	£ 153.26
Sub Total				£ 44,724.35	£ 2,899.49	£ 47,623.84

Late Bills - received after agenda issued						
71	BACS	Cooleraid	Bottled Water x2	£ 7.90	£ 1.58	£ 9.48
72	BACS	ATS	Mower Tyre repair	£ 12.70	£ 2.54	£ 15.24
73	BACS	CGM	Grounds Maintenance	£ 132.00	£ 26.40	£ 158.40
74	CARD	Mole County Stores	Hurdles for sheep fair	£ 307.29	£ 61.46	£ 368.75
75	BACS	TTSR	Grave digging	£ 720.00	£ -	£ 720.00
76	BACS	N Barnes	HR April	£ 135.00		£ 135.00
77	BACS	Compass Point	NP Policy development and review	£ 667.00	£ 133.40	£ 800.40
78	BACS	Drakes	Public Toilets faults in hand wash units	£ 592.45	£ 118.49	£ 710.94
79	BACS	R K Resprays	Annual service - AJ63 LXM	£ 82.37	£ 16.47	£ 98.84
80	BACS	E Harrison	NP Sustainability appraisal and scoping report	£ 1,920.00		£ 1,920.00

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No	Payment	Name	Details	Price	VAT	Total
81	BACS	KLFM	Market advertising	£ 472.00	£ 94.40	£ 566.40
TOTAL				£ 47,298.69	£ 3,243.36	£ 53,127.29

Bank Transfers

82	Transfer	Unity Trust Bank	From deposit to current - cover pymts			£ 41,000.00
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Summary of Income - April 2018 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)

03-Apr-18	Cash Analysis	Cash & Cheques taken over the counter			£ 195.31
06-Apr-18	Cash Analysis	Cash & Cheques taken over the counter			£ 4,667.49
11-Apr-18	Cash Analysis	Cash & Cheques taken over the counter			£ 500.64
18-Apr-18	Cash Analysis	Cash & Cheques taken over the counter			£ 1,677.59
25-Apr-18	Cash Analysis	Cash & Cheques taken over the counter			£ 2,412.32
Total Additional Income received by BACS - including precept - £201,083.50					£ 212,772.60
TOTAL					£ 222,225.95

Items of expenditure to be reclaimed

Age Concern	Salary	£ 3,168.50	£ 4.80	£ 3,173.30
Breckland Council	Large Office - User Groups Phone 336953	£ 12.84	£ 2.57	£ 15.41
Museum	Museum - Telephone 721230	£ 22.37	£ 4.47	£ 26.84
Sues News	Electricity -	£ 51.19	£ 10.24	£ 61.43
ESCAPE	Mayors Charity collection	£ 480.00	£ -	£ 480.00
TOTAL		£ 3,203.71	£ 11.84	£ 3,215.55