

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

Amazon	Printing Paper	CARD	£	17.99
Amazon	Blind cables for office	CARD	£	4.59
Amazon	Black Sacks	CARD	£	29.95
Amazon	No Smoking Signs for Office	CARD	£	7.19
A1 Building Contractors	Toilet Repairs	BACS	£	1,308.84
BT Business	Phones and Broadband (2 months)	DD	£	220.70
CLA Fabrications	New Self-closing Gates for Parkfield	CARD	£	1,980.00
Clear Business	Gas - Pavilion	DD	£	11.50
Corona Energy	Electricity - Pavilion	DD	£	106.90
Forceshift	Skip hire - Allotments	CARD	£	365.00
GiffGaff	Monthly Phone Subscriptions	DD	£	30.00
Greenbarn Timbers	Wood for Planters and Screening	BACS	£	88.50
Hill Holt Wood	Grounds Maintenance in Horseshoe Hollow	BACS	£	630.00
HMRC	PAYE Deductions	CARD	£	878.97
Huwsgray	Security Panels - Toilets	CARD	£	56.40
Lloyds Bank	Bank Charges	DD	£	8.50
Mailchimp	e-Newsletter Software (2 months)	CARD	£	23.36
Mercedes Finance	Van Hire	DD	£	456.07
NEST Pensions	Pension Contributions	DD	£	1,948.61
NKDC	Non-Domestic Rates - Office (including backpay)	DD	£	822.00
NKDC	Non-Domestic Rates - Pavilion	DD	£	195.00
NKDC	Non-Domestic Rates - Cemetery	DD	£	70.00
NKDC	Loan Repayment	BACS	£	7,279.48
Poppy Appeal	Poppy Wreath	CARD	£	25.75
Resident	Allotment Deposit Refund	BACS	£	50.00
Salaries	Monthly Wages	SO	£	10,215.94
SCIS Ltd	Microsoft Business Package (1.5 months) + Support	DD	£	409.28
Survey Monkey	Yearly Subscription	DD	£	384.00
Three Business	Internet - Pavilion	DD	£	20.40
Wickes	Tarmac Instant Lay Macadam	CARD	£	27.90
Workwear Express	Uniform - 3x Polo Shirts	CARD	£	56.65
			£	27,729.47

b. Accounts - Consider Approval of Payments

aAFD	Monthly toilet cleaning	£	486.00	486.00
Aurora Security	Monthly security	£	360.00	360.00
ESPO	Toilet rolls and hand towels	£	55.02	55.02
Freshstart Cleaning Services	Office cleaning	£	191.04	191.04
Glendale	Grass and verge cutting	£	1,493.61	1,493.61
Green Barn Timbers	Wood for games on 6th September	£	213.08	213.08
Imp Electrical	EICR and works in toilets + PAT testing	£	1,086.00	1,086.00
Kirsty Sinclair	Mileage for Training	£	39.60	39.60
LALC	Managing Projects Training	£	42.00	
LALC	Finance Seminar	£	42.00	168.00
LALC	Preparing for Internal Audit x2	£	84.00	
PKF Littlejohn	External Audit	£	1,008.00	1,008.00
SLCC	Annual Membership	£	348.00	348.00
WI Design	Architect Plans for Pavilion	£	795.00	795.00
		£	6,243.35	6,243.35

c. Accounts - To Note Income Received

Donations	WW2 Commemoration - Card Payments	£	135.68
Donations	WW2 Commemoration - Cash Payments	£	335.00
Draper Memorials	Cemetery Fees	£	109.00
E Gill and Sons	Cemetery Fees	£	130.00
HMRC	VAT Return	£	9,062.22
Longwood Quarries	Refund	£	43.09
Office Tenants	Office Rents	£	935.00
NKDC	Precept (second half)	£	147,516.50
NKDC	Event Grant	£	1,200.00
NKDC	Litter Picking Grant	£	1,749.64
Residents	Allotment Rents and Deposits	£	1,995.00
		£	163,211.13

Produced by: Kirsty Sinclair (RFO)

Checked by:

Name	Date	Sign
Name	Date	Sign