

SAXMUNDHAM TOWN COUNCIL - MAY 2024

01/05/2024

Balance Brought Forward - Unity Trust Bank Current
Balance Brought Forward - Cambridge Building Society

£150,406.43
£102,300.00
£252,706.43

Payments

Invoice Date	PO No	Supplier	Description	Gross	VAT	Net	Code
24/05/2024	n/a	Nest	Pensions - Month 2	£450.00	£0.00	£450.00	4000
24/05/2024	n/a	HMRC	PAYE - Month 2	£1,728.20	£0.00	£1,728.20	4000
24/05/2024	n/a	Employee 1	Salary - Month 2	£2,786.84	£0.00	£2,786.84	4000
24/05/2024	n/a	Employee 2	Salary - Month 2	£932.56	£0.00	£932.56	4000
24/05/2024	n/a	Employee 3	Salary - Month 2	£982.05	£0.00	£982.05	4000
24/05/2024	n/a	Employee 4	Salary - Month 2	£936.38	£0.00	£936.38	4000
24/05/2024	n/a	Employee 5	Salary - Month 2	£984.68	£0.00	£984.68	4000
24/05/2024	n/a	Employee 6	Salary - Month 2	£432.56	£0.00	£432.56	4000
14/05/2024	172/24TC	BT	Mobile Phone - Month 2	£8.81	£1.47	£7.34	4260
28/05/2024	173/24TC	BT	Telephone/Broadband - Month 2	£244.19	£40.70	£203.49	4260
30/04/2024	94/24TC	The Cleaning Company	Cleaning - Month 1	£240.00	£33.33	£206.67	4200
09/05/2024	163/24TC	Smartest Energy	Electricity - Month 1	£69.80	£3.32	£66.48	4205
03/05/2024	164/24TC	Smartest Energy	Gas - Month 1	£123.95	£5.90	£118.05	4205
20/05/2024	66/24TC	Smartest Energy	Electricity - Debt	£134.93	£6.42	£128.51	4205
29/05/2024	n/a	Market Hall	VAT Recovery - Qtr 4	£805.80	£0.00	£805.80	106
29/05/2024	n/a	Gannon Institute	VAT Recovery - Qtr 4	£2,952.07	£0.00	£2,952.07	106
29/05/2024	n/a	Market Hall	Half-Yearly Contribution	£8,000.00	£0.00	£8,000.00	4500
13/05/2024	n/a	Unity Trust Bank - Savings Account	Transfer	£60,000.00	£0.00	£60,000.00	n/a
01/05/2024	100/24TC	Suffolk Association of Local Councils	Annual Membership Subscription	£1,108.73	£0.00	£1,108.73	4250
18/04/2024	122/24TC	Suffolk Association of Local Councils	Training - Assistant Town Clerk and Town Clerk	£40.80	£6.80	£34.00	4095
16/05/2024	180/24TC	Suffolk Association of Local Councils	Training - Deputy Town Clerk	£38.40	£6.40	£32.00	4095
16/05/2024	181/24TC	Suffolk Association of Local Councils	Training - Town Clerk	£42.00	£7.00	£35.00	4095
22/04/2024	64/24TC	National Association of Local Councils	Local Council Award Scheme Registration	£60.00	£10.00	£60.00	4250
01/05/2024	104/24TC	East Suffolk Travel Association	Annual Membership Subscription	£7.00	£0.00	£7.00	4250
29/02/2024	177/24TC	Screwbolt Fixing	Wildlife Walk - General Supplies	£2.82	£0.47	£2.35	4829
18/04/2024	97/24TC	Cllr Benjamin Guliford	Wildlife Walk - Mileage	£37.80	£0.00	£37.80	4810
28/05/2024	189/24TC	Cllr Benjamin Guliford	Wildlife Walk - Mileage	£35.76	£0.00	£35.76	4810
29/04/2024	146/24TC	Amberol Ltd	Town House - Planters	£279.60	£46.60	£233.00	4810
09/05/2024	158/24TC	Amy Rayner	Plants	£52.10	£0.00	£52.10	4810
16/04/2024	157/24TC	Colin Hathway	Car Parking	£3.30	£0.00	£3.30	4050
28/05/2024	190/24TC	Colin Hathway	Petrol for Strimmers	£5.00	£0.83	£4.17	4815
01/04/2024	148/24TC	Action Play and Leisure Ltd	Play Equipment Repairs and Replacement	£1,426.80	£237.80	£1,189.00	4820
03/04/2024	106/24TC	PWLB	Loan Repayment - Town House	£10,688.62	£0.00	£10,688.62	4300
21/04/2024	155/24TC	Lisa Hamon	Stationery	£5.49	£0.92	£4.57	4245
09/05/2024	161/24TC	Viking	Stationery	£2.38	£0.40	£1.98	4245
09/05/2024	161/24TC	Viking	Cleaning Supplies	£81.51	£13.58	£67.93	4200

