

HORLEY TOWN COUNCIL

A meeting of the **Finance & General Purposes Committee**
to be held virtually on **02 February 2021 at 7.30 pm**

Following Government advice, essential meetings of Horley Town Council will be held virtually during the COVID-19 Pandemic and not in the Council Chamber. All papers will be published on our website and social media channels as normal. Members of the public may join the meeting remotely by requesting a Zoom link (by email at: town.clerk@horleytown.com) by no later than one hour before the start of the meeting.

A G E N D A

1 Virtual Meeting (Committee Chairman)

To resolve that in view of the COVID-19 crisis, the meeting of the Finance & General Purposes Committee on 02 February 2021 is to be held virtually.

2 Apologies and Reasons for Absence

3 Disclosable Pecuniary Interests and Non-Pecuniary Interests

To receive from members any declarations of interest in relation to any items included on this agenda.

4 Public Forum

Members of the public are invited to put questions or draw relevant matters to the Council's attention. Each member of the public may speak once only and for a maximum of five minutes in respect of a business item on the agenda and shall not speak for more than five minutes at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course. At the end of the Public Forum, members of the public will have their video feed turned off and microphone muted by the meeting facilitator. They may however remain to see and hear the meeting but may no longer take part unless invited to do so at the discretion of the Chair.

5 Approval of Minutes: Committee Meeting, 24 November 2020.

6 Finance Updates: Committee Meeting, 24 November 2020.

7 Annual Audit for the Year Ending 31 March 2020

- i) To note that the audit has been completed and is unqualified, with no Issues Arising.
- ii) To ratify payment of £1,600 plus VAT to PKF Littlejohn LLP for work carried out.

8 Internal Audit Matters

- i) To receive the Councillors' Audit Certificate for November and December 2020.
- ii) To receive an update on any other matters.

9 Financial Matters

- i) To approve the financial reports, including bank reconciliations and summaries of receipts and payments, up to December 2020.
- ii) RBBC Local Restrictions (COVID-19) Support Grants - To receive an update.

10 Community Infrastructure Levy (CIL) - To receive the latest quarterly report.

11 Risk Assessment - To review the draft Risk Assessment and Management Paper for 2020/21, for consideration by Full Council on 2 March 2021.

12 Communications - To receive an update on the meeting of the Communications Sub-Committee held earlier in the evening (2 February 2021).

13 Surrey Association of Local Councils (Surrey ALC) & National Association of Local Councils (NALC)

- i) Changes to Surrey ALC's membership of SSALC and new service provision arrangements for Surrey members - To receive an update.
- ii) To receive an update on any other matters, including recent networking events.

...Continued

- 14** [Surrey Police and Crime Commissioner Resident Survey: "Council Tax 2021-2022 - Would you pay a bit more to boost policing numbers and Support Officers and Staff in Surrey?"](#)
To note information received and upcoming online public engagements events by the PCC, local Borough Commanders and the Chief Officer Team ([Reigate & Banstead: 4 February 2021, 5.30-6.30pm](#))
- 15** **Covid-19 Response**
- i) To note arrangements for the reclosure of the Edmonds Hall for the duration of the third National lockdown and arrangements for keeping the Town Council offices open.
 - ii) To ratify the purchase of three mobile phones to support home working at a cost of £42 + VAT and the Pay and Go contracts with Giff Gaff @ £6 per phone per month, no cancellation fee.
 - iii) To receive an update on any other matters.
- 16** **Horley Bowling Club** – To approve the annual renewal of the Club ‘s Licence for 2021/22 and rental sum (currently £300 per annum).
- 17** **Town Meeting, 30 April 2020 (Provisional Date)** - To consider arrangements for the meeting to be held virtually on 30 April 2021.
- 18** **Edmonds Fund**
- i) To receive the latest quarterly Statement, for the period 1 April 2020 to 31 December 2020.
 - ii) To receive any other updates.
- 19** **Café in The Park Project, Horley Recreation Ground**
- i) To receive an update following Practical Completion and handover to the Town Council from the contractors.
 - ii) To receive an update on the Café Tenancy and anticipated opening date.
 - iii) To consider requests from the operator for an extra storage facility in the toilet area and provision of letter box.
 - iv) To note completion of the fixed broadband installation and cancellation of the mobile router contract.
- 20** **RBBC: Community Centres Consultation and Engagement** - To note information received.
- 21** **SCC Community Projects Fund** – To note the posting of the [Michael Crescent](#) project on the [SCC Commonplace Community Engagement](#) website and follow up actions.
- 22** **Letters Received.**
- 23** **Diary Dates**
- 24** **Items for future consideration**
To note any items for inclusion on any future agenda.
- 25** **Press Release**
To agree items for inclusion.



Signed: Joan Walsh, Town Clerk

Dated: 28 January 2021

Date of next meeting – 30 March 2021

Section 3 – External Auditor Report and Certificate 2019/20

In respect of **Horley Town Council – SU0046**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

[Handwritten Signature] SIGNATURE REQUIRED

Date

08/10/2020

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Horley Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/11/2020		
	Cash in Hand 01/04/2020		301,911.60
	ADD Receipts 01/04/2020 - 30/11/2020		573,482.09
			875,393.69
	SUBTRACT Payments 01/04/2020 - 30/11/2020		511,439.86
A	Cash in Hand 30/11/2020 (per Cash Book)		363,953.83
	Cash in hand per Bank Statements		
	Cash	30/11/2020	0.00
	Handelsbanken	30/11/2020	218,504.30
	FairFX Bank Debit Card	30/11/2020	886.13
	Nationwide Intl	30/11/2020	22,664.58
	HSBC Payroll	30/11/2020	9,093.14
	HSBC Deposit	30/11/2020	70,377.78
	HSBC Current	30/11/2020	73,081.54
			394,607.47
	Less unrepresented payments		30,727.58
			363,879.89
	Plus unrepresented receipts		73.94
B	Adjusted Bank Balance		363,953.83
	A = B Checks out OK		

Horley Town Council

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Environment Campaign	03/04/2020		HSBC Current		Refund	Horley Association of Traders	E	30.00	0.00	30.00
2	CIL	15/04/2020		HSBC Current		CIL	Reigate & Banstead Borough	E	1,476.00	0.00	1,476.00
3	Innes Pavilion	21/04/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
4	Langshott Allotments	30/04/2020		HSBC Current		Allotment Rent	Allotment Holder	E	45.00	0.00	45.00
5	Precept	30/04/2020		HSBC Current		Precept	Reigate & Banstead Borough	E	202,338.00	0.00	202,338.00
6	Section 136 LGA	30/04/2020		HSBC Current		Section 136 Agreement	Reigate & Banstead Borough	E	18,871.00	0.00	18,871.00
7	Bank Interest	30/04/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	42.56	0.00	42.56
8	Langshott Allotments	02/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
9	Langshott Allotments	02/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
10	Langshott Allotments	03/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
11	Langshott Allotments	04/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
12	Langshott Allotments	04/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
13	Vat repayments	04/05/2020		HSBC Current		Vat Refund	HMRC	R	0.00	62,842.60	62,842.60
14	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
15	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
16	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
17	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
18	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
19	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
20	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
21	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
22	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
23	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
24	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
25	Langshott Allotments	05/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
26	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
27	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
28	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
29	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
30	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
31	Langshott Allotments	07/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
32	Langshott Maintenance	07/05/2020		HSBC Current		S106 Reclaim	Reigate & Banstead Borough	E	3,049.19	0.00	3,049.19
33	Langshott Allotments	08/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
34	Langshott Allotments	09/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
35	Langshott Allotments	09/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
36	Langshott Allotments	09/05/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00

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Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
37	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
38	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
39	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
40	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
41	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
42	Langshott Allotments	10/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
43	Langshott Allotments	11/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
44	Langshott Allotments	13/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
45	Langshott Allotments	14/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
46	Langshott Allotments	14/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
47	Langshott Allotments	18/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
48	Innes Pavilion	17/05/2020	HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
49	Langshott Allotments	22/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
50	Langshott Allotments	23/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
51	Langshott Allotments	28/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
52	Langshott Allotments	28/05/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
53	Bank Interest	29/05/2020	Handelsbanken		Bank interest	HANDELSBANKEN	E	67.15	0.00	67.15
54	Langshott Allotments	03/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
55	Innes Pavilion	11/06/2020	HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
56	Langshott Allotments	14/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
57	Langshott Allotments	15/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
58	Langshott Allotments	21/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
59	Langshott Allotments	22/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
60	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
61	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
62	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
63	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
64	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
65	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
66	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	25.00	0.00	25.00
67	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
68	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
69	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
70	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
71	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
72	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
73	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
74	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
75	Langshott Allotments	23/06/2020	HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00

