

# Swaffham Town Council

1 May 2025 (2024-2025)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
7	Insurance	13/05/2024		1 Unity Trust Current	76868522	Insurance	Zurich Insurance	E	7,752.45		7,752.45
13	BDC Rates	03/04/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,308.75		1,308.75
16	Utilities - Gas	03/04/2024		1 Unity Trust Current	98010341	Gas	EON Next	L	2,881.71	144.09	3,025.80
18	Pantomime	03/04/2024		1 Unity Trust Current	282418397	Event - Entertainment	Magical Story Elves	E	750.00		750.00
19	BDC SLA Town Trees	03/04/2024		1 Unity Trust Current	322160124	Service Level Agreement	The Norfolk Olive Tree Con	E	1,100.00		1,100.00
21	Scribe Software System	03/04/2024		1 Unity Trust Current	454346303	Annual Fee	Scribe - Starboard Sys Ltd	S	924.48	184.90	1,109.38
21	Scribe Software System	03/04/2024		1 Unity Trust Current	454346303	Annual Fee	Scribe - Starboard Sys Ltd	S	537.84	107.57	645.41
21	Scribe Software System	03/04/2024		1 Unity Trust Current	454346303	Annual Fee	Scribe - Starboard Sys Ltd	S	816.48	163.30	979.78
22	TIC SLA	03/04/2024		1 Unity Trust Current	217501226	TIC SLA	Swaffham Heritage	E	1,118.00		1,118.00
23	S106 Swans Nest	03/04/2024		1 Unity Trust Current	870214087	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
23	Grass Cutting - Urban Cut NCC	03/04/2024		1 Unity Trust Current	870214087	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
23	Grass Cutting - Open Spaces	03/04/2024		1 Unity Trust Current	870214087	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
29	Norfolk ALC	03/04/2024		1 Unity Trust Current	190818624	Annual Fee	Norfolk Association of Loca	E	564.90		564.90
29	Norfolk ALC	03/04/2024		1 Unity Trust Current	190818624	Annual Fee	Norfolk Association of Loca	E	548.81		548.81
30	Salaries	03/04/2024		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	17,498.85		17,498.85
31	HMRC	20/04/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,367.46		5,367.46
32	Pension	03/04/2024		1 Unity Trust Current	738906784	Pension	Norfolk Pensions	X	6,336.74		6,336.74
33	IT Monthly WiFi/Teams/MS 365	08/04/2024		1 Unity Trust Current	528519208	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
41	Northwell Pool	08/04/2024		1 Unity Trust Current	906010733	Annual Fee	Eradik-8 pest & environme	Z	675.00		675.00
49	S106 Swans Nest	09/04/2024		1 Unity Trust Current	864023628	Grass Cutting	TTSR Limited	S	1,600.00	320.00	1,920.00
51	General Maintenance	09/04/2024		1 Unity Trust Current	67435975	General Maintenance	Plandescil Ltd	S	750.00	150.00	900.00
63	BDC Rates	16/04/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
67	Fire & Electrical H&S	16/04/2024	0	1 Unity Trust Current		Fire Safety Equipment	Alarming UK	S	1,164.00	232.80	1,396.80
74	Community Grants	16/04/2024		1 Unity Trust Current		Grant	Swaffham Cricket Club	E	500.00		500.00
77	Civic - Mayors Allowance	16/04/2024		1 Unity Trust Current		Mayor Expenses	Mayors Allowance	E	1,026.86		1,026.86
79	PWLB - PW494979	17/04/2024		1 Unity Trust Current	DD	PWLB - 494979	Public Works Loan Board	E	1,219.28		1,219.28
82	Utilities - Electricity AGR047235	22/04/2024		1 Unity Trust Current	DD	Electricity	SSE - Southern Electric	L	763.08	38.15	801.23
84	Photocopier	22/04/2024		1 Unity Trust Current	DD	Photocopier - Contract	Siemens	S	523.66	104.73	628.39
91	Salaries	23/04/2024		1 Unity Trust Current	B/P	Staff - Salaries	Salaries	X	17,497.25		17,497.25
93	HMRC	23/04/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,049.77		5,049.77
95	Pension	23/04/2024		1 Unity Trust Current	DD	Pension	Norfolk Pensions	X	6,336.74		6,336.74
98	General Maintenance	23/04/2024		Lloyd Credit Card	Card	General Maintenance - Public T	Latham's Steel Security Do	S	571.98	114.40	686.38
117	Street Furniture - Maintenance	29/04/2024		1 Unity Trust Current		Street Furniture	Glasdon UK Ltd	S	2,340.00	468.00	2,808.00
125	S106 Swans Nest	01/05/2024		1 Unity Trust Current		Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
125	Grass Cutting - Urban Cut NCC	01/05/2024		1 Unity Trust Current		Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
