

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

	Invoice Date	Method	Payee	Invoice Number	Net	VAT	Total
			Approval is requested for the following payments:				
1	01/06/2023	BT	Elmstead Community Centre - May hall hire (5 x Warm Hub, 1 x meeting, 1 x audit, 1 x County Councillor meeting and 1 x surgery)	38C	£ 164.00	£ -	£ 164.00
2	22/05/2023	DD	Mrs A Baxter - Zoom standard pro monthly. Subscription cancelled from June.	INV203167735	£ 12.99	£ 2.60	£ 15.59
3	22/05/2023	BT	R.J. Osborn - Print 1100 Garden Community leaflets	198394	£ 148.00	£ -	£ 148.00
4	23/05/2023	BT	Lambert Smith Hampton - Rent review adjustment 1/4/23 - 18/9/23	75823	£ 68.10		£ 68.10
5	03/05/2023	BT	Mr A Dingwall - nuts, bolts & washers. Pivot gun, rivets set and drill set. For installation of gate return springs at Playing Field.	Receipts	£ 36.66		£ 36.66
6	15/04/2023	BT	Clr Jeggo - Plants for village planters	Receipt	£ 10.00		£ 10.00
7	08/05/2023	BT	Clr A Brennan - Tree for Queen's canopy - Jubilee	Receipt	£ 50.00		£ 50.00
8	TBA	BT	Upsons - Problem with cutters, pick up and drop off. Awaiting invoice.	TBA	£ 175.00	£ 35.00	£ 210.00
							£ -
			Prior approval given and payment made:				
15	Various	BT	Ms ES Richfield -provisions for the Coronation warm hub. Paid.		£ 20.50	£ -	£ 20.50
			Direct Debits and Standing Orders:				
	23/05/2023	DD	A&J Lighting Solutions - Annual maintenance visit; Photocell x 1 and recycling	37298	£ 22.50	£ 4.50	£ 27.00
			Total		£ 707.75	£ 42.10	£ 749.85
			For information				
	28/05/2023	BT	May salaries and pension - Paid	Monthly	£ 2,393.33	£ -	£ 2,393.33
							£ -

Parish Council agreed the above expenditure on 1st June 2023 agenda item 23/114(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