

Appendix 1 - Elmstead Parish Council Finance Report for December
2023

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total	
			Approval is requested for the following payments:						
1	01/01/2024	BT	Elmstead Community Centre	December hall hire (2 x meetings, 3 x social hub, 2 x Christmas market)	45C	£ 260.00	£ -	£ 260.00	
2	27/11/2023	BT	Mrs Baxter	November home printing excess over pre-home working usual plan		£ 6.50	£ -	£ 6.50	
3	31/12/2023	BT	Mrs A Baxter	Google Workspace Business starter 12/23.	4882051590	£ 9.20	£ -	£ 9.20	
4	11/12/2023	BT	Ernest Doe & Sons Ltd	Litter picker	C23740	£ 20.83	£ 4.17	£ 25.00	
5	01/12/2023	BT	Upmarket	Christmas Market advert		£ 12.50	£ -	£ 12.50	
6	Various	BT	Mr Dingwall	Diesel for mower, hardware for mower, mower tyre repair. Paid £60.		£ 54.17	£ 10.83	£ 65.00	
7	Various	BT	Mr Dingwall	String line for litter picker, black paint for mower, hardware for camera bracket for mower		£ 20.01	£ 3.67	£ 23.68	
			Payments made by pre-paid card from Equals Account						
8	08/12/2023	AB Card	Budgens	Food and drink for Christmas meeting		£ 20.33	£ 2.33	£ 22.66	
9	06/12/2023	SD Card	The Range	Social hub expenses		£ 19.64	£ -	£ 19.64	
10	07/12/2023	SD Card	Budgens	Social hub expenses		£ 9.83	£ 0.23	£ 10.06	
11	12/12/2023	SD Card	Poundland	Social hub expenses		£ 7.00		£ 7.00	
12	13/12/2023	SD Card	Tesco	Social hub expenses		£ 17.51		£ 17.51	
13	13/12/2023	SD Card	The Range	Social hub expenses		£ 7.34		£ 7.34	
14	13/12/2023	SD Card	Aldi	Social hub expenses		£ 32.53		£ 32.53	

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Direct Debits and Standing Orders:							
01/01/2024	DD	A&J Lighting Solutions	Monthly maintenance street lights	37894	£ 31.63	£ 6.33	£ 37.96
31/12/2024	DD	CSH Environmental Ltd	Skip empty x 2	P633725	£ 33.64	£ 6.73	£ 40.37
05/12/2024	DD	Npower	Electricity for street lights - November	IN09122818	£ 79.60	£ 3.98	£ 83.58
		Total			£ 642.26	£ 38.27	£ 680.53
		For information					
29/010/2023	BT	Payroll summary	December salaries and pension. Third quarter PAYE and NI. Paid	December	£ 4,931.71	£ -	£ 4,931.71

Parish Council agreed the above expenditure on 4th January 2024 agenda item 24/014

Signed _____

Examined invoices _____

Closing Balances to 31st December 2023

Current Account to end of month	£ 10,895.98	
Total Expenses unpaid at end of month	-£ 512.08	
Balance in current account after expenses unpaid	£ 10,383.90	
Business Premium Account	£ 50,559.02	
Active Saver Account	£ 50,174.50	
Equals Account (Pre-paid cash cards)	£ 1,475.77	£139.44 for social hub, £250 for handyman, £977.34 for clerk, £108.99 reserve
Overall Closing Balance - Current and Deposit	£ 112,593.19	

Income Details for December 2023:

04-Dec	Business Premium interest	£ 174.50
04-Dec	Business Premium interest	£ 162.23
	Total income for the month	£ 336.73