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Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
76	Langshott Allotments	23/06/2020		HSBC Current		Allotment Rent	Allotment Holder	E	70.00	0.00	70.00
77	Church Rd Allotments	27/06/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
78	Langshott Allotments	23/06/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
79	Langshott Allotments	23/06/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
80	Langshott Allotments	29/06/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
81	Bank Interest	30/06/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	68.70	0.00	68.70
82	Bank Interest	05/06/2020		HSBC Deposit		Bank interest	HSBC	E	29.48	0.00	29.48
83	Langshott Allotments	03/07/2020		HSBC Current		Allotment Rent	Allotment Holder	E	96.00	0.00	96.00
84	Langshott Allotments	05/07/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
85	Church Rd Allotments	10/07/2020		HSBC Current		Allotment Rent	Allotment Holder	E	50.00	0.00	50.00
86	Innes Pavilion	13/07/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
87	Events and Banners	15/07/2020		HSBC Current		Banner Display	St Bede's School	E	40.00	0.00	40.00
88	Vat repayments	27/07/2020		HSBC Current		Vat Refund	HMRC	R	0.00	14,162.00	14,162.00
89	Football Pitches	27/07/2020		HSBC Current		Football pitch hire	Charlwood Juniors	S	34.00	6.80	40.80
90	Langshott Allotments	28/07/2020		HSBC Current		Allotment Rent	Allotment Holder	E	45.00	0.00	45.00
91	Langshott Allotments	28/07/2020		HSBC Current		Allotment Rent	Allotment Holder	E	48.00	0.00	48.00
92	Bank Interest	31/07/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	48.98	0.00	48.98
93	Football Pitch Deposits	03/08/2020		HSBC Current		Football deposit	Reigate and Banstead Eagles	E	0.00	0.00	0.00
94	Security Deposits	03/08/2020		HSBC Current		Security deposit	Farmyard Kitch	E	3,000.00	0.00	3,000.00
95	Edmonds Hall	06/08/2020		HSBC Current		Hall Hire Fee	Yoga - Charlotte Huggins	E	75.00	0.00	75.00
96	Football Pitch Deposits	03/08/2020		HSBC Current		Football deposit	Reigate and Banstead Eagles	E	100.00	0.00	100.00
97	Innes Pavilion	17/08/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
98	Football Pitch Deposits	19/08/2020		HSBC Current		Football deposit	Horley Shooters	E	100.00	0.00	100.00
99	Events and Banners	20/08/2020		HSBC Current		Banner Display	Reigate Grammar School	E	40.00	0.00	40.00
100	Events and Banners	27/08/2020		HSBC Current		Recreation Ground Hire	Circus World Entertainments	E	1,000.00	0.00	1,000.00
101	Bank Interest	31/08/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	8.02	0.00	8.02
102	Football Pitch Deposits	08/09/2020		HSBC Current		Football deposit	Oakwood Black U14s	E	100.00	0.00	100.00
103	Football Pitches	01/09/2020		HSBC Current		Football Pitch Hire Contract	Horley AFC	S	246.50	49.30	295.80
104	Football Pitch Deposits	01/09/2020		HSBC Current		Football deposit	Horley AFC	E	50.00	0.00	50.00
105	Football Pitches	01/09/2020		HSBC Current		Football Pitch Hire Contract	Horley Shooters	S	82.17	16.43	98.60
106	Football Pitches	01/09/2020		HSBC Current		Football Pitch Hire Contract	Redhill Rovers	S	82.17	16.43	98.60
107	Edmonds Hall	03/09/2020		HSBC Current		Hall Hire Fee	RCCG City of Joy	E	566.00	0.00	566.00
108	Precept	03/09/2020		HSBC Current		Precept	Reigate & Banstead Borough	E	202,338.00	0.00	202,338.00
109	Section 136 LGA	03/09/2020		HSBC Current		Section 136 Agreement	Reigate & Banstead Borough	E	18,871.00	0.00	18,871.00
110	Events and Banners	11/09/2020		HSBC Current		Banner Display	Bobtails Pre-School	E	41.08	0.00	41.08
111	Football Pitches	17/09/2020		HSBC Current		Football pitch hire	Reigate and Banstead Eagles	S	123.24	24.66	147.90
112	Innes Pavilion	19/09/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	385.50	0.00	385.50
113	Football Pitches	30/09/2020		HSBC Current		Football pitch hire	Horley AFC	S	246.48	49.30	295.78
114	Langshott Allotments	16/09/2020		HSBC Current		Allotment Rent	Wojciech Skowronek	E	3.00	0.00	3.00

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Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
115	04/09/2020		HSBC Deposit		Bank interest	HSBC	E	1.45	0.00	1.45
116	30/09/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	8.42	0.00	8.42
117	08/10/2020		HSBC Current		Football pitch hire	Charlwood Juniors	S	34.92	6.98	41.90
118	01/10/2020		HSBC Current		Football Pitch Hire Contract	Horley AFC	S	246.50	49.30	295.80
119	01/10/2020		HSBC Current		Football Pitch Hire Contract	Horley Shooters	S	82.17	16.43	98.60
120	02/10/2020		HSBC Current		Football Pitch Hire Contract	Redhill Rovers	S	82.17	16.43	98.60
121	01/10/2020		HSBC Current		CIL	Reigate & Banstead Borough	E	14,988.49	0.00	14,988.49
122	08/10/2020		HSBC Current		Banner Display	Furnistore	E	20.54	0.00	20.54
123	08/10/2020		HSBC Current		Banner Display	Slimming World	E	92.43	0.00	92.43
124	13/10/2020		HSBC Current		Photocopying	Fiona Stimpson	S	32.00	6.40	38.40
125	13/10/2020		HSBC Current		Photocopying	Fiona Stimpson	S	14.40	2.88	17.28
126	19/10/2020		HSBC Current		Banner Display	Toad Hall Nursery	E	120.00	0.00	120.00
127	01/10/2020		HSBC Current		Allotment Rent	Katherine Turk	E	48.00	0.00	48.00
128	01/10/2020		HSBC Current		Allotment Rent	Katherine Turk	E	48.00	0.00	48.00
129	27/10/2020		HSBC Current		Football pitch hire	Perrywood FC	S	30.81	6.16	36.97
130	27/10/2020		HSBC Current		Football pitch hire	Perrywood FC	S	30.81	6.16	36.97
131	27/10/2020		HSBC Current		Hall Hire Fee	Wardrobe Wizards	E	105.00	0.00	105.00
132	27/10/2020		HSBC Current		Football pitch hire	Perrywood FC	S	30.81	6.16	36.97
133	21/10/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	771.00	0.00	771.00
134	21/10/2020		HSBC Current		Innes Pavilion Electricity Contr	S Reynolds Fuzion Dojo	L	52.38	2.62	55.00
135	26/10/2020		HSBC Current		Football pitch hire	Charlwood Juniors	S	87.30	17.46	104.76
136	28/10/2020		HSBC Current		Vat Refund	HMRC	R	0.00	16,226.75	16,226.75
137	21/10/2020		HSBC Current		Football Pitch Hire Contract	Reigate and Banstead Eagles	S	164.34	32.86	197.20
138	30/10/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	9.70	0.00	9.70
139	10/11/2020		HSBC Current		Football pitch hire	Perrywood FC	S	30.81	6.16	36.97
140	10/11/2020		HSBC Current		Football pitch hire	Perrywood FC	S	30.81	6.16	36.97
141	01/11/2020		HSBC Current		Football Pitch Hire Contract	Horley Shooters	S	82.17	16.43	98.60
142	02/11/2020		HSBC Current		Football Pitch Hire Contract	Horley AFC	S	246.50	49.30	295.80
143	03/11/2020		HSBC Current		Football Pitch Hire Contract	Redhill Rovers	S	82.17	16.43	98.60
144	03/11/2020		HSBC Current		Football Pitch Hire Contract	Reigate and Banstead Eagles	S	82.17	16.43	98.60
146	23/11/2020		HSBC Current		Devolved Powers Agreeemnt	Reigate & Banstead Borough	E	1,700.00	0.00	1,700.00
147	25/11/2020		HSBC Current		Hall Hire Fee	Silver Moon Dancing	E	280.00	0.00	280.00
148	30/11/2020		HSBC Current		Banner Display	Horley Baptist Church	E	41.08	0.00	41.08
149	23/11/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	771.00	0.00	771.00
150	23/11/2020		HSBC Current		Innes Pavilion Electricity Contr	S Reynolds Fuzion Dojo	L	52.38	2.62	55.00
151	30/11/2020		HSBC Current		Hall Hire Fee	Yoga - Charlotte Huggins	E	225.00	0.00	225.00
152	30/11/2020		Handelsbanken		Bank interest	HANDELSBANKEN	E	3.00	0.00	3.00

Horley Town Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
							Total	479,804.45	93,677.64	573,482.09

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Rates & Utilities	01/04/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	55.04	0.00	55.04
2 Rates	01/04/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	103.58	0.00	103.58
3 Photocopying	01/04/2020		HSBC Current		Photocopying - Lease	CF Corporate Finance	S	453.00	90.60	543.60
4 Utilities	02/04/2020		HSBC Current		Electricity supply	British Gas	L	149.73	7.48	157.21
5 SCC Pension Employer	03/04/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	2,377.29	0.00	2,377.29
6 Election Expenses	03/04/2020		HSBC Current		Election	Reigate & Banstead Borough	E	8,756.52	0.00	8,756.52
7 SCC Pension Employee	03/04/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
8 Signage	03/04/2020		HSBC Current		Signage	PLG Signs	S	600.00	120.00	720.00
9 PAYE	03/04/2020		HSBC Current		PAYE	HMRC	E	1,220.80	0.00	1,220.80
10 NI Employee	03/04/2020		HSBC Current		NIC Employee	HMRC	E	688.80	0.00	688.80
11 NI Employer	03/04/2020		HSBC Current		NIC Employer	HMRC	E	1,063.57	0.00	1,063.57
12 Tree Surgery	03/04/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	900.00	180.00	1,080.00
13 Pitches/Playgrounds	03/04/2020		HSBC Current		Playground Equipment	HAGS-SMP Ltd	S	403.20	80.64	483.84
14 Legal and professional fees	03/04/2020	TBC	HSBC Current		Settlement	Horley Town Council	E	15,000.00	0.00	15,000.00
15 Cleaning of hall and office	03/04/2020		HSBC Current		Cleaning	Asbit	S	568.49	113.70	682.19
16 CIL	07/04/2020	TBC	HSBC Current		Tennis Courts	Trevor May	S	8,583.75	1,716.75	10,300.50
17 Subscriptions & Licences	07/04/2020		HSBC Current		Subscription	SALC	E	3,121.02	0.00	3,121.02
18 Football Pitches	07/04/2020		HSBC Current		Football pitch hire Refund	Horley Town Council	S	180.00	36.00	216.00
19 Communications	07/04/2020		HSBC Current		Town Plan	MAD Ideas	S	388.00	77.60	465.60
20 Alarm Maintenance	07/04/2020		HSBC Current		Security Alarm System	Innovation Fire & Security	S	75.00	15.00	90.00
21 Alarm Maintenance	07/04/2020		HSBC Current		Security Alarm System	Innovation Fire & Security	S	155.00	31.00	186.00
22 CCTV Installation	07/04/2020		HSBC Current		CCTV	Innovation Fire & Security	S	3,102.50	620.50	3,723.00
23 Football Pitches	07/04/2020		HSBC Current		Football pitch hire Refund	Horley Town Council	S	480.00	96.00	576.00
24 Events and Banners	08/04/2020		HSBC Current		Banner Display	Horley Town Council	E	20.00	0.00	20.00
25 Compliance and Regulatory	08/04/2020		HSBC Current		PAT Testing	L&C Installations	S	172.75	34.55	207.30
26 Bank charges	14/04/2020		HSBC Current		Bank charge	HSBC	E	27.52	0.00	27.52
27 Communications	15/04/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
28 IT	16/04/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
29 Maintenance Contracts	20/04/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
30 Maintenance Contracts	20/04/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	62.02	12.40	74.42
31 Photocopying	21/04/2020		HSBC Current		Photocopying	SOS Systems Ltd	S	41.09	8.22	49.31
32 Legal and professional fees	21/04/2020		HSBC Current		HR Services	Starford HR and Legal Servic	S	2,325.00	465.00	2,790.00
33 Security Patrols	21/04/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	526.96	105.39	632.35
34 Website	21/04/2020		HSBC Current		Website	Jarret & Lam Consulting	S	150.00	30.00	180.00
35 CCTV Installation	21/04/2020		HSBC Current		CCTV	Innovation Fire & Security	S	3,102.50	620.50	3,723.00
36 Maintenance Contracts	21/04/2020		HSBC Current		Office maintenance - hygiene I	Constant Hygiene	S	100.00	20.00	120.00

