

a. Accounts - Consider Approval of Payments Made Since Last Meeting

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|----------------------|--------------------------------------|------|----------|------------------|
| Allotment Society | Annual membership | CARD | £ | 121.00 |
| BT Business | Broadband and phones plus call out | DD | £ | 396.00 |
| Clear Business | Pavilion Gas | DD | £ | 8.85 |
| Garden and Hire | Machine services supplies | CARD | £ | 57.70 |
| George Carr Supplies | Machine services supplies | CARD | £ | 18.00 |
| GiffGaff | Monthly phone subscriptions | DD | £ | 16.00 |
| Lloyds Bank | Service Charge | DD | £ | 8.50 |
| Mercedes Finance | Van Hire | DD | £ | 456.07 |
| NEST pensions | Pension contributions | DD | £ | 1,711.82 |
| Pozitive Energy | Electricity - Office | DD | £ | 775.75 |
| Salaries | Monthly wages | SO | £ | 9,364.38 |
| Screwfix | Various maintenance supplies | CARD | £ | 28.48 |
| SCIS Ltd | Mircosoft business package + support | DD | £ | 201.45 |
| Three Business | Pavilion Broadband | DD | £ | 28.84 |
| | | | £ | 13,192.84 |

b. Accounts - Consider Approval of Payments

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|--------------------------|--|------------|----------|-----------------|-----------------|
| aAFD | Monthly toilet cleaning | RPC2501-01 | £ | 459.00 | 459.00 |
| Aurora Security | Monthly security | RPC2501-02 | £ | 360.00 | 360.00 |
| HMRC | Income tax and NI contributions | RPC2501-05 | £ | 3,098.87 | 3,098.87 |
| LALC | Annual subscription less credit of account | RPC2501-06 | £ | 877.96 | 877.96 |
| Mundys Property Services | Letting agreement fees for 2 offices | RPC2501-07 | £ | 1,200.00 | 1,200.00 |
| Turnbulls | Bulbs for toilets | RPC2501-08 | £ | 5.65 | 5.65 |
| Your Local Lincs | Final signpost distribution | RPC2501-09 | £ | 129.60 | 129.60 |
| | | | £ | 6,131.08 | 6,131.08 |

c. Accounts - To Note Income Received

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|----------------------|-------------------------|----------|-----------------|
| Anglian Water | Refund for office water | £ | 871.14 |
| J Marshall Memorials | Cemetery fees | £ | 304.00 |
| Office Tenants | Deposits | £ | 445.00 |
| Office Tenants | Office rents | £ | 445.00 |
| | | £ | 2,065.14 |

Produced by: Kirsty Sinclair (RFO)

Checked by:

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| Name | Date | Sign |
| Name | Date | Sign |