

SAXMUNDHAM TOWN COUNCIL - AUGUST 2024

01/08/2024	Balance Brought Forward - Unity Trust Bank Current	£10,361.12
	Balance Brought Forward - Unity Trust Bank Savings	£40,206.44
	Balance Brought Forward - Cambridge Building Society	£102,300.00
	Balance Brought Forward - Public Sector Deposit Fund	<u>£30,000.00</u>
		£182,867.56

Payments

Invoice Date	PO No	Supplier	Description	Gross	VAT	Net	Code	Authority
09/08/2024	n/a	Nest	Pensions - Month 5	£450.00	£0.00	£450.00	4000	Pre-Approved Payments List
12/08/2024	n/a	HMRC	PAYE - Month 5	£1,446.44	£0.00	£1,446.44	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 1	Salary - Month 5	£2,786.84	£0.00	£2,786.84	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 2	Salary - Month 5	£982.05	£0.00	£982.05	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 3	Salary - Month 5	£971.75	£0.00	£971.75	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 4	Salary - Month 5	£936.18	£0.00	£936.18	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 5	Salary - Month 5	£932.56	£0.00	£932.56	4000	Pre-Approved Payments List
24/08/2024	n/a	Employee 6	Salary - Month 5	£432.56	£0.00	£432.56	4000	Pre-Approved Payments List
30/07/2024	n/a	BT	Mobile Phone - Month 5	£8.81	£1.47	£7.34	4260	Pre-Approved Payments List
13/08/2024	n/a	BT	Telephone/Broadband - Month 5	£244.19	£40.70	£203.49	4260	Pre-Approved Payments List
26/07/2024	n/a	The Cleaning Company	Cleaning - Month 4	£241.20	£40.20	£201.00	4200	Pre-Approved Payments List
03/07/2024	n/a	Smartest Energy	Electricity - Month 4	£73.49	£3.50	£69.99	4205	Pre-Approved Payments List
02/08/2024	n/a	Smartest Energy	Gas - Month 4	£15.42	£0.73	£14.69	4205	Pre-Approved Payments List
19/08/2024	n/a	Red Dune	IT Services - Month 5	£372.60	£62.10	£310.50	4255	Pre-Approved Payments List
31/07/2024	n/a	OfficeFlow	Photocopier Service Charge - Month 5	£125.45	20.91	104.54	4245	Pre-Approved Payments List
09/08/2024	n/a	Market Hall	VAT Recovery - Qtr 1	£739.84	£0.00	£739.84	106	n/a
12/08/2024	n/a	The Gannon Institute	VAT Recovery - Qtr 1	£62.87	£0.00	£62.87	106	n/a
01/08/2024	139/24TC	Market Hall	Annual Town Meeting - Hall Hire	£40.00	£0.00	£40.00	4220	Pre-Approved Payments List
30/07/2024	251/24TC	Designfolk	Website Support	£270.00	£0.00	£270.00	4405	Pre-Approved Payments List
02/08/2024	250/24TC	Suffolk Association of Local Councils	Training - DeputyTown Clerk - Intro to CiLCA	£38.40	£6.40	£32.00	4095	Pre-Approved Payments List
25/07/2024	249/24TC	Leiston Press	Banner	£50.40	£8.40	£42.00	4400	Events and Communications Committee 18/24EC
25/07/2024	233/24TC	Leiston Press	Roller Banner	£102.00	£17.00	£85.00	4400	Events and Communications Committee 18/24EC
31/07/2024	252/24TC	Leiston Press	Annual Report - Printing	£164.00	£0.00	£164.00	4400	Resources Committee - 15/24RC
26/07/2024	188/24TC	Suffolk Association of Local Councils	Annual Internal Audit	£594.96	£99.16	£495.80	4230	Pre-Approved Payments List
29/07/2024	248/24TC	Binder Ltd	Youth Booth Service	£104.40	£17.40	£87.00	4675	Pre-Approved Payments List
01/08/2024	253/24TC	Jess Palmer	Office Equipment	£39.32	£13.43	£25.89	4265	Pre-Approved Payments List
01/08/2024	254/24TC	HG Crisps	Stationery	£10.17	£1.69	£8.48	4245	Pre-Approved Payments List
01/08/2024	255/24TC	Robert Ross	Christmas - Grotto Preparation	£18.99	£3.16	£15.83	4505	Events and Communications Committee - 53/23EC
07/08/2024	248/24TC	About Media	About Suffolk Magazine Article	£102.00	£17.00	£85.00	4400	Pre-Approved Payments List
07/08/2024	244/24TC	Sharon Smith	Town Map - Digital Download and Licence	£36.00	£6.00	£30.00	4265	Pre-Approved Payments List
07/08/2024	256/24TC	Sharon Smith (Amazon)	Chalkboard A Frame	£55.90	£0.00	£55.90	4810	Pre-Approved Payments List
07/08/2024	245/24TC	Sharon Smith (Amazon)	Wildlife Walk - Chicken Wire Mesh	£24.99	£4.17	£20.82	4810	Pre-Approved Payments List
07/08/2024	246/24TC	Sharon Smith (Amazon)	Chalk Pens	£7.49	£1.25	£6.24	4810	Pre-Approved Payments List
13/08/2024	275/24TC	Luke Harris	Memorial Field - Bridge Clearance	£52.50	£0.00	£52.50	4829	Town Clerk and Chair of Amenities and Services Committee
13/08/2024	n/a	Everflow	Water - Month 6	£50.86	£0.00	£50.86	4205	Pre-Approved Payments List
19/08/2024	n/a	Gannon Institute	Capital Replacement Fund - Blinds/Electrics/Door	£4,869.50	£0.00	£4,869.50	CRF	Resources Committee - 51/24RC
19/08/2024	n/a	1st Saxmundham Scouts	Memorial Field - Water	£293.90	£0.00	£293.90	4205	Pre-Approved Payments List
16/08/2024	243/24TC	Leiston Press	Town Map - Printing	£169.20	£28.20	£141.00	4265	Pre-Approved Payments List
15/08/2024	286/24TC	Leiston Press	Posters - Markets	£80.40	£13.40	£67.00	4265	Approved Payments
				<u>£17,997.63</u>	<u>£406.27</u>	<u>£17,591.36</u>		

Receipts

Received	Payer	Description	Amount	Code
09/08/2024	n/a	Groundworks UK	Neighbourhood Plan Grant	1305
16/08/2024	n/a	Stall Holders	Monthly Market - August	1100
08/08/2024	04/2025	Monthly Market	Stall Holder - Arts Fest	1100
09/08/2024	06/2025	Mens Shed	Licence Fee 2023-2024 and 2024-2025	1110
12/08/2024	n/a	Gannon Institute	Cleaning Reimbursement - Month 4	4200
02/08/2024	n/a	CCLA	Interest	1090
			<u>£131.96</u>	
			£10,357.40	

Transfers

19/08/2024	n/a	Unity Trust Bank	Transfer from Savings Account to Current Account	£10,000.00	n/a
19/08/2024	n/a	Unity Trust Bank	Transfer from Savings Account to Current Account	<u>£5,000.00</u>	n/a
				£15,000.00	

31/08/2024	Balance Carried Forward - Unity Trust Bank Current	£7,720.89
	Balance Carried Forward - Unity Trust Bank Savings	£35,206.44
	Balance Carried Forward - Cambridge Building Society	£102,300.00
	Balance Carried Forward - Public Sector Deposit Fund	<u>£30,000.00</u>
		£175,227.33