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
37	21/04/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
38	21/04/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
39	22/04/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	239.80	47.96	287.76
40	23/04/2020		HSBC Current		Electricity supply	British Gas	L	105.97	5.29	111.26
41	24/04/2020		HSBC Current		Gas supply	British Gas	S	259.45	51.89	311.34
42	24/04/2020		HSBC Current		Gas supply	British Gas	S	125.83	25.17	151.00
43	28/04/2020		HSBC Current		Electricity supply	British Gas	L	128.52	6.42	134.94
44	02/04/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
45	07/04/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	126.80	0.00	126.80
46	09/04/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
47	15/04/2020		FairFX Bank Debit Car		Zoom License	Zoom Video Communications	E	143.88	0.00	143.88
48	30/04/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	0.00	0.00	0.00
49	28/04/2020		HSBC Payroll		Salaries	Horley Town Council	E	7,919.93	0.00	7,919.93
50	01/05/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	186.09	0.00	186.09
51	01/05/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	50.46	0.00	50.46
52	01/05/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
53	01/05/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	42.87	0.00	42.87
54	01/05/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	176.48	0.00	176.48
55	01/05/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
56	04/05/2020		HSBC Current		Electricity supply	British Gas	L	94.89	4.74	99.63
57	06/05/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	2,630.96	0.00	2,630.96
58	06/05/2020		HSBC Current		Window cleaning	Michael Stone	E	55.00	0.00	55.00
59	06/05/2020		HSBC Current		Grant Award Scheme	Horley Town Council	E	6,550.00	0.00	6,550.00
60	06/05/2020		HSBC Current		Pension payments Employee -	Surrey Pension Fund	E	750.00	0.00	750.00
61	06/05/2020		HSBC Current		PAYE	HMRC	E	1,235.60	0.00	1,235.60
62	06/05/2020		HSBC Current		NIC Employee	HMRC	E	661.20	0.00	661.20
63	06/05/2020		HSBC Current		NIC Employer	HMRC	E	1,054.87	0.00	1,054.87
64	06/05/2020		HSBC Current		Grant Award Scheme	Horley Town Council	E	500.00	0.00	500.00
65	06/05/2020		HSBC Current		Stationery	Don Ruffles Ltd.	S	165.71	33.14	198.85
66	06/05/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
67	06/05/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
68	06/05/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
69	06/05/2020		HSBC Current		Office supplies	Amazon	Z	42.95	0.00	42.95
70	11/05/2020		HSBC Current		Bank charge	HANDELSBANKEN	E	31.72	0.00	31.72
71	11/05/2020		HSBC Current		CCTV Broadband	Zen Internet	S	4.66	0.93	5.59
72	11/05/2020		HSBC Current		Office Phone	BT	S	168.22	33.64	201.86
73	13/05/2020		HSBC Current		Scribe Licence	SCRIBE	S	730.50	146.10	876.60
74	13/05/2020		HSBC Current		Consultancy	LG Business Consultation	E	902.40	0.00	902.40
75	13/05/2020		HSBC Current		Football pitch hire Refund	Horley Town Council	S	600.00	120.00	720.00

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
76	13/05/2020		HSBC Current		Professional Fees	DAC Beachcroft	S	800.00	160.00	960.00
77	13/05/2020		HSBC Current		Professional Fees	DAC Beachcroft	E	-800.00	0.00	-800.00
78	13/05/2020		HSBC Current		Inspections	Bennetts Builders Ltd	S	333.00	66.60	399.60
79	13/05/2020		HSBC Current		Inspections	Bennetts Builders Ltd	S	220.00	44.00	264.00
80	13/05/2020		HSBC Current		Innes Pavilion Maintenance	Bennetts Builders Ltd	S	259.90	51.98	311.88
81	13/05/2020		HSBC Current		Langshott Maintenance	Bennetts Builders Ltd	S	100.00	20.00	120.00
82	13/05/2020		HSBC Current		Inspections	Bennetts Builders Ltd	S	150.00	30.00	180.00
83	13/05/2020		HSBC Current		Langshott Maintenance	Bennetts Builders Ltd	S	117.00	23.40	140.40
84	13/05/2020		HSBC Current		Michael Crescent	Bennetts Builders Ltd	S	70.00	14.00	84.00
85	13/05/2020		HSBC Current		Innes Pavilion Maintenance	Bennetts Builders Ltd	S	864.00	172.80	1,036.80
86	13/05/2020		HSBC Current		Court Lodge grounds	Bennetts Builders Ltd	S	60.00	12.00	72.00
87	13/05/2020		HSBC Current		Church Rd Maintenance	Bennetts Builders Ltd	S	104.00	20.80	124.80
88	13/05/2020		HSBC Current		Signage	Bennetts Builders Ltd	S	90.00	18.00	108.00
89	13/05/2020		HSBC Current		Grounds Maintenance	Bennetts Builders Ltd	S	150.00	30.00	180.00
90	13/05/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
91	13/05/2020		HSBC Current		GDPR	Information Commissioners (E	35.00	0.00	35.00
92	15/05/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
93	18/05/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
94	18/05/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
95	19/05/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	62.02	12.40	74.42
96	19/05/2020		HSBC Current		Broadband	Zen Internet	S	64.00	12.80	76.80
97	19/05/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	533.89	106.78	640.67
98	19/05/2020		HSBC Current		Website	Jarret & Lam Consulting	S	80.00	16.00	96.00
99	19/05/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
100	22/05/2020		HSBC Current		Electricity supply	British Gas	L	23.28	1.16	24.44
101	22/05/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	257.20	51.44	308.64
102	26/05/2020		HSBC Current		Electricity supply	British Gas	L	163.99	8.19	172.18
103	26/05/2020		HSBC Current		Gas supply	British Gas	L	12.07	0.60	12.67
104	26/05/2020		HSBC Current		Gas supply	British Gas	S	125.83	25.17	151.00
105	27/05/2020		HSBC Current		PWLB repayment	PWLB	E	9,772.46	0.00	9,772.46
106	27/05/2020		HSBC Current		Insurance	WPS Insurance Ltd	E	357.05	0.00	357.05
107	27/05/2020		HSBC Current		Insurance	WPS Insurance Ltd	E	6,821.49	0.00	6,821.49
108	27/05/2020		HSBC Current		Fire Alarm Maintenance	Firetronics Limited	S	85.20	17.04	102.24
109	27/05/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
110	27/05/2020		HSBC Current		IT Hardware	Amazon	S	48.57	9.72	58.29
111	27/05/2020		HSBC Current		IT Hardware	Amazon	E	16.19	0.00	16.19
112	28/05/2020		HSBC Payroll		Salaries	Horley Town Council	E	7,870.13	0.00	7,870.13
113	06/05/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
114	08/05/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	119.96	0.00	119.96

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
115 IT	11/05/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
116 Rates & Utilites	01/06/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	0.00	0.00	0.00
117 Rates	01/06/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	0.00	0.00	0.00
118 Utilities	03/06/2020		HSBC Current		Electricity supply	British Gas	S	0.00	0.00	0.00
119 SCC Pension Employer	03/06/2020		HSBC Current		Pension Fund Employer	Surrey County Council	E	0.00	0.00	0.00
120 SCC Pension Employee	03/06/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	0.00	0.00	0.00
121 Audit fees	03/06/2020		HSBC Current		Audit Fees	Paul Hartley	E	0.00	0.00	0.00
122 Office Supplies & Equipment	03/06/2020		HSBC Current		Office supplies	Micro Maintenance Ltd.	S	1,497.00	299.40	1,796.40
123 PAYE	03/06/2020		HSBC Current		PAYE	HMRC	E	0.00	0.00	0.00
124 NI Employee	03/06/2020		HSBC Current		NIC Employee	HMRC	E	0.00	0.00	0.00
125 NI Employer	03/06/2020		HSBC Current		NIC Employer	HMRC	E	0.00	0.00	0.00
126 Contractors' Maint (HTC)	03/06/2020		HSBC Current		Grounds Maintenance	Burleys	S	0.00	0.00	0.00
127 Cleaning of hall and office	03/06/2020		HSBC Current		Cleaning	Asbit	S	0.00	0.00	0.00
128 Bank charges	10/06/2020		HSBC Current		Bank charge	HSBC	E	0.00	0.00	0.00
129 CIL	10/06/2020		HSBC Current		Tennis Courts	Trevor May	S	0.00	0.00	0.00
130 Grounds	10/06/2020		HSBC Current		Tennis Courts	Trevor May	S	0.00	0.00	0.00
131 Security Patrols	10/06/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	0.00	0.00	0.00
132 Cleaning of hall and office	10/06/2020		HSBC Current		Cleaning	Asbit	S	0.00	0.00	0.00
133 Rates	01/06/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
134 Rates & Utilites	01/06/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
135 Cleaning of hall and office	03/06/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
136 Contractors' Maint (HTC)	03/06/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
137 PAYE	03/06/2020		HSBC Current		PAYE	HMRC	E	1,236.40	0.00	1,236.40
138 NI Employee	03/06/2020		HSBC Current		NIC Employee	HMRC	E	661.20	0.00	661.20
139 NI Employer	03/06/2020		HSBC Current		NIC Employer	HMRC	E	1,054.87	0.00	1,054.87
140 Office Supplies & Equipment	03/06/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	0.00	0.00	0.00
141 Audit fees	03/06/2020		HSBC Current		Audit Fees	Paul Hartley	E	861.00	0.00	861.00
142 SCC Pension Employee	03/06/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
143 SCC Pension Employee	03/06/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	686.12	0.00	686.12
144 SCC Pension Employer	03/06/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	1,945.45	0.00	1,945.45
145 Utilities	03/06/2020		HSBC Current		Electricity supply	British Gas	L	68.52	3.42	71.94
146 Cleaning of hall and office	10/06/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
147 Security Patrols	10/06/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	728.64	145.74	874.38
148 Grounds	10/06/2020		HSBC Current		Tennis Courts	Trevor May	S	10,000.10	2,000.02	12,000.12
149 CIL	10/06/2020		HSBC Current		Tennis Courts	Trevor May	S	15,201.15	3,040.23	18,241.38
150 Bank charges	10/06/2020		HSBC Current		Bank charge	HSBC	E	28.28	0.00	28.28
151 Communications	15/06/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
152 IT	16/06/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
153 Compliance and Regulatory	18/06/2020		HSBC Current		COVID response	Amazon	S	35.91	7.19	43.10

