

# Swaffham Town Council - Accounts for August 2018

7.1

No	Payme nt	Name	Details	Price	VAT	Total
<b>Paid - 1st -8th August 2018 Town Council meeting</b>						
196	Card	Norfolk CC	Beat Retreat road closure	£ 36.00	£ -	£ 36.00
197	BACS	Miss K Laraune	Allotment refund - <i>SL16</i>	£ 40.00	£ -	£ 40.00
198	BACS	Hussey Knights	Swaffham NP - consultation prints	£ 311.00	£ 62.20	£ 373.20
199	BACS	Quinn Construction Ltd	Buttercross - Valuation No 1	£ 10,180.44	£ 2,036.09	£ 12,216.53
200	Card	Teenspirit	Team training afternoon - <i>18th July 2018</i>	£ 44.00	£ -	£ 44.00
201	Card	Fishers of Hunstanton	Team training afternoon - <i>18th July 2019</i>	£ 75.08	£ 15.02	£ 90.10
202	Card	Viking	new office chair - Sue Dent	£ 49.99	£ 10.00	£ 59.99
203	Card	Amazon	Lest We Forget' - remembrance flags	£ 73.96	£ 14.79	£ 88.75
204	Card	Amazon	Mobile phone covers x 2	£ 8.32	£ 1.66	£ 9.98
205	Card	Amazon	Shredder waste bags	£ 20.82	£ 4.16	£ 24.98
206	Card	Online Playgrounds	Play area repairs	£ 42.50	£ 8.50	£ 51.00
207	Card	Lloyds Bank	Monthly Service Fee	£ 3.00	£ -	£ 3.00
208	d/d	Netmatters	Monthly IT Support Package - <i>July 18</i>	£ 267.50	£ 53.50	£ 321.00
209	d/d	WorldPay	Monthly Pymt chgs - <i>July 18</i>	£ 17.90	£ 2.03	£ 19.93
<b>Sub Total</b>				<b>£ 11,170.51</b>	<b>£ 2,207.95</b>	<b>£ 13,378.46</b>

<b>To be authorised and paid - post 8th August 2018 Town Council meeting</b>						
210	BACS	Net Salaries	Town Council	£ 18,450.38	£ -	£ 18,450.38
211	BACS	Inland Revenue	Tax & National Insurance	£ 6,193.83	£ -	£ 6,193.83
212	BACS	Norfolk Pension Service	Superannuation	£ 5,758.14	£ -	£ 5,758.14
213	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	£ -	
214	d/d	Immervox ( <i>July 2018</i> )	Large Office - User Groups Phone 336953	£ 11.50	£ 2.30	£ 183.78
			Small Office - User Groups Phone 336954	£ 11.76	£ 2.35	
			Town Council - Fax & Broadband 720469	£ 48.52	£ 9.70	
			Museum - Telephone 721230	£ 22.47	£ 4.49	
			Town Council - Telephone 722922	£ 45.90	£ 9.19	
			Town Council - Alarm 724968	£ 13.00	£ 2.60	
215		Swaffham Town Council	Petty Cash	£ 87.35	£ -	£ 87.35
216	BACS	Age Concern	Gazebo & table hire - deposit refund	£ 60.00	£ -	£ 60.00
217	BACS	Breckland DC	Clr Training - L Scott	£ 40.00	£ -	£ 40.00
218	BACS	Busy Bee	Mayor - bespoke photo frames	£ 100.00	£ -	£ 100.00
219	BACS	CGM Group	Grass Cutting - <i>June 18</i>	£ 28.00	£ 5.60	£ 33.60
220	BACS	Christmas Decorators	First Deposit - <i>2018</i>	£ 2,493.75	£ 498.75	£ 2,992.50
221	BACS	CPRE	Annual membership	£ 36.00	£ -	£ 36.00
222	BACS	EBS Ltd	Photocopier - Sharps usage	£ 0.10	£ 0.02	£ 0.12
223	BACS	Iceni Partnership	Swaffham NP - Assembly Room rental 18/7	£ 99.38	£ 19.87	£ 119.25
224	d/d	Netmatters	Office 365 - Project Support Officer	£ 11.50	£ 2.30	£ 13.80
225	BACS	Netmatters	Time charge - new PC & Laptop set up	£ 350.00	£ 70.00	£ 420.00
226	BACS	Nicola Barnes	HR Consultancy - <i>Aug 18</i>	£ 135.00	£ -	£ 135.00
227	BACS	R & C Feary	Car Event - refund stall fee - cancellation	£ 20.00	£ -	£ 20.00
228	BACS	R Leggett	Swaffham NP - Consultancy fee - <i>stage 2</i>	£ 4,684.30	£ -	£ 4,684.30
229	BACS	SJS Engraving	New name badge - <i>Ruth Ostler</i>	£ 0.99	£ 1.00	£ 1.99
230	d/d	SSE - Southern Electric	Cemetery Chapel - electricity - <i>June 18</i>	£ 17.86	£ 0.89	£ 18.75
231	d/d	SSE - Southern Electric	Town Hall - gas - <i>q2 18/19</i>	£ 79.43	£ 3.97	£ 83.40
232	d/d	SSE - Southern Electric	Town Hall - electricity - <i>q2 18/19</i>	£ 839.29	£ 41.96	£ 881.25
233	BACS	T K Drakes	Office move - electrical changes	£ 557.78	£ 111.56	£ 669.34
234	BACS	The Sheriffs Office	Days Field - horse agent fee	£ 190.00	£ 38.00	£ 228.00
235	BACS	Travis Perkins	General supplies	£ 74.78	£ 14.96	£ 89.74
236	BACS	Veolia	Monthly waste collection - <i>July 18</i>	£ 127.72	£ 25.54	£ 153.26
237	BACS	Zurich Municipal	Buttercross Project - Insurance cover	£ 567.00	£ 68.04	£ 635.04