125	Grass Cutting - Open Spaces	01/05/2024		1 Unity Trust Current		Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
130	Contract Cleaner	07/05/2024		1 Unity Trust Current		Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
133	IT Monthly WiFi/Teams/MS 365	07/05/2024		1 Unity Trust Current		Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
147	BDC Rates	13/05/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
155	Utilities - Electricity AGR047235	15/05/2024		1 Unity Trust Current	DD	Electricity	SSE - Southern Electric	L	649.07	32.45	681.52
159	Defibrillator	15/05/2024		1 Unity Trust Current	771185876	Town Hall - defibrillator	British Heart Foundation	S	970.00	194.00	1,164.00
171	Lease	21/05/2024		1 Unity Trust Current	400624750	Legal Fees	Greene & Greene Sols	S	3,003.00	600.60	3,603.60
178	HMRC	23/05/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,048.17		5,048.17
191	Street Lighting	22/05/2024		1 Unity Trust Current	91563126	Streetlight Maintenance Breckland	Breckland District Council	S	18,808.20	3,761.64	22,569.84
193	Civic - Mayors Allowance	29/05/2024		1 Unity Trust Current	526946827	Mayor Expenses	Paul Darby	E	1,500.00		1,500.00
196	LYM - Flower 2024	29/05/2024		1 Unity Trust Current		Event - General	H Eagle	E	560.00		560.00
204	Contract Cleaner	03/06/2024		1 Unity Trust Current	420526958	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
205	S106 Swans Nest	03/06/2024		1 Unity Trust Current	784573997	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
205	Grass Cutting - Urban Cut NCC	03/06/2024		1 Unity Trust Current	784573997	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
205	Grass Cutting - Open Spaces	03/06/2024		1 Unity Trust Current	784573997	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
210	General Maintenance	05/06/2024		1 Unity Trust Current	427822490	Street Furniture	H Brett & Sons	S	1,026.00	205.20	1,231.20
211	Salaries	05/06/2024		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	17,529.72		17,529.72
212	HMRC	05/06/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,062.15		5,062.15
213	Pension	05/06/2024		1 Unity Trust Current	BACS	Pension	Norfolk Pensions	X	6,346.07		6,346.07
215	S106 Swans Nest	10/06/2024		1 Unity Trust Current	90900738	S106 Swans Nest Litter Bins	Breckland District Council	E	2,014.15		2,014.15
216	IT Monthly WiFi/Teams/MS 365	10/06/2024		1 Unity Trust Current	668064593	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
225	D-Day	11/06/2024		1 Unity Trust Current	25291710	Event - Ticket Sales	Royal British Legion	E	1,976.00		1,976.00
234	BDC Rates	18/06/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
234	BDC Rates	18/06/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
234	BDC Rates	18/06/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
240	PWLB - PW492650	18/06/2024		1 Unity Trust Current	DD	PWLB - 492650/51	Public Works Loan Board	E	1,392.00		1,392.00
240	PWLB - PW492651	18/06/2024		1 Unity Trust Current	DD	PWLB - 492650/51	Public Works Loan Board	E	1,948.00		1,948.00
243	TIC SLA	18/06/2024		1 Unity Trust Current	86324393	TIC SLA	Swaffham Heritage	E	1,116.00		1,116.00
246	Utilities - Electricity AGR047235	18/06/2024		1 Unity Trust Current	DD	Electricity	SSE - Southern Electric	L	551.75	27.59	579.34
247	Utilities	18/06/2024		1 Unity Trust Current	DD	Gas	Total Energies	S	1,804.37	360.87	2,165.24
265	ROSPA Play Area Annual Inspection	25/06/2024		1 Unity Trust Current	843733734	Playground Annual Inspections	ROSPA	S	624.00	124.80	748.80
274	Salaries	02/07/2024		1 Unity Trust Current	various	Staff - Salaries	Salaries	X	17,529.32		17,529.32
275	HMRC	02/07/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,062.55		5,062.55
276	Pension	02/07/2024		1 Unity Trust Current	B/P	Pension	Norfolk Pensions	X	6,346.07		6,346.07

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
280	IT Monthly WiFi/Teams/MS 365	03/07/2024		1 Unity Trust Current	796746490	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
281	S106 Swans Nest	03/07/2024		1 Unity Trust Current	853693387	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