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
154	18/06/2020		HSBC Current		Office supplies	Amazon	S	37.79	7.58	45.37
155	18/06/2020		HSBC Current		Stationery	Amazon	S	10.90	2.18	13.08
156	18/06/2020		HSBC Current		COVID response	Amazon	S	19.97	4.00	23.97
157	18/06/2020		HSBC Current		COVID response	Amazon	E	23.11	0.00	23.11
158	18/06/2020		HSBC Current		Cleaning	Asbit	S	446.50	89.30	535.80
159	18/06/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	380.00	76.00	456.00
160	18/06/2020		HSBC Current		Website	Jarret & Lam Consulting	S	150.00	30.00	180.00
161	18/06/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	927.36	185.48	1,112.84
162	18/06/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
163	19/06/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	62.02	12.40	74.42
164	19/06/2020		HSBC Current		Broadband	Zen Internet	S	93.50	18.70	112.20
165	22/06/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	257.20	51.44	308.64
166	22/06/2020		HSBC Current		Gas supply	British Gas	L	43.35	2.16	45.51
167	22/06/2020		HSBC Current		Electricity supply	British Gas	L	25.18	1.25	26.43
168	23/06/2020		HSBC Current		Office supplies	Amazon	S	39.45	7.89	47.34
169	23/06/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
170	23/06/2020		HSBC Current		Consultancy	LG Business Consultation	E	490.00	0.00	490.00
171	23/06/2020		HSBC Current		Signage	PLG Signs	S	180.00	36.00	216.00
172	24/06/2020		HSBC Current		Gas supply	British Gas	S	125.83	25.17	151.00
173	25/06/2020		HSBC Current		Electricity supply	British Gas	L	109.64	5.48	115.12
174	07/07/2020		HSBC Current		Signage	PLG Signs	S	-600.00	-120.00	-720.00
175	07/07/2020		HSBC Current		Signage	PLG Signs	S	600.00	120.00	720.00
176	07/07/2020		FairFX Bank Debit Car		Zoom License	Zoom Video Communications	E	-143.88	0.00	-143.88
177	07/07/2020		FairFX Bank Debit Car		Zoom License	Zoom Video Communications	E	143.88	0.00	143.88
178	07/07/2020		HSBC Current		Office supplies	Amazon	Z	-42.95	0.00	-42.95
179	07/07/2020		HSBC Current		Office supplies	Amazon	Z	42.95	0.00	42.95
180	07/07/2020		HSBC Current		IT Hardware	Amazon	S	-48.57	-9.72	-58.29
181	07/07/2020		HSBC Current		IT Hardware	Amazon	S	48.57	9.72	58.29
182	07/07/2020		HSBC Current		IT Hardware	Amazon	E	-16.19	0.00	-16.19
183	07/07/2020		HSBC Current		IT Hardware	Amazon	E	16.19	0.00	16.19
184	07/07/2020		HSBC Current		Office supplies	Micro Maintenance Ltd.	S	-1,497.00	-299.40	-1,796.40
185	07/07/2020		HSBC Current		Office supplies	Micro Maintenance Ltd.	S	1,497.00	299.40	1,796.40
186	07/07/2020		HSBC Current		COVID response	Amazon	S	-35.91	-7.19	-43.10
187	07/07/2020		HSBC Current		Paper Towels	Amazon	S	35.91	7.19	43.10
188	07/07/2020		HSBC Current		COVID response	Amazon	S	-19.97	-4.00	-23.97
189	07/07/2020		HSBC Current		Hand Sanitizer	Amazon	S	19.97	4.00	23.97
190	07/07/2020		HSBC Current		COVID response	Amazon	E	-23.11	0.00	-23.11
191	07/07/2020		HSBC Current		Disposable Face Masks	Amazon	E	23.11	0.00	23.11
192	22/06/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	89.00	17.80	106.80

Horley Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
193	Signage	07/07/2020		HSBC Current		Signage	PLG Signs	S	-180.00	-36.00	-216.00
194	COVID -19 Compliance	07/07/2020		HSBC Current		Signage	PLG Signs	S	180.00	36.00	216.00
195	Photocopying	16/06/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	42.12	8.42	50.54
196	Communications	02/06/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
197	IT	08/06/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	125.43	0.00	125.43
198	IT	09/06/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
199	Net Salaries	26/06/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,014.13	0.00	8,014.13
200	Photocopying	01/07/2020		HSBC Current		Photocopying - Lease	CF Corporate Finance	S	493.00	98.60	591.60
201	Rates & Utilites	01/07/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
202	Rates	01/07/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
203	Utilities	03/07/2020		HSBC Current		Electricity supply	British Gas	L	72.07	3.60	75.67
204	COVID -19 Compliance	08/07/2020		HSBC Current		Paper Towels	Amazon	S	33.25	6.65	39.90
205	COVID -19 Compliance	08/07/2020		HSBC Current		Disposable Face Masks	Amazon	E	7.17	0.00	7.17
206	COVID -19 Compliance	08/07/2020		HSBC Current		Hand Sanitizer	Amazon	S	16.50	3.30	19.80
207	COVID -19 Compliance	08/07/2020		HSBC Current		Hand Sanitizer	Amazon	S	11.66	2.33	13.99
208	COVID -19 Compliance	08/07/2020		HSBC Current		Cleaning Cloths	Amazon	S	9.99	2.00	11.99
209	Office Supplies & Equipment	08/07/2020		HSBC Current		Brass Polish	Amazon	S	4.99	1.00	5.99
210	Cleaning of hall and office	08/07/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
211	Contractors' Maint (HTC)	08/07/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
212	PAYE	08/07/2020		HSBC Current		PAYE	HMRC	E	1,236.40	0.00	1,236.40
213	NI Employee	08/07/2020		HSBC Current		NIC Employee	HMRC	E	661.20	0.00	661.20
214	NI Employer	08/07/2020		HSBC Current		NIC Employer	HMRC	E	1,054.87	0.00	1,054.87
215	SCC Pension Employee	08/07/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
216	SCC Pension Employer	08/07/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	1,944.85	0.00	1,944.85
217	SCC Pension Employee	08/07/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	686.12	0.00	686.12
218	Compliance and Regulatory	08/07/2020		HSBC Current		Legionella - Quarterly Monitori	WET Ltd	S	198.00	39.60	237.60
219	Grant Award Scheme	08/07/2020		HSBC Current		Grant Award Scheme	YMCA East Surrey	E	500.00	0.00	500.00
220	Bank charges	10/07/2020		HSBC Current		Bank charge	HSBC	E	34.52	0.00	34.52
221	COVID -19 Compliance	15/07/2020		HSBC Current		Signage	Amazon	S	5.82	1.16	6.98
222	COVID -19 Compliance	15/07/2020		HSBC Current		Disposable Face Masks	Amazon	S	8.32	1.67	9.99
223	COVID -19 Compliance	15/07/2020		HSBC Current		Anti-Bacterial Spray	Amazon	S	9.99	2.00	11.99
224	COVID -19 Compliance	15/07/2020		HSBC Current		Disposable Aprons	Amazon	S	19.38	3.88	23.26
225	COVID -19 Compliance	15/07/2020		HSBC Current		Disposable Gloves	Amazon	S	30.96	6.20	37.16
226	COVID -19 Compliance	15/07/2020		HSBC Current		Cleaning	Antibacterial Wipes	S	2.71	0.54	3.25
227	Office Supplies & Equipment	15/07/2020		HSBC Current		Board Magnets	Amazon	E	23.16	0.00	23.16
228	COVID -19 Compliance	15/07/2020		HSBC Current		Office supplies	Amazon	E	21.93	0.00	21.93
229	COVID -19 Compliance	15/07/2020		HSBC Current		Office supplies	Amazon	S	20.06	4.01	24.07
230	Office Supplies & Equipment	15/07/2020		HSBC Current		SD Card	Amazon	S	6.22	1.25	7.47
231	COVID -19 Compliance	15/07/2020		HSBC Current		Office supplies	Amazon	S	27.39	5.47	32.86

