

SAXMUNDHAM TOWN COUNCIL - SEPTEMBER 2024

01/09/2024	Balance Brought Forward - Unity Trust Bank Current	£7,720.89
	Balance Brought Forward - Unity Trust Bank Savings	£35,206.44
	Balance Brought Forward - Cambridge Building Society	£102,300.00
	Balance Brought Forward - Public Sector Deposit Fund	<u>£30,000.00</u>
		<u>£175,227.33</u>

Payments

Invoice Date	PO No	Supplier	Description	Gross	VAT	Net	Code	Authority
	n/a	Nest	Pensions - Month 6	£450.00	£0.00	£425.92	4000	Pre-Approved Payments List
10/09/2024	n/a	HMRC	PAYE - Month 6	£1,446.24	£0.00	£1,600.00	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 1	Salary - Month 6	£2,786.84	£0.00	£2,736.15	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 2	Salary - Month 6	£982.05	£0.00	£1,060.55	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 3	Salary - Month 6	£971.75	£0.00	£984.68	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 4	Salary - Month 6	£936.38	£0.00	£982.05	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 5	Salary - Month 6	£932.56	£0.00	£932.56	4000	Pre-Approved Payments List
24/09/2024	n/a	Employee 6	Salary - Month 6	£432.56	£0.00	£440.56	4000	Pre-Approved Payments List
	n/a	BT	Mobile Phone - Month 6	£8.81	£1.47	£7.34	4260	Pre-Approved Payments List
	n/a	BT	Telephone/Broadband - Month 6	£244.19	£40.70	£203.49	4260	Pre-Approved Payments List
30/08/2024	n/a	The Cleaning Company	Cleaning - Month 5	£290.40	£48.40	£242.00	4200	Pre-Approved Payments List
04/09/2024	n/a	Smartest Energy	Electricity - Month 5	£47.10	£2.25	£44.85	4205	Pre-Approved Payments List
03/09/2024	n/a	Smartest Energy	Gas - Month 5	£8.04	£0.38	£7.66	4205	Pre-Approved Payments List
18/09/2024	n/a	Red Dune	IT Services - Month 6	£372.60	£62.10	£310.50	4255	Pre-Approved Payments List
30/08/2024	n/a	OfficeFlow	Photocopier Service Charge - Month 6	£63.34	10.56	52.78	4240	Pre-Approved Payments List
	n/a	Unity Trust Bank	Bank Charges - Month 6	£18.00	£0.00	£18.00	4235	Pre-Approved Payments List
	n/a	Unity Trust Bank	Transaction Charges - Month 6				4235	Pre-Approved Payments List
15/08/2024	n/a	Public Works Loan Board	Loan Repayment - Garron Institute	£1,519.65	£0.00	£1,519.65	4300	Pre-Approved Payments List
16/09/2024	88/24TC	Leiston Plant Hire	Memorial Field - Bridge Safety Fencing	£88.80	£14.80	£74.00	4829	Amenities and Services Committee - 94/23AS
31/05/2024	277/24TC	Market Hall	Reimbursement of Refuse Collection - Qtr 1	£171.60	£28.60	£143.00	4210	Pre-Approved Payments List
01/07/2024	276/24TC	East Suffolk Services	Refuse Collection - Qtr 2	£171.60	£28.60	£143.00	4210	Pre-Approved Payments List
03/09/2024	291/24TC	Amy Rayner	Training - Environment Coordinator - Agroecology	£20.00	£0.00	£20.00	4095	Pre-Approved Payments List
06/09/2024	287/24TC	Suffolk Association of Local Councils	Training - Deputy Town Clerk - Clerk Basics 2	£38.40	£6.40	£32.00	4095	Pre-Approved Payments List
05/07/2024	105/24TC	Rialtas Business Solutions Ltd	Training - Deputy Town Clerk - Ledgers	£312.00	£52.00	£260.00	4095	Pre-Approved Payments List
