

## Detailed Income &amp; Expenditure by Account 30/09/2023

Month No: 6

## Account Code Report

	Actual Current Mnth	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<b><u>Income Detail</u></b>							
1100 Hire of Elmhurst Park	900	1,550	1,200	(350)			129.2%
1110 Lease on Kitchen Garden	0	0	90	90			0.0%
1200 Hire of Kingston Field	0	158	200	43			78.8%
1210 KP-Property Income	0	7,379	8,000	621			92.2%
1216 Whisstocks Develop. Lrt Income	1,241	2,482	3,723	1,241			66.7%
1217 Museum Income	136	272	407	135			66.8%
1218 WRT Income	331	662	992	330			66.7%
1220 Tennis Court Income	2,163	2,163	2,165	2			99.9%
1230 Allotment Rents	0	706	525	(181)			134.4%
1400 Theatre Street Wayleave	267	267	250	(17)			106.8%
1500 Hire of Shire Hall	101	993	500	(493)			198.7%
1505 Hire of Shire Hall Mkt Square	105	1,130	1,000	(130)			113.0%
1510 SH (UF) Property Rent	1,299	2,598	5,200	2,602			50.0%
1520 Hire of Whisstocks Waterfront	391	2,986	1,500	(1,486)			199.0%
1525 Whisstocks Quay Property Inc.	0	0	2,000	2,000			0.0%
1600 Precept	212,544	425,088	425,088	0			100.0%
1605 Grants Received	0	19,950	0	(19,950)			0.0%
1620 Wedding Income	3,502	10,646	10,000	(646)			106.5%
1690 Interest Received	887	1,449	2,000	551			72.5%
1700 Market Rents Received	495	3,124	5,500	2,376			56.8%
1720 Art Club-Property Income	463	925	1,850	925			50.0%
1870 CIL Income	0	4,009	0	(4,009)			0.0%
1871 Tide Mill Quay Inc	83	497	990	493			50.2%
1900 Building Insurance Re-charges	0	0	2,850	2,850			0.0%
<b>Total Income</b>	<b>224,907</b>	<b>489,033</b>	<b>476,030</b>	<b>(13,003)</b>			<b>102.7%</b>

**Expenditure Detail**

4000 Grounds Maintenance Contract	6,335	38,010	80,000	41,990	38,010	3,980	95.0%
4005 Maintenance	734	5,455	12,773	7,318	4,126	3,192	75.0%
4100 Utilities	0	862	4,509	3,647		3,647	19.1%
4110 Garden Supplies inc wheel bins	0	0	200	200		200	0.0%
4125 Toilets - cleaning, maint, etc	19	230	5,793	5,563		5,563	4.0%
4131 Events/Activities	0	3,000	7,000	4,000		4,000	42.9%
4200 KF Other Work	0	0	250	250		250	0.0%
4410 Allotment Expenses	0	133	200	67		67	66.5%
4510 Telephone	264	586	2,014	1,428		1,428	29.1%
4515 Cleaning	7	991	2,400	1,409	1,215	195	91.9%
4600 Salaries	7,138	45,781	107,127	61,346		61,346	42.7%
4601 Salaries PAYE Tax/NI	2,667	13,278	20,822	7,544		7,544	63.8%
4602 Salaries Pension Contribs	2,660	16,120	34,918	18,798		18,798	46.2%

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4620 Mayor's Expenses	0	174	1,500	1,326		1,326	11.6%
4625 Mayor's Receptions/Civic Tea	0	692	2,000	1,308		1,308	34.6%
4630 Deputy Mayor's Expenses	0	9	100	91		91	9.0%
4635 Hospitality	3	154	150	(4)		(4)	102.4%
4636 Staff Vacancy advertising	75	75	500	425		425	15.0%
4640 Stationery & Printing	0	268	1,450	1,182		1,182	18.5%
4645 Computer Maintenance Contract	550	5,763	9,290	3,527		3,527	62.0%
4650 Training (Staff)	0	610	1,500	890		890	40.7%
4655 Training (Cllrs) & Expenses	0	428	1,000	572		572	42.8%
4660 Photocopier	311	974	1,424	450		450	68.4%
4670 Postage	0	123	300	177		177	41.1%
4675 Wedding Expenses	200	1,083	1,700	617	130	487	71.4%
4685 Handyman Contract	0	169	1,500	1,331		1,331	11.3%
4690 Wedding Licence/Stat. Notice	0	0	600	600		600	0.0%
4750 Surgeries and External Meeting	0	0	800	800		800	0.0%
4800 Grants Scheme	0	12,835	14,500	1,665		1,665	88.5%
4805 Regatta Insurance	0	600	600	0		0	100.0%
4810 Tide Mill Grant	0	7,500	7,500	0		0	100.0%
4815 Play Area Inspections	140	910	2,000	1,090	910	180	91.0%
4825 Remembrance Day Expenditure	133	160	1,000	840	685	155	84.5%
4830 Foreshore Rent -Tide Mill Quay	0	2,375	2,375	0		0	100.0%
4835 Crown Estates Mooring Fees	0	0	300	300		300	0.0%
4845 Improvements to Tide Mill Way	0	0	5,000	5,000		5,000	0.0%
4850 E-bike hire scheme	1,500	4,500	8,000	3,500		3,500	56.2%
4853 Christmas Light fund	0	0	2,000	2,000		2,000	0.0%
4855 Army Parade Expenses	0	200	600	400		400	33.3%
4881 Whisstocks (other) Expd.	0	89	1,250	1,162	266	896	28.3%
4900 Bank Charges	11	96	380	284		284	25.3%
4905 Insurance Costs	0	3,500	11,500	8,000		8,000	30.4%
4910 Audit & Accountancy Charges	0	0	2,120	2,120		2,120	0.0%
4915 Other Subscriptions (inc SALC)	0	1,916	2,000	84		84	95.8%
4920 Internal Auditor Charges	0	0	1,250	1,250	1,196	54	95.7%
4925 Legal Fees	306	3,825	10,000	6,175	1,250	4,925	50.8%
4930 Art Club fees	0	1,292	4,500	3,208	750	2,458	45.4%
5100 Amenities Cttee Exp	116	1,430	11,000	9,570	750	8,820	19.8%
5250 Climate Emergency Cttee Exp	198	1,723	10,000	8,277		8,277	17.2%
5310 Pest Control	0	0	500	500		500	0.0%
<b>Total Overhead</b>	<b>23,368</b>	<b>177,919</b>	<b>400,195</b>	<b>222,276</b>	<b>49,287</b>	<b>172,990</b>	<b>56.8%</b>

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Month No: 6

## Account Code Report

	Actual Current Mnth	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<b>Total Income</b>	<b>224,907</b>	<b>489,033</b>	<b>476,030</b>	<b>(13,003)</b>			<b>102.7%</b>
<b>Total Expenditure</b>	<b>23,368</b>	<b>177,919</b>	<b>400,195</b>	<b>222,276</b>	<b>49,287</b>	<b>172,990</b>	<b>56.8%</b>
<b>Net Income over Expenditure</b>	<b>201,539</b>	<b>311,115</b>	<b>75,835</b>	<b>(235,280)</b>			
plus Transfer from EMR	50,040	62,673					
less Transfer to EMR	0	99,796					
<b>Movement to/(from) Gen Reserve</b>	<b>251,579</b>	<b>273,992</b>					

Nominal Ledger Report by ACCOUNT

User :KJH

A/c Code	1100 Hire of Elmhurst Park	Annual Budget	1,200			
Centre	110 Elmhurst Park	Committed	0			
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		0.00
2	01/05/2023	271	Journal	Invoice 4381 (CHUR01)		25.00
2	15/05/2023	273	Journal	Invoice 4283 (DEBE01)		300.00
2	30/05/2023	275	Journal	Invoice 4283 (DEBE01)		300.00
3	08/06/2023	281	Journal	Invoice 4372 (IPSW02)		25.00
6	30/09/2023	300	Journal	Invoice 4479 (WOOD14)		600.00
6	30/09/2023	301	Journal	Invoice 4283 (DEBE01)		300.00
	Account	Hire of Elmhurst Park		Account Totals	0.00	1,550.00
	Centre	Elmhurst Park		Net Balance Month 6		1,550.00

A/c Code	1200 Hire of Kingston Field	Annual Budget	200			
Centre	120 Kingston Field	Committed	0			
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		0.00
3	26/06/2023	280	Journal	Invoice 4340 (WOOD19)		52.00
4	03/07/2023	283	Journal	Invoice 4373 (WOOD18)		60.00
5	22/08/2023	294	Journal	Invoice 4397 (WOOD19)		45.50
	Account	Hire of Kingston Field		Account Totals	0.00	157.50
	Centre	Kingston Field		Net Balance Month 6		157.50

A/c Code	1210 KP-Property Income	Annual Budget	8,000			
Centre	120 Kingston Field	Committed	0			
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		0.00
2	23/05/2023	ACCE01	Sales Ledger	Invoice No:-4438		7,379.10
	Account	KP-Property Income		Account Totals	0.00	7,379.10
	Centre	Kingston Field		Net Balance Month 6		7,379.10

A/c Code	1216 Whisstocks Develop. Lrt Income	Annual Budget	3,723			
Centre	160 Organisation	Committed	0			
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		0.00
3	26/06/2023	ADRI01	Sales Ledger	Invoice No:-4456		1,241.06
6	30/09/2023	ADRI01	Sales Ledger	Invoice No:-4516		1,241.06

A/c Code 1216 Whisstocks Develop. Lrt Income

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Whisstocks Develop. Lrt Income	Account Totals	0.00	2,482.12
		Centre	Organisation	Net Balance Month 6		2,482.12

A/c Code 1217 Museum Income

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Museum Income	Account Totals	0.00	271.82
		Centre	Organisation	Net Balance Month 6		271.82

A/c Code 1218 WRT Income

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	WRT Income	Account Totals	0.00	661.72
		Centre	Organisation	Net Balance Month 6		661.72

A/c Code 1220 Tennis Court Income

Centre 120 Kingston Field

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Tennis Court Income	Account Totals	0.00	2,162.75
		Centre	Kingston Field	Net Balance Month 6		2,162.75

A/c Code 1230 Allotment Rents

Centre 120 Kingston Field

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Allotment Rents	Account Totals	0.00	525.00
		Centre	Kingston Field	Net Balance Month 6		525.00

A/c Code 1230 Allotment Rents

Centre 120 Kingston Field

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
1	28/04/2023	LLEW01	Sales Ledger	Invoice No:-4401		41.30	
1	28/04/2023	CROO01	Sales Ledger	Invoice No:-4402		15.00	
1	28/04/2023	HAYW01	Sales Ledger	Invoice No:-4403		15.00	
1	28/04/2023	WILL01	Sales Ledger	Invoice No:-4404		41.30	
1	28/04/2023	ROGE01	Sales Ledger	Invoice No:-4405		26.30	
1	28/04/2023	BAKE02	Sales Ledger	Invoice No:-4406		15.00	
1	28/04/2023	HENR01	Sales Ledger	Invoice No:-4408		15.00	
1	28/04/2023	BRID01	Sales Ledger	Invoice No:-4409		26.30	
1	28/04/2023	POTT01	Sales Ledger	Invoice No:-4410		41.30	
1	28/04/2023	FINB01	Sales Ledger	Invoice No:-4411		41.30	
1	28/04/2023	HILL01	Sales Ledger	Invoice No:-4412		41.30	
1	28/04/2023	ADEL01	Sales Ledger	Invoice No:-4413		41.30	
1	28/04/2023	CULL01	Sales Ledger	Invoice No:-4414		15.00	
1	28/04/2023	PEAR01	Sales Ledger	Invoice No:-4415		26.30	
1	28/04/2023	WRIG02	Sales Ledger	Invoice No:-4416		26.30	
1	28/04/2023	BOWM01	Sales Ledger	Invoice No:-4417		26.30	
1	28/04/2023	FROS01	Sales Ledger	Invoice No:-4418		41.30	
1	28/04/2023	BUTL01	Sales Ledger	Invoice No:-4419		41.30	
1	28/04/2023	CHIL01	Sales Ledger	Invoice No:-4420		26.30	
1	28/04/2023	LINC01	Sales Ledger	Invoice No:-4421		15.00	
1	28/04/2023	BAKE01	Sales Ledger	Invoice No:-4422		26.30	
1	28/04/2023	DAYK01	Sales Ledger	Invoice No:-4407		41.30	
2	16/05/2023	GOOC01	Sales Ledger	Invoice No:-4435		30.00	
Account Allotment Rents					Account Totals	0.00	705.80
Centre Kingston Field					Net Balance Month 6		705.80

A/c Code 1400 Theatre Street Wayleave

Annual Budget 250

Centre 140 Other Amenity Areas

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance						0.00	
6	30/09/2023	GALL01	Sales Ledger	Invoice No:-4521		266.94	
Account Theatre Street Wayleave					Account Totals	0.00	266.94
Centre Other Amenity Areas					Net Balance Month 6		266.94

A/c Code 1500 Hire of Shire Hall

Annual Budget 500

Centre 150 Shire Hall

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance						0.00
1	03/04/2023	CORB01	Sales Ledger	Invoice No:-4393		37.50
1	14/04/2023	268	Journal	Invoice 4374 (RINE01)		41.67