Horley Town Council

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
232 Office Supplies & Equipment	15/07/2020		HSBC Current		Office supplies	Amazon	S	19.92	3.98	23.90
233 COVID -19 Compliance	15/07/2020		HSBC Current		IT Hardware	Amazon	E	-16.19	0.00	-16.19
234 Cleaning of hall and office	15/07/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
235 Compliance and Regulatory	15/07/2020		HSBC Current		Hygiene	Constant Hygiene	S	125.00	25.00	150.00
236 Communications	15/07/2020		HSBC Current		Annual Report	MAD Ideas	S	485.00	97.00	582.00
237 Security Patrols	15/07/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	463.68	92.74	556.42
238 Communications	15/07/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
239 IT	16/07/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
240 CCTV Broadband Connection	20/07/2020		HSBC Current		CCTV Broadband	Zen Internet	S	93.50	18.70	112.20
241 Maintenance Contracts	20/07/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
242 Maintenance Contracts	20/07/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	62.02	12.40	74.42
243 IT	22/07/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
244 Utilities	22/07/2020		HSBC Current		Gas supply	British Gas	L	57.75	2.88	60.63
245 Pavilion Cafe	22/07/2020		HSBC Current		Electricity supply	British Gas	L	34.63	1.73	36.36
246 Utilities	24/07/2020		HSBC Current		Gas supply	British Gas	L	143.81	7.19	151.00
247 Utilities	24/07/2020		HSBC Current		Electricity supply	British Gas	L	89.13	4.45	93.58
248 Cleaning of hall and office	24/07/2020		HSBC Current		Cleaning	Asbit	S	553.00	110.60	663.60
249 Legal and professional fees	27/07/2020		HSBC Current		Consultancy	LG Business Consultation	E	490.00	0.00	490.00
250 Pavilion Cafe	24/07/2020		HSBC Current		cafe pavilion	Newlyns	Z	7,917.29	0.00	7,917.29
251 COVID -19 Compliance	24/07/2020		HSBC Current		Covid Charge	Newlyns	Z	6,033.74	0.00	6,033.74
252 Subscriptions & Licences	24/07/2020		HSBC Current		SLCC Membership	SLCC Ltd	E	308.00	0.00	308.00
253 Grounds	24/07/2020		HSBC Current		Tennis Courts	Trevor May	S	550.00	110.00	660.00
254 Insurance	24/07/2020		HSBC Current		Insurance	WPS Insurance Ltd	E	343.94	0.00	343.94
255 Utilities	31/07/2020		HSBC Current		Electricity supply	British Gas	L	68.38	3.41	71.79
256 Communications	01/07/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	5.99	1.20	7.19
257 Communications	02/07/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
258 IT	07/07/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	124.80	0.00	124.80
259 IT	09/07/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
260 Office Supplies & Equipment	10/07/2020		FairFX Bank Debit Car		Gifts	Amazon	E	100.00	0.00	100.00
261 COVID -19 Compliance	23/07/2020		FairFX Bank Debit Car		Hand Sanitizer	Covex Gels	S	170.17	34.03	204.20
262 COVID -19 Compliance	24/07/2020		HSBC Current		Covid Charge	Newlyns	S	0.00	201.12	201.12
263 COVID -19 Compliance	24/07/2020		HSBC Current		Covid Charge	Newlyns	Z	-201.12	0.00	-201.12
264 Pavilion Cafe	24/07/2020		HSBC Current		cafe pavilion	Newlyns	S	0.00	809.62	809.62
265 Pavilion Cafe	24/07/2020		HSBC Current		cafe pavilion	Newlyns	Z	-809.62	0.00	-809.62
266 Net Salaries	28/07/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,109.33	0.00	8,109.33
267 Staff Training	13/08/2020		Cash		Staff Training	St John's Ambulance	E	25.00	0.00	25.00
268 Courier & Postage	13/08/2020		Cash		Postage	Royal Mail	E	17.60	0.00	17.60
269 Office Supplies & Equipment	13/08/2020		Cash		Sundries	Horley Town Council	E	0.85	0.00	0.85
270 Office Supplies & Equipment	13/08/2020		Cash		Petty Cash Voucher	Horley Town Council	E	6.55	0.00	6.55

Horley Town Council

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
271 Rates	03/08/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
272 Rates & Utilites	03/08/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
273 Stationery	03/08/2020		HSBC Current		Stationery	Amazon	S	3.99	0.80	4.79
274 COVID -19 Compliance	03/08/2020		HSBC Current		Anti-Bacterial Spray	Amazon	S	12.17	2.43	14.60
275 COVID -19 Compliance	03/08/2020		HSBC Current		Hand Sanitizer	Amazon	S	33.28	6.68	39.96
276 Stationery	03/08/2020		HSBC Current		Stationery	Amazon	S	41.64	8.32	49.96
277 Cleaning of hall and office	03/08/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
278 Playground Inspections	03/08/2020		HSBC Current		Inspections	Bennetts Builders Ltd	S	2,075.00	415.00	2,490.00
279 Compliance and Regulatory	03/08/2020		HSBC Current		Innes Pavilion Maintenance	Bennetts Builders Ltd	S	260.00	52.00	312.00
280 Contractors' Maint (HTC)	03/08/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
281 PAYE	03/08/2020		HSBC Current		PAYE	HMRC	E	1,236.20	0.00	1,236.20
282 NI Employer	03/08/2020		HSBC Current		NIC Employer	HMRC	E	1,054.87	0.00	1,054.87
283 NI Employee	03/08/2020		HSBC Current		NIC Employee	HMRC	E	661.20	0.00	661.20
284 Grant Award Scheme	03/08/2020		HSBC Current		Grant Award Scheme	Horley Town Council	E	100.00	0.00	100.00
285 SCC Pension Employee	03/08/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
286 SCC Pension Employer	03/08/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	1,944.85	0.00	1,944.85
287 SCC Pension Employee	03/08/2020		HSBC Current		Pension payments Employer	Surrey Pension Fund	E	686.12	0.00	686.12
288 Office Supplies & Equipment	07/08/2020		HSBC Current		Office supplies	Amazon	S	19.99	4.00	23.99
289 Clir Expenses	07/08/2020		HSBC Current		Printing	Amazon	S	14.98	3.00	17.98
290 Cleaning of hall and office	07/08/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
291 Tree Surgery	07/08/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	460.00	92.00	552.00
292 Website	07/08/2020		HSBC Current		Website	Jarret & Lam Consulting	S	120.00	24.00	144.00
293 Security Patrols	07/08/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	397.44	79.48	476.92
294 Window Cleaning	07/08/2020		HSBC Current		Window cleaning	Michael Stone	E	110.00	0.00	110.00
295 Communications	10/08/2020		HSBC Current		Phone line	BT	S	158.40	31.68	190.08
296 Bank charges	10/08/2020		HSBC Current		Bank charge	HSBC	E	28.60	0.00	28.60
297 Communications	17/08/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
298 CCTV Broadband Connection	19/08/2020		HSBC Current		CCTV Broadband	Zen Internet	S	93.50	18.70	112.20
299 Maintenance Contracts	19/08/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	62.02	12.40	74.42
300 Photocopying	20/08/2020		HSBC Current		Photocopying	SOS Systems Ltd	S	41.66	8.33	49.99
301 Utilities	21/08/2020		HSBC Current		Gas supply	British Gas	L	96.73	4.83	101.56
302 Pavilion Cafe	21/08/2020		HSBC Current		Electricity supply	British Gas	L	46.84	2.34	49.18
303 Compliance and Regulatory	21/08/2020		HSBC Current		Fire Alarm Maintenance	Firetronics Limited	S	115.00	23.00	138.00
304 IT	24/08/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
305 Utilities	24/08/2020		HSBC Current		Electricity supply	British Gas	L	98.61	4.93	103.54
306 Cleaning of hall and office	24/08/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
307 Tree Surgery	26/08/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	60.00	12.00	72.00
308 Staff Training	26/08/2020		HSBC Current		Staff Training	SSALC Ltd	S	30.00	6.00	36.00
309 IT	17/08/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20

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Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
310	Utilities	24/08/2020		HSBC Current		Gas supply	British Gas	S	125.83	25.17	151.00
311	Communications	04/08/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
312	COVID -19 Compliance	06/08/2020		FairFX Bank Debit Car		Sneeze Guards	AFS Supplies Limited	S	54.95	10.99	65.94
313	IT	07/08/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	124.80	0.00	124.80
314	IT	10/08/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
315	Courier & Postage	12/08/2020		FairFX Bank Debit Car		Postage	Royal Mail	E	6.70	0.00	6.70
316	Office Supplies & Equipment	12/08/2020		FairFX Bank Debit Car		Sundries	McColl's	Z	3.50	0.00	3.50
317	Cafe/Pavilion PWLB Loan Req	28/08/2020		HSBC Current		Public Works Loan	PWLB	E	13,797.82	0.00	13,797.82
318	Cleaning of hall and office	28/08/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
319	Parks Furniture	28/08/2020		HSBC Current		Litter Bin	Earth Anchors Ltd	S	1,004.00	200.80	1,204.80
320	Office Supplies & Equipment	28/08/2020		HSBC Current		Tables	Gopak Ltd	S	446.27	89.25	535.52
321	Legal and professional fees	28/08/2020		HSBC Current		Consultancy	LG Business Consultation	E	630.00	0.00	630.00
322	Pavilion Cafe	28/08/2020		HSBC Current		cafe pavilion	Newlyns	Z	52,274.36	0.00	52,274.36
323	Staff Training	28/08/2020		HSBC Current		Staff Training	SSALC Ltd	S	60.00	12.00	72.00
324	Clr Training	28/08/2020		HSBC Current		Councillor training	SALC	S	60.00	12.00	72.00
325	Compliance and Regulatory	21/08/2020		HSBC Current		Fire Alarm Maintenance	Firetronics Limited	S	256.47	51.29	307.76
326	Maintenance Contracts	18/08/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
327	Net Salaries	28/08/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,470.13	0.00	8,470.13
328	Rates & Utilites	01/09/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
329	Rates	01/09/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
330	Communications	02/09/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
331	Utilities	03/09/2020		HSBC Current		Electricity supply	British Gas	L	81.17	4.05	85.22
332	IT	07/09/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	124.80	0.00	124.80
333	IT	09/09/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
334	Bank charges	09/09/2020		HSBC Current		Bank charge	HSBC	E	30.12	0.00	30.12
335	Football Pitch Deposits	10/09/2020		HSBC Current		Football deposit	AFC Gatwick	E	100.00	0.00	100.00
336	COVID -19 Compliance	10/09/2020		HSBC Current		Cleaning Supplies	Amazon	S	24.02	4.80	28.82
337	Cleaning of hall and office	10/09/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
338	Cleaning of hall and office	10/09/2020		HSBC Current		Cleaning	Asbit	S	316.50	63.30	379.80
339	Contractors' Maint (HTC)	10/09/2020	C4873	HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
340	Stationery	10/09/2020		HSBC Current		Stationery	Don Ruffles Ltd.	S	198.86	39.77	238.63
341	PAYE	10/09/2020		HSBC Current		PAYE	HMRC	E	1,236.40	0.00	1,236.40
342	NI Employer	10/09/2020		HSBC Current		NIC Employer	HMRC	E	1,054.87	0.00	1,054.87
343	NI Employee	10/09/2020		HSBC Current		NIC Employee	HMRC	E	661.20	0.00	661.20
344	Office Supplies & Equipment	10/09/2020		HSBC Current		Staff Expenses	Horley Town Council	Z	9.99	0.00	9.99
345	Staff Expenses	10/09/2020		HSBC Current		Staff Expenses	Horley Town Council	E	3.70	0.00	3.70
346	Maintenance & Repairs	10/09/2020	F4538	HSBC Current		Hall Lighting Replacement	L&C Installations	S	1,750.36	350.07	2,100.43
347	Chairman's Allowance	10/09/2020	F4563	HSBC Current		Mayor's Charity	Horley Town Council	E	60.00	0.00	60.00
348	COVID -19 Compliance	10/09/2020	L4907	HSBC Current		Signage	PLG Signs	S	1,300.00	260.00	1,560.00