281	Grass Cutting - Urban Cut NCC	03/07/2024		1 Unity Trust Current	853693387	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
281	Grass Cutting - Open Spaces	03/07/2024		1 Unity Trust Current	853693387	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
283	Contract Cleaner	03/07/2024		1 Unity Trust Current	106753064	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
285	Photocopier	03/07/2024		1 Unity Trust Current	DD	Photocopier - Contract	Siemens Financial Services	S	583.66	116.73	700.39
303	General Maintenance - Museum	08/07/2024		1 Unity Trust Current	778267937	General Maintenance - Museum	T K Drakes	S	4,719.70	943.94	5,663.64
313	BDC Rates	16/07/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
313	BDC Rates	16/07/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
313	BDC Rates	16/07/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
318	Salaries	16/07/2024		1 Unity Trust Current		Staff - Salaries	Salaries	X	17,497.85		17,497.85
319	HMRC	16/07/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,049.17		5,049.17
320	Pension	16/07/2024		1 Unity Trust Current		Pension	Norfolk Pensions	X	6,336.74		6,336.74
321	IT Monthly WiFi/Teams/MS 365	16/07/2024		1 Unity Trust Current	86713371	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
322	S106 Swans Nest	16/07/2024		1 Unity Trust Current	177777785	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
322	Grass Cutting - Urban Cut NCC	16/07/2024		1 Unity Trust Current	177777785	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
322	Grass Cutting - Open Spaces	16/07/2024		1 Unity Trust Current	177777785	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
325	Contract Cleaner	16/07/2024		1 Unity Trust Current	42816668	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
336	HR Advisory Service	16/07/2024		1 Unity Trust Current	343788378	HR Services	Council HR and Governance	S	1,500.00	300.00	1,800.00
380	Audit - Internal	13/08/2024		1 Unity Trust Current	140452977	Audit - Internal	Norfolk Association of Local Authorities	S	500.00	100.00	600.00
391	BDC Rates	20/08/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
391	BDC Rates	20/08/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
391	BDC Rates	20/08/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
396	TIC SLA	20/08/2024		1 Unity Trust Current	659089363	TIC SLA	Swaffham Heritage	E	1,116.00		1,116.00
411	Audit - External	28/08/2024		1 Unity Trust Current	524003953	Audit - External	PKF Littlejohn	S	2,100.00	420.00	2,520.00
419	Water Rates	03/09/2024		1 Unity Trust Current	BACS	Water Rates	WAVE - Anglian Water	Z	387.29		387.29
419	Water Rates	03/09/2024		1 Unity Trust Current	BACS	Water Rates	WAVE - Anglian Water	Z	68.61		68.61
419	Water Rates	03/09/2024		1 Unity Trust Current	BACS	Water Rates	WAVE - Anglian Water	Z	84.37		84.37
419	Water Rates	03/09/2024		1 Unity Trust Current	BACS	Water Rates	WAVE - Anglian Water	Z			
419	Water Rates	03/09/2024		1 Unity Trust Current	BACS	Water Rates	WAVE - Anglian Water	Z			
420	Contract Cleaner	03/09/2024		1 Unity Trust Current	84470636	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
422	IT Monthly WiFi/Teams/MS 365	03/09/2024		1 Unity Trust Current	418641651	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
433	S106 Swans Nest	10/09/2024		1 Unity Trust Current	3063958	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
433	Grass Cutting - Urban Cut NCC	10/09/2024		1 Unity Trust Current	3063958	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
433	Grass Cutting - Open Spaces	10/09/2024		1 Unity Trust Current	3063958	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
440	Salaries	10/09/2024		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	17,648.91		17,648.91

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
441	HMRC	10/09/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,127.57		5,127.57
442	Pension	10/09/2024		1 Unity Trust Current	226443300	Pension	Norfolk Pensions	X	6,336.74		6,336.74
445	BDC Rates	11/09/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
