

Appendix 1 - Elmstead Parish Council Finance Report August
2024

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total
			Approval is requested for the following payments:					
1	01/09/2024	BT	Elmstead Community Centre	Hall hire for August; 3 x council meetings, 4 x Wednesday hub.	53C	£ 112.00	£ -	£ 112.00
2	22/08/2024	BT	R.J. Osborn Printers	Print and fold 1100 NP Referendum leaflets	209087	£ 178.00	£ -	£ 178.00
3	30/08/2024	BT	R.J. Osborn Printers	Print and fold 1100 NP Referendum leaflets	209107	£ 178.00	£ -	£ 178.00
4	04/09/2024	BT	R.J. Osborn Printers	Print and fold 1100 NP Referendum leaflets	209115	£ 178.00	£ -	£ 178.00
5	14/08/2024	BT	Ernest Doe & Sons Ltd	Polycut blade set	C36525	£ 23.49	£ 4.70	£ 28.19
6	14/08/2024	BT	Ernest Doe & Sons Ltd	Combination padlock	C36527	£ 11.66	£ 2.33	£ 13.99
7	14/08/2024	BT	Ernest Doe & Sons Ltd	New strimmer	C92585	£ 182.50	£ 36.50	£ 219.00
8	Various	BT	Mr A Dingwall	Items for standpipe (postcrete, tap connector, padlock), post base, super glue	Receipts	£ 77.28	£ 6.16	£ 83.44
9	22/08/2024	BT	Duncan Clark & Beckett Ltd	Architectural services, work stage 3b - planning phase.	3101	£ 2,100.00	£ 420.00	£ 2,520.00
10	09/08/2024	BT	Sibbons	Hire of excavator for South Green standpipe, pipe installation.	33349	£ 120.50	£ 22.00	£ 142.50
11	09/08/2024	BT	Lambert Smith Hampton	Rent for playing field 19/9/24 - 24/3/25	77250	£ 610.65	£ -	£ 610.65
12	02/09/2024	BT	PKF Littlejohn LLP	Limited assurance review of the Annual Return for 2023/24	SB20241451	£ 315.00	£ 63.00	£ 378.00
13	28/08/2024	BT	Mrs A Baxter	August home printing excess over pre-home working usual plan		£ 7.80	£ -	£ 7.80
14	30/08/2024	BT	Tree Planning Solutions	Tree condition survey and report.	INV-0187	£ 745.00	£ 149.00	£ 894.00
15	19/07/2024	BT	1st Alresford and 1st Elmstead	2024/25 Grant		£ 300.00	£ -	£ 300.00
16	19/07/2024	BT	Elmstead Baby & Toddler Group	2024/25 Grant		£ 300.00	£ -	£ 300.00
17	19/07/2024	BT	Elmstead Nursery	2024/25 Grant		£ 300.00	£ -	£ 300.00
18	19/07/2024	Cheque	Knitting Group	2024/25 Grant		£ 200.00	£ -	£ 200.00
19	19/07/2024	BT	St. Anne's & St. Laurence Church	2024/25 Grant		£ 400.00	£ -	£ 400.00