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
349	10/09/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
350	10/09/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	419.52	83.90	503.42
351	10/09/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	686.12	0.00	686.12
352	10/09/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	1,944.85	0.00	1,944.85
353	10/09/2020	L4923	HSBC Current		Gatwick Greenspace Partnersh	Sussex Wildlife Trust	E	2,033.00	0.00	2,033.00
354	10/09/2020		HSBC Current		Tennis Courts	Trevor May	S	125.50	25.10	150.60
355	11/09/2020		FairFX Bank Debit Car		Sundries	McCull's	Z	7.97	0.00	7.97
356	11/09/2020		FairFX Bank Debit Car		First Aid Kit	First Aid 4 Less	S	68.20	13.64	81.84
357	15/09/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
358	16/09/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.01	5.21	31.22
359	17/09/2020		HSBC Current		Mop	Amazon	S	18.33	3.67	22.00
360	17/09/2020		HSBC Current		Stationery	Amazon	S	5.73	1.15	6.88
361	17/09/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
362	17/09/2020		HSBC Current		Website	Jarret & Lam Consulting	S	150.00	30.00	180.00
363	17/09/2020		HSBC Current		Professional Fees	Newmans Solicitors	S	1,240.00	248.00	1,488.00
364	17/09/2020		HSBC Current		Professional Fees	Newmans Solicitors	E	8.00	0.00	8.00
365	18/09/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
366	21/09/2020		HSBC Current		CCTV Broadband	Zen Internet	S	93.50	18.70	112.20
367	21/09/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	67.46	13.49	80.95
368	21/09/2020		HSBC Current		Gas supply	British Gas	L	86.39	4.31	90.70
369	22/09/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
370	22/09/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	27.22	5.44	32.66
371	23/09/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
372	23/09/2020		HSBC Current		Staff Training	SSALC Ltd	S	60.00	12.00	72.00
373	24/09/2020		HSBC Current		Gas supply	British Gas	S	125.83	25.17	151.00
374	24/09/2020		HSBC Current		Electricity supply	British Gas	L	100.62	5.03	105.65
375	28/09/2020		HSBC Payroll		Salaries	Horley Town Council	E	11,171.97	0.00	11,171.97
376	29/09/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
377	29/09/2020	L4950	HSBC Current		Playground Equipment	HAGS-SMP Ltd	S	1,617.00	323.40	1,940.40
378	29/09/2020	L4918	HSBC Current		Tree surgery	Heatherlands Tree Care	S	900.00	180.00	1,080.00
379	29/09/2020		HSBC Current		Office repairs	L&C Installations	S	97.00	19.40	116.40
380	29/09/2020		HSBC Current		Consultancy	LG Business Consultation	E	385.00	0.00	385.00
381	29/09/2020		HSBC Current		Signage	PLG Signs	S	42.00	8.40	50.40
382	29/09/2020		HSBC Current		Window cleaning	Michael Stone	E	55.00	0.00	55.00
383	21/09/2020		HSBC Current		Electricity supply	British Gas	L	67.82	3.39	71.21
384	04/09/2020		HSBC Deposit		Bank interest	HSBC	E	1.45	0.00	1.45
385	04/09/2020		HSBC Deposit		Bank interest	HSBC	E	-1.45	0.00	-1.45
386	30/09/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
387	28/08/2020		HSBC Current		cafe pavilion	Newlyns	S	0.00	8,490.39	8,490.39

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Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
388	Pavilion Cafe	28/08/2020		HSBC Current		cafe pavilion	Newlyns	Z	-8,490.39	0.00	-8,490.39
389	Maintenance & Repairs	29/09/2020		HSBC Current		Repairs/Maintenance	Asbit	S	57.50	11.50	69.00
390	Rates	01/10/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
391	Rates & Utilites	01/10/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
392	Photocopying	01/10/2020		HSBC Current		Photocopying - Lease	CF Corporate Finance	S	453.00	90.60	543.60
393	Communications	02/10/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
394	Utilities	02/10/2020		HSBC Current		Electricity supply	British Gas	L	92.81	4.64	97.45
395	Courier & Postage	07/10/2020		FairFX Bank Debit Car		Postage	Royal Mail	E	11.55	0.00	11.55
396	IT	08/10/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	124.80	0.00	124.80
397	Tree Surgery	08/10/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	150.00	30.00	180.00
398	PAYE	08/10/2020		HSBC Current		PAYE	HMRC	E	1,928.00	0.00	1,928.00
399	NI Employer	08/10/2020		HSBC Current		NIC Employer	HMRC	E	1,568.51	0.00	1,568.51
400	NI Employee	08/10/2020		HSBC Current		NIC Employee	HMRC	E	951.38	0.00	951.38
401	Pavilion Cafe	08/10/2020		HSBC Current		cafe pavilion	Newlyns	S	27,826.83	5,565.37	33,392.20
402	SCC Pension Employee	08/10/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
403	SCC Pension Employer	08/10/2020		HSBC Current		Pension payments Employer	Surrey Pension Fund	E	2,625.60	0.00	2,625.60
404	SCC Pension Employee	08/10/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	957.58	0.00	957.58
405	Bank charges	08/10/2020		HSBC Current		Bank charge	HSBC	E	26.96	0.00	26.96
406	IT	09/10/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
407	Office Supplies & Equipment	13/10/2020		HSBC Current		Office Equipment	Amazon	S	6.24	1.24	7.48
408	COVID -19 Compliance	13/10/2020		HSBC Current		IT Hardware	Amazon	S	22.49	4.50	26.99
409	Compliance and Regulatory	13/10/2020		HSBC Current		Office Equipment	Amazon	S	5.82	1.17	6.99
410	COVID -19 Compliance	13/10/2020		HSBC Current		IT Hardware	Amazon	S	99.99	20.00	119.99
411	COVID -19 Compliance	13/10/2020		HSBC Current		Printer Cartridges	Amazon	S	61.50	12.30	73.80
412	COVID -19 Compliance	13/10/2020		HSBC Current		Cleaning Supplies	Amazon	S	5.41	1.08	6.49
413	COVID -19 Compliance	13/10/2020		HSBC Current		Cleaning Supplies	Amazon	S	13.32	2.66	15.98
414	Baskets and planting	13/10/2020		HSBC Current		Planters	Amethyst Horticulture	S	6,363.00	1,272.60	7,635.60
415	Cleaning of hall and office	13/10/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
416	Cleaning of hall and office	13/10/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
417	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	389.00	77.80	466.80
418	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	360.00	72.00	432.00
419	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	360.00	72.00	432.00
420	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	176.00	35.20	211.20
421	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	220.00	44.00	264.00
422	Playground Inspections	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	176.00	35.20	211.20
423	Compliance and Regulatory	13/10/2020		HSBC Current		Legionella Testing	Bennetts Builders Ltd	S	80.00	16.00	96.00
424	Football Pavillion Cleaning	13/10/2020		HSBC Current		Cleaning	Bennetts Builders Ltd	S	53.30	10.66	63.96
425	Compliance and Regulatory	13/10/2020		HSBC Current		Legionella Testing	Bennetts Builders Ltd	S	100.00	20.00	120.00
426	Football Pavillion Cleaning	13/10/2020		HSBC Current		Cleaning	Bennetts Builders Ltd	S	106.60	21.32	127.92