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 1500 Hire of Shire Hall							
Centre 150 Shire Hall							
1	19/04/2023	269	Journal	Invoice 4358 (INSP01)		33.33	
2	09/05/2023	CORB01	Sales Ledger	Invoice No:-4432		37.50	
2	31/05/2023	WOOD05	Sales Ledger	Invoice No:-4441		230.00	
3	31/05/2023	277	Journal	Invoice No:- 4441 (WOOD05)	230.00		
3	01/06/2023	CORB01	Sales Ledger	Invoice No:-4444		37.50	
3	01/06/2023	279	Journal	Invoice 4318 (WOOD07)		51.00	
3	27/06/2023	RUIA01	Sales Ledger	Invoice No:-4460		250.00	
4	03/07/2023	CORB01	Sales Ledger	Invoice No:-4465		37.50	
4	11/07/2023	INSP01	Sales Ledger	Invoice No:-4477		33.33	
4	31/07/2023	287	Journal	Invoice 4474 (WOOD03)		270.50	
5	01/08/2023	CORB01	Sales Ledger	Invoice No:-4491		37.50	
5	22/08/2023	293	Journal	Invoice 4356 (ASHW01)		25.00	
6	12/09/2023	CORB01	Sales Ledger	Invoice No:-4510		50.00	
6	30/09/2023	302	Journal	Invoice 4318 (WOOD07)		51.00	
Account Hire of Shire Hall					Account Totals	230.00	1,223.33
Centre Shire Hall					Net Balance Month 6		993.33

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 1505 Hire of Shire Hall Mkt Square							
Centre 150 Shire Hall							
					Annual Budget	1,000	
					Committed	0	
					Opening Balance	0.00	
2	31/05/2023	WILD01	Sales Ledger	Invoice No:-4439		45.00	
3	31/05/2023	277	Journal	Invoice No:- 4441 (WOOD05)		230.00	
3	30/06/2023	WILD01	Sales Ledger	Invoice No:-4461		270.00	
4	31/07/2023	WILD01	Sales Ledger	Invoice No:-4480		240.00	
5	31/08/2023	WILD01	Sales Ledger	Invoice No:-4496		240.00	
6	30/09/2023	WILD01	Sales Ledger	Invoice No:-4525		105.00	
Account Hire of Shire Hall Mkt Square					Account Totals	0.00	1,130.00
Centre Shire Hall					Net Balance Month 6		1,130.00

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 1510 SH (UF) Property Rent							
Centre 150 Shire Hall							
					Annual Budget	5,200	
					Committed	0	
					Opening Balance	0.00	
3	27/06/2023	SECK01	Sales Ledger	Invoice No:-4459		1,299.20	
6	30/09/2023	SECK01	Sales Ledger	Invoice No:-4520		1,299.20	
Account SH (UF) Property Rent					Account Totals	0.00	2,598.40
Centre Shire Hall					Net Balance Month 6		2,598.40

A/c Code	1520 Hire of Whisstocks Waterfront				Annual Budget	1,500	
Centre	160 Organisation				Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
				Opening Balance		0.00	
1	25/04/2023	BROW01	Sales Ledger	Invoice No:-4398		54.00	
2	31/05/2023	WOOD09	Sales Ledger	Invoice No:-4440		315.00	
3	15/06/2023	AKWE01	Sales Ledger	Invoice No:-4454		162.00	
3	26/06/2023	278	Journal	Invoice 4370 (WOOD14)		300.00	
3	30/06/2023	WOOD09	Sales Ledger	Invoice No:-4462		390.00	
4	31/07/2023	WOOD09	Sales Ledger	Invoice No:-4481		390.00	
4	31/07/2023	BROW01	Sales Ledger	Invoice No:-4482		27.00	
5	01/08/2023	ARTS01	Sales Ledger	Invoice No:-4490		75.00	
5	31/08/2023	WOOD09	Sales Ledger	Invoice No:-4497		390.00	
5	31/08/2023	BROW01	Sales Ledger	Invoice No:-4498		27.00	
5	31/08/2023	SMA01	Sales Ledger	Invoice No:-4509		465.00	
6	05/09/2023	AKWE01	Sales Ledger	Invoice No:-4511		0.50	
6	30/09/2023	WOOD09	Sales Ledger	Invoice No:-4522		390.00	
		Account	Hire of Whisstocks Waterfront		Account Totals	0.00	2,985.50
		Centre	Organisation		Net Balance Month 6		2,985.50

A/c Code	1600 Precept				Annual Budget	425,088	
Centre	160 Organisation				Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
				Opening Balance		0.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		10,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		10,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		9,450.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		5,067.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		2,500.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		2,500.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		1,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		29,320.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24		136,707.00	
6	29/09/2023	BACS	Cashbook	2nd Half Precept 2023-24		212,544.00	
		Account	Precept		Account Totals	0.00	425,088.00
		Centre	Organisation		Net Balance Month 6		425,088.00



A/c Code	1605 Grants Received				Annual Budget	0
Centre	900 Projects				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
					Opening Balance	0.00
1	18/04/2023	CR	Cashbook	ESC-UKSP Fund		6,450.00
3	13/06/2023	BACS	Cashbook	ESC-UKSP R1 HSI09 Fund		13,500.00
		Account	Grants Received		Account Totals	19,950.00
		Centre	Projects		Net Balance Month 6	19,950.00

A/c Code	1620 Wedding Income				Annual Budget	10,000
Centre	160 Organisation				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
					Opening Balance	0.00
1	28/04/2023	270	Journal	Invoice 4353 (ZALLE01)		583.33
2	08/05/2023	272	Journal	Invoice 4247 (ZMAWS01)		581.25
2	15/05/2023	274	Journal	Invoice 4197 (ZLEE02)		416.67
2	30/05/2023	276	Journal	Invoice 4382 (ZCOUC01)		583.33
4	10/07/2023	284	Journal	Invoice 4335 (ZHARM01)		583.33
4	12/07/2023	285	Journal	Invoice 4249 (ZCRAW01)		583.33
4	17/07/2023	286	Journal	Invoice 4423 (ZHAWA01)		645.83
5	07/08/2023	288	Journal	Invoice 4336 (ZHARR02)		645.83
5	07/08/2023	289	Journal	Invoice 4337 (ZEDWA01)		645.83
5	22/08/2023	290	Journal	Invoice 4354 (ZLAMB01)		645.83
5	22/08/2023	291	Journal	Invoice 4297 (ZWICK01)		583.33
5	22/08/2023	292	Journal	Invoice 4231 (ZDON01)		645.83
6	04/09/2023	295	Journal	Invoice 4433 (ZTAYL01)		645.83
6	11/09/2023	296	Journal	Invoice 4307 (ZCOOK01)		583.33
6	12/09/2023	297	Journal	Invoice 4267 (BURR01)		581.25
6	19/09/2023	298	Journal	Invoice 4285 (ZHARP01)		525.00
6	21/09/2023	299	Journal	Invoice 4339 (ZFAIR01)		583.33
6	30/09/2023	303	Journal	Invoice 4463 (ZDORM01)		583.33
		Account	Wedding Income		Account Totals	10,645.79
		Centre	Organisation		Net Balance Month 6	10,645.79

A/c Code	1690 Interest Received				Annual Budget	2,000
Centre	160 Organisation				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
					Opening Balance	0.00
3	02/06/2023	COM	Cashbook	MM Interest to 01062023		562.72
6	01/09/2023	COM	Cashbook	MM Interest to 31082023		886.66

A/c Code 1690 Interest Received

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>	
		Account	Interest Received		Account Totals	0.00	1,449.38
		Centre	Organisation		Net Balance Month 6		1,449.38

A/c Code 1700 Market Rents Received

Annual Budget

5,500

Centre 170 Partnership &amp; Comm. Wellbeing

Committed

0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		0.00
1	03/04/2023	DAYJ01	Sales Ledger	Invoice No:-4385		137.70
1	03/04/2023	QUIN01	Sales Ledger	Invoice No:-4386		57.38
1	03/04/2023	MENH01	Sales Ledger	Invoice No:-4387		45.90
1	03/04/2023	NEWB01	Sales Ledger	Invoice No:-4388		57.38
1	03/04/2023	CHEE01	Sales Ledger	Invoice No:-4390		57.38
1	03/04/2023	BROW01	Sales Ledger	Invoice No:-4391		114.75
1	03/04/2023	POTT02	Sales Ledger	Invoice No:-4389		57.38
2	01/05/2023	DAYJ01	Sales Ledger	Invoice No:-4424		137.70
2	01/05/2023	CHEE01	Sales Ledger	Invoice No:-4425		57.38
2	01/05/2023	NEWB01	Sales Ledger	Invoice No:-4426		57.38
2	01/05/2023	QUIN01	Sales Ledger	Invoice No:-4427		57.38
2	01/05/2023	MENH01	Sales Ledger	Invoice No:-4428		45.90
2	01/05/2023	BROW01	Sales Ledger	Invoice No:-4429		114.75
2	01/05/2023	POTT02	Sales Ledger	Invoice No:-4430		57.38
3	01/06/2023	DAYJ01	Sales Ledger	Invoice No:-4445		137.70
3	01/06/2023	NEWB01	Sales Ledger	Invoice No:-4446		57.38
3	01/06/2023	CHEE01	Sales Ledger	Invoice No:-4447		57.38
3	01/06/2023	POTT02	Sales Ledger	Invoice No:-4448		57.38
3	01/06/2023	BROW01	Sales Ledger	Invoice No:-4449		114.75
3	01/06/2023	MENH01	Sales Ledger	Invoice No:-4450		45.90
3	01/06/2023	QUIN01	Sales Ledger	Invoice No:-4451		57.38
4	03/07/2023	DAYJ01	Sales Ledger	Invoice No:-4466		137.70
4	03/07/2023	CHEE01	Sales Ledger	Invoice No:-4467		57.38
4	03/07/2023	NEWB01	Sales Ledger	Invoice No:-4468		57.38
4	03/07/2023	QUIN01	Sales Ledger	Invoice No:-4469		57.38
4	03/07/2023	MENH01	Sales Ledger	Invoice No:-4470		45.90
4	03/07/2023	BROW01	Sales Ledger	Invoice No:-4471		114.75
4	10/07/2023	POTT02	Sales Ledger	Invoice No:-4476		57.38
5	01/08/2023	CHEE01	Sales Ledger	Invoice No:-4483		57.38
5	01/08/2023	DAYJ01	Sales Ledger	Invoice No:-4484		137.70
5	01/08/2023	BROW01	Sales Ledger	Invoice No:-4485		114.75
5	01/08/2023	MENH01	Sales Ledger	Invoice No:-4486		45.90
5	01/08/2023	QUIN01	Sales Ledger	Invoice No:-4487		57.38
5	01/08/2023	NEWB01	Sales Ledger	Invoice No:-4488		57.38
5	01/08/2023	POTT02	Sales Ledger	Invoice No:-4489		57.38

A/c Code 1700 Market Rents Received

Centre 170 Partnership &amp; Comm. Wellbeing

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
5	17/08/2023	MENH01	Sales Ledger	Invoice No:-4494	10.80		
6	01/09/2023	CHEE01	Sales Ledger	Invoice No:-4499		57.38	
6	01/09/2023	DAYJ01	Sales Ledger	Invoice No:-4500		137.70	
6	01/09/2023	NEWB01	Sales Ledger	Invoice No:-4501		57.38	
6	01/09/2023	QUIN01	Sales Ledger	Invoice No:-4502		57.38	
6	01/09/2023	BROW01	Sales Ledger	Invoice No:-4503		114.75	
6	01/09/2023	MENH01	Sales Ledger	Invoice No:-4504		45.90	
6	01/09/2023	POTT02	Sales Ledger	Invoice No:-4505		57.38	
6	30/09/2023	DAYJ01	Sales Ledger	Invoice No:-4515	32.40		
Account Market Rents Received					Account Totals	43.20	3,167.22
Centre Partnership & Comm. Wellbeing					Net Balance Month 6		3,124.02

A/c Code 1720 Art Club-Property Income

Annual Budget 1,850

Centre 170 Partnership &amp; Comm. Wellbeing

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance						0.00	
3	30/06/2023	WOOD02	Sales Ledger	Invoice No:-4473		462.50	
6	30/09/2023	WOOD02	Sales Ledger	Invoice No:-4526		462.50	
Account Art Club-Property Income					Account Totals	0.00	925.00
Centre Partnership & Comm. Wellbeing					Net Balance Month 6		925.00

A/c Code 1870 CIL Income

Annual Budget 0

Centre 170 Partnership &amp; Comm. Wellbeing

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance						0.00	
1	18/04/2023	CR	Cashbook	CIL/Grant Income 23-24		4,008.96	
Account CIL Income					Account Totals	0.00	4,008.96
Centre Partnership & Comm. Wellbeing					Net Balance Month 6		4,008.96

A/c Code 1871 Tide Mill Quay Inc

Annual Budget 990

Centre 170 Partnership &amp; Comm. Wellbeing

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance						0.00
1	03/04/2023	SUFF03	Sales Ledger	Invoice No:-4392		82.87
2	01/05/2023	SUFF03	Sales Ledger	Invoice No:-4431		82.87
3	01/06/2023	SUFF03	Sales Ledger	Invoice No:-4452		82.87
4	03/07/2023	SUFF03	Sales Ledger	Invoice No:-4472		82.87

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 1871 Tide Mill Quay Inc							
Centre 170 Partnership & Comm. Wellbeing							
5	01/08/2023	SUFF03	Sales Ledger	Invoice No:-4492		82.87	
6	01/09/2023	SUFF03	Sales Ledger	Invoice No:-4506		82.87	
Account Tide Mill Quay Inc					Account Totals	0.00	497.22
Centre Partnership & Comm. Wellbeing					Net Balance Month 6		497.22