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20	19/07/2024	BT	The Marketeers	2024/25 Grant		£ 300.00	£ -	£ 300.00	
21	02/09/2024	BT	Upmarket	Reprint of one page of September issue and insert 2 flyers.		£ 78.95	£ -	£ 78.95	
22	10/07/2024	BT	Tendring District Association of Local Councils	Affiliation Fee May 2024 - April 2025. Payment on July FR was bounced back.		£ 20.00		£ 20.00	
23	31/08/2024	BT	Mr D M Jackaman	Drainage and paving works for the New Community Centre		£ 1,650.00	£ 330.00	£ 1,980.00	
	Sub Total								£ 9,422.52
			Payments already approved and paid not included on previous Finance Reports						
24	20/08/2024	BT	Affinity Water	Application fee for connection. Paid.	100054269	£ 8.00	£ 1.60	£ 9.60	
25	20/08/2024	BT	Affinity Water	Admin fee for connection. Paid.	100054270	£ 109.00	£ 21.80	£ 130.80	
26	20/08/2024	BT	Affinity Water	Job cost at South Green for connection. Paid.	1018008	£ 1,162.00	£ 232.40	£ 1,394.40	
27	22/08/2024	BT	PortalPlanQuest Limited	Planning application fee for New Community Centre. Paid.		£ 2,948.33	£ 11.67	£ 2,960.00	
			Payments made by pre-paid card from Equals Account						
28	01/08/2024	SD Card	Budgens	Hub supplies		£ 10.80		£ 10.80	
29	08/08/2024	SD Card	Tesco	Hub supplies		£ 44.11		£ 44.11	
30	15/08/2024	SD Card	Tesco	Hub supplies		£ 32.89		£ 32.89	
31	29/08/2024	SD Card	Budgens	Hub supplies		£ 1.99		£ 1.99	
32	29/08/2024	SD Card	Budgens	Hub supplies		£ 25.05		£ 25.05	£ 114.84
33	11/08/2024	AB Card	Google	Storage		£ 1.33	£ 0.26	£ 1.59	
	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total	
34	01/09/2024	DD	A&J Lighting Solutions	Monthly maintenance street lights	38534	£ 31.63	£ 6.33	£ 37.96	
35	31/08/2024	DD	CSH Environmental Ltd	Skip empty x 2	P665297	£ 35.32	£ 7.06	£ 42.38	
36	03/08/2024	DD	Npower	Electricity for street lights - July	IN11201423	£ 58.46	£ 2.92	£ 61.38	

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			Direct Debits and Standing Orders:					
37	01/09/2024	DD	Starboard Systems Ltd	Scribe accounts subscription	INV-6953	£ 51.00	£ 10.20	£ 61.20
38	01/08/2024	SO	Essex Playing Field Association	Membership		£ 30.00	£ -	£ 30.00
			For information					
39	02/09/2024	BT	Payroll summary	August salaries and pension. Paid.		£ 2,993.69	£ -	£ 2,993.69
			Total			£ 15,932.43	£ 1,327.94	£ 17,260.37
		BT	Transfer Requests to remove invoices (net) paid for new community centre from the s106 savings account					
40		BT	From Barclays a/c 40089559 to 50336858	Duncan Clark & Becket Architect fees above to be paid from s106 funds				£ 2,100.00
41		BT	From Barclays a/c 40089559 to 50336858	PortalPlanQuest planning application fee above to be paid from s106 funds				£ 2,948.33
42		BT	From Barclays a/c 40089559 to 50336858	Mr D M Jackaman fee above to be paid from s106 funds				£ 1,650.00
		BT	Transfer Requests					
43		BT	From Barclays a/c 40089559 to Redwood savings account	Transfer of s106 funds to savings accounts with higher interest rate as previously resolved.				£ 200,000.00
44		BT	From Barclays a/c 40089559 to Unity current account to then be transferred to 6 month deposit account	Transfer of s106 funds to savings accounts with higher interest rate as previously resolved.				£ 200,000.00
			Income					
							£ -	£ -
			Total			£ -		£ -

Parish Council agreed the above expenditure on 5th September 2024 agenda item 24/201(i)

Signed _____

Examined invoices _____

Closing Balances to 31st August 2024

Barclays Current Account	£ 9,445.10
Barclays Business Premium Account	£ 5,567.27
Barclays Active Saver Account (New Community Centre s106 contributions)	£ 522,256.99
Unity Current Account	£ 20,000.00
Unity Instant Access Savings Account	£ 20,000.00
Equals Account (Pre-paid cash cards)	£ 685.64
Overall Closing Balance - Current and Deposit	£ 577,955.00

£73.41 for social hub, £154.78 for handyman,
£457.45 for clerk, reserve £0