445	BDC Rates	11/09/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
445	BDC Rates	11/09/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
460	Utilities - Electricity AGR047235	16/09/2024		1 Unity Trust Current	DD	Electricity	SSE - Southern Electric	L	690.95	34.55	725.50
465	Recreation Ground - Project Funding	17/09/2024		1 Unity Trust Current	713018931	General Maintenance - Recreation Ground	Swaffham Building Supplies	S	916.92	183.38	1,100.30
465	Recreation Ground - Project Funding	17/09/2024		1 Unity Trust Current	713018931	General Maintenance - Recreation Ground	Swaffham Building Supplies	S	4.40	0.88	5.28
497	Recreation Ground - Project Funding	24/09/2024		1 Unity Trust Current	259632085	Public Toilet Consumables	Healthmatic	S	2,490.00	498.00	2,988.00
517	Street Furniture - Maintenance	01/10/2024		1 Unity Trust Current	22702600	Street Furniture	Glasdon UK Ltd	S	702.58	140.52	843.10
520	IT Monthly WiFi/Teams/MS 365	02/10/2024		1 Unity Trust Current	602033546	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
521	PSiCA	02/10/2024		1 Unity Trust Current	584883877	Football Counters	PFM - Intelligence	S	630.00	126.00	756.00
522	PSiCA	02/10/2024		1 Unity Trust Current	584883877	Football Counters	PFM - Intelligence	S	4,200.00	840.00	5,040.00
523	S106 Swans Nest	02/10/2024		1 Unity Trust Current	203398161	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
523	Grass Cutting - Urban Cut NCC	02/10/2024		1 Unity Trust Current	203398161	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
523	Grass Cutting - Open Spaces	02/10/2024		1 Unity Trust Current	203398161	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
529	Contract Cleaner	02/10/2024		1 Unity Trust Current	915161814	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
542	Pension	05/10/2024		1 Unity Trust Current	596891073	Pension	Norfolk Pensions	X	6,284.34		6,284.34
543	Salaries	05/10/2024		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	16,586.82		16,586.82
544	HMRC	05/10/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,283.06		5,283.06
548	PWLB - PW494979	04/11/2024		1 Unity Trust Current	DD	PWLB - 494979	Public Works Loan Board	E	1,219.28		1,219.28
560	Salaries	11/10/2024		1 Unity Trust Current		Staff - Salaries	Salaries	X	1,720.91		1,720.91
569	BDC Rates	15/10/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
569	BDC Rates	15/10/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
569	BDC Rates	15/10/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
588	Pantomime	16/10/2024		1 Unity Trust Current	122130723	Event - Entertainment	Magical Story Elves	E	750.00		750.00
595	General Maintenance	21/10/2024		1 Unity Trust Current	679349903	General Maintenance	English Woodland	S	2,400.00	480.00	2,880.00
596	Insurance	21/10/2024		1 Unity Trust Current	51016102	Insurance	Zurich Insurance	E	1,462.00		1,462.00
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	191.66	38.33	229.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	166.66	33.33	199.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	108.32	21.66	129.98
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	66.66	13.33	79.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	458.33	91.67	550.00
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	187.49	37.50	224.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	13.32	2.67	15.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	36.66	7.33	43.99

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	208.32	41.67	249.99
598	Insurance	22/10/2024		Lloyd Credit Card	Card	Insurance Claim	Screwfix	S	56.66	11.33	67.99
618	Photocopier	25/10/2024		1 Unity Trust Current	DD	Photocopier - Contract	Siemens Financial Services	S	523.66	104.73	628.39
622	PSICA	28/10/2024		1 Unity Trust Current	154757189	PSICA Annual Fee	Breckland District Council	Z	15,791.74		15,791.74
626	Recreation Ground - Project Fu	30/10/2024		1 Unity Trust Current	998951473	CCTV	Hyperion Security Specialis	S	2,407.50	481.50	2,889.00