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4000 Grounds Maintenance Contract							
Centre 100 General Amenities							
					Annual Budget	80,000	
					Committed	38,010	
					Opening Balance	0.00	
1	01/04/2023	CGM01	Purchase Ledger	GM Contract April 2023	6,335.00		
1	01/05/2023	CGM01	Purchase Ledger	GM Contract May 2023	6,335.00		
3	01/06/2023	CGM01	Purchase Ledger	254678/2866/Grounds Maintenanc	6,335.00		
4	01/07/2023	CGM01	Purchase Ledger	GM Contract July 2023	6,335.00		
5	01/08/2023	CGM01	Purchase Ledger	GM Contract August 2023	6,335.00		
6	01/09/2023	CGM01	Purchase Ledger	GM Contract September 2023	6,335.00		
Account Grounds Maintenance Contract					Account Totals	38,010.00	0.00
Centre General Amenities					Net Balance Month 6	38,010.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4005 Maintenance							
Centre 100 General Amenities							
					Annual Budget	3,151	
					Committed	836	
					Opening Balance	0.00	
2	31/05/2023	BOWE01	Purchase Ledger	SH PAT Testing	375.00		
6	19/09/2023	DEFI02	Purchase Ledger	Defib Rplmnt Batteries/Pads	604.00		
6	19/09/2023	DEFI02	Purchase Ledger	Carriage for Defib Supplies	10.00		
Account Maintenance					Account Totals	989.00	0.00
Centre General Amenities					Net Balance Month 6	989.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
A/c Code 4005 Maintenance						
Centre 110 Elmhurst Park						
					Annual Budget	1,514
					Committed	0
					Opening Balance	0.00
2	26/05/2023	JEWS01	Purchase Ledger	EP Footpath Repair Supplies	55.93	
3	30/06/2023	PRLO01	Purchase Ledger	EP Bandstand Lock	40.00	
5	22/08/2023	SUTC01	Purchase Ledger	EP Replacement Swings	789.67	
5	31/08/2023	COEG01	Purchase Ledger	EP Replcmnt Swings Installatn	25.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
A/c Code 4005 Maintenance						
Centre 110 Elmhurst Park						
Account Maintenance				Account Totals	910.60	0.00
Centre Elmhurst Park				Net Balance Month 6	910.60	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
A/c Code 4005 Maintenance					Annual Budget	2,500
Centre 120 Kingston Field					Committed	710
Account Maintenance				Account Totals	980.39	0.00
Centre Kingston Field				Net Balance Month 6	980.39	
				Opening Balance	0.00	
3	01/06/2023	JDAY01	Purchase Ledger	KP Plants for Tubs	24.00	
4	14/07/2023	DRAIN03	Purchase Ledger	KP Toilet investgt/repairs	228.89	
4	19/07/2023	DRAIN03	Purchase Ledger	KP Toilet-Drain Works	357.50	
5	01/08/2023	DRAIN03	Purchase Ledger	KP Toilet Drainage CCTV Check	70.00	
5	22/08/2023	META01	Purchase Ledger	KF-Remedial Wrks Gate/BikeRack	300.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
A/c Code 4005 Maintenance					Annual Budget	500
Centre 130 Fen Meadow					Committed	0
Account Maintenance				Account Totals	7.49	0.00
Centre Fen Meadow				Net Balance Month 6	7.49	
				Opening Balance	0.00	
2	17/05/2023	AMAZ01	Purchase Ledger	FM-No Parking Signs	7.49	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
A/c Code 4005 Maintenance					Annual Budget	1,658
Centre 150 Shire Hall					Committed	0
Account Maintenance				Account Totals	7.49	0.00
Centre Fen Meadow				Net Balance Month 6	7.49	
				Opening Balance	0.00	
1	17/04/2023	ELMS02	Purchase Ledger	SH Window Cleaning April 23	45.00	
1	27/04/2023	PROM01	Purchase Ledger	SH PR Consultn Wrk Inv4 Fnal	1,412.50	
2	15/05/2023	ELMS02	Purchase Ledger	SH Window Cleaning May 23	45.00	
3	28/06/2023	ELMS02	Purchase Ledger	SH Window Cleaning June 23	45.00	
5	07/08/2023	ELMS02	Purchase Ledger	SH Window Cleaning August 23	45.00	
5	30/08/2023	ELMS02	Purchase Ledger	SH Window Cleaning August 30.8	45.00	
6	20/09/2023	MOYE01	Purchase Ledger	Repairs to Bollard Mkt Square	75.00	
6	25/09/2023	ELMS02	Purchase Ledger	SH Window Cleaning Sept 23	45.00	

A/c Code 4005 Maintenance

Centre 150 Shire Hall

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>	
		Account	Maintenance		Account Totals	1,757.50	0.00
		Centre	Shire Hall		Net Balance Month 6	1,757.50	

A/c Code 4005 Maintenance

Centre 200 Whisstocks and Quay

Annual Budget 3,450

Committed 1,140

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>	
					Opening Balance	0.00	
4	03/07/2023	POWE01	Purchase Ledger	FullSummer Clean POSWhisstocks	810.00		
		Account	Maintenance		Account Totals	810.00	0.00
		Centre	Whisstocks and Quay		Net Balance Month 6	810.00	

A/c Code 4100 Utilities

Centre 110 Elmhurst Park

Annual Budget 743

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>	
					Opening Balance	0.00	
2	22/05/2023	WAVE05	Purchase Ledger	EP Gen Water 16.02-15.05C	19.50		
4	05/07/2023	SSES02	Purchase Ledger	EP Gen Electric 17.03-09.06C	59.18		
5	23/08/2023	WAVE05	Purchase Ledger	EP Gen Water 16.05-15.8A	53.13		
		Account	Utilities		Account Totals	131.81	0.00
		Centre	Elmhurst Park		Net Balance Month 6	131.81	

A/c Code 4100 Utilities

Centre 140 Other Amenity Areas

Annual Budget 200

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>	
					Opening Balance	0.00	
2	22/05/2023	WAVE02	Purchase Ledger	ThtreSt T Wtr/Sw FxdC 9.2-15.5	45.21		
3	19/06/2023	SWAL01	Purchase Ledger	Theatre St Elec FINAL to 13.6.	268.96		
4	05/07/2023	SSES04	Purchase Ledger	WM Electric 21.03-12.06C	33.67		
5	09/08/2023	WAVE02	Purchase Ledger	ThtreSt T Wtr/Sw FxdC to 08.08	41.93		
		Account	Utilities		Account Totals	389.77	0.00
		Centre	Other Amenity Areas		Net Balance Month 6	389.77	

A/c Code	4100 Utilities				Annual Budget	3,416
Centre	150 Shire Hall				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	01/04/2023	266	Journal	SH Electric 7.12.22-16.03.23C		2,274.56
1	06/04/2023	SSES03	Purchase Ledger	SH Electric 7.12.22-16.03.23C	1,895.47	
4	05/07/2023	SSES03	Purchase Ledger	SH Electric 17.3-13.06.23C	719.93	
		Account Utilities		Account Totals	2,615.40	2,274.56
		Centre Shire Hall		Net Balance Month 6	340.84	

A/c Code	4125 Toilets - cleaning, maint, etc				Annual Budget	5,793
Centre	110 Elmhurst Park				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	01/04/2023	266	Journal	EP Toilet Electric 29.11-31.3C		30.96
2	06/04/2023	SSES01	Purchase Ledger	EP Toilet Electric 29.11-28.2E	29.25	
2	16/05/2023	WAVE04	Purchase Ledger	Toilet Fxd C Wtr/Sew16.2-15.5C	43.88	
3	12/06/2023	PHSG01	Purchase Ledger	EP Sanitary Bin Cntrct 23/24	54.60	
3	16/06/2023	SSES01	Purchase Ledger	EP Toilet Electric to 08.06.E	60.52	
5	16/08/2023	WAVE04	Purchase Ledger	Toilet Fxd C Wtr/Sew16.5-15.8A	52.90	
6	05/09/2023	SSES01	Purchase Ledger	EP Toilet Electric to 31.08A	19.33	
		Account Toilets - cleaning, maint, etc		Account Totals	260.48	30.96
		Centre Elmhurst Park		Net Balance Month 6	229.52	

A/c Code	4131 Events/Activities				Annual Budget	3,000
Centre	160 Organisation				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
3	22/06/2023	SUFF02	Purchase Ledger	Summer Family Workshops	3,000.00	
		Account Events/Activities		Account Totals	3,000.00	0.00
		Centre Organisation		Net Balance Month 6	3,000.00	

A/c Code	4410 Allotment Expenses				Annual Budget	200
Centre	140 Other Amenity Areas				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
2	22/05/2023	WAVE01	Purchase Ledger	Allotments Water 27.02-15.05C	37.29	
5	22/08/2023	WAVE01	Purchase Ledger	Allotments Water 16.05-14.08C	95.69	

A/c Code 4410 Allotment Expenses

Centre 140 Other Amenity Areas

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Allotment Expenses	Account Totals	132.98	0.00
		Centre	Other Amenity Areas	Net Balance Month 6	132.98	

A/c Code 4510 Telephone

Annual Budget 2,014

Centre 150 Shire Hall

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	16/04/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
1	18/04/2023	BRIT01	Purchase Ledger	SH Mobile Monthly Charge	11.47	
2	16/05/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
2	17/05/2023	BRIT01	Purchase Ledger	SH Mobile Contract End-Credit		6.04
3	07/06/2023	BRIT01	Purchase Ledger	SH-Phone/Broadband Chrgs Qrt 1	251.38	
3	16/06/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
4	18/07/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
5	16/08/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
6	07/09/2023	BRIT01	Purchase Ledger	SH-Phone/Broadband Chrgs Qrt 2	251.19	
6	16/09/2023	ZOOM01	Purchase Ledger	Zoom Mtg Monthly Subscription	12.99	
		Account	Telephone	Account Totals	591.98	6.04
		Centre	Shire Hall	Net Balance Month 6	585.94	

A/c Code 4515 Cleaning

Annual Budget 2,400

Centre 150 Shire Hall

Committed 1,215

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	05/04/2023	CASH	Cashbook	SH Cleaning Supplies	2.25	
1	06/04/2023	AMAZ01	Purchase Ledger	SH Toilet Rolls	25.98	
2	02/05/2023	KARE01	Purchase Ledger	SH Cleaning April 2023	160.00	
2	05/05/2023	CASH	Cashbook	SH Cleaning Supplies	2.58	
2	10/05/2023	VIKI01	Purchase Ledger	SH Cleaning Supplies	29.99	
2	23/05/2023	CASH	Cashbook	SH Handsoap	1.79	
2	23/05/2023	CASH	Cashbook	SH Carpet Cleaner	2.99	
2	30/05/2023	KARE01	Purchase Ledger	SH Cleaning May	160.00	
3	12/06/2023	PHSG01	Purchase Ledger	SH Sanitary Bin Cntrct 23/24	16.80	
3	17/06/2023	CASH	Cashbook	SH Cleaning Supplies	8.90	
3	27/06/2023	KARE01	Purchase Ledger	SH Cleaning June	160.00	
3	27/06/2023	CASH	Cashbook	SH Cleaning Supplies	5.57	
4	11/07/2023	CASH	Cashbook	SH Ant Powder	1.49	
4	25/07/2023	CASH	Cashbook	SH Cleaning Supplies	5.50	
4	31/07/2023	KARE01	Purchase Ledger	SH Cleaning July	200.00	
5	30/08/2023	KARE01	Purchase Ledger	SH Cleaning August	200.00	



A/c Code 4515 Cleaning

Centre 150 Shire Hall

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
6	11/09/2023	CASH	Cashbook	SH Cleaning Supplies	2.50		
6	19/09/2023	CASH	Cashbook	SH Cleaning Supplies	4.17		
Account Cleaning					Account Totals	990.51	0.00
Centre Shire Hall					Net Balance Month 6	990.51	

A/c Code 4600 Salaries

Annual Budget 107,127

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
1	25/04/2023	BACS	Cashbook	Salaries April 2023	7,498.41		
2	25/05/2023	BACS	Cashbook	Salaries May 2023	7,664.38		
3	23/06/2023	BACS	Cashbook	Salaries June 2023	8,155.21		
4	25/07/2023	BACS	Cashbook	Salaries July 2023	7,626.96		
5	25/08/2023	BACS	Cashbook	Salaries August 2023	7,697.84		
6	25/09/2023	BACS	Cashbook	Salaries September 2023	7,138.13		
Account Salaries					Account Totals	45,780.93	0.00
Centre Organisation					Net Balance Month 6	45,780.93	

A/c Code 4601 Salaries PAYE Tax/NI

Annual Budget 20,822

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
1	01/04/2023	266	Journal	PAYE Tax & NI March 23		2,572.47	
1	06/04/2023	BACS	Cashbook	PAYE Tax & NI March 23	2,572.47		
2	04/05/2023	BACS	Cashbook	PAYE Tax & NI April 2023	2,633.00		
3	08/06/2023	BACS	Cashbook	PAYE Tax & NI May 23	2,683.01		
4	07/07/2023	BACS	Cashbook	PAYE Tax & NI June 23	2,639.60		
5	09/08/2023	BACS	Cashbook	PAYE Tax & NI July 23	2,655.20		
6	08/09/2023	BACS	Cashbook	PAYE Tax & NI August 23	2,667.40		
Account Salaries PAYE Tax/NI					Account Totals	15,850.68	2,572.47
Centre Organisation					Net Balance Month 6	13,278.21	