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
427	13/10/2020		HSBC Current		Legionella Testing	Bennetts Builders Ltd	S	80.00	16.00	96.00
428	13/10/2020		HSBC Current		Cleaning	Bennetts Builders Ltd	S	25.00	5.00	30.00
429	13/10/2020		HSBC Current		Cleaning	Bennetts Builders Ltd	S	120.00	24.00	144.00
430	13/10/2020		HSBC Current		Cleaning	Bennetts Builders Ltd	S	100.00	20.00	120.00
431	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	150.00	30.00	180.00
432	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	150.00	30.00	180.00
433	13/10/2020		HSBC Current		Playground Inspection	Bennetts Builders Ltd	S	150.00	30.00	180.00
434	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	60.00	12.00	72.00
435	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	45.00	9.00	54.00
436	13/10/2020		HSBC Current		Playground Risk Assessment	Bennetts Builders Ltd	S	230.00	46.00	276.00
437	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	82.50	16.50	99.00
438	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	236.00	47.20	283.20
439	13/10/2020		HSBC Current		Fencing	Bennetts Builders Ltd	S	120.00	24.00	144.00
440	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	480.00	96.00	576.00
441	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	183.00	36.60	219.60
442	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	460.00	92.00	552.00
443	13/10/2020		HSBC Current		Hand Sanitizer Dispensers	Bennetts Builders Ltd	S	62.50	12.50	75.00
444	13/10/2020		HSBC Current		Signage	Bennetts Builders Ltd	S	45.00	9.00	54.00
445	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	57.00	11.40	68.40
446	13/10/2020		HSBC Current		Fencing	Bennetts Builders Ltd	S	184.00	36.80	220.80
447	13/10/2020		HSBC Current		Waste Removal	Bennetts Builders Ltd	S	45.00	9.00	54.00
448	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	470.00	94.00	564.00
449	13/10/2020		HSBC Current		Playground Cleaning	Bennetts Builders Ltd	S	420.00	84.00	504.00
450	13/10/2020		HSBC Current		Playground Cleaning	Bennetts Builders Ltd	S	390.00	78.00	468.00
451	13/10/2020		HSBC Current		Playground Cleaning	Bennetts Builders Ltd	S	780.00	156.00	936.00
452	13/10/2020		HSBC Current		Playground Cleaning	Bennetts Builders Ltd	S	780.00	156.00	936.00
453	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	745.00	149.00	894.00
454	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	321.00	64.20	385.20
455	13/10/2020		HSBC Current		Repairs/Maintenance	Bennetts Builders Ltd	S	696.00	139.20	835.20
456	13/10/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
457	13/10/2020		HSBC Current		Fire Risk Assessment	Fire Protection Services Ltd	S	325.00	65.00	390.00
458	13/10/2020		HSBC Current		Mayor's Charity	Horley Town Council	E	60.00	0.00	60.00
459	13/10/2020		HSBC Current		Website	Jarret & Lam Consulting	S	240.00	48.00	288.00
460	15/10/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
461	16/10/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	365.00	73.00	438.00
462	16/10/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	498.68	99.76	598.44
463	16/10/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
464	19/10/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	37.03	7.41	44.44
465	19/10/2020		HSBC Current		CCTV Broadband	Zen Internet	S	93.50	18.70	112.20

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
466	19/10/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
467	20/10/2020		HSBC Current		IT Hardware	Micro Maintenance Ltd.	S	19.00	3.80	22.80
468	20/10/2020		HSBC Current		Legionella - Quarterly Monitori	WET Ltd	S	198.00	39.60	237.60
469	20/10/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
470	20/10/2020		HSBC Current		Consultancy	LG Business Consultation	E	547.90	0.00	547.90
471	21/10/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	67.46	13.49	80.95
472	21/10/2020		HSBC Current		Electricity supply	British Gas	L	56.98	2.84	59.82
473	22/10/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
474	22/10/2020		HSBC Current		Gas supply	British Gas	L	108.77	5.43	114.20
475	23/10/2020		HSBC Current		Electricity supply	British Gas	L	110.40	5.52	115.92
476	26/10/2020		HSBC Current		Gas supply	British Gas	S	186.67	37.33	224.00
477	29/10/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
478	29/10/2020		HSBC Current		Tree condition survey	County Care	S	250.00	50.00	300.00
479	29/10/2020		HSBC Current		Tree condition survey	County Care	S	350.00	70.00	420.00
480	29/10/2020		HSBC Current		Tree condition survey	County Care	S	350.00	70.00	420.00
481	29/10/2020		HSBC Current		Tree condition survey	County Care	S	250.00	50.00	300.00
482	29/10/2020		HSBC Current		Park Furniture	Earth Anchors Ltd	S	976.00	195.20	1,171.20
483	29/10/2020		HSBC Current		Staff Training	SALC	S	60.00	12.00	72.00
484	30/10/2020		HSBC Current		Water Rates	Everflow Water	E	33.27	0.00	33.27
485	30/10/2020		HSBC Current		Water Rates	Everflow Water	E	110.39	0.00	110.39
486	30/10/2020		HSBC Current		Water Rates	Everflow Water	E	34.90	0.00	34.90
487	30/10/2020		HSBC Current		Water Rates	Everflow Water	E	13.32	0.00	13.32
488	28/10/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,944.52	0.00	8,944.52
489	07/10/2020		FairFX Bank Debit Car		Postage	Royal Mail	E	0.00	0.00	0.00
490	21/10/2020		FairFX Bank Debit Car		Flowers	Interflora	S	39.58	7.92	47.50
491	21/10/2020		FairFX Bank Debit Car		Shredding	IdentityDestruction.Com	S	41.66	8.33	49.99
492	30/10/2020		FairFX Bank Debit Car		Postage	Royal Mail	E	3.10	0.00	3.10
493	03/11/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
494	30/09/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	-12.99	-2.60	-15.59
495	02/11/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
496	02/11/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
497	05/11/2020		HSBC Current		IT Hardware	Amazon	S	33.32	6.66	39.98
498	05/11/2020		HSBC Current		Office supplies	Amazon	S	12.52	2.51	15.03
499	05/11/2020		HSBC Current		Office supplies	Amazon	S	12.97	2.60	15.57
500	05/11/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
501	05/11/2020		HSBC Current		Security Alarm System	Innovation Fire & Security	S	190.00	38.00	228.00
502	05/11/2020		HSBC Current		Poppy Appeal	Royal British Legion	E	87.50	0.00	87.50
503	05/11/2020	F4604	HSBC Current		Donation	Surrey County Council	E	100.00	0.00	100.00
504	09/11/2020		HSBC Current		Telephone charges	BT	S	158.40	31.68	190.08

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505	09/11/2020		HSBC Current		Bank charge	HSBC	E	30.72	0.00	30.72
506	16/11/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
507	16/11/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	43.75	8.75	52.50
508	16/11/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
509	16/11/2020		HSBC Current		Disposable Face Masks	Amazon	S	10.82	2.17	12.99
510	16/11/2020		HSBC Current		Disposable Gloves	Amazon	S	34.98	7.00	41.98
511	16/11/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
512	16/11/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
513	16/11/2020		HSBC Current		Skip Hire	Britannia Crest	S	310.00	62.00	372.00
514	16/11/2020		HSBC Current		Skip Hire	Britannia Crest	S	310.00	62.00	372.00
515	16/11/2020	C4873	HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
516	16/11/2020		HSBC Current		CCTV Maintenance	Innovation Fire & Security	S	90.00	18.00	108.00
517	16/11/2020		HSBC Current		Website	Jarret & Lam Consulting	S	500.00	100.00	600.00
518	16/11/2020		HSBC Current		Consultancy	LG Business Consultation	E	422.70	0.00	422.70
519	16/11/2020	F4563	HSBC Current		Mayor's Charity	Horley Town Council	E	60.00	0.00	60.00
520	16/11/2020		HSBC Current		Audit Fees	Mulberry & Co	S	253.20	50.64	303.84
521	16/11/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
522	16/11/2020		HSBC Current		Telephone system maintenanc	Tritel Communications	S	250.00	50.00	300.00
523	16/11/2020		HSBC Current		Window cleaning	Michael Stone	E	55.00	0.00	55.00
524	16/11/2020		HSBC Current		PAYE	HMRC	E	1,351.00	0.00	1,351.00
525	16/11/2020		HSBC Current		NIC Employee	HMRC	E	718.56	0.00	718.56
526	16/11/2020		HSBC Current		NIC Employer	HMRC	E	1,148.99	0.00	1,148.99
527	16/11/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	2,058.30	0.00	2,058.30
528	16/11/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	725.71	0.00	725.71
529	19/11/2020		HSBC Current		CCTV Broadband Connection	Zen Internet	S	93.51	18.70	112.21
530	02/11/2020		HSBC Current		Electricity supply	British Gas	L	100.60	5.03	105.63
531	16/11/2020		HSBC Current		Security Guard Patrol	SmartGuard Security	S	507.84	101.58	609.42
532	18/11/2020		HSBC Current		Maintenance Agreement	British Gas	S	41.00	8.20	49.20
533	20/11/2020		HSBC Current		Gas supply	British Gas	L	145.62	7.28	152.90
534	20/11/2020		HSBC Current		Electricity supply	British Gas	L	74.69	3.73	78.42
535	23/11/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
536	23/11/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	67.46	13.49	80.95
537	24/11/2020		HSBC Current		Gas supply	British Gas	S	186.67	37.33	224.00
538	24/11/2020		HSBC Current		Electricity supply	British Gas	L	134.15	6.70	140.85
539	25/11/2020		HSBC Current		IT Hardware	Amazon	S	24.16	4.83	28.99
540	25/11/2020		HSBC Current		Stationery	Amazon	S	16.56	3.32	19.88
541	25/11/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
542	25/11/2020		HSBC Current		Fire Alarm Maintenance	Fire Protection Services Ltd	S	91.60	18.32	109.92
543	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	17.86	0.00	17.86

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Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
544	Church Rd Utilities	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	56.57	0.00	56.57
545	Utilities	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	17.50	0.00	17.50
546	Rates & Utilites	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	6.77	0.00	6.77
547	Cafe/Pavilion PWLB Loan Rep	27/11/2020		HSBC Current		Public Works Loan	PWLB	E	9,772.46	0.00	9,772.46
548	Communications	03/11/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	Z	1.02	0.00	1.02
549	Compliance and Regulatory	05/11/2020		FairFX Bank Debit Car		Thermometer	Electronic Temperature Instr	S	98.40	19.68	118.08
550	Office Supplies & Equipment	06/11/2020		FairFX Bank Debit Car		Land Registry Search	HM Land Registry	E	3.00	0.00	3.00
551	Office Supplies & Equipment	06/11/2020		FairFX Bank Debit Car		Land Registry Search	HM Land Registry	E	3.00	0.00	3.00
552	IT	11/11/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	133.13	0.00	133.13
553	IT	12/11/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
554	IT	12/11/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	28.64	0.00	28.64
555	COVID -19 Compliance	18/11/2020		FairFX Bank Debit Car		Office Screens	XL Displays	S	570.00	114.00	684.00
556	Cleaning of hall and office	20/11/2020		FairFX Bank Debit Car		Cleaning Supplies	Waitrose	S	4.17	0.83	5.00
557	Pavilion Cafe	26/11/2020		HSBC Current	55915WJ00E86	cafe pavilion	Newlyns	S	25,410.11	5,082.02	30,492.13
558	Tree Surgery	26/11/2020		HSBC Current	69195WJ00FIN	Tree condition survey	County Tree Surgeons Ltd	S	150.00	30.00	180.00
559	Stationery	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	4.28	0.86	5.14
560	Stationery	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	6.16	1.23	7.39
561	Stationery	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	6.66	1.33	7.99
562	COVID -19 Compliance	26/11/2020		HSBC Current	14745WJ01VIH	Hand Sanitizer	Amazon	S	12.46	2.49	14.95
563	COVID -19 Compliance	26/11/2020		HSBC Current	14745WJ01VIH	Mop	Amazon	S	16.64	3.34	19.98
578	Net Salaries	27/11/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,994.97	0.00	8,994.97
Total									462,934.38	48,505.48	511,439.86

