

Swaffham Town Council

08 July 2026 (2026-2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
3	BDC Rates	07/04/2026		1 Unity Trust Current	DD	Rates	Breckland District Council	E	213.19		213.19
3	BDC Rates	07/04/2026		1 Unity Trust Current	DD	Rates	Breckland District Council	E	1,222.50		1,222.50
3	BDC Rates	07/04/2026		1 Unity Trust Current	DD	Rates	Breckland District Council	E	209.50		209.50
5	Salaries	07/04/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	19,944.93		19,944.93
6	HMRC	07/04/2026		1 Unity Trust Current	DD	PAYE	HMRC	X	7,263.69		7,263.69
7	Pension	07/04/2026		1 Unity Trust Current	64181740	Pension	Norfolk Pensions	X	6,529.83		6,529.83
8	IT Monthly WiFi/Teams/MS 365	07/04/2026		1 Unity Trust Current	818644180	Monthly Subscription	Cloudy IT	S	675.48	135.10	810.58
11	TIC SLA	07/04/2026		1 Unity Trust Current	113428958	TIC SLA	Swaffham Heritage	E	1,118.00		1,118.00
17	Neighbourhood Plan Review	08/04/2026		1 Unity Trust Current	401684411	Neighbourhood Plan Review	Emma V Harrison	E	1,200.00		1,200.00
19	Northwell Pool	08/04/2026		1 Unity Trust Current	21702658	Pest Control	Eradik-8 Pest & Environme	Z	670.00		670.00
23	NAMBA	08/04/2026		1 Unity Trust Current	471505301	Annual Fee	NABMA	E	509.00		509.00
25	Scribe Software System	08/04/2026		1 Unity Trust Current	84292344	Annual Fee	Scribe - Starboard Sys Ltd	S	2,447.60	489.52	2,937.12
29	Utilities - Gas	08/04/2026		1 Unity Trust Current	dd	Gas - Town Hall	EDF Energy	S	553.52	110.70	664.22
31	Photocopier	08/04/2026		1 Unity Trust Current	dd	Photocopier - Contract	Siemens Financial Services	S	523.66	104.73	628.39
37	PPE & Hi Vis clothing	08/04/2026		Lloyd Credit Card	Card	Outdoor Equipment - Purchase	Amazon	S	14.01	2.80	16.81
37	Stationery	08/04/2026		Lloyd Credit Card	Card	Outdoor Equipment - Purchase	Amazon	S	16.24	3.25	19.49
37	Town Hall	08/04/2026		Lloyd Credit Card	Card	Outdoor Equipment - Purchase	Amazon	S	599.94	119.97	719.91
49	Town Hall	10/04/2026		1 Unity Trust Current	772881913	Flooring - Town Hall	Swaffham Carpet and Bedc	S	1,895.00	379.00	2,274.00
50	Salaries	13/04/2026		1 Unity Trust Current	560010016	Staff - Salaries	Salaries	E	1,058.22		1,058.22
61	BDC Rates	15/04/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	215.00		215.00
61	BDC Rates	15/04/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
61	BDC Rates	15/04/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	210.00		210.00
95	Community Grants	23/04/2026	FIN 72/25	1 Unity Trust Current	63075328	Community Grant	The Friends of Swaffham	E	3,500.00		3,500.00
99	Tree Maintenance	27/04/2026		1 Unity Trust Current	424586433	Tree Survey	A T Combes Associates Ltd	S	625.00	125.00	750.00
107	Legal Fees	28/04/2026	FC 209/25	1 Unity Trust Current	788715524	Legal Fees - Car Park Transfer	Davitt Jones Bould Ltd	S	2,212.00	442.40	2,654.40
127	PWLB - PW494979	05/05/2026		1 Unity Trust Current	dd	PWLB - 494979	Public Works Loan Board	E	1,219.28		1,219.28
131	IT Monthly WiFi/Teams/MS 365	05/05/2026		1 Unity Trust Current	784598191	Monthly Subscription	Cloudy IT	S	675.30	135.06	810.36
132	S106 Swans Nest	05/05/2026		1 Unity Trust Current	685099966	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
