

Appendix 1 - Elmstead Parish Council Finance Report for January 2024

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total	
			Approval is requested for the following payments:						
1	01/02/2024	BT	Elmstead Community Centre	January hall hire (1 x meeting, 4 x social hub, 1 x surgery)	46C	£ 100.00	£ -	£ 100.00	
2	28/01/2024	BT	Mrs Baxter	January home printing excess over pre-home working usual plan		£ 6.50	£ -	£ 6.50	
3	31/01/2024	BT	Mrs A Baxter	Google Workspace Business starter 01/24.	TBA	£ 9.20	£ -	£ 9.20	
4	05/01/2024	BT	Mr A Dingwall (A.P. Engineering UK Ltd)	Supply bracket for the installation of safety camera to mower.		£ 33.33	£ 6.67	£ 40.00	
5	23/01/2024	BT	Wel Medical	1 pair of defibrillator pads	#S268584	£ 65.90	£ 13.18	£ 79.08	
			Payments already approved and made not included on previous Finance Reports						£ -
6	12/01/2024	BT	Essex and Herts Air Ambulance	Donation approved agenda item 24/015(ii)		£ 200.00		£ 200.00	
			Payments made by pre-paid card from Equals Account						
7	03/01/2024	AB card	Post Office	Card		£ 2.40		£ 2.40	
8	15/01/2024	AD card	B&Q	Broom		£ 10.50		£ 10.50	
9	23/01/2024	SD card	Aldi	Hub supplies		£ 14.63		£ 14.63	
10	25/01/2024	AB card	Tesco mobile	Top up for office mobile		£ 20.00		£ 20.00	
11	29/01/2024	AD card	Asda	Glue to fix the little library		£ 8.00		£ 8.00	
12	30/01/2024	SD card	Tesco	Hub supplies		£ 14.48		£ 14.48	

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Direct Debits and Standing Orders:								
01/02/2024	DD	A&J Lighting Solutions	Monthly maintenance street lights	TBA	£ 31.63	£ 6.33	£ 37.96	
31/01/2024	DD	CSH Environmental Ltd	Skip empty x 2	TBA	£ 33.64	£ 6.73	£ 40.37	
04/01/2024	DD	Npower	Electricity for street lights - December	IN09122818	£ 82.77	£ 4.14	£ 86.91	
		Total			£ 632.98	£ 37.05	£ 670.03	
		For information						
28/01/2024	BT	Payroll summary	January salaries and pension. Paid.	January	£ 2,294.26	£ -	£ 2,294.26	

Parish Council agreed the above expenditure on 1st February 2024 agenda item 24/032

Signed _____

Examined invoices _____

Closing Balances to 31st January 2024

Current Account to end of month	£ 7,823.30	
Total Expenses unpaid at end of month	-£ 302.08	
Balance in current account after expenses unpaid	£ 7,521.22	
Business Premium Account	£ 50,559.02	
Active Saver Account	£ 50,174.50	
Equals Account (Pre-paid cash cards)	£ 1,420.24	£124.81 for social hub, £231.50 for handyman, £954.94 for clerk, £108.99 reserve
Overall Closing Balance - Current and Deposit	£ 109,674.98	

Income Details for January 2024:

	£0.00
Total income for the month	£0.00