

Swaffham Town Council - Accounts for June 2018

No	Payment	Name	Details	Price	VAT	Total
Paid - 1st -13th June 2018 Town Council meeting						
83	BACS	Zurich Municipal	Annual Insurance - 2018-19	£ 6,248.41	£ 749.81	£ 6,998.22
84	BACS	Jeremy Stacey Architects	Works to Buttercross	£ 400.00	£ 80.00	£ 480.00
85	BACS	Breckland DC	Lighting - 2nd Instalment	£ 11,766.85	£ 2,353.37	£ 14,120.22
86	BACS	Ward Gethin Archer	Buttercross - Land Registry Fee	£ 40.00	£ -	£ 40.00
87	BACS	Rachel Leggett	NP Consultancy - Dec 17 - Apr 18	£ 3,840.00	£ 406.86	£ 4,246.86
88	Card	Lloyds Bank	Corporate Card - Monthly Fee - Apr 2018	£ 3.00	£ -	£ 3.00
89	d/d	WorldPay	Monthly Pymt chgs - May 18	£ 1.79	£ 0.01	£ 1.80
90	Card	Local Fencing Hire	Beat Retreat - Crowd Barrier hire	£ 400.00	£ 80.00	£ 480.00
91	Card	Dereham Tool Hire	Disc Cutting tool hire	£ 40.00	£ 8.00	£ 48.00
92	300209	Royal British Legion	Desert Rats Wreath	£ 17.00	£ -	£ 17.00
93	Card	UK Safety Store	H&S lock door signs	£ 2.96	£ 0.59	£ 3.55
94	Card	Archant	Recruitment advert - Market Superintendent	£ 480.00	£ 96.00	£ 576.00
Sub Total				£ 23,240.01	£ 3,774.64	£ 27,014.65
To be authorised and paid - post 13th June 2018 Town Council meeting						
95	BACS	Net Salaries	Town Council	£ 16,877.97	£ -	£ 16,877.97
96	BACS	Inland Revenue	Tax & National Insurance	£ 4,496.19	£ -	£ 4,496.19
97	BACS	Norfolk Pension Service	Superannuation	£ 4,681.01	£ -	£ 4,681.01
98	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	£ -	
99	d/d	Immervox (May 2018)	Large Office - User Groups Phone 336953	£ 13.55	£ 2.71	£ 178.51
			Small Office - User Groups Phone 336954	£ 11.50	£ 2.30	
			Town Council - Fax & Broadband 720469	£ 48.04	£ 9.60	
			Museum - Telephone 721230	£ 22.44	£ 4.49	
			Town Council - Telephone 722922	£ 40.23	£ 8.05	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
100	300210	Swaffham Town Council	Petty Cash	£ 63.19	£ -	£ 63.19
101	BACS	A1 Motor Store	Sheep Fair - road closure and parking signs	£ 210.00	£ -	£ 210.00
102	BACS	Anglian Chemicals	Public Toilet - supplies	£ 103.44	£ 20.68	£ 124.12
103	BACS	Anglian Water	Town Hall - 0346045001 - Feb-May 18	£ 80.42	£ -	£ 80.42
104	BACS	Anglian Water	Public Toilets - 0341378101 - Feb-May 18	£ 399.91	£ -	£ 399.91
105	BACS	Anglian Water	Rec Ground - a/c 0225554301 - Feb-May 18	£ 11.71	£ -	£ 11.71
106	BACS	Anglian Water	Allotments SL - a/c 0291055801 - Feb-May 18	£ 13.06	£ -	£ 13.06
107	BACS	Anglian Water	Allotments SL - a/c 0295096901 - Feb-May 18	£ 75.17	£ -	£ 75.17
108	BACS	APF Safety Services Ltd	Annual Fire Extinguisher maintenance	£ 49.99	£ 10.00	£ 59.99
109	BACS	ATS Euromaster Ltd	Outside Truck - puncture repair	£ 60.30	£ 12.06	£ 72.36
110	BACS	Auditing Solutions Ltd	Internal Audit - 1st May 2018	£ 420.00	£ 84.00	£ 504.00
111	300211	Claire James	Allotment deposit refund - SL48b	£ 40.00	£ -	£ 40.00
112	BACS	Hayes & Storr	Personnel Consultation	£ 300.00	£ 60.00	£ 360.00
113	BACS	Lyreco	Town Hall paper	£ 34.20	£ 6.84	£ 41.04
114	BACS	Marshalls Coaches LLP	Beat Retreat - band coach	£ 1,120.00	£ -	£ 1,120.00
115	BACS	Mr & Mrs Scott	Allotment deposit refund - FA25a	£ 40.00	£ -	£ 40.00
116	d/d	Netmatters	Monthly IT Support package - May 18	£ 254.50	£ 50.90	£ 305.40
117	BACS	Norfolk ALC	Training - Allotments - Claire & Kerry	£ 90.00	£ 18.00	£ 108.00
118	BACS	Norfolk CC	Pension adjustment	£ 9,000.00	£ -	£ 9,000.00
119	BACS	Norse Eastern Ltd	Sheep Fair banner	£ 35.00	£ 7.00	£ 42.00
120	BACS	One Stop Promotions	Town Flags	£ 748.06	£ 149.62	£ 897.68
121	BACS	Plowright Place	Council Grant - June 18, 1st Instalment	£ 350.00	£ -	£ 350.00
122	BACS	Proludic	Rec Ground U8s replacement equipment	£ 517.62	£ 103.53	£ 621.15