630	Street Lighting	30/10/2024		1 Unity Trust Current	959166856	Streetlight Maintenance Breckla	Breckland District Council	S	12,319.96	2,463.99	14,783.95
636	General Maintenance	30/10/2024		1 Unity Trust Current	464714506	General Maintenance - Barn	Kingdom Electrical Solution	X	673.57		673.57
643	Vehicle Management	04/11/2024		1 Unity Trust Current	64169437	Vehicle MOT - AU68 CNC	Swaffham MOT & Service C	S	1,292.31	258.46	1,550.77
643	Vehicle Management	04/11/2024		1 Unity Trust Current	64169437	Vehicle MOT - AU68 CNC	Swaffham MOT & Service C	Z	58.60		58.60
653	IT Monthly WiFi/Teams/MS 365	06/11/2024		1 Unity Trust Current	473070581	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
654	S106 Swans Nest	06/11/2024		1 Unity Trust Current	181093231	Grass Cutting	TTSR Limited	S	993.75	198.75	1,192.50
654	Grass Cutting - Urban Cut NCC	06/11/2024		1 Unity Trust Current	181093231	Grass Cutting	TTSR Limited	S	1,620.00	324.00	1,944.00
654	Grass Cutting - Open Spaces	06/11/2024		1 Unity Trust Current	181093231	Grass Cutting	TTSR Limited	S	658.88	131.78	790.66
655	Contract Cleaner	06/11/2024		1 Unity Trust Current	43737668	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
660	H&S Contract - Worknest	06/11/2024		1 Unity Trust Current	916861677	Training - Staff	WorkNest Limited	S	2,295.10	459.02	2,754.12
661	Salaries	07/11/2024		1 Unity Trust Current		Staff - Salaries	Salaries	E	22,351.41		22,351.41
664	Pension	07/11/2024		1 Unity Trust Current	552530478	Pension	Norfolk Pensions	X	7,910.82		7,910.82
665	HMRC	07/11/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	7,954.00		7,954.00
668	Cultural Consortium	12/11/2024		1 Unity Trust Current	514049779	STC for Cultural Consortium	Mosaic Moment/Mrs C E As	E	5,000.00		5,000.00
669	Cultural Consortium	12/11/2024		1 Unity Trust Current	574498925	STC for Cultural Consortium	Reach Digital Ltd	S	5,000.00	1,000.00	6,000.00
680	Lease	12/11/2024		1 Unity Trust Current	299779497	Legal Fees	Burridge & Pluck Solicitors	S	700.67	140.13	840.80
690	BDC Rates	18/11/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00
690	BDC Rates	18/11/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
690	BDC Rates	18/11/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
695	Recreation Ground - Project Fu	20/11/2024		1 Unity Trust Current		CCTV	Hyperion Security Specialis	S	2,407.50	481.50	2,889.00
705	Utilities - Electricity AGR047235	25/11/2024		1 Unity Trust Current	DD	Electricity	SSE - Southern Electric	L	690.95	34.55	725.50
707	Christmas Tree/Decorations	25/11/2024		1 Unity Trust Current	834075951	Christmas Decorations	Kingdom Electrical Solution	E	1,282.50		1,282.50
707	Christmas Tree/Decorations	25/11/2024		1 Unity Trust Current	834075951	Christmas Decorations	Kingdom Electrical Solution	E	135.49		135.49
725	IT Monthly WiFi/Teams/MS 365	03/12/2024		1 Unity Trust Current	464813374	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
727	Contract Cleaner	03/12/2024		1 Unity Trust Current	742405605	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
736	Grass Cutting - Open Spaces	10/12/2024		1 Unity Trust Current	579761466	Grass Cutting	TTSR Limited	S	1,250.00	250.00	1,500.00
741	Salaries	10/12/2024		1 Unity Trust Current		Staff - Salaries	Salaries	X	18,346.03		18,346.03
742	HMRC	10/12/2024		1 Unity Trust Current	DD	PAYE	HMRC	X	5,651.46		5,651.46
743	Pension	10/12/2024		1 Unity Trust Current	701583268	Pension	Norfolk Pensions	X	4,970.82		4,970.82
761	BDC Rates	16/12/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	205.00		205.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
761	BDC Rates	16/12/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	1,310.00		1,310.00
761	BDC Rates	16/12/2024		1 Unity Trust Current	DD	Rates	Breckland District Council	X	212.00		212.00
762	Pension	16/12/2024		1 Unity Trust Current	8055765	Pension	Norfolk Pensions	X	1,244.52		1,244.52
788	IT Monthly WiFi/Teams/MS 365	06/01/2025		1 Unity Trust Current	110231003	Monthly Subscription	Cloudy IT	S	620.96	124.19	745.15
790	Contract Cleaner	06/01/2025		1 Unity Trust Current	848933789	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
