

Appendix 1 - Elmstead Parish Council Finance Report for end of March
2023

	Invoice Date	Method	Payee	Invoice Number	Net	VAT	Total
			Approval is requested for the following payments:				
1	01/04/2023	BT	Elmstead Community Centre - March hall hire (5 x Warm Hub, 1 x meeting, 1 x surgery)	36C	£ 136.00	£ -	£ 136.00
2	31/03/2023	DD	Mrs A Baxter - Google Workspace Business starter 03/23	4694630502	£ 9.20	£ -	£ 9.20
3	22/03/2023	DD	Mrs A Baxter - Zoom standard pro monthly	INV194235563	£ 12.99	£ 2.60	£ 15.59
4	28/03/2023	BT	Mrs Baxter - March home printing excess over pre-home working usual plan		£ 6.50	£ -	£ 6.50
6	23/03/2023	BT	Oneill Homer - Neighbourhood Development Order Professional Fees	1329	£ 19,145.00	£ 3,829.00	£ 22,974.00
7	03/04/2023	BT	EALC and NALC Affiliation Fees	16598	£ 541.88		£ 541.88
8	26/03/2023	BT	Cllr Jeggo - plaque for little library		£ 18.00	£ -	£ 18.00
9	31/03/2023	BT	VCS Websites Ltd - Secure UK-based Web Hosting 6 months Apr 2023-Sep 2023	1293	£ 135.00	£ -	£ 135.00
10	Var	BT	Mrs A Baxter - mileage to Clacton Town Hall and parking x 2. 22miles round trip x 2 @£0.45/mile = £19.80. Car parking x 2 = £3.60.	receipts	£ 23.40		£ 23.40
11	31/03/2023	BT	Crown Hire Ltd - hire of 4 x toilets for Coronation event	2090	£ 300.00	£ 60.00	£ 360.00
12	31/03/2023	BT	Ms Thompson - food and drink for the warm hub	receipt	£ 14.27	£ -	£ 14.27
13	08/03/2023	BT	Ms M - food and drink for the warm hub	receipt	£ 9.62	£ -	£ 9.62
14	03/04/2023	BT	Cllr Jeggo - frame for the Coronation plaque	receipt	£ 3.33	£ 0.67	£ 4.00
			Prior approval given and payment made:				
15	28/03/2023	BT	Elmstead Cricket Club - Jubilee Expenses (payment of invoice approved in March PC meeting)	Jubilee022022	£ 208.16	£ -	£ 208.16
			Direct Debits and Standing Orders:				
	01/04/2023	DD	A&J Lighting Solutions - Streetlight maintenance	37186	£ 31.63	£ 6.33	£ 37.96
	31/03/2023	DD	CSH Environmental - skip empty x 2	P598691	£ 33.64	£ 6.73	£ 40.37
			Total		£ 20,628.62	£ 3,905.33	£ 24,533.95

Appendix 1 - Elmstead Parish Council Finance Report for end of March
2023

		For information				
28/03/2023	BT	March salaries and pension - Paid	Monthly	£ 2,869.84	£ -	£ 2,869.84
28/03/2023	BT	HMRC - 4th Quarter PAYE and NIC	Quarterly	£ 1,505.29		£ 1,505.29

Parish Council agreed the above expenditure on 6th April 2023 agenda item 23/65(i)

Signed _____

Examined invoices _____

Closing Balances to 31st March 2023 are:

Current Account to end of month	£ 4,696.86
Total Expenses unpaid at end of month	£ -
Balance in current account after expenses unpaid	£ 4,696.86
Business Premium Account	£ 50,183.73
Active Saver Account	£ 50,000.00
Estimated Overall Closing Balance - Current and Deposit	£ 104,880.59

Income Details for March 2023:

Beth Chatto donation for warm hub	£ 1,500.00
Business Premium interest	£ 85.82
Total income for the month	£ 1,585.82