A/c Code 4602 Salaries Pension Contribs

Annual Budget 34,918

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	25/04/2023	BACS	Cashbook	Salaries Pension Contribs Apr	2,795.15	

A/c Code 4602 Salaries Pension Contribs

Centre 160 Organisation

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
2	25/05/2023	BACS	Cashbook	Salaries Pension Contribs May	2,843.76		
3	23/06/2023	BACS	Cashbook	Salaries Pension Contribs June	2,178.70		
4	25/07/2023	BACS	Cashbook	Salaries Pension Contribs July	2,820.64		
5	25/08/2023	BACS	Cashbook	Salaries Pension Contribs Aug	2,821.45		
6	25/09/2023	BACS	Cashbook	Salaries Pension Contribs Sept	2,660.35		
Account Salaries Pension Contribs					Account Totals	16,120.05	0.00
Centre Organisation					Net Balance Month 6	16,120.05	

A/c Code 4620 Mayor's Expenses

Annual Budget 1,500

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
1	26/04/2023	CASH	Cashbook	Refreshments (Gift)	22.99		
1	26/04/2023	CASH	Cashbook	Gift Card-KP	2.99		
4	19/07/2023	WIND01	Purchase Ledger	Purchase of Floral Bouquet	30.00		
5	12/07/2023	MOON01	Purchase Ledger	Purchase Card for Staff Member	4.24		
5	16/08/2023	PRLO01	Purchase Ledger	Engraving Hon. Freeman Medal	13.29		
5	25/08/2023	BACS	Cashbook	GD Expenses re Voucher Purchse	100.00		
Account Mayor's Expenses					Account Totals	173.51	0.00
Centre Organisation					Net Balance Month 6	173.51	

A/c Code 4625 Mayor's Receptions/Civic Tea

Annual Budget 2,000

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
2	10/05/2023	EAST02	Purchase Ledger	Refreshment re Mtg 10.05.23	52.22		
3	23/06/2023	SUFF13	Purchase Ledger	Armed Forces Day Evt Med.Cover	350.00		
3	27/06/2023	KING01	Purchase Ledger	Armed Forces Day PA Hire	250.00		
3	27/06/2023	KING01	Purchase Ledger	Armed Forces Day PA Hire	50.00		
4	12/07/2023	SUFF13	Purchase Ledger	Inv2324019 Adjustmnt AF Day		10.00	
Account Mayor's Receptions/Civic Tea					Account Totals	702.22	10.00
Centre Organisation					Net Balance Month 6	692.22	

A/c Code 4630 Deputy Mayor's Expenses

Annual Budget 100

Centre 160 Organisation

Committed 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	

A/c Code 4630 Deputy Mayor's Expenses

Centre 160 Organisation

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
5	24/08/2023	JDAY01	Purchase Ledger	Sunflowers re Ukraine Evnt	9.00		
Account Deputy Mayor's Expenses					Account Totals	9.00	0.00
Centre Organisation					Net Balance Month 6	9.00	

A/c Code 4635 Hospitality

Annual Budget

150

Centre 160 Organisation

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
1	18/04/2023	CASH	Cashbook	Refreshments Mtg 18.04.23	45.65		
2	16/05/2023	CASH	Cashbook	Refreshments Mtg 16.05.23	3.45		
3	08/06/2023	CASH	Cashbook	Refreshments for 09.06.23	5.98		
3	12/06/2023	WILD01	Purchase Ledger	Catering for 09.06.23 Event	73.92		
3	24/06/2023	WILD01	Purchase Ledger	Catering for 24.06.23 Event	20.60		
4	11/07/2023	CASH	Cashbook	Hospitality Supplies	1.49		
6	11/09/2023	CASH	Cashbook	SH Refreshments	2.50		
Account Hospitality					Account Totals	153.59	0.00
Centre Organisation					Net Balance Month 6	153.59	

A/c Code 4636 Staff Vacancy advertising

Annual Budget

500

Centre 160 Organisation

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
6	06/09/2023	SUFF03	Purchase Ledger	Advert for Maintenance Officer	75.00		
Account Staff Vacancy advertising					Account Totals	75.00	0.00
Centre Organisation					Net Balance Month 6	75.00	

A/c Code 4640 Stationery &amp; Printing

Annual Budget

1,450

Centre 160 Organisation

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
2	10/05/2023	VIKI01	Purchase Ledger	SH Stationery	72.92	
2	15/05/2023	CASH	Cashbook	SH Tape Measure	5.96	
2	15/05/2023	ARGO02	Purchase Ledger	SH-Projector Screen	66.66	
2	16/05/2023	TOOL01	Purchase Ledger	HDMI Lead 10m	16.62	
4	29/06/2023	NAME01	Purchase Ledger	Cllr Name Badges	105.45	

A/c Code 4640 Stationery &amp; Printing

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account	Stationery & Printing	Account Totals	267.61	0.00
		Centre	Organisation	Net Balance Month 6	267.61	

A/c Code 4645 Computer Maintenance Contract

Annual Budget 9,290

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	01/04/2023	267	Journal	FD Making Tax Digital 23/24	100.00	
1	01/04/2023	267	Journal	FD Software 23/24	1,100.00	
1	01/04/2023	REAC01	Purchase Ledger	Comp Main/Backups Inc365 April	435.90	
1	01/04/2023	REAC01	Purchase Ledger	Barracuda Protection April	95.70	
1	01/04/2023	SUFF16	Purchase Ledger	Webhosting & Support April-Sept	70.00	
1	28/04/2023	RBSS01	Purchase Ledger	DataBank BackUp Service 23-24	176.86	
1	01/05/2023	REAC01	Purchase Ledger	Comp Main/Back Ups May	435.90	
1	01/05/2023	REAC01	Purchase Ledger	Barracuda Protection May	95.70	
2	15/05/2023	MONE01	Purchase Ledger	Annl Payroll Licences x 3	163.80	
2	31/05/2023	ADOB01	Purchase Ledger	3 x Adobe Licence Subscription	515.88	
3	01/06/2023	REAC01	Purchase Ledger	Comp Main/Backups Inc365 June	445.90	
3	01/06/2023	REAC01	Purchase Ledger	Barracuda Protection June	104.40	
4	01/07/2023	REAC01	Purchase Ledger	Comp Main/Backups Inc365 July	445.90	
4	01/07/2023	REAC01	Purchase Ledger	Barracuda Protection July	104.40	
5	01/08/2023	REAC01	Purchase Ledger	Comp Main/Backups Inc365 Aug	445.90	
5	01/08/2023	REAC01	Purchase Ledger	Barracuda Protection August	104.40	
5	17/08/2023	CANV01	Purchase Ledger	WTC Website-Canva Pro Lic. 23	129.90	
5	20/08/2023	ADOB01	Purchase Ledger	Adobe Pro Software Renewal	242.64	
6	01/09/2023	REAC01	Purchase Ledger	Comp Main/Backups Inc365 Sept	445.90	
6	01/09/2023	REAC01	Purchase Ledger	Barracuda Protection Sept	104.40	
		Account	Computer Maintenance Contract	Account Totals	5,763.48	0.00
		Centre	Organisation	Net Balance Month 6	5,763.48	

A/c Code 4650 Training (Staff)

Annual Budget 1,500

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
3	16/06/2023	SUFF04	Purchase Ledger	GD/KH VAT Training Event	60.00	
3	16/06/2023	SUFF04	Purchase Ledger	BL Project Mangmnt Training	140.00	
5	07/08/2023	FREE01	Purchase Ledger	WTC Website Branding Training	410.00	

A/c Code 4650 Training (Staff)

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
		Account Training (Staff)		Account Totals	610.00	0.00
		Centre Organisation		Net Balance Month 6	610.00	

A/c Code 4655 Training (Cllrs) &amp; Expenses

Annual Budget 1,000

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
2	17/05/2023	NALC01	Purchase Ledger	Cllr Adelson TrainingEvt 24.5	32.68	
2	18/05/2023	NALC01	Purchase Ledger	Cllr Leach Training Evnt 24.05	32.68	
3	05/06/2023	NALC01	Purchase Ledger	Cllr Leach Training Event25.10	32.68	
3	16/06/2023	SUFF04	Purchase Ledger	Cllr Leach/Adelson Online Trng	240.00	
3	16/06/2023	SUFF04	Purchase Ledger	Cllr Leach Training	60.00	
5	07/08/2023	SUFF02	Purchase Ledger	3xWildlife Course Cllr Wilks	30.00	
		Account Training (Cllrs) & Expenses		Account Totals	428.04	0.00
		Centre Organisation		Net Balance Month 6	428.04	

A/c Code 4660 Photocopier

Annual Budget 1,424

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	01/04/2023	267	Journal	Copier Lease Q1 23/24	309.00	
1	23/04/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.03-19.04	3.74	
2	26/05/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.04-19.05	3.74	
3	04/06/2023	SIEM01	Purchase Ledger	Photocopier Lease Q2 2023-24	269.00	
3	19/06/2023	AURO01	Purchase Ledger	SH Copier Charges Q1 2023-24	65.59	
3	25/06/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.05-19.06	3.74	
4	21/07/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.06-19.07	3.74	
5	24/08/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.07-19.08	3.74	
6	04/09/2023	SIEM01	Purchase Ledger	Photocopier Lease Q3 2023-24	269.00	
6	19/09/2023	AURO01	Purchase Ledger	SH Copier Charges Q2 2023-24	38.57	
6	25/09/2023	HPINC01	Purchase Ledger	KH Printer AddCost 20.08-19.09	3.74	
		Account Photocopier		Account Totals	973.60	0.00
		Centre Organisation		Net Balance Month 6	973.60	

A/c Code 4670 Postage

Annual Budget 300

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
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A/c Code 4670 Postage

Centre 160 Organisation

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
2	03/05/2023	CASH	Cashbook	SH Postage	8.80	
2	10/05/2023	VIKI01	Purchase Ledger	SH Postage	114.50	
		Account Postage		Account Totals	123.30	0.00
		Centre Organisation		Net Balance Month 6	123.30	

A/c Code 4675 Wedding Expenses

Annual Budget 1,700

Centre 160 Organisation

Committed 130

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	19/04/2023	KDME01	Purchase Ledger	SH Wedding Advert YEAW60	130.00	
1	28/04/2023	FIZZ01	Purchase Ledger	Wedding Advert Suffolk Mag	159.20	
1	30/04/2023	ARCH01	Purchase Ledger	Wedding Advert A Suffolk Cerem	175.00	
3	31/05/2023	KDME01	Purchase Ledger	SH Wedding Advert YEAW61	130.00	
5	28/07/2023	KDME01	Purchase Ledger	SH Wedding Advert YEAW62	130.00	
5	29/08/2023	FIZZ01	Purchase Ledger	SH Wedding Advert-Sufik Select	159.20	
6	01/09/2023	PREP01	Purchase Ledger	SH Wedding Advert SETimes	200.00	
		Account Wedding Expenses		Account Totals	1,083.40	0.00
		Centre Organisation		Net Balance Month 6	1,083.40	

A/c Code 4685 Handyman Contract

Annual Budget 1,500

Centre 160 Organisation

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance	0.00	
1	14/04/2023	CUTO01	Purchase Ledger	SH Noticeboard Perspex	41.62	
1	19/04/2023	AMAZ01	Purchase Ledger	MainOfficer Locks/Keys	13.44	
2	02/05/2023	CASH	Cashbook	Maint. Officer Gen Supplies	9.25	
2	25/05/2023	BACS	Cashbook	MainOfficer Expenses May	47.60	
2	26/05/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	55.93	
3	26/05/2023	JEWS01	Purchase Ledger	Input Error MO Gen Supplies		55.93
3	26/05/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	2.60	
3	02/06/2023	CASH	Cashbook	MainOfficer General Supplies	7.49	
3	05/06/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	8.32	
3	19/06/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	14.51	
4	07/07/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	15.90	
4	17/07/2023	JEWS01	Purchase Ledger	MainOfficer General Supplies	8.52	
		Account Handyman Contract		Account Totals	225.18	55.93
		Centre Organisation		Net Balance Month 6	169.25	

A/c Code					Annual Budget	14,500
Centre					Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Deben Yacht Club	540.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-FOWL	1,000.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Just 42	1,595.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-5th Wdge Sea Scouts	2,000.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Wdge TideMill Trust	1,000.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Wdge Cricket Club	1,850.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Wdge Rotary Club	350.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-Wdge Festival Art	3,500.00	
4	17/07/2023	GRANTSJULY	Cashbook	Grant 2023-OperaforWoodbridge	1,000.00	
		Account Grants Scheme		Account Totals	12,835.00	0.00
		Centre Partnership & Comm. Wellbeing		Net Balance Month 6	12,835.00	

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A/c Code					Annual Budget	600
Centre					Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
2	23/05/2023	SUPPMAY-3	Cashbook	Grant-Wdge Regatta (Insurance)	600.00	
		Account Regatta Insurance		Account Totals	600.00	0.00
		Centre Partnership & Comm. Wellbeing		Net Balance Month 6	600.00	

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A/c Code					Annual Budget	7,500
Centre					Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
2	05/04/2023	WTMT01	Purchase Ledger	Tide Mill Trust Grant 2023	7,500.00	
		Account Tide Mill Grant		Account Totals	7,500.00	0.00
		Centre Partnership & Comm. Wellbeing		Net Balance Month 6	7,500.00	

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A/c Code					Annual Budget	2,000
Centre					Committed	910
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	30/04/2023	COEG01	Purchase Ledger	Playarea Inspections April 23	140.00	
2	30/05/2023	COEG01	Purchase Ledger	Playarea Inspections May 23	140.00	
3	26/06/2023	COEG01	Purchase Ledger	Playarea Inspections June 23	175.00	
4	28/07/2023	COEG01	Purchase Ledger	Playarea Inspections July 23	140.00	