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No	Payme nt	Name	Details	Price	VAT	Total
<i>Sub Total</i>				£ 54,241.24	£ 3,141.04	£ 57,382.28

### Late Bills - received after agenda issued

238	BACS	Anglian Water / Wave	Recreation Ground - 10/5 - 6/8	£ 11.70	£ -	£ 11.70
239	BACS	Anglian Water / Wave	Shouldham Lane 1 - 10/5 - 6/8	£ 13.05	£ -	£ 13.05
240	BACS	Anglian Water / Wave	Shouldham Lane 2 - 10/5 - 6/8	£ 75.33	£ -	£ 75.33
241	BACS	Barriers Direct	New posts & chains	£ 91.94	£ 18.39	£ 110.33
242	BACS	Breckland DC	Tens Licence - <i>August Car Event</i>	£ 21.00	£ -	£ 21.00
243	BACS	Cooleraid	Town Hall water & plastic cups	£ 38.65	£ 7.73	£ 46.38
244	BACS	ESPO	Stationery supplies	£ 18.64	£ 3.73	£ 22.37
245	BACS	GC Baxter & Assoc	Buttercross Project - contracts	£ 2,707.07	£ 541.41	£ 3,248.48
246	BACS	Lyreco	Stationery supplies	£ 48.03	£ 9.61	£ 57.64
247	Card	Norfolk CC	Sept 18 - market event - road closure	£ 36.00	£ -	£ 36.00
248		Swaffham Service Station	Monthly fuel costs - <i>July 18</i>	£ 167.35	£ 33.47	£ 200.82
<b>TOTAL</b>				£ 57,470.00	£ 3,755.38	£ 61,225.38

### Bank Transfers

249	Transfer	Unity Trust Bank	From deposit to current - cover pymts		£ 45,000.00
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### Summary of Income - July 2018 (market rents, allotment deposits, cemetery invoices, room rentals, loan payments etc)

04-Jul-18	Cash Analysis	Cash & Cheques taken over the counter			£ 6,542.85
11-Jul-18	Cash Analysis	Cash & Cheques taken over the counter			£ 238.30
18-Jul-18	Cash Analysis	Cash & Cheques taken over the counter			£ 854.09
25-Jul-18	Cash Analysis	Cash & Cheques taken over the counter			£ 8,574.27
<b>Total BACS</b>		Total Additional Income received by BACS			<b>£ 8,337.69</b>
<b>TOTAL</b>					<b>£ 24,547.20</b>

### Items of expenditure to be reclaimed

Age Concern	Salary	£ 3,764.39	£ 6.40	£ 3,770.79
Museum	Museum - Telephone 721230	£ 22.47	£ 4.49	£ 26.96
Sues News	Electricity - <i>July 18</i>	£ 119.32	£ 23.86	£ 143.18
<b>TOTAL</b>				<b>£ 3,940.93</b>