792	Photocopier	06/01/2025		1 Unity Trust Current	DD	Photocopier - Contract	Siemens Financial Services	S	523.66	104.73	628.39
793	Utilities - Gas	06/01/2025		1 Unity Trust Current	DD	Gas	EDF Energy	S	642.12	128.42	770.54
801	PWLB - PW492650	08/01/2025		1 Unity Trust Current	DD	PWLB - 492650/51	Public Works Loan Board	E	1,367.50		1,367.50
801	PWLB - PW492651	08/01/2025		1 Unity Trust Current	DD	PWLB - 492650/51	Public Works Loan Board	E	1,914.50		1,914.50
804	Salaries	13/01/2025		1 Unity Trust Current		Staff - Salaries	Salaries	X	16,101.19		16,101.19
805	HMRC	08/01/2025		1 Unity Trust Current	DD	PAYE	HMRC	X	5,042.74		5,042.74
806	Pension	08/01/2025		1 Unity Trust Current		Pension	Norfolk Pensions	X	5,835.25		5,835.25
810	Salaries	09/01/2025		1 Unity Trust Current		Staff - Salaries	Salaries	X	968.30		968.30
821	Consumables	15/01/2025		1 Unity Trust Current	120276938	Public Toilets	Healthmatic	S	5,900.00	1,180.00	7,080.00
821	Consumables	15/01/2025		1 Unity Trust Current	120276938	Public Toilets	Healthmatic	S	1,900.00	380.00	2,280.00
823	General Maintenance	15/01/2025		1 Unity Trust Current	385451219	General Maintenance	T K Drakes	S	551.53	110.31	661.84
824	Community Orchard Grant	15/01/2025		1 Unity Trust Current	677087255	Community Grant	West Acre Gardens	E	810.00		810.00
824	Community Orchard Grant	15/01/2025		1 Unity Trust Current	677087255	Community Grant	West Acre Gardens	S	562.50	112.50	675.00
824	Community Orchard Grant	15/01/2025		1 Unity Trust Current	677087255	Community Grant	West Acre Gardens	S	41.67	8.33	50.00
829	IT Monthly WiFi/Teams/MS 365	21/01/2025		1 Unity Trust Current	502088546	Monthly Subscription	Cloudy IT	S	24.64	4.93	29.57
829	IT Monthly WiFi/Teams/MS 365	21/01/2025		1 Unity Trust Current	502088546	Monthly Subscription	Cloudy IT	S	675.48	135.10	810.58
847	Fire & Electrical H&S	27/01/2025		1 Unity Trust Current	652086579	Town Hall Emergency Lighting	Kingdom Electrical Solution	Z	1,140.41		1,140.41
867	Contract Cleaner	03/02/2025		1 Unity Trust Current	55419676	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
886	Salaries	07/02/2025		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	17,343.52		17,343.52
887	HMRC	07/02/2025		1 Unity Trust Current	DD	PAYE	HMRC	X	5,474.68		5,474.68
888	Pension	07/02/2025		1 Unity Trust Current	56606470	Pension	Norfolk Pensions	X	6,026.68		6,026.68
889	Recreation Ground - Project Funding	10/02/2025		1 Unity Trust Current	120276938	General Maintenance - Public Toilets	Healthmatic	S	3,750.00	750.00	4,500.00
889	Recreation Ground - Project Funding	10/02/2025		1 Unity Trust Current	120276938	General Maintenance - Public Toilets	Healthmatic	S	1,660.00	332.00	1,992.00
895	Utilities - Electricity AGR047235	11/02/2025		1 Unity Trust Current	DD	Electricity - Town Hall	SSE - Southern Electric	L	813.02	40.65	853.67
915	Legal Fees	17/02/2025		1 Unity Trust Current		Legal Fees	Greene & Greene Sols	S	3,805.50	761.10	4,566.60
920	Utilities - Gas	21/02/2025		1 Unity Trust Current	DD	Gas	EDF Energy	S	688.52	137.70	826.22
930	IT Monthly WiFi/Teams/MS 365	04/03/2025		1 Unity Trust Current	566454080	Monthly Subscription	Cloudy IT	S	675.48	135.10	810.58
931	Contract Cleaner	04/03/2025		1 Unity Trust Current	993625699	Contract Cleaning	Infinity Cleaning Services	S	534.75	106.95	641.70
947	Salaries	06/03/2025		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	E	19,426.30		19,426.30
948	HMRC	06/03/2025		1 Unity Trust Current	DD	PAYE	HMRC	E	5,743.76		5,743.76

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
949	Pension	06/03/2025		1 Unity Trust Curren	988836196	Pension	Norfolk Pensions	E	6,131.88		6,131.88
956	Utilities - Electricity AGR04723	11/03/2025		1 Unity Trust Curren	DD	Electricity - Town Hall	SSE - Southern Electric	L	883.91	44.20	928.11
965	CCTV	17/03/2025		1 Unity Trust Curren	965777203	CCTV	Hyperion Security Specialis	S	1,886.64	377.33	2,263.97
990	Utilities - Gas	21/03/2025		1 Unity Trust Curren	DD	Gas - Town Hall	EDF Energy	L	683.60	34.18	717.78
								<b>Total</b>	<b>596,518.11</b>	<b>29,922.96</b>	<b>626,441.07</b>