A/c Code 4815 Play Area Inspections

Centre 170 Partnership &amp; Comm. Wellbeing

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
5	31/08/2023	COEG01	Purchase Ledger	Playarea Inspections August 23	175.00		
6	30/09/2023	COEG01	Purchase Ledger	Playarea Inspections Sept 23	140.00		
Account Play Area Inspections					Account Totals	910.00	0.00
Centre Partnership & Comm. Wellbeing					Net Balance Month 6	910.00	

A/c Code 4825 Remembrance Day Expenditure

Centre 170 Partnership &amp; Comm. Wellbeing

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
3	28/06/2023	ROYA01	Purchase Ledger	VJ Day Wreath	25.00		
3	28/06/2023	ROYA01	Purchase Ledger	VJ Day Wreath Badge	2.50		
6	20/09/2023	ROYA03	Purchase Ledger	WM-Replacement Flag	132.72		
Account Remembrance Day Expenditure					Account Totals	160.22	0.00
Centre Partnership & Comm. Wellbeing					Net Balance Month 6	160.22	

A/c Code 4830 Foreshore Rent -Tide Mill Quay

Centre 170 Partnership &amp; Comm. Wellbeing

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
3	12/06/2023	CROW02	Purchase Ledger	RvrDbn TM Moorigs-Licence23-24	2,375.00		
Account Foreshore Rent -Tide Mill Quay					Account Totals	2,375.00	0.00
Centre Partnership & Comm. Wellbeing					Net Balance Month 6	2,375.00	

A/c Code 4850 E-bike hire scheme

Centre 170 Partnership &amp; Comm. Wellbeing

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
Opening Balance					0.00		
1	25/04/2023	VIRT01	Purchase Ledger	Initial Setup E-Bike Scheme	1,500.00		
3	07/06/2023	VIRT01	Purchase Ledger	App Costs re E-Bike Scheme	1,500.00		
6	05/09/2023	VIRT01	Purchase Ledger	App running costs E-Bike Schme	1,500.00		
Account E-bike hire scheme					Account Totals	4,500.00	0.00
Centre Partnership & Comm. Wellbeing					Net Balance Month 6	4,500.00	



A/c Code	4855 Army Parade Expenses				Annual Budget	600
Centre	170 Partnership & Comm. Wellbeing				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
4	25/07/2023	CASH	Cashbook	Army Parade Refreshments	24.67	
5	02/08/2023	KING01	Purchase Ledger	PA Srvs-Army Freedom Parade	175.00	
		Account	Army Parade Expenses	Account Totals	199.67	0.00
		Centre	Partnership & Comm. Wellbeing	Net Balance Month 6	199.67	

A/c Code	4881 Whisstocks (other) Expd.				Annual Budget	1,250
Centre	200 Whisstocks and Quay				Committed	266
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	01/04/2023	266	Journal	Floodgate Battery		110.00
2	31/05/2023	SUFF01	Purchase Ledger	Floodgate Battery	110.00	
2	31/05/2023	SUFF01	Purchase Ledger	Floodgate Close/Open 21/25.04	88.50	
		Account	Whisstocks (other) Expd.	Account Totals	198.50	110.00
		Centre	Whisstocks and Quay	Net Balance Month 6	88.50	

A/c Code	4900 Bank Charges				Annual Budget	380
Centre	180 Fees & Charges				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	01/04/2023	266	Journal	Crnt Acct Bank Chrgs 310323		8.00
1	01/04/2023	266	Journal	HSBC.net Charges to 310323		62.24
1	21/04/2023	COM	Cashbook	Crnt Acct Bank Chrgs 310323	8.00	
1	25/04/2023	HSBC01	Purchase Ledger	HSBC.net Charges to 31032023	53.52	
2	21/05/2023	COM	Cashbook	Crnt Acct Bank Chrgs 290423	8.00	
3	21/06/2023	COM	Cashbook	Crnt Acct Bank Chrgs 300523	16.28	
4	21/07/2023	COM	Cashbook	Crnt Acct Bank Chrgs to 290623	10.50	
4	21/07/2023	HSBC01	Purchase Ledger	HSBC.net Charges to 300623	49.20	
5	21/08/2023	COM	Cashbook	Crnt Acct Bank Chrgs 300723	10.00	
6	21/09/2023	COM	Cashbook	Crnt Acct Bank Chrgs 300823	11.00	
		Account	Bank Charges	Account Totals	166.50	70.24
		Centre	Fees & Charges	Net Balance Month 6	96.26	

A/c Code	4905 Insurance Costs				Annual Budget	11,500
Centre	180 Fees & Charges				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4905 Insurance Costs							
Centre 180 Fees & Charges							
5	24/07/2023	EAST07	Purchase Ledger	WTC BldingsSurvey ValuationRpt	3,500.00		
Account Insurance Costs					Account Totals	3,500.00	0.00
Centre Fees & Charges					Net Balance Month 6	3,500.00	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4910 Audit & Accountancy Charges							
Centre 180 Fees & Charges							
					Annual Budget	2,120	
					Committed	0	
					Opening Balance	0.00	
1	01/04/2023	266	Journal	YE Closedown Fee 22/23		755.00	
1	01/04/2023	266	Journal	External Audit Fee 22/23		1,365.00	
1	11/04/2023	RBSS01	Purchase Ledger	YE Closedown Fee 22/23	755.00		
5	11/08/2023	PKFL01	Purchase Ledger	External Audit Fee 22/23	1,365.00		
Account Audit & Accountancy Charges					Account Totals	2,120.00	2,120.00
Centre Fees & Charges					Net Balance Month 6		0.00

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4915 Other Subscriptions (inc SALC)							
Centre 180 Fees & Charges							
					Annual Budget	2,000	
					Committed	0	
					Opening Balance	0.00	
1	01/04/2023	267	Journal	Employer Link Membership 23/24	468.00		
1	01/04/2023	SUFF04	Purchase Ledger	Membership Subscription 23/24	1,253.12		
1	03/04/2023	SO	Cashbook	Annual Membership RDA	15.00		
1	10/04/2023	CHOO01	Purchase Ledger	Choose Wdge Membership 2023	180.00		
Account Other Subscriptions (inc SALC)					Account Totals	1,916.12	0.00
Centre Fees & Charges					Net Balance Month 6	1,916.12	

Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
A/c Code 4920 Internal Auditor Charges							
Centre 180 Fees & Charges							
					Annual Budget	1,250	
					Committed	1,196	
					Opening Balance	0.00	
1	01/04/2023	266	Journal	Year End Internal Audit 22/23		599.00	
2	30/04/2023	SUFF04	Purchase Ledger	YE Internal Audit Fee 22/23	508.00		
2	30/04/2023	SUFF04	Purchase Ledger	YE Internal Audit Fee 22/23	91.00		
Account Internal Auditor Charges					Account Totals	599.00	599.00
Centre Fees & Charges					Net Balance Month 6		0.00

A/c Code	4925 Legal Fees				Annual Budget	10,000
Centre	180 Fees & Charges				Committed	1,250
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	01/04/2023	266	Journal	Legal Advice Ice Crm Lic		800.00
1	25/04/2023	BIRK01	Purchase Ledger	Legal Advice Ice Crm Lic	500.00	
1	25/04/2023	BIRK01	Purchase Ledger	Legal Advice Ice Crm Lic	750.00	
2	15/05/2023	BIRK01	Purchase Ledger	Legal Fees EP Lease/Covenant	850.00	
2	15/05/2023	BIRK01	Purchase Ledger	Legal Fees Land Registry Searc	6.00	
3	31/05/2023	BIRK01	Purchase Ledger	Legal Advce Art Club 11.4-31.5	2,000.00	
3	02/06/2023	BIRK01	Purchase Ledger	Legal Advce Art Club 19.4-2.6.	213.00	
6	20/09/2023	BIRK01	Purchase Ledger	Legal Fees EP Lease/Covenant	306.00	
		Account	Legal Fees	Account Totals	4,625.00	800.00
		Centre	Fees & Charges	Net Balance Month 6	3,825.00	

A/c Code	4930 Art Club fees				Annual Budget	4,500
Centre	180 Fees & Charges				Committed	750
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	06/04/2023	HMLA01	Purchase Ledger	Land Registry Docs re Art Club	6.00	
4	13/06/2023	VALU01	Purchase Ledger	Art Club Blding Valuation Rept	1,250.00	
5	08/08/2023	SUFF21	Purchase Ledger	Room Hire 20.07.23 Wdge Lbry	36.00	
		Account	Art Club fees	Account Totals	1,292.00	0.00
		Centre	Fees & Charges	Net Balance Month 6	1,292.00	

A/c Code	5100 Amenities Cttee Exp				Annual Budget	11,000
Centre	190 Committee Expenditure				Committed	750
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	26/04/2023	EAST05	Purchase Ledger	EP Toilets Demolition Plan App	117.00	
2	12/05/2023	TERR02	Purchase Ledger	Maps-EP Climate Action Centre	17.50	
2	22/05/2023	CASH	Cashbook	Replacement Lock	18.33	
2	26/05/2023	PRLO01	Purchase Ledger	Lock for Market Hill Kiosk	432.64	
4	06/07/2023	HAYD01	Purchase Ledger	EP-Arbor. Report & Site Visit	696.50	
4	10/07/2023	CASH	Cashbook	Mkt Hill Phone Kiosk Clning Sup	6.49	
4	17/07/2023	CASH	Cashbook	Mkt Hill Phone Kiosk Primer	3.83	
4	19/07/2023	X2CON01	Purchase Ledger	Mkt Hill Phone Kiosk Paint	22.13	
6	20/09/2023	EAST05	Purchase Ledger	Plan App Fee re EP Toilet	116.00	
		Account	Amenities Cttee Exp	Account Totals	1,430.42	0.00
		Centre	Committee Expenditure	Net Balance Month 6	1,430.42	

A/c Code	5250 Climate Emergency Cttee Exp				Annual Budget	10,000
Centre	190 Committee Expenditure				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	22/04/2023	SEAF01	Purchase Ledger	Earth Day Event 22.04.23 Fees	500.00	
1	24/04/2023	TRAN01	Purchase Ledger	Earth Day Event 22.04-Fees	24.79	
5	31/08/2023	SUFF02	Purchase Ledger	SWT Donation-Martlesham Wilds	1,000.00	
6	15/09/2023	BETT01	Purchase Ledger	Greening Avenues Leaflets	48.00	
6	20/09/2023	SUFF03	Purchase Ledger	Street Furn. Lic. Bike Hoop	150.00	
		Account	Climate Emergency Cttee Exp	Account Totals	1,722.79	0.00
		Centre	Committee Expenditure	Net Balance Month 6	1,722.79	

A/c Code	6000 Transfer from EMR				Annual Budget	0
Centre	900 Projects				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance		0.00
2	01/05/2023	OJPH01	Purchase Ledger	WTC Website Drone Photography		385.00
2	03/05/2023	CLAR03	Purchase Ledger	Theatre St Toilets Hoarding		2,950.00
2	15/05/2023	ROYALMAIL	Purchase Ledger	SH Consultation Lflet Distrib		497.22
2	16/05/2023	SIMP01	Purchase Ledger	WTC Website Headshot Photos		575.00
2	23/05/2023	BETT01	Purchase Ledger	SH Consultation Booklet Print		786.00
2	23/05/2023	BETT01	Purchase Ledger	32675/2881/Shire Hall Maintena		66.50
2	30/05/2023	PROM01	Purchase Ledger	SH Consultation Banner		105.00
3	05/06/2023	STRA01	Purchase Ledger	Development WTC Website		2,480.00
3	23/06/2023	BACS	Cashbook	SH Consultation GD Expns		93.20
4	19/06/2023	BETT01	Purchase Ledger	SH Consultation Poster Print		28.00
4	20/07/2023	EAST05	Purchase Ledger	Uncontested Election Expenses		157.08
4	28/07/2023	SUPPJULY-2	Cashbook	Donation (DHF) Wdge Salv Army		1,500.00
5	26/07/2023	FREE01	Purchase Ledger	WTC Website Branding & Design		3,010.00
6	05/09/2023	RISE01	Purchase Ledger	EP Changng Plc Toilet-40% CntV		50,040.00
		Account	Transfer from EMR	Account Totals	0.00	62,673.00
		Centre	Projects	Net Balance Month 6		62,673.00

A/c Code	6001 Transfer to EMR				Annual Budget	0
Centre	160 Organisation				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	10,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	10,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	9,450.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	5,067.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	2,500.00	

A/c Code 6001 Transfer to EMR

Centre 160 Organisation

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	2,500.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	1,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	2,000.00	
1	28/04/2023	CR	Cashbook	1st Half Precept 2023-24	29,320.00	

Account Transfer to EMR

Account Totals

75,837.00

0.00

Centre Organisation

Net Balance Month 6

75,837.00

A/c Code 6001 Transfer to EMR

Annual Budget

0

Centre 170 Partnership &amp; Comm. Wellbeing

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	18/04/2023	CR	Cashbook	CIL/Grant Income 23-24	4,008.96	

Account Transfer to EMR

Account Totals

4,008.96

0.00

Centre Partnership &amp; Comm. Wellbeing

Net Balance Month 6

4,008.96

A/c Code 6001 Transfer to EMR

Annual Budget

0

Centre 900 Projects

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance	0.00	
1	18/04/2023	CR	Cashbook	ESC-UKSP Fund	6,450.00	
3	13/06/2023	BACS	Cashbook	ESC-UKSP R1 HSI09 Fund	13,500.00	

