

Appendix 1 - Elmstead Parish Council Finance Report October
2024

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total
			Approval is requested for the following payments:					
1	01/11/2024	BT	Elmstead Community Centre	Hall hire for October; 1 x council meetings, 5 x Wednesday hub, 1 x meeting 8/10, 1 x Halloween.	55C	£ 204.00	£ -	£ 204.00
2	29/10/2024	BT	Mrs A Baxter	October home printing excess over pre-home working usual plan .		£ 24.00	£ 4.80	£ 28.80
3	05/09/2024	BT	Elmstead Cricket Club	2024/25 Grant.		£ 400.00	£ -	£ 400.00
4	14/10/2024	BT	Mr A Dingwall (B&Q)	Materials for bench installation x 2.	Receipts	£ 54.34	£ 10.86	£ 65.20
5	07/10/2024	BT	FV Conservatories and Windows Ltd	Supply and install replacement glass to bus shelter, North Green	SW9466	£ 112.35	£ 22.47	£ 134.82
6	22/10/2024	BT	Cllr Brennan	Halloween and Christmas supplies		£ 76.65	£ 2.49	£ 79.14
7	Various	BT	Cllr Jeggo	Halloween and Christmas supplies		£ 41.05	£ 9.20	£ 50.25
8	03/10/2024	BT	Tendring District Council	Servicing of 2 dog bins in Tye Road and Bromley Road.	7985225	£ 210.16	£ -	£ 210.16
9	Various	BT	Mr R Fairweather	Remembrance Day expenses: 8 x wreaths and 30 x wooden crosses.		£ 212.06	£ 42.41	£ 254.47
10	25/10/2024	BT	Mrs A Baxter	Parking for meeting with DC&B architects.		£ 4.40	£ -	£ 4.40
11	30/09/2024	BT	VCS Websites Ltd	6 months secure UK based web hosting	1388	£ 135.00	£ -	£ 135.00
12	10/10/2024	BT	Fred Smith Christmas Trees	14 foot Norway Spruce	0370	£ 155.00	£ 31.00	£ 186.00

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			Payments made by pre-paid card from Equals Account					
13	03/10/2024	SD Card	Budgens	Hub supplies		£ 20.15		£ 20.15
14	09/10/2024	SD Card	Aldi	Hub supplies		£ 25.46		£ 25.46
15	10/10/2024	SD Card	Budgens	Hub supplies		£ 11.27		£ 11.27
16	24/10/2024	SD Card	Budgens	Hub supplies		£ 21.04		£ 21.04
17	31/10/2024	SD Card	Tesco	Hub supplies		£ 73.27		£ 73.27
18	31/10/2024	SD Card	Budgens	Hub supplies		£ 6.73		£ 6.73
19	03/10/2024	AB Card	Amazon	Office supplies - copy paper.		£ 18.19	£ 3.64	£ 21.83
20	03/10/2024	AB Card	Amazon	Office supplies - lever arch files.		£ 18.03	£ 3.62	£ 21.65
21	03/10/2024	AB Card	Amazon	Office supplies - Af notebooks, punched pockets and sticky note pads		£ 21.30	£ 4.27	£ 25.57
22	10/10/2024	AB Card	Norton	Norton Utilities Ultimate Subscription		£ 39.99		£ 39.99
23	12/10/2024	AB Card	Google	Storage		£ 1.59		£ 1.59
24	30/10/2024	AB Card	The Book Bundle	Christmas event books		£ 21.98		£ 21.98
25	30/10/2024	AB Card	Books2door	Christmas event books		£ 38.25		£ 38.25

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			Direct Debits and Standing Orders:					
26	01/11/2024	DD	A&J Lighting Solutions	Monthly maintenance street lights	38705	£ 31.63	£ 6.33	£ 37.96
27	31/10/2024	DD	CSH Environmental Ltd	Skip empty x 3, excess weight £2.04	P674586	£ 55.02	£ 11.00	£ 66.02
28	03/10/2024	DD	Npower	Electricity for street lights - September	IN11630677	£ 64.48	£ 3.22	£ 67.70
29	01/11/2024	DD	Starboard Systems Ltd	Scribe accounts subscription	INV-7497	£ 51.00	£ 10.20	£ 61.20
30	31/10/2024	DD	Unity	Monthly fee		£ 5.40	£ -	£ 5.40
31	01/10/2024	DD	Nest	September pension contribution		£ 102.14	£ -	£ 102.14
32	31/10/2024	DD	Nest	October pension contribution		£ 138.32		£ 138.32
			For information					
33	28/10/2024	BT	Payroll summary	October salaries.		£ 3,321.42	£ -	£ 3,321.42
			Total			£ 5,715.67	£ 165.52	£ 5,881.19
		BT	Transfer Requests					
34		BT	From Unity current account to Equals account	For prepayment cards for Mrs Baxter, Mr Dingwall and the social hub		£ 500.00	£ -	£ 800.00

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			Income					
1		BT	Tendring District Council	Precept		£ 31,875.00	£ -	£ 31,875.00
2		BT	Tendring District Council	LTSS Grant		£ 381.00	£ -	£ 381.00
3	Var	BT	Event stallholders	Fees for Christmas		£ 15.00	£ -	£ 15.00
4	31/10/2024	BT	Redwood Bank	Interest on New Community Centre s106		£ 634.10	£ -	£ 634.10
			Total			£ 32,905.10		£ 32,905.10

Parish Council agreed the above expenditure on 7th November 2024 agenda item 24/245(i)

Signed _____

Examined invoices _____

Closing Balances to 30th September 2024

Barclays Current Account	£ 476.34
Barclays Business Premium Account	£ -
Barclays Active Saver Account (New Community Centre s106)	£ 116,643.41
Unity Current Account	£ 19,068.79
Unity Instant Access Savings Account	£ 47,314.77
Unity 6 month fixed term savings account (New Community Centre s106)	£ 200,000.00
Redwood 35 day notice account (New Community Centre s106)	£ 200,644.10
Equals Account (Pre-paid cash cards)	£ 312.38
Overall Closing Balance - Current and Deposit	£ 584,459.79

£20 for social hub, £88.38 for handyman,
£204.00 for clerk, reserve £0

Total Parish Council Funds	£ 67,172.28
Total New Community Centre s106 Funds	£ 517,287.51
	£ 584,459.79