

Appendix 1 - Elmstead Parish Council Finance Report for February 2021

Invoice Date	Method	Payee	Invoice Number	Net	VAT	Total
		Approval is requested for the following payments:				
09/02/2021	BT	ONeill Homer - Professional Fees for Neighbourhood Plan	942	£ 1,925.00	£ 385.00	£ 2,310.00
29/01/2021	BT	EALC - Financial Regulations Course for Cllr Ward 25th Feb	13532	£ 70.00	£ 14.00	£ 84.00
28/01/2021	BT	EALC - Climate Crisis Conference Cllr Ward 28th Jan	13525	£ 50.00	£ 10.00	£ 60.00
		Grants to Local Organisations Approved in January PC Meeting:				
18/02/2021	BT	1st Alresford & 1st Elmstead Scouts		£ 300.00	£ -	£ 300.00
18/02/2021	BT	Elmstead Community Centre		£ 300.00	£ -	£ 300.00
18/02/2021	BT	Elmstead in Bloom		£ 300.00	£ -	£ 300.00
18/02/2021	BT	Elmstead Market WI		£ 300.00	£ -	£ 300.00
18/02/2021	BT	Elmstead Nursery		£ 300.00	£ -	£ 300.00
18/02/2021	cheque	Essex Air Ambulance		£ 100.00	£ -	£ 100.00
18/02/2021	cheque	Knitting Group		£ 200.00	£ -	£ 200.00
18/02/2021	BT	St Anne's & St Laurence Church - churchyard maintenance		£ 300.00		£ 300.00
18/02/2021	BT	The Marketeers		£ 300.00	£ -	£ 300.00
18/02/2021	BT	UpMarket		£ 300.00	£ -	£ 300.00
18/02/2021	BT	War Memorial - Mike Laws		£ 50.00	£ -	£ 50.00
		Prior Approval Given and payment made:				
04/02/2021	BT	Cllr A Brennan - Dell Laptop for clerk (PC Minute 21/016(ii))		£ 411.67	£ 82.33	£ 494.00
05/02/2021	BT	Cllr A Brennan - 2 x Acer Laptops for council (PC Minute 21/016(ii))		£ 542.99	£ -	£ 542.99
04/02/2021	BT	Cllr A Brennan - external hard drive for clerk (PC Minute 21/016(ii))		£ 47.73	£ 9.55	£ 57.28
10/02/2021	BT	Mrs A Baxter - Microsoft 365 and Norton 360 for 15 months for 5 devices (PC Minute 21/016(ii))		£ 47.87	£ 9.58	£ 57.45
11/02/2021	BT	Mrs A Baxter - 2 x noticeboards for bus shelters (PC Minute 20/089)		£ 59.90	£ 11.98	£ 71.88
23/01/2021	BT	Mrs H Ward - food and toiletries for Elmstead Community Larder. Approved by Chairman and clerk in accordance with Financial Regulation 4.1.		£ 126.06	£ -	£ 126.06

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Direct Debits and Standing Orders						
10/02/2021	DD	Talk Talk - phone and internet	21960731	£ 24.00	£ 4.80	£ 28.80
01/02/2021	DD	A&J Lighting Solutions - Streetlight maintenance	34894	£ 31.63	£ 6.33	£ 37.96
01/02/2021	DD	Eon - street lighting	H19720D652	£ 32.80	£ 1.64	£ 34.44
31/01/2021	DD	CSH Environmental - Empty skip x 2 & excess weight	P501003	£ 34.44	£ 6.89	£ 41.33
28/01/2021	DD	Nest - pension contribution	Monthly	£ 65.99		£ 65.99
		Total		£ 6,220.08	£ 542.10	£ 6,762.18
For information						
28/01/2021	BT	January salaries	Monthly	£ 1,411.98	£ -	£ 1,411.98

Parish Council resolved to approve the above expenditure 18th February 2021 agenda item 21/041(i)

Signed

Examined invoices

Closing Balances to 31st January 2021 are:

Current Account to end of month	£ 4,243.09
Total Expenses unpaid at end of month	-£ 116.39
Total of unpaid expenses in February payments - request for approval	-£ 5,412.52
Balance in current account after monthly expenses	-£ 1,285.82
Business Premium Account	£ 59,902.53
Active Saver Account	£ 10,123.43
Estimated Overall Closing Balance - Current and Deposit	£ 68,740.14

Income Details for January 2021:

Total income for the month	£ -