Account Transfer to EMR

Account Totals

19,950.00

0.00

Centre Projects

Net Balance Month 6

19,950.00

Bank Reconciliation Statement as at 30/09/2023  
for Cashbook 1 - Current Account

---

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Current	30/09/2023	910	5,241.42
			<hr/> 5,241.42
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			5,241.42
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			5,241.42
		Balance per Cash Book is :-	5,241.42
		Difference is :-	0.00

---

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

RECEIVED 05 OCT 2023

J21DA100E7VMBA0000075099001005 357 000 -

The Clerk To The Council  
 Woodbridge Town Council  
 Shire Hall  
 Market Hill  
 Woodbridge  
 Suffolk  
 IP12 4LU



## Your Statement

### Account Summary

Opening Balance	2,027.34
Payments In	4,248.33
Payments Out	1,034.25
Closing Balance	5,241.42

### 1 September to 30 September 2023

#### Account Name

Woodbridge Town Council

#### International Bank Account Number

GB94HBUK40474271003658

#### Branch Identifier Code

HBUKGB4164L

#### Sortcode

40-47-42

#### Account Number Sheet Number

71003658 909

### Your BUSINESS CURRENT ACCOUNT details

Date	Payment type and details	Paid out	Paid in	Balance
31 Aug 23	<b>BALANCE BROUGHT FORWARD</b>			<b>2,027.34</b>
01 Sep 23	CR		57.38	
	CR		57.38	
	CR		99.44	
	CR		137.70	
	CR		57.38	2,436.62
04 Sep 23	DD	322.80		
	CR		114.75	
	CR		45.90	2,274.47
05 Sep 23	DD	399.02		
	CR		45.00	1,920.45
11 Sep 23	CR		240.00	2,160.45
12 Sep 23	CR		32.40	
	CR		60.00	2,252.85
14 Sep 23	CR		775.00	
	CR		936.00	3,963.85
	<b>BALANCE CARRIED FORWARD</b>			<b>3,963.85</b>

**1 September to 30 September 2023**

## Your Statement

**Account Name**  
 Woodbridge Town Council

**Sortcode Account Number Sheet Number**  
 40-47-42 71003658 910

### Your BUSINESS CURRENT ACCOUNT details

<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	<b>BALANCE BROUGHT FORWARD</b>			<b>3,963.85</b>
16 Sep 23	CR			
			775.00	4,738.85
21 Sep 23	DD	301.43		
	DR			
		11.00		
	CR			
			40.00	
	CR			
			775.00	5,241.42
<b>30 Sep 23</b>	<b>BALANCE CARRIED FORWARD</b>			<b>5,241.42</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

<b>Credit Interest Rates</b>	<i>balance</i>	<i>AER</i> <i>variable</i>	<b>Debit Interest Rates</b>	<i>balance</i>	<i>EAR</i> <i>variable</i>
Credit interest is not applied			Debit interest		21.34%

M22DA101ERU  
 D22DA101D02  
 Page 3 of 10 / 00750994 / 0257261





## Your Statement

The Clerk To The Council  
Woodbridge Town Council  
Shire Hall  
Market Hill  
Woodbridge  
Suffolk  
IP12 4LU



### 31 August 2023 to 29 September 2023

Account Name	Sortcode	Account Number	Sheet Number
Woodbridge Town Council	40-47-42	71003658	1 of 2

### Summary of your BUSINESS CURRENT ACCOUNT charges and interest

In accordance with your agreement, the Base Rate is the Bank of England base rate (as published from time-to-time). Where your agreement with us contains a Base Rate floor (this limits the amount that the Base Rate in your agreement can reduce to), the Base Rate will not be less than zero even if the Bank of England base rate is a negative number.

To find out what the current Bank of England base rate is, please visit our website at:  
[hsbc.co.uk/help/bank-of-england-base-rate](https://www.hsbc.co.uk/help/bank-of-england-base-rate)


**This summary details charges incurred for banking services for the charging period 31 August 2023 to 29 September 2023 which will be deducted from your account on 21 October 2023.**

Description	Amount(GBP)
Total of activity charges	2.00
Fee for maintaining the account	8.00

---

<b>Total charges</b>	<b>10.00</b>
----------------------	--------------

---

 *Charges which have already been deducted from your account during this charging period will not appear on this statement.*

*Please note this is an advice only and not a VAT invoice.*

#### Key to abbreviations used.

**GBP** Pounds Sterling   **C** Credit

## Your Statement

**31 August 2023 to 29 September 2023**

<b>Account Name</b> Woodbridge Town Council	<b>Sortcode</b> 40-47-42	<b>Account Number</b> 71003658	<b>Sheet Number</b> 2 of 2
--	-----------------------------	-----------------------------------	-------------------------------

### Itemised activity charges

The following charges for the period 31 August 2023 to 29 September 2023 will be deducted from your account on 21 October 2023.



<b>Credit Items</b>			
<i>Description</i>	<i>No of items</i>	<i>Rate(GBP)</i>	<i>Amount(GBP)</i>
Branch Cheque Only Credit	1	1.5000	1.50
<b>Subtotal</b>			<b>1.50</b>
<b>Sundry Items</b>			
<i>Description</i>	<i>No of items</i>	<i>Rate(GBP)</i>	<i>Amount(GBP)</i>
Branch Cheques Coll	1	0.5000	0.50
<b>Subtotal</b>			<b>0.50</b>
<b>Total of activity charges</b>			<b>2.00</b>

 Please note this is an advice only and not a VAT invoice.

**Key to abbreviations used.**

**Br** Branch    **BTB** Business Telephone Banking    **Chqs** Cheques    **Coll** Collected  
**Cr** Credit    **Ctr** Counter    **Dr** Debit

Bank Reconciliation Statement as at 30/09/2023  
for Cashbook 2 - Money Manager Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Money Manager	30/09/2023	424	299,960.85
			<u>299,960.85</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			299,960.85
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			299,960.85
		Balance per Cash Book is :-	299,960.85
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

## Your Statement

The Clerk To The Council  
 Woodbridge Town Council  
 Shire Hall  
 Market Hill  
 Woodbridge  
 Suffolk  
 IP12 4LU



### Account Summary

Opening Balance	172,132.03
Payments In	213,430.66
Payments Out	85,611.84
Closing Balance	299,960.85

**Interest Rate - Valid as at end date of the statement period**  
 1.94% AER

### 1 September to 30 September 2023

#### International Bank Account Number

GB37HBUK40474281068725

#### Branch Identifier Code

HBUKGB4164L

#### Account Name

Woodbridge Town Council

#### Sortcode

40-47-42

#### Account Number

81068725

#### Sheet Number

424

### Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
<b>31 Aug 23</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>172,132.03</b>
01 Sep 23	CR			
			886.66	173,018.69
08 Sep 23	DD	2,667.40		170,351.29
25 Sep 23	DD	9,798.48		
	DD	13,087.96		147,464.85
26 Sep 23	DD	60,048.00		87,416.85
29 Sep 23	CR		212,544.00	299,960.85
<b>30 Sep 23</b>	<b>BALANCE CARRIED FORWARD</b>			<b>299,960.85</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

Bank Reconciliation Statement as at 30/09/2023  
for Cashbook 3 - Suffolk Building Society

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Suffolk Building Society	30/09/2023		461,354.37
			<u>461,354.37</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			461,354.37
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			461,354.37
		Balance per Cash Book is :-	461,354.37
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

## Finance Assistant

---

**From:** @suffolkbuildingsociety.co.uk>  
**Sent:** 02 October 2023 13:49  
**To:** Town Clerk  
**Cc:** Finance Assistant  
**Subject:** Business Deposit Account \*\*\*\*\*307

Good Afternoon

I can confirm that the balance held in the above Business Deposit Account as at the 30 September 2023 is an amount of £461,354.37.

Kind regards

### Senior Savings Administrator

Suffolk Building Society

T: 01473 278623 | [www.suffolkbuildingsociety.co.uk](http://www.suffolkbuildingsociety.co.uk)

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	Date	Particulars	Receipts	Withdrawals	Balance	
01	04/12/21		01125 123	Balance brought forward	£457,842.78	01
02	30/11/22	Gr Int	INV60 900	£3,511.59	£461,354.37	02
03						03
04						04
05						05
06						06
07						07
08						08
09						09
10						10
11						11
12						12
13						13
14						14
15						15
16						16
17						17
18						18
19						19
20						20
21						21



Bank Reconciliation Statement as at 30/09/2023  
for Cashbook 4 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	30/09/2023		46.44
			<u>46.44</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			46.44
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			46.44
		Balance per Cash Book is :-	46.44
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....



## Finance Assistant

---

**From:** Town Clerk  
**Sent:** 03 October 2023 13:35  
**To:** Finance Assistant  
**Subject:** RE: Petty Cash as at 30.09.23

Thanks Karen, that all looks in order to me – please proceed with those figures.

Best

Greg

---

**From:** Finance Assistant <financeassistant@woodbridge-suffolk.gov.uk>  
**Sent:** Tuesday, October 3, 2023 1:33 PM  
**To:** Town Clerk <townclerk@woodbridge-suffolk.gov.uk>  
**Subject:** Petty Cash as at 30.09.23

Greg

I confirm there have been 2 Petty Cash transactions from the account to 30<sup>th</sup> September 2023 see below:

	Balance as at 31 <sup>st</sup> August 2023		£ 56.94
11.09.23	East of England Co-Op (SH Refreshments/Cleaning Supplies)	–£5.50	£ 51.44
19.09.23	East of England Co-Op (SH Cleaning Supplies)	–£5.00	£ 46.44
		<b>£-10.50</b>	<b>£ 46.44</b>

Therefore the closing balance as at 30<sup>th</sup> September 2023 is: **£46.44**

Please could you acknowledge you are happy to confirm this.

Karen

*Karen Hall*

**Financial Assistant to the Town Clerk**

**Woodbridge Town Council**

*Shire Hall*

*Market Hill*

*Woodbridge*

*Suffolk*

*IP12 4LP*

*01394 383599*

[www.woodbridge-suffolk.gov.uk](http://www.woodbridge-suffolk.gov.uk)

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## Receipts for Month 6

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	2,027.34					2,027.34	
FBP Banked: 01/09/2023		57.38						
	Sales Recpts Page 1608	57.38	57.38		101			Sales Recpts Page 1608
FBP Banked: 01/09/2023		137.70						
	Sales Recpts Page 1609	137.70	137.70		101			Sales Recpts Page 1609
FBP Banked: 01/09/2023		99.44						
	Sales Recpts Page 1610	99.44	99.44		101			Sales Recpts Page 1610
FBP Banked: 01/09/2023		57.38						
	Sales Recpts Page 1611	57.38	57.38		101			Sales Recpts Page 1611
FBP Banked: 01/09/2023		57.38						
	Sales Recpts Page 1612	57.38	57.38		101			Sales Recpts Page 1612
FBP Banked: 04/09/2023		114.75						
	Sales Recpts Page 1613	114.75	114.75		101			Sales Recpts Page 1613
FBP Banked: 04/09/2023		45.90						
	Sales Recpts Page 1614	45.90	45.90		101			Sales Recpts Page 1614
FBP Banked: 05/09/2023		45.00						
	Sales Recpts Page 1607	45.00	45.00		101			Sales Recpts Page 1607
FBP Banked: 11/09/2023		240.00						
	Sales Recpts Page 1615	240.00	240.00		101			Sales Recpts Page 1615
FBP Banked: 12/09/2023		32.40						
	Sales Recpts Page 1616	32.40	32.40		101			Sales Recpts Page 1616
FBP Banked: 12/09/2023		60.00						
	Sales Recpts Page 1617	60.00	60.00		101			Sales Recpts Page 1617
CHEQUE Banked: 14/09/2023		775.00						
	Sales Recpts Page 1618	775.00	775.00		101			Sales Recpts Page 1618
FBP Banked: 14/09/2023		936.00						
	Sales Recpts Page 1619	936.00	936.00		101			Sales Recpts Page 1619
FBP Banked: 16/09/2023		775.00						
	Sales Recpts Page 1620	775.00	775.00		101			Sales Recpts Page 1620
FBP Banked: 21/09/2023		40.00						
	Sales Recpts Page 1621	40.00	40.00		101			Sales Recpts Page 1621
FBP Banked: 21/09/2023		775.00						
	Sales Recpts Page 1622	775.00	775.00		101			Sales Recpts Page 1622
Total Receipts for Month		4,248.33	4,248.33	0.00			0.00	
Cashbook Totals		<u>6,275.67</u>	<u>4,248.33</u>	<u>0.00</u>			<u>2,027.34</u>	

## Payments for Month 6

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
04/09/2023	Siemens Financial Services Lim	DIRECTDEBT	322.80	322.80		501			Photocopier Lease Q3 2023-24
05/09/2023	Canva Pty. Ltd	COMMCARD	129.90	129.90		501			WTC Website-Canva Pro Lic. 23
05/09/2023	Zoom Video Communications Inc	COMMCARD	12.99	12.99		501			Zoom Mtg Monthly Subscription
05/09/2023	Adobe Systems Software Ireland	COMMCARD	242.64	242.64		501			Adobe Pro Software Renewal
05/09/2023	Jan's Market Flowers	COMMCARD	9.00	9.00		501			Sunflowers re Ukraine Evnt
05/09/2023	HP Inc UK Limited	COMMCARD	4.49	4.49		501			KH Printer AddCost 20.07-19.08
21/09/2023	British Telecommunications Plc	DIRECTDEBT	301.43	301.43		501			SH-Phone/Broadband Chrgs Qrt 2
21/09/2023	HSBC Bank	COM	11.00			4900	180	11.00	Crnt Acct Bank Chrgs 300823
Total Payments for Month			1,034.25	1,023.25	0.00			11.00	
Balance Carried Fwd			5,241.42						
Cashbook Totals			<u>6,275.67</u>	<u>1,023.25</u>	<u>0.00</u>			<u>5,252.42</u>	