132	Grass Cutting - Urban Cut NCC	05/05/2026		1 Unity Trust Current	685099966	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
132	Grass Cutting - Urban Cut NCC	05/05/2026		1 Unity Trust Current	685099966	Grass Cutting	TTSR Limited	S	87.66	17.53	105.19
132	Grass Cutting - Open Spaces	05/05/2026		1 Unity Trust Current	685099966	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
140	Utilities - Gas	06/05/2026		1 Unity Trust Current	dd	Gas - Town Hall	EDF Energy	S	4,345.92	869.19	5,215.11
140	Utilities - Gas	06/05/2026		1 Unity Trust Current	dd	Gas - Town Hall	EDF Energy	S	-3,125.31	-613.91	-3,739.22
143	Salaries	11/05/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	20,219.39		20,219.39
144	HMRC	11/05/2026		1 Unity Trust Current	dd	PAYE	HMRC	X	7,117.06		7,117.06

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Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
145	Pension	11/05/2026		1 Unity Trust Current	775789574	Pension	Norfolk Pensions	X	6,324.09		6,324.09
162	BDC Rates	19/05/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	210.00		210.00
162	BDC Rates	19/05/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
162	BDC Rates	19/05/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	215.00		215.00
176	IT Hardware	19/05/2026		1 Unity Trust Current	255075991	IT Equipment	Cloudy IT	S	487.50	97.50	585.00
176	Town Hall	19/05/2026		1 Unity Trust Current	255075991	IT Equipment	Cloudy IT	S	1,625.00	325.00	1,950.00
176	Town Hall	19/05/2026		1 Unity Trust Current	255075991	IT Equipment	Cloudy IT	S	845.00	169.00	1,014.00
177	Waste Collection	19/05/2026		1 Unity Trust Current	400149496	Waste Collection	TTSR Limited	S	567.00	113.40	680.40
178	Cemetery	19/05/2026		1 Unity Trust Current	325104235	General Maintenance - Chapel	APT Roofing	S	3,100.00	620.00	3,720.00
181	IT Monthly WiFi/Teams/MS 365	19/05/2026		1 Unity Trust Current	816348958	Monthly Subscription	Cloudy IT	S	675.30	135.06	810.36
182	S106 Swans Nest	19/05/2026		1 Unity Trust Current	400149496	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
182	Grass Cutting - Urban Cut NCC	19/05/2026		1 Unity Trust Current	400149496	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
182	Grass Cutting - Open Spaces	19/05/2026		1 Unity Trust Current	400149496	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
182	Grass Cutting - Open Spaces	19/05/2026		1 Unity Trust Current	400149496	Grass Cutting	TTSR Limited	S	87.66	17.53	105.19
191	General Maintenance	20/05/2026		1 Unity Trust Current	872274137	General Maintenance - Butterc	LM Surveys	S	700.00	140.00	840.00
224	Insurance	03/06/2026		1 Unity Trust Current	353549333	Insurance	Arthur J Gallagher Insurance	Z	9,034.90		9,034.90
232	Town Hall	08/06/2026		1 Unity Trust Current	261049068	Flooring - Town Hall	Swaffham Carpet and Bedc	S	1,895.00	379.00	2,274.00
233	Street Lighting	08/06/2026		1 Unity Trust Current	570776300	Streetlight Maintenance Breckl	Breckland District Council	S	13,386.90	2,677.38	16,064.28
241	Salaries	08/06/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	18,807.95		18,807.95
242	HMRC	08/06/2026		1 Unity Trust Current	dd	PAYE	HMRC	X	7,255.87		7,255.87