07/05/2024	160/24TC	OfficeFlow	Photocopier Service Charge - Month 2	£108.46	£18.08	£90.38	4245
26/04/2024	156/24TC	Rialtas Business Solutions	Year End Closedown	£1,041.60	£173.60	£868.00	4228
29/04/2024	131/24TC	Market Hall	Christmas Fayre - Hall Hire	£100.00	£0.00	£100.00	4505
13/05/2024	34/24TC	Saxmundham and District CIC	NPSG - Fromus Centre Room Hire	£60.00	£0.00	£60.00	4705
09/05/2024	31/24TC	Leiston Press	Recycling Posters - Incorrect Version	£87.60	£14.60	£73.00	4810
15/05/2024	178/24TC	Leiston Press	Recycling Posters	£87.60	£14.60	£73.00	4810
15/05/2024	178/24TC	Leiston Press	Tent Cards	£102.00	£17.00	£85.00	4245
22/04/2024	90/24TC	MJ Training	Arts Fest - First Aid	£554.40	£92.40	£462.00	4505
21/05/2024	128/24TC	Sharon Smith	Arts Fest - Temporary Events Notice	£21.00	£0.00	£21.00	4505
09/05/2024	162/24TC	Art Station	Grant	£1,500.00	£0.00	£1,500.00	4555
14/05/2024	171/24TC	IP17 GNS	Grant	£7,500.00	£0.00	£7,500.00	4599
14/05/2024	174/24TC	Saxmundham Museum	Grant	£1,250.00	£0.00	£1,250.00	4555
14/05/2024	175/24TC	Alde Vally Suffolk Family History Group	Grant	£250.00	£0.00	£250.00	4555
18/05/2024	182/24TC	Red Dune	IT Services - Month 2	£372.60	£62.10	£310.50	4255
28/05/2024	187/24TC	Red Dune	Bookings Email Cancellation Fee	£36.00	£6.00	£30.00	4255
28/05/2024	176/24TC	Sharon Smith	Stationery	£3.79	£0.00	£3.79	4245
21/05/2024	150/24TC	Sharon Smith	Elementor Pro - Website Support	£38.98	£0.00	£38.98	4405
21/05/2024	183/24TC	Sharon Smith	High Street Flags	£221.90	£0.00	£221.90	4830
21/05/2024	184/24TC	Sharon Smith	Annual Report - Cover Photo	£42.00	£0.00	£42.00	4400
28/05/2024	136/24TC	Sharon Smith	Annual Town Meeting - Refreshments	£66.19	£0.00	£66.19	4100
28/05/2024	165/24TC	ABC Radio	Annual Town Meeting - PA System	£150.00	£0.00	£150.00	4255
28/05/2024	186/24TC	IP17 GNS	Annual Town Meeting - Catering Services	£50.00	£0.00	£50.00	4100
30/04/2024	89/24TC	1st Saxmundham Scouts	Memorial Field - Water	£324.14	£0.00	£324.14	4205
30/10/2023	179/24TC	1st Saxmundham Scouts	Memorial Field - Water	£70.31	£0.00	£70.31	4205
				£109,769.50	£820.32	£108,959.18	

Receipts

Received	Payer	Description	Amount	Code
17/05/2024	Monthly Market	Stall Holders - May	£169.52	1100
29/05/2024	HM Revenue and Customs	VAT Recovery - Qtr 4	£8,237.06	105
28/05/2024	Monthly Market	Stall Holder - Arts Fest	£70.00	4505
			£8,476.58	
31/05/2024				
Balance Carried Forward - Unity Trust Bank Current			£49,113.51	
Balance Carried Forward - Unity Trust Bank Savings			£60,000.00	
Balance Carried Forward - Cambridge Building Society			£102,300.00	
			£211,413.51	