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No	Payment	Name	Details	Price	VAT	Total
123	BACS	Rialtas Business Solutions Ltd	Annual Allotment software - 2018/19	£ 119.00	£ 23.80	£ 142.80
124	d/d	Siemens Financial Services	Quarterly Photocopier lease - Mar - Jun 18	£ 1,069.21	£ 213.84	£ 1,283.05
125	d/d	SSE - Southern Electric	Cemetery Chapel - Electricity - Apr 18	£ 24.69	£ 1.23	£ 25.92
126	d/d	SSE - Southern Electric	Public Toilets - Electricity - Apr 18	£ 160.62	£ 32.12	£ 192.74
127	d/d	SSE - Southern Electric	Public Toilets - Electricity - May 18	£ 160.33	£ 32.06	£ 192.39
128	BACS	Stannah	Museum stair lift annual service	£ 117.44	£ 23.49	£ 140.93
129	300212	Swaffham Service Station	Monthly fuel - Apr 18	£ 161.78	£ 32.36	£ 194.14
130		Swaffham Service Station	Monthly fuel - May 18	£ 333.57	£ 66.72	£ 400.29
131	BACS	T K Drakes	Public Toilets - replacement lighting	£ 120.70	£ 24.14	£ 144.84
132	BACS	T K Drakes	Town Hall - replacement lighting tubes	£ 28.85	£ 5.77	£ 34.62
133	BACS	Travis Perkins	General supplies	£ 90.66	£ 8.12	£ 108.78
134	BACS	TTSR Ltd	Grave Digging - May 18	£ 480.00	£ -	£ 480.00
135	BACS	Veolia	Waste Collection - May 18	£ 159.65	£ 31.93	£ 191.58
Sub Total				£ 68,402.01	£ 4,822.60	£ 73,234.61

Late Bills - received after agenda issued

136	BACS	CGM	Grass Cutting - May 18	£ 132.00	£ 26.40	£ 158.40
137	BACS	Cooleraid	Town Hall drinking water - May 18	£ 27.65	£ 5.53	£ 33.18
138	BACS	Eastern Business Systems Ltd	Photocopying usage	£ 159.02	£ 31.80	£ 190.82
139	BACS	Nicola Barnes HR	HR Consultancy - May 18	£ 186.60	£ -	£ 186.60
140	d/d	Public Works Loan Board	Loan Repayments - 492650 & 492651	£ 4,046.40	£ -	£ 4,046.40
141	BACS	SJS Engraving	New Staff name badge - Sue Dent	£ 0.99	£ 1.00	£ 1.99
142	BACS	SLCC	2018 Conference - R Bishop, Cllr P Darby	£ 99.00	£ -	£ 99.00
143	d/d	SSE - Southern Electric	Cemetery Chapel - Electricity - May 18	£ 39.63	£ 1.98	£ 41.61
TOTAL				£ 73,093.30	£ 4,889.31	£ 77,992.61

Bank Transfers

144	Transfer	Unity Trust Bank	From deposit to current - cover pymts			£ 60,000.00
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Summary of Income - May 2018 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)

02-May-18	Cash Analysis	Cash & Cheques taken over the counter			£ 6,448.59
14-May-18	Cash Analysis	Cash & Cheques taken over the counter			£ 1,030.60
21-May-18	Cash Analysis	Cash & Cheques taken over the counter			£ 463.56
29-May-18	Cash Analysis	Cash & Cheques taken over the counter			£ 3,820.71
Total BACS		Total Additional Income received by BACS			£ 5,815.63
TOTAL					£ 17,579.09

Items of expenditure to be reclaimed

Age Concern	Salary	£ 2,933.50	£ 38.40	£ 2,971.90
Breckland Council	Large Office - User Groups Phone 336953	£ 13.55	£ 2.71	£ 16.26
Museum	Museum - Telephone 721230	£ 11.50	£ 2.30	£ 13.80
Sues News	Electricity - May 18	£ 82.29	£ 16.46	£ 98.75
TOTAL		£ 2,958.55	£ 43.41	£ 3,001.96