243	Pension	08/06/2026		1 Unity Trust Current	BACS	Pension	Norfolk Pensions	X	7,060.15		7,060.15
244	Salaries	08/06/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	X	3,784.58		3,784.58
256	HR Advisory Service	11/06/2026		1 Unity Trust Current	401353089	HR Services	Council HR and Governanc	S	700.00	140.00	840.00
259	Legal Fees	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	S	800.00	160.00	960.00
259	Legal Fees	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	S	1,000.00	200.00	1,200.00
259	Land Purchase	12/06/2026		1 Unity Trust Current	192359263	Land Purchase	Auction House (N&NS) Ltd	Z	11,000.00		11,000.00
264	Salaries	15/06/2026		1 Unity Trust Current	BACS	Staff - Salaries	Salaries	E	5,256.18		5,256.18
265	Community Grants	15/06/2026		1 Unity Trust Current	747017194	Community Grant	Iceni Partnership	E	500.00		500.00
271	PWLB - PW492650	15/06/2026		1 Unity Trust Current	dd	PWLB - 492650/51	Public Works Loan Board	E	1,294.00		1,294.00
271	PWLB - PW492651	15/06/2026		1 Unity Trust Current	dd	PWLB - 492650/51	Public Works Loan Board	E	1,811.60		1,811.60
273	Office Equipment	15/06/2026		Lloyd Credit Card	Card	Office Furniture	City Used & Recycled Office	S	249.00	49.80	298.80
273	Office Equipment	15/06/2026		Lloyd Credit Card	Card	Office Furniture	City Used & Recycled Office	S	599.00	119.80	718.80
276	TIC SLA	15/06/2026		1 Unity Trust Current	962553316	TIC SLA	Swaffham Heritage	E	1,116.00		1,116.00
278	General Maintenance - Open Sp	15/06/2026		1 Unity Trust Current	648802171	General Maintenance - Rec Gr	Wicksteed	S	500.52	100.10	600.62
278	General Maintenance - Open Sp	15/06/2026		1 Unity Trust Current	648802171	General Maintenance - Rec Gr	Wicksteed	S	42.54	8.51	51.05
279	BDC Rates	15/06/2026		1 Unity Trust Current	dd	Rates	Breckland District Council	E	210.00		210.00

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Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
279	BDC Rates	15/06/2026		1 Unity Trust Curren	dd	Rates	Breckland District Council	E	1,227.00		1,227.00
279	BDC Rates	15/06/2026		1 Unity Trust Curren	dd	Rates	Breckland District Council	E	215.00		215.00
292	Land Purchase	25/06/2026		1 Unity Trust Curren	122166371	Land Purchase	Greene & Greene Partnersl	Z	100,668.00		100,668.00
310	Water Rates	30/06/2026		1 Unity Trust Curren	2565831/6462355	Water Rates - Allotments	WAVE - Anglian Water	E	328.34		328.34
310	Water Rates	30/06/2026		1 Unity Trust Curren	2565831/6462355	Water Rates - Allotments	WAVE - Anglian Water	E	209.90		209.90
327	S106 Swans Nest	30/06/2026		1 Unity Trust Curren	721966827	Grass Cutting	TTSR Limited	S	1,510.24	302.05	1,812.29
327	Grass Cutting - Urban Cut NCC	30/06/2026		1 Unity Trust Curren	721966827	Grass Cutting	TTSR Limited	S	1,884.12	376.82	2,260.94
327	Grass Cutting - Urban Cut NCC	30/06/2026		1 Unity Trust Curren	721966827	Grass Cutting	TTSR Limited	S	87.66	17.53	105.19
327	Grass Cutting - Open Spaces	30/06/2026		1 Unity Trust Curren	721966827	Grass Cutting	TTSR Limited	S	698.94	139.79	838.73
329	Legal Fees	30/06/2026		1 Unity Trust Curren	439594649	Legal Fees - Car Park Transfer	Davitt Jones Bould Ltd	S	1,688.00	337.60	2,025.60
Total									304,264.15	10,583.53	314,847.68