## Receipts for Month 6

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	172,132.03					172,132.03	
COM	Banked:01/09/2023	886.66						
COM	HSBC Bank	886.66			1690	160	886.66	MM Interest to 31082023
BACS	Banked:29/09/2023	212,544.00						
BACS	East Suffolk Council	212,544.00			1600	160	212,544.00	2nd Half Precept 2023-24
Total Receipts for Month		213,430.66	0.00	0.00			213,430.66	
Cashbook Totals		<u>385,562.69</u>	<u>0.00</u>	<u>0.00</u>			<u>385,562.69</u>	

## Payments for Month 6

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/09/2023	Inland Revenue	BACS	2,667.40			4601	160	2,667.40	PAYE Tax & NI August 23
25/09/2023	BACS P/L Pymnt Page 1184	BACS Pymnt	13,087.96	13,087.96		501			BACS P/L Pymnt Page 1184
25/09/2023	Salaries September 2023	BACS	9,798.48			4600	160	7,138.13	Salaries September 2023
						4602	160	2,660.35	Salaries Pension Contribs Sept
26/09/2023	BACS P/L Pymnt Page 1186	BACS Pymnt	60,048.00	60,048.00		501			BACS P/L Pymnt Page 1186
Total Payments for Month			85,601.84	73,135.96	0.00			12,465.88	
Balance Carried Fwd			299,960.85						
Cashbook Totals			<u>385,562.69</u>	<u>73,135.96</u>	<u>0.00</u>			<u>312,426.73</u>	

## Receipts for Month 6

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	461,354.37					461,354.37	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>461,354.37</u>	<u>0.00</u>	<u>0.00</u>			<u>461,354.37</u>	

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		461,354.37						
	Cashbook Totals		461,354.37	0.00	0.00			461,354.37	

## Receipts for Month 6

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	56.94					56.94	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>56.94</u>	<u>0.00</u>	<u>0.00</u>			<u>56.94</u>	



## Payments for Month 6

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
11/09/2023	East of England Co-Operative S	CASH	5.50		0.50	4515	150	2.50	SH Cleaning Supplies
						4635	160	2.50	SH Refreshments
19/09/2023	East of England Co-Operative S	CASH	5.00		0.83	4515	150	4.17	SH Cleaning Supplies
Total Payments for Month			10.50	0.00	1.33			9.17	
Balance Carried Fwd			46.44						
Cashbook Totals			56.94	0.00	1.33			55.61	

Summary of Payments made between

AGENDA ITEM 378 (e)

Town Council meetings



For the period: 16th September 2023 - 12th October 2023

Invoice Date	Ref/ Invoice No	Name	Amount	Date Paid	HSBC Reference	Nominal Code	Description	Signed off by
19.09.2023	29745	Defib Store	£ 736.80	09.10.2023	SUPPOCT2023-1	4005/100	Replacement Pads & Batteries for Defibs	ClIr Bale & ClIr Adelson
30.09.2023	CR4515	Mrs Jan Day	£ 32.40	09.10.2023	SUPPOCT2023-1	1700	1 Week Market Rent Holiday Entitlement Refund	ClIr Bale & ClIr Adelson
26.09.2023	-	The Woodbridge Salvation Army Branch	£ 1,000.00	09.10.2023	SUPPOCT2023-1	9362	Donation (Discretionary Hardship Fund) <b>MN343 TC Mtg 28.09.2022</b>	ClIr Bale & ClIr Adelson
20.09.2023	-	Kyson Primary School	£ 21,000.00	09.10.2023	SUPPOCT2023-1	EMR376 (9376)	Grant Payment (Re outdoor classroom build) <b>MN652 TC Mtg 24.01.23 &amp; MN193 TC Mtg 19.07.23</b>	ClIr Bale & ClIr Adelson
04.09.2023	3072215419	SSE Southern Electric	£ 20.30	09.10.2023	SUPPOCT2023-1	4125	EP Toilet Electric to 31.08.2023	ClIr Bale & ClIr Adelson
04.10.2023	-	The Company of Four	£ 70.00	11.10.2023	SUPPOCT2023-2	4625	Hire of Fred Reynolds Centre 10.10.2023	ClIr O'Nolan ClIr Sutton
02.10.2023	121701259/0070	SSE Southern Electric	£ 565.71	11.10.2023	SUPPOCT2023-2	4100/150	SH Electric 140.6.23-06.09.2023 Actual	ClIr O'Nolan ClIr Sutton
-	-							
		<b>7 x ENTRIES TOTAL SUM</b>	<b>£ 23,425.21</b>					

**Invoices Due for Payment by 18 October 2023**

For Purchase Ledger

Pay by BACS/Online File

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
Bettaprint (Woodbridge) Limited [BETT01]									
15/09/2023	32799	5250	<i>Printing of Leaflets</i>		15/09/2023	57.60		57.60	
BACS No: BETT01						Total of Invoices Due (BETT01)	57.60	0.00	57.60
Telephone :01394 386628									
Birketts [BIRK01]									
11/10/2023	908669	4930	<i>Legal Fees re Art Club Lease</i>		11/10/2023	792.00		792.00	
BACS No: BIRK01						Total of Invoices Due (BIRK01)	792.00	0.00	792.00
The CGM (East Anglia) Limited [CGM01]									
01/10/2023	256803	4000	<i>GM Contract October 2023</i>	MN717 21.02.23	01/10/2023	7,602.00		7,602.00	
BACS No: CGM01						Total of Invoices Due (CGM01)	7,602.00	0.00	7,602.00
Coe, Kevin [COEG01]									
30/09/2023	SEPTEMBER 2023	4815	<i>Playarea Inspections Sept 23</i>		30/09/2023	140.00		140.00	
BACS No: COEG01						Total of Invoices Due (COEG01)	140.00	0.00	140.00
East Suffolk Services Ltd [EAST06]									
03/10/2023	103543	4881	<i>Floodgate Close/Open 07/11.07</i>		03/10/2023	106.20		106.20	
03/10/2023	103544	4881	<i>Floodgate Close/Open 01/08.08</i>		03/10/2023	106.20		106.20	
03/10/2023	103545	4881	<i>Floodgate Close/Open 30.8/06.9</i>		03/10/2023	106.20		106.20	
BACS No: EAST06						Total of Invoices Due (EAST06)	318.60	0.00	318.60
Elsom Window Cleaning [ELMS02]									
25/09/2023	3513	4005/1	<i>SH Window Cleaning Sept 23</i>		25/09/2023	45.00		45.00	
BACS No: ELMS02						Total of Invoices Due (ELMS02)	45.00	0.00	45.00
Karen's Cleaning Services [KARE01]									
03/10/2023	024	4515/1	<i>SH Cleaning September</i>		03/10/2023	200.00		200.00	
BACS No: KARE01						Total of Invoices Due (KARE01)	200.00	0.00	200.00
Christine Laverock - Leadership Training [LAVE01]									
11/10/2023	1723	4625	<i>Strategic Plan Day Facilitation</i>		11/10/2023	900.00		900.00	
BACS No: LAVE01						Total of Invoices Due (LAVE01)	900.00	0.00	900.00
Paul Martin [MART01]									
11/10/2023	-	5100	<i>Purchase x2 Planters</i>	MN200 19.07.23	11/10/2023	200.00		200.00	
BACS No: MART01						Total of Invoices Due (MART01)	200.00	0.00	200.00

## Invoices Due for Payment by 18 October 2023

For Purchase Ledger

Pay by BACS/Online File

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
T W Moye [MOYE01]									
20/09/2023	96	4005/1	Repairs to Bollard Mkt Square		20/09/2023	75.00		75.00	
BACS No: MOYE01						Total of Invoices Due (MOYE01)	75.00	0.00	75.00
PHS Group Plc [PHSG01]									
19/09/2023	70085038	4515/1	SH SanitaryBin ESPO Chrge23/24		19/09/2023	17.52		17.52	
BACS No: PHSG01						Total of Invoices Due (PHSG01)	17.52	0.00	17.52
Telephone :029 2085 1000									
React Computer Partnership Limited [REAC01]									
01/10/2023	IP040695	4645	Comp Main October		01/10/2023	660.36		660.36	
BACS No: REAC01						Total of Invoices Due (REAC01)	660.36	0.00	660.36
The Royal British Legion Poppy Appeal [ROYA01]									
10/10/2023	10102023	4825	2 x Remembrance Wreaths		10/10/2023	55.00		55.00	
BACS No: ROYA01						Total of Invoices Due (ROYA01)	55.00	0.00	55.00
Telephone :01622 717172									
Royal British Legion [ROYA03]									
20/09/2023	232401	4825	WM-Replacement Flag		20/09/2023	132.72		132.72	
BACS No: ROYA03						Total of Invoices Due (ROYA03)	132.72	0.00	132.72
						Total of Invoices Due (Purchase Ledger)	11,195.80	0.00	11,195.80
						TOTAL OF INVOICES DUE (ALL LEDGERS)	11,195.80	0.00	11,195.80

# Agenda Item 378 (f)



## ACH Credits

The status for payment 15966PR0155Y is: Pending authorisation

### Debit account

Pay from Current a/c  
GB GBHRFBCA404742-71003658 GBP

Debit currency GBP

### Payment details

Value date Mon 23 Oct 2023

Your batch reference SUPPOCT2023-3

### Transactions

Entry	Beneficiary name	Payment details	Payment advice	Amount (GBP)
16	BETTAPRINT WDGE	INVOICE 32799		57.60
319	BIRKETTS	INVOICE 908669		792.00
440	CGM EAST ANGLIA	INVOICE 256803		7,602.00
439	CHRISTINE LAVEROCK	INVOICE 1723		900.00
343	COE K N	WOODBIDGE TOWN C		140.00
443	EAST SUFFOLK SRVS	CUST NO C02625		318.60
384	ELSOM WINDOW CLEAN	INVOICE 3513		45.00
438	KARENS CLEANING	SHIREHALL/SEPT2023		200.00
351	MOYE T W	INVOICE 96		75.00
442	PAUL A MARTIN	WOODBIDGE TOWN C		200.00
259	PHS LIMITED	ACCT NO 4398245		17.52
111	RBL POPPY APPEAL	EJF65		55.00
441	RBL WOODBRIDGE	INVOICE 232401		132.72
263	REACT COMPUTER PAR	IP040695		660.36

## Batch Summary

Total entries	14
Batch amount	GBP 11,195.80

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Time of report: 12 Oct 2023 14:42:44 GMT

Agenda Item 378 (g)

RECEIVED 05 OCT 2023

GREG DIAPER  
WOODBIDGE TOWN COUNCIL  
SHIRE HALL  
MARKET HILL  
WOODBIDGE  
IP12 4LP



074459\_271 1/ 6 00001 7851 1168 00000



GREG DIAPER  
WOODBRIDGE TOWN COUNCIL  
SHIRE HALL  
MARKET HILL  
WOODBRIDGE  
IP12 4LP

COMPANY CARD

STATEMENT SUMMARY OF ACCOUNT

STATEMENT DATE: 27 September 2023  
CURRENCY CODE: GBP

CREDIT LIMIT: 600.00

CARDHOLDER STATEMENT DATE	CARDHOLDER NAME	CARD NUMBER	DESCRIPTION/CARDHOLDER LIMIT	AMOUNT
29 Aug 2023			PREVIOUS BALANCE	399.02
05 Sep 2023			DIRECT DEBIT PAYMENT - THANK YOU	399.02CR
27 Sep 2023	Greg Diaper		600.00	379.17
YOUR NOMINATED BANK ACCOUNT WILL BE DEBITED WITH THE BALANCE DUE ON 04 Oct 2023, OR SOON AFTER.				TOTAL 379.17





Mr Greg Diaper  
WOODBIDGE TOWN COUNCIL  
Shire Hall  
Market Hill  
Woodbridge  
Suffolk  
IP12 4LU

Company Card

STATEMENT OF ACCOUNT

STATEMENT DATE: 27 September 2023  
CURRENCY CODE: GBP

CREDIT LIMIT: 600.00

RECEIVED BY US	TRANSACTION DATE	TRANSACTION DETAILS	AMOUNT
30 Aug 2023	29 Aug 2023 29 Aug 2023	PREVIOUS BALANCE WWW.WAVE-UTILITIES.CO. 08456047468 <b>Allotments Water 16.05.-14.08C Code: 4410</b>	0.00 95.69
18 Sep 2023	16 Sep 2023	ZOOM.US 888-799-9666 WWW.ZOOM.US CA <b>Zoom Meetings Monthly Subscription Code: 4510</b>	12.99
21 Sep 2023	20 Sep 2023	WWW.SUFFOLK.GOV.UK IPSWICH <b>Bike Hoop Street Furniture Highways Licence Fee Code: 5250</b>	150.00
22 Sep 2023	20 Sep 2023	EAST SUFFOLK COUNCIL WOODBRIDGE <b>EP Toilet Additional Planning App Fee - Code: 5100</b>	116.00
26 Sep 2023	26 Sep 2023	HPI INSTANT INK UK WWW.HP.COM <b>KH Printer Additional Cost 20.08-19.09.23 Code: 4660</b>	4.49
<b>TOTAL</b>			<b>379.17</b>