05/09/2024	292/24TC	Sharon Smith	Stationery	£218.21	£35.12	£183.09	4245	Pre-Approved Payments List
27/08/2024	280/24TC	Leiston Press	Tent Card x 1	£40.80	£6.80	£34.00	4245	Pre-Approved Payments List
29/08/2024	293/24TC	ESPO	Cleaning Supplies	£49.26	£8.21	£41.05	4265	Pre-Approved Payments List
03/09/2024	294/24TC	ESPO	Cleaning Supplies	£39.60	£6.60	£33.00	4265	Pre-Approved Payments List
09/09/2024	297/24TC	Robert Ross	Town House - Replacement Light	£44.40	£7.40	£37.00	4265	Pre-Approved Payments List
02/09/2024	295/24TC	Coastal Fire	Town House - Emergency Lighting Service	£71.40	£11.90	£59.50	4670	Pre-Approved Payments List
02/09/2024	296/24TC	Coastal Fire	Youth Booth - Emergency Lighting Service	£71.40	£11.90	£59.50	4675	Pre-Approved Payments List
09/09/2024	257/24TC	Sharon Smith - Rob Butler	Christmas - Entertainment Accommodation	£115.98	£0.00	£115.98	4505	Events and Communications Committee - 61/23EC
09/09/2024	298/24TC	Amy Rayner	Plants and Tools	£144.00	£0.00	£144.00	4810	Pre-Approved Payments List
10/09/2024	299/24TC	Amy Rayner	Plants	£209.60	£34.94	£174.66	4810	Pre-Approved Payments List
13/09/2024	n/a	Everflow	Water - Month 7	£32.99	£0.00	£32.99	4205	Pre-Approved Payments List
18/09/2024	247/24TC	PKF Littlejohn	Annual External Audit	£756.00	£126.00	£630.00	4230	Pre-Approved Payments List
17/09/2024	87/24TC	Dark Arc Engineering	Memorial Field - Bridge	£5,420.00	£0.00	£5,420.00	4829	Town Council - 5/24TC
	288/24TC	Market Hall	Arts Fest - Hall Hire	£100.00	£0.00	£100.00	4505	Pre-Approved Payments List
12/09/2024	300/24TC	Viking	Office Supplies	£82.90	£13.82	£69.08	4265	Pre-Approved Payments List
10/09/2024	301/24TC	Herring Bone Design Ltd	Website Amendments	£60.00	£0.00	£60.00	4405	Pre-Approved Payments List
06/09/2024	302/24TC	Saxmundham and District CIC	Neighbourhood Plan Steering Group - Room Hire	£60.00	£0.00	£60.00	4705	Pre-Approved Payments List
25/09/2024	n/a	Sharon Smith - Easyspace	Website Domain Renewal	£42.01	£0.00	£42.01	4405	Pre-Approved Payments List
26/09/2024	303/24TC	Fishers	General Supplies	£26.15	£0.00	£26.15	4650	Pre-Approved Payments List
				<u>£19,897.61</u>	<u>£558.95</u>	<u>£19,562.75</u>		

Receipts

Received	Payer	Description	Amount	Code
27/09/2024	n/a	East Suffolk Council	£127,025.00	1076
20/09/2024	n/a	Stall Holders	£94.37	1100
09/09/2024	01-24-25	Stall Holders	£40.00	1100
09/09/2024	n/a	CCLA	£128.35	1090
23/09/2024	n/a	Stall Holders	£60.00	1100
30/09/2024	02-24-25	Stall Holders	£40.00	1100
30/09/2024	n/a	Unity Bank	£257.22	
			<u>£127,644.94</u>	

Transfers

n/a	Unity Trust Bank	Transfer from Savings Account to Current Account	<u>£20,000.00</u>	n/a
			<u>£20,000.00</u>	

30/09/2024	Balance Carried Forward - Unity Trust Bank Current	£135,211.00
	Balance Carried Forward - Unity Trust Bank Savings	£15,463.66
	Balance Carried Forward - Cambridge Building Society	£102,300.00
	Balance Carried Forward - Public Sector Deposit Fund	<u>£30,000.00</u>
		<u>£282,974.66</u>