

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

Amazon	Ink for both printers	CARD	£	189.79
Anwick Garden Centre	Flowers for village entrances	CARD	£	20.98
Aviva Van Insurance	Annual Insurance Premium	CARD	£	704.00
BT Business	Broadband and phones	DD	£	110.35
CLA Ltd	Replacement self closing gate for Parkfield	CARD	£	1,044.00
Clear Business	Pavilion Gas	DD	£	10.03
Corona Energy	Pavilion Electricity	DD	£	78.36
Fuel Card Services	Fuel for machinery	DD	£	14.69
GiffGaff	Monthly phone subscriptions	DD	£	30.00
Intuit	Annual quickbooks subscription	DD	£	608.40
Land Registry	Title deed and plan for Public toilets	CARD	£	28.00
Lloyds Bank	Service Charge	DD	£	9.35
Mailchimp	E-newsletter software	DD	£	11.61
Mercedes Finance	Van Hire	DD	£	456.07
Methodist Church	Hire hire for APM	BACS	£	75.00
NEST Pensions	Pension contributions (2 months)	DD	£	1,777.84
NKDC	Non-Domestic Rates - Office (including backpay)	DD	£	820.50
NKDC	Non-Domestic Rates - Pavilion	DD	£	195.00
NKDC	Non-Domestic Rates - Cemetery	DD	£	70.00
Resident	Allotment deposit refund	BACS	£	50.00
Ruskington Service Station	Fuel for machinery	CARD	£	14.99
Salaries	Monthly wages	SO	£	9,701.64
SCIS Ltd	Mircosoft business package + support	DD	£	201.45
Simpsons Arboricultral	Tree work in Horseshoe Hollow	BACS	£	764.40
Three Business	Pavilion Broadband	DD	£	20.40
Workwear Express	Uniform order of raincoat and hats	CARD	£	70.29
			<b>£</b>	<b>17,077.14</b>

**b. Accounts - Consider Approval of Payments**

aAFD	Monthly toilet cleaning	£	486.00	486.00
Aurora Security	Monthly security	£	348.00	348.00
ESPO	Reception furniture	£	778.80	778.80
Firestop Services	Annual fire safety inspection for all buildings	£	1,543.08	1,543.08
Freshstart Cleaning Services	Office cleaning	£	191.04	191.04
Gallagher	Insurance amendment following valuations	£	451.81	451.81
Glendale	Grass and verge cutting	£	1,493.61	1,493.61
HMRC	Income tax and NI contributions	£	3,601.66	3,601.66
LALC	Internal Audit	£	420.00	
LALC	First aid traing x 2 delegates	£	171.60	591.60
S Johnstone	Mileage claim for first aid training	£	20.70	20.70
Turnbull & Co	Clear pine for toilet maintenance	£	9.82	9.82
			<b>£</b>	<b>9,516.12</b>
				<b>9,516.12</b>

**c. Accounts - To Note Income Received**

Office Tenants	Office rents	£	445.00
Phillips of Ruskington	Cemetery fees	£	476.00
Resident	Allotment fees and deposit	£	56.85
			<b>£ 977.85</b>

**Produced by:** Kirsty Sinclair (RFO)

**Checked by:**

Name	Date	Sign
Name	Date	Sign