Summary of Direct Debit Payments made between

AGENDA ITEM 378 (h)

Town Council meetings



For the period: 1st September - 30th September 2023

<i>Invoice Date</i>	<i>Ref/ Invoice No</i>	<i>Name</i>	<i>Amount</i>	<i>Date Paid</i>	<i>Nominal Code</i>	<i>Description</i>
04.09.2023	A9828017SEPT23	Siemens Financial Services	£ 322.80	04.09.2023	4660	Photocopier Lease Q3 Oct-Dec 2023
07.09.2023	Q038SB	BT	£ 301.43	21.09.2023	4510	SH Phone/Internet Charges Quarter 2 2023/24
		<b>2 x ENTRIES TOTAL SUM</b>	<b>£ 624.23</b>			

**Payments Totalling £500 or more  
for the period 01.07.23 - 30.09.23**

Invoice Number	Cost Centre Description	Cost Centre	Nominal Code Description	Nominal Code	Transaction Detail	Invoice Date	Net	VAT	Total	Amount	Supplier Name
IP040144	Organisation	160	Computer Maintenance Contract	4645	Comp Main/Backups Inc365 July	01/07/2023	£ 550.30	£ 110.06	£ 660.36	£ 445.90	React Computer Partnership
IP040144	Organisation	160	Computer Maintenance Contract	4645	Barracuda Protection July	01/07/2023				£ 104.40	React Computer Partnership
255085	General Amenities	100	Grounds Maintenance Contract	4000	GM Contract July 2023	01/07/2023	£ 6,335.00	£ 1,267.00	£ 7,602.00	£ 6,335.00	The CGM (East Anglia) Ltd
PJ-001201	Whisstocks and Quay	200	Maintenance	4005	FullSummer Clean POSWhisstocks	03/07/2023	£ 810.00	£ 162.00	£ 972.00	£ 810.00	PowerJet Cleaning Services
121701259-0066-67	Shire Hall	150	Utilities	4100	SH Electric 17.3-13.06.23C	05/07/2023	£ 719.93	£ 35.99	£ 755.92	£ 719.93	SSE Southern Electric
INV240267	Committee Expenditure	190	Amenities Cttee Exp	5100	EP-Arbor. Report & Site Visit	06/07/2023	£ 696.50	£ 139.30	£ 835.80	£ 696.50	Hayden's Arboricultural Consultants
BACS	Organisation	160	Salaries PAYE Tax/NI	4601	PAYE Tax & NI June 23	07/07/2023	£ 2,639.60	£ -	£ 2,639.60	£ 2,639.60	Inland Revenue
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-Deben Yacht Club	17/07/2023	£ 540.00	£ -	£ 540.00	£ 540.00	Deben Yacht Club
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-FOWL	17/07/2023	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	Friends of Woodbridge Library
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-Just 42	17/07/2023	£ 1,595.00	£ -	£ 1,595.00	£ 1,595.00	Just 42
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-5th Wdge Sea Scouts	17/07/2023	£ 2,000.00	£ -	£ 2,000.00	£ 2,000.00	5th Woodbridge Sea Scouts
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-Wdge TideMill Trust	17/07/2023	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	Woodbridge Tide Mill Trust
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-Wdge Cricket Club	17/07/2023	£ 1,850.00	£ -	£ 1,850.00	£ 1,850.00	Woodbridge Cricket Club
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-Wdge Festival Art	17/07/2023	£ 3,500.00	£ -	£ 3,500.00	£ 3,500.00	Wdge Festival of Art & Music
GRANTSJULY	Partnership & Comm. Wellbeing	170	Grants Scheme	4800	Grant 2023-OperaforWoodbridge	17/07/2023	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	Woodbridge Rotary Club
INV-ES1199	Fees & Charges	180	Insurance Costs	4905	WTC BldingsSurvey ValuationRpt	24/07/2023	£ 3,500.00	£ 700.00	£ 4,200.00	£ 3,500.00	East Surveyors Limited
BACS	Organisation	160	Salaries	4600	Salaries July 2023	25/07/2023	£ 10,447.60	£ -	£ 10,447.60	£ 7,626.96	Salaries July 2023
BACS	Organisation	160	Salaries Pension Contribs	4602	Salaries Pension Contribs July	25/07/2023				£ 2,820.64	Salaries July 2023
941	Projects	900	Website Update Project EMR	9401	WTC Website Branding & Design	26/07/2023	£ 3,010.00	£ -	£ 3,010.00	£ 3,010.00	Freeland Design
941			EMR Website Update Project	401	WTC Website Branding & Design	26/07/2023				-£ 3,010.00	Freeland Design
941	Projects	900	Transfer from EMR	6000	WTC Website Branding & Design	26/07/2023				£ 3,010.00	Freeland Design

**Payments Totalling £500 or more  
for the period 01.07.23 - 30.09.23**

Invoice Number	Cost Centre Description	Cost Centre	Nominal Code Description	Nominal Code	Transaction Detail	Invoice Date	Net	VAT	Total	Amount	Supplier Name
SUPPJULY-2	Projects	900	Discretionary Hardship FundEMR	9362	Donation (DHF) Wdge Salv Army	28/07/2023				£ 1,500.00	Woodbridge Salvation Army
SUPPJULY-2			EMR Discretionary Hardshp Fund	362	Donation (DHF) Wdge Salv Army	28/07/2023				-£ 1,500.00	Woodbridge Salvation Army
SUPPJULY-2	Projects	900	Transfer from EMR	6000	Donation (DHF) Wdge Salv Army	28/07/2023	£ 1,500.00	£ -	£ 1,500.00	£ 1,500.00	Woodbridge Salvation Army
IP040322	Organisation	160	Computer Maintenance Contract	4645	Comp Main/Backups Inc365 Aug	01/08/2023	£ 550.30	£ 110.06	£ 660.36	£ 445.90	React Computer Partnership
IP040322	Organisation	160	Computer Maintenance Contract	4645	Barracuda Protection August	01/08/2023				£ 104.40	React Computer Partnership
255711	General Amenities	100	Grounds Maintenance Contract	4000	GM Contract August 2023	01/08/2023	£ 6,335.00	£ 1,267.00	£ 7,602.00	£ 6,335.00	The CGM (East Anglia) Ltd
BACS	Organisation	160	Salaries PAYE Tax/NI	4601	PAYE Tax & NI July 23	09/08/2023	£ 2,655.20	£ -	£ 2,655.20	£ 2,655.20	Inland Revenue
SB20230642	Fees & Charges	180	Audit & Accountancy Charges	4910	External Audit Fee 22/23	11/08/2023	£ 1,365.00	£ 273.00	£ 1,638.00	£ 1,365.00	PKF Littlejohn LLP
OPI122776	Elmhurst Park	110	Maintenance	4005	EP Replacement Swings	22/08/2023	£ 789.67	£ 157.94	£ 947.61	£ 789.67	Sutcliffe Play Ltd
BACS	Organisation	160	Salaries	4600	Salaries August 2023	25/08/2023	£ 10,619.29	£ -	£ 10,619.29	£ 7,697.84	Salaries August 2023
BACS	Organisation	160	Salaries Pension Contribs	4602	Salaries Pension Contribs Aug	25/08/2023				£ 2,821.45	Salaries August 2023
BACS	Organisation	160	Mayor's Expenses	4620	GD Expenses re Voucher Purchase	25/08/2023				£ 100.00	Salaries August 2023
5067	Committee Expenditure	190	Climate Emergency Cttee Exp	5250	SWT Donation-Martlesham Wilds	31/08/2023	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	Suffolk Wildlife Trust
256128	General Amenities	100	Grounds Maintenance Contract	4000	GM Contract September 2023	01/09/2023	£ 6,335.00	£ 1,267.00	£ 7,602.00	£ 6,335.00	The CGM (East Anglia) Ltd
IP040527	Organisation	160	Computer Maintenance Contract	4645	Comp Main/Backups Inc365 Sept	01/09/2023	£ 550.30	£ 110.06	£ 660.36	£ 445.90	React Computer Partnership
IP040527	Organisation	160	Computer Maintenance Contract	4645	Barracuda Protection Sept	01/09/2023				£ 104.40	React Computer Partnership
WTC003	Partnership & Comm. Wellbeing	170	E-bike hire scheme	4850	App running costs E-Bike Schme	05/09/2023	£ 1,500.00	£ -	£ 1,500.00	£ 1,500.00	Virtue Electric Bikes Ltd
INV-0309	Projects	900	Changing Places EMR	9355	EP Changng Plc Toilet-40% CntV	05/09/2023	£ 50,040.00	£ 10,008.00	£ 60,048.00	£ 50,040.00	Rise Adaptations Ltd
INV-0309			EMR Changing Places	355	EP Changng Plc Toilet-40% CntV	05/09/2023				-£ 50,040.00	Rise Adaptations Ltd
INV-0309	Projects	900	Transfer from EMR	6000	EP Changng Plc Toilet-40% CntV	05/09/2023				£ 50,040.00	Rise Adaptations Ltd
BACS	Organisation	160	Salaries PAYE Tax/NI	4601	PAYE Tax & NI August 23	08/09/2023	£ 2,667.40	£ -	£ 2,667.40	£ 2,667.40	Inland Revenue

**Payments Totalling £500 or more  
for the period 01.07.23 - 30.09.23**

Invoice Number	Cost Centre Description	Cost Centre	Nominal Code Description	Nominal Code	Transaction Detail	Invoice Date	Net	VAT	Total	Amount	Supplier Name
29745	General Amenities	100	Maintenance	4005	Defib Rplmnt Batteries/Pads	19/09/2023	£ 614.00	£ 122.80	£ 736.80	£ 604.00	Defib Store Limited
29745	General Amenities	100	Maintenance	4005	Carriage for Defib Supplies	19/09/2023				£ 10.00	Defib Store Limited
BACS	Organisation	160	Salaries	4600	Salaries September 2023	25/09/2023	£ 9,798.48	£ -	£ 9,798.48	£ 7,138.13	Salaries September 2023
BACS	Organisation	160	Salaries Pension Contribs	4602	Salaries Pension Contribs Sept	25/09/2023				£ 2,660.35	Salaries September 2023

## Agenda Item 378 (j)



### REMITTANCE ADVICE

Woodbridge Town Council  
[Precept Payments]  
Shire Hall  
Market Hill  
Woodbridge  
IP12 4LP

**Vendor No.:** VWO0008  
**Payment Date:** 29/09/2023

**Contact:** Accounts Payable  
**Telephone:** 03330 162 000  
**Email:** [accountspayable@eastsoffolk.gov.uk](mailto:accountspayable@eastsoffolk.gov.uk)

<b>Our Reference</b>	<b>Your Reference</b>	<b>Document Date</b>	<b>Amount</b>	<b>Disc.</b>	<b>Net Amount £</b>
062671	2023/24-2	01/09/23	212,544.00	0.00	212,544.00
				<b>Total £</b>	<b>212,544.00</b>

2nd Precept Instalment 2023/24

The above payment has been made to your account Woodbridge Town  
Sort Code 40-47-42 Account No. \*\*\*\*8725

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the purposes of transacting with the Council for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information please visit: [www.eastsuffolk.gov.uk/yourcouncil/access-to-information/data-protection-act/](http://www.eastsuffolk.gov.uk/yourcouncil/access-to-information/data-protection-act/)

## Your Statement

The Clerk To The Council  
 Woodbridge Town Council  
 Shire Hall  
 Market Hill  
 Woodbridge  
 Suffolk  
 IP12 4LU



### Account Summary

Opening Balance	172,132.03
Payments In	213,430.66
Payments Out	85,601.84
Closing Balance	299,960.85

**Interest Rate - Valid as at end date of the statement period**  
 1.94% AER

### 1 September to 30 September 2023

#### International Bank Account Number

GB37HBUK40474281068725

#### Branch Identifier Code

HBUKGB4164L

#### Account Name

Woodbridge Town Council

#### Sortcode

40-47-42

#### Account Number

81068725

#### Sheet Number

424

### Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
<b>31 Aug 23</b>	<b>BALANCE BROUGHT FORWARD</b>			<b>172,132.03</b>
01 Sep 23	CR GROSS INTEREST TO 31AUG2023			
08 Sep 23	DD PAYEAUGUST2023	2,667.40	886.66	173,018.69
25 Sep 23	DD SALARIESSEPT2023	9,798.48		170,351.29
	DD SUPPSEPT2023-1	13,087.96		147,464.85
26 Sep 23	DD SUPPSEPT2023-2	60,048.00		87,416.85
29 Sep 23	CR EAST SUFFOLK BACS		212,544.00	299,960.85
<b>30 Sep 23</b>	<b>BALANCE CARRIED FORWARD</b>			<b>299,960.85</b>

### Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [fscs.org.uk](http://fscs.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([hsbc.co.uk/fscs/](http://hsbc.co.uk/fscs/)).

## Receipts for Month 6

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	172,132.03					172,132.03	
COM	Banked:01/09/2023	886.66						
COM	HSBC Bank	886.66			1690	160	886.66	MM Interest to 31082023
BACS	Banked:29/09/2023	212,544.00						
BACS	East Suffolk Council	212,544.00			1600	160	212,544.00	2nd Half Precept 2023-24
Total Receipts for Month		213,430.66	0.00	0.00			213,430.66	
Cashbook Totals		<u>385,562.69</u>	<u>0.00</u>	<u>0.00</u>			<u>385,562.69</u>	