

Appendix 1 - Elmstead Parish Council Finance Report September  
2024

	Invoice Date	Method	Payee		Invoice Number	Net	VAT	Total
			<b>Approval is requested for the following payments:</b>					
1	01/10/2024	BT	Elmstead Community Centre	Hall hire for September; 2 x council meetings, 4 x Wednesday hub.	54C	£ 96.00	£ -	£ 96.00
2	28/09/2024	BT	Mrs A Baxter	September home printing excess over pre-home working usual plan		£ 7.80	£ -	£ 7.80
3	24/09/2024	BT	Mr A Dingwall	Photocopying of timesheets	Receipt	£ 1.80	£ -	£ 1.80
4	06/08/2024	BT	Cllr A Gladwin	Coupling and pipe for standpipe installation on South Green.	Receipt	£ 28.97	£ 5.79	£ 34.76
5	06/09/2024	BT	Andrew Hastings Landscape Consultants Ltd.	Hard and soft landscape proposals for New Community Centre planning application.	1661	£ 725.00	£ 145.00	£ 870.00
6	09/09/2024	BT	Affinity Water Limited	Damage caused to telemetry cable on South Green on 12th August 2024. This invoice is not to be paid whilst our insurer is processing our claim.	100054837	£ 1,167.97	£ -	£ 1,167.97
7	13/09/2024	BT	SLCC	Allotment management; site facilities and health and safety training webinar.	BK217769-1	£ 30.00	£ 6.00	£ 36.00
8	18/09/2024	BT	Knitting Club	Payment of grant on receipt of purchase details.		£ 200.00	£ -	£ 200.00
9	30/09/2024	BT	Cllr L Richfield	Halloween event supplies		£ 14.15	£ 2.83	£ 16.98
10	03/10/2024	BT	Tendring District Council	Servicing and disposing of 2 dog bins in Tye Road and Bromley Road	7985225	£ 210.16	£ -	£ 210.16
	<b>Sub Total</b>							£ 2,641.47
			<b>Payments already approved and paid not included on previous Finance Reports</b>					
11	06/09/2024	BT	R.J.Osborn	2 x A1 posters for A Frame - Neighbourhood Plan. Paid.	209119	£ 60.00	£ 12.00	£ 72.00
			<b>Payments made by pre-paid card from Equals Account</b>					
12	05/09/2024	SD Card	Budgens	Hub supplies		£ 19.21		£ 19.21
13	26/06/2024	SD Card	Aldi	Hub supplies		£ 23.68		£ 23.68
14	13/09/2024	AB Card	Google	Storage		£ 1.33	£ 0.26	£ 1.59

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			<b>Direct Debits and Standing Orders:</b>					
15	01/10/2024	DD	A&J Lighting Solutions	Monthly maintenance street lights	38616	£ 31.63	£ 6.33	£ 37.96
16	30/09/2024	DD	CSH Environmental Ltd	Skip empty x 2	P670035	£ 35.32	£ 7.06	£ 42.38
17	04/09/2024	DD	Npower	Electricity for street lights - August	IN11412548	£ 59.07	£ 2.95	£ 62.02
18	01/10/2024	DD	Starboard Systems Ltd	Scribe accounts subscription	INV-7219	£ 51.00	£ 10.20	£ 61.20
19	30/09/2024	DD	Unity	Monthly fee		£ 5.28	£ -	£ 5.28
20	09/09/2024	DD	The Woodland Trust	Subscription		£ 100.00	£ -	£ 100.00
			<b>For information</b>					
21	30/09/2024	BT	Payroll summary	September salaries, pension and 2nd quarter PAYE and NIC.		£ 4,940.01	£ -	£ 4,940.01
			<b>Total</b>			<b>£ 7,808.38</b>	<b>£ 198.43</b>	<b>£ 8,006.81</b>
		BT	<b>Transfer Requests to remove invoices (net) paid for new community centre from the s106 savings account</b>					
22		BT	From Barclays a/c 40089559 to 50336858	Andrew Hastings Landscape Consultants Ltd. fees above to be paid from s106 funds				<b>£ 870.00</b>
		BT	<b>Transfer Requests</b>					
23		BT	From Barclays a/c 40089559 to 50336858	TDC paid the second half precept into the s106 Barclays savings account. To move it a portion into the Barclays current account to pay for the September invoices and the rest into the Unity instant access savings account.				£ 5,000.00
24		BT	From Barclays a/c 40089559 to Unity Instant Access Savings 20512688					£ 27,256.00

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			<b>Income</b>					
1	02/09/2024	BT	Barclays Active Saver	Interest for New Community Centre s106 account		£ 1,084.75	£ -	£ 1,084.75
2	02/09/2024	BT	Barclays Business Premium	Interest		£ 141.90	£ -	£ 141.90
3	Var	BT	Event stallholders	Fees for Halloween and Christmas		£ 40.00	£ -	£ 40.00
			<b>Total</b>			<b>£ 1,266.65</b>		<b>£ 1,266.65</b>

Parish Council agreed the above expenditure on 3rd October 2024 agenda item 24/223(i)

Signed \_\_\_\_\_

Examined invoices \_\_\_\_\_

**Closing Balances to 30th September 2024**

Barclays Current Account	£ 5,028.40
Barclays Business Premium Account	£ -
Barclays Active Saver Account (New Community Centre s106)	£ 316,643.41
Unity Current Account	£ 19,529.17
Unity Instant Access Savings Account	£ 20,000.00
Unity 6 month fixed term savings account (New Community Centre s106)	£ 200,000.00
Redwood 35 day notice account (New Community Centre s106)	£ 10.00
Equals Account (Pre-paid cash cards)	£ 641.16
<b>Overall Closing Balance - Current and Deposit</b>	<b>£ 561,852.14</b>

£100.52 for social hub, £108.78 for handyman,  
£431.86 for clerk, reserve £0

Total Parish Council Funds	£ 45,198.73
Total New Community Centre s106 Funds	£ 516,653.41
	<b>£ 561,852.14</b>