

Appendix 1 - Elmstead Parish Council Finance Report for April/May
2023

	Invoice Date	Method	Payee	Invoice Number	Net	VAT	Total	
			Approval is requested for the following payments:					
1	01/05/2023	BT	Elmstead Community Centre - April hall hire (4 x Warm Hub, 2 x meetings, 1 x surgery)	37C	£ 124.00	£ -	£ 124.00	
2	30/04/2023	DD	Mrs A Baxter - Google Workspace Business starter 04/23	4712698727	£ 9.20	£ -	£ 9.20	
3	22/04/2023	DD	Mrs A Baxter - Zoom standard pro monthly	INV198807946	£ 12.99	£ 2.60	£ 15.59	
4	28/04/2023	BT	Mrs Baxter - April home printing excess over pre-home working usual plan		£ 6.50	£ -	£ 6.50	
5	04/05/2023	BT	Upmarket - Family fund day advert		£ 12.50		£ 12.50	
6	20/04/2023	BT	Ernest Doe & Sons Ltd - Strimmer line	41298	£ 16.50	£ 3.30	£ 19.80	
7	Various	BT	Clr Jeggo - Plaque for Coronation bench, Coronation flag, party props, tablecloths, street banners, royal cut outs		£ 62.26	£ 11.06	£ 73.32	
8	13/04/2023	BT	Mrs M Hellen - food and drink for the warm hub		£ 7.08		£ 7.08	
9	Various	BT	Mrs J Vaughan - Coronations expenses; fireworks and children's crafts,		£ 325.35	£ 4.66	£ 330.01	
10	Various	BT	Clr S Donaldson - food, drink and flowers for the warm hub.	receipts	£ 51.56		£ 51.56	
11	Various	BT	Ms ES Richfield - food and drink for the warm hub. Paid.	receipts	£ 66.58	£ -	£ 66.58	
12	12/05/2023	BT	Upsons - mower service and rear light unit	104607	£ 1,729.44	£ 345.89	£ 2,075.33	
13	16/05/2023	BT	SLCC - clerk's membership renewal July 23 - June 24		£ 222.00		£ 222.00	
14	01/06/2023	BT	Zurich Municipal - council insurance (year 2 of a 3 year long term arrangement)		£ 1,053.65		£ 1,053.65	
15	09/05/2023	BT	Mrs J Stobart - Internal audit work for the year ended 31st March 2023		£ 210.00		£ 210.00	
			Prior approval given and payment made:					
15	28/03/2023	BT	Elmstead Cricket Club - Jubilee expenses; fireworks, medals, pencils, crayons, tattoos and sweets. Paid.	Jubilee022022	£ 208.16	£ -	£ 208.16	
			Direct Debits and Standing Orders:					
	01/05/2023	DD	A&J Lighting Solutions - Streetlight maintenance	37268	£ 31.63	£ 6.33	£ 37.96	
	30/04/2023	DD	CSH Environmental - skip empty x 2	P601760	£ 33.64	£ 6.73	£ 40.37	

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	30/04/2023	DD	CSH Environmental - Annual duty of care	P601761	£ 25.00	£ 5.00	£ 30.00
	11/05/2023	DD	Npower - Streetlight electricity	IN07048499	£ 48.40	£ 2.42	£ 50.82
	05/04/2023	DD	Npower - Streetlight electricity	IN06691830	£ 35.14	£ 1.76	£ 36.90
	10/05/2023	DD	Talk Talk - phone and internet	24880954	£ 46.51	£ 9.30	£ 55.81
	10/04/2023	DD	Talk Talk - phone and internet	24777285	£ 39.28	£ 7.86	£ 47.14
			Total		£ 4,377.37	£ 406.91	£ 4,563.61
			For information				
	28/04/2023	BT	April salaries and pension - Paid	Monthly	£ 2,193.26	£ -	£ 2,193.26
							£ -

Parish Council agreed the above expenditure on 18th May 2023 agenda item 23/094(i)

Signed _____

Examined invoices _____

Closing Balances to 30th April 2023 are:

Current Account to end of month	£ 7,084.16
Total Expenses unpaid at end of month	-£ 40.37
Balance in current account after expenses unpaid	£ 7,043.79
Business Premium Account	£ 50,183.73
Active Saver Account	£ 50,053.16
Estimated Overall Closing Balance - Current and Deposit	£ 107,280.68

Income Details for April 2023:

TDC - Precept	£ 27,404.00
TDC - LTSS Grant	£ 333.00
Essex County Council - Grass cutting 2022/23	£ 683.02
National Lottery Coronation Grant	£ 530.00
Total income for the month	£ 28,950.02