Horley Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/12/2020		
	Cash in Hand 01/04/2020		301,911.60
	ADD Receipts 01/04/2020 - 31/12/2020		576,447.56
			878,359.16
	SUBTRACT Payments 01/04/2020 - 31/12/2020		575,701.94
A	Cash in Hand 31/12/2020 (per Cash Book)		302,657.22
	Cash in hand per Bank Statements		
	Cash	31/12/2020	0.00
	Handelsbanken	31/12/2020	138,504.30
	FairFX Bank Debit Card	31/12/2020	632.36
	Nationwide Intl	31/12/2020	22,664.58
	HSBC Payroll	31/12/2020	8,277.99
	HSBC Deposit	31/12/2020	70,380.57
	HSBC Current	31/12/2020	62,346.85
			302,806.65
	Less unrepresented payments		149.33
			302,657.32
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		302,657.32
	Error A does NOT equal B		
	ERROR IS	£-0.10	

Horley Town Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
145	01/12/2020		HSBC Current		Hall Hire Fee	Horley Society of Artists	E	175.00	0.00	175.00
156	01/12/2020		HSBC Current		Football Pitch Hire Contract	Horley AFC	S	246.50	49.30	295.80
157	01/12/2020		HSBC Current		Football Pitch Hire Contract	Horley Shooters	S	82.17	16.43	98.60
158	01/12/2020		HSBC Current		Football Pitch Hire Contract	Reigate and Banstead Eagles	S	82.17	16.43	98.60
153	10/12/2020		HSBC Current		Hall Hire Fee	Wardrobe Wizards	E	140.00	0.00	140.00
154	15/12/2020		HSBC Current		Wayleaves	South Eastern Power Networ	E	5.15	0.00	5.15
155	15/12/2020		HSBC Current		Wayleaves	South Eastern Power Networ	E	3.45	0.00	3.45
159	21/12/2020		HSBC Current		Banner Display	YMCA East Surrey	E	41.08	0.00	41.08
160	21/12/2020		HSBC Current		Rate relief	Reigate & Banstead Borough	E	1,334.00	0.00	1,334.00
161	22/12/2020		HSBC Current		Innes Pavilion rent	S Reynolds Fuzion Dojo	E	771.00	0.00	771.00
Total								2,880.52	82.16	2,962.68

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
557	26/11/2020		HSBC Current	55915WJ00E86	cafe pavilion	Newlyns	S	25,410.11	5,082.02	30,492.13
558	26/11/2020		HSBC Current	69195WJ00FIN	Tree condition survey	County Tree Surgeons Ltd	S	150.00	30.00	180.00
559	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	4.28	0.86	5.14
560	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	6.16	1.23	7.39
561	26/11/2020		HSBC Current	14745WJ01VIH	Stationery	Amazon	S	6.66	1.33	7.99
562	26/11/2020		HSBC Current	14745WJ01VIH	Hand Sanitizer	Amazon	S	12.46	2.49	14.95
563	26/11/2020		HSBC Current	14745WJ01VIH	Mop	Amazon	S	16.64	3.34	19.98
543	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	17.86	0.00	17.86
544	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	56.57	0.00	56.57
545	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	17.50	0.00	17.50
546	27/11/2020		HSBC Current		Water Rates	Everflow Water	E	6.77	0.00	6.77
547	27/11/2020		HSBC Current		Public Works Loan	PWLB	E	9,772.46	0.00	9,772.46
578	27/11/2020		HSBC Payroll		Salaries	Horley Town Council	E	8,994.97	0.00	8,994.97
645	01/12/2020		FairFX Bank Debit Car		Newsletter	Email Blaster	S	12.99	2.60	15.59
567	03/12/2020		HSBC Current	87435WQ00WMO	PAYE	HMRC	E	1,351.00	0.00	1,351.00
568	03/12/2020		HSBC Current	87435WQ00WMO	NIC Employer	HMRC	E	1,157.27	0.00	1,157.27
569	03/12/2020		HSBC Current	87435WQ00WMO	NIC Employee	HMRC	E	725.76	0.00	725.76
570	03/12/2020		HSBC Current	78405WQ01DFF	Pension payments Employer	Surrey Pension Fund	E	2,058.30	0.00	2,058.30
571	03/12/2020		HSBC Current	78405WQ01DFF	Pension payments Employee	Surrey Pension Fund	E	725.71	0.00	725.71
572	03/12/2020		HSBC Current	64925WQ00YUB	Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
564	03/12/2020		HSBC Current	43215WQ019BP	Consultancy	Copeland Yussuf LLP	S	15,600.00	3,120.00	18,720.00
565	03/12/2020		HSBC Current	43215WQ019BP	Consultancy	Copeland Yussuf LLP	S	800.00	160.00	960.00
566	03/12/2020		HSBC Current	83025WQ00TQ8	Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
573	03/12/2020		HSBC Current	16815WQ00ZTZ	Christmas tree	Greenwood	S	475.00	95.00	570.00
574	03/12/2020		HSBC Current	43355WQ0102E	Security Guard Patrol	SmartGuard Security	S	410.36	82.08	492.44
575	03/12/2020		HSBC Current	33525WQ014S7	Fire Extinguisher Maintenance	Fire Protection Services Ltd	S	386.50	77.30	463.80
576	03/12/2020		HSBC Current	80105WQ01J0C	Cleaning	Asbit	S	276.50	55.30	331.80
577	03/12/2020		HSBC Current	19885WQ00805	Hygiene	Constant Hygiene	S	225.00	45.00	270.00
612	04/12/2020		HSBC Current		Erroneous Posting	HSBC	E	0.00	0.00	0.00
639	07/12/2020		FairFX Bank Debit Car		Office 365 Licence	Microsoft	E	132.40	0.00	132.40
579	08/12/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	53.00	0.00	53.00
580	08/12/2020		HSBC Current		Rates	Reigate & Banstead Borough	E	104.00	0.00	104.00
586	08/12/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	1,601.73	0.00	1,601.73
587	08/12/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	120.55	0.00	120.55
588	08/12/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	58.59	0.00	58.59
589	08/12/2020		HSBC Current		Water Rates	SES BUSINESS WATER	E	85.95	0.00	85.95

Horley Town Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
590	08/12/2020		HSBC Current		Bank charge	HSBC	E	35.56	0.00	35.56
598	08/12/2020		HSBC Current	12215WX00WEA	Consultancy	LG Business Consultation	E	568.10	0.00	568.10
599	08/12/2020		HSBC Current	22025WX020GD	Councillor training	NALC	E	38.93	0.00	38.93
581	08/12/2020		HSBC Current		Gas supply	British Gas	L	116.10	5.80	121.90
583	08/12/2020		HSBC Current		Electricity supply	British Gas	L	108.17	5.40	113.57
582	08/12/2020		HSBC Current		Electricity supply	British Gas	S	310.33	62.06	372.39
584	08/12/2020		HSBC Current		Maintenance Agreement	British Gas	S	42.28	8.46	50.74
585	08/12/2020		HSBC Current		Innes Pavilion Maintenance	British Gas	S	67.46	13.49	80.95
591	08/12/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	43.93	8.79	52.72
592	08/12/2020		HSBC Current	14765WX024N6	Emergency Lighting Inspecton	Firetronics Limited	S	85.00	17.00	102.00
593	08/12/2020		HSBC Current	14765WX024N6	Fire Alarm Maintenance	Firetronics Limited	S	80.00	16.00	96.00
594	08/12/2020		HSBC Current	14765WX024N6	Fire Alarm Maintenance	Firetronics Limited	S	135.20	27.04	162.24
595	08/12/2020		HSBC Current		Erroneous Posting	Horley Town Council	S	0.00	0.00	0.00
596	08/12/2020		HSBC Current	05825WX00	Cleaning	Asbit	S	276.50	55.30	331.80
597	08/12/2020		HSBC Current	05825WX00	Cleaning	Asbit	S	32.50	6.50	39.00
640	09/12/2020		FairFX Bank Debit Car		Land Registry Search	HM Land Registry	E	3.00	0.00	3.00
600	10/12/2020		HSBC Current	05825WX00T9E	Cleaning	Asbit	S	276.50	55.30	331.80
601	10/12/2020		HSBC Current	70395WX01D58	Rock Salt for De-icing paths	Amazon	S	49.84	9.96	59.80
602	10/12/2020		HSBC Current	70395WX01D58	Printer Cartridges	Amazon	S	29.12	5.83	34.95
603	10/12/2020		HSBC Current	70395WX01D58	Salt Spreader	Amazon	S	14.56	2.92	17.48
604	10/12/2020		HSBC Current	70395WX01D58	Salt Bin	Amazon	S	132.39	26.47	158.86
605	10/12/2020		HSBC Current	72475WX023FE	Website	Jarret & Lam Consulting	S	210.00	42.00	252.00
641	11/12/2020		FairFX Bank Debit Car		Flowers	Sweetpea Florist	S	41.67	8.33	50.00
642	11/12/2020		FairFX Bank Debit Car		Stationery	Moonpig	S	5.99	1.20	7.19
643	14/12/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	28.64	0.00	28.64
608	15/12/2020		FairFX Bank Debit Car		Acrobat Licence	Adobe Systems Software	E	10.95	0.00	10.95
606	15/12/2020		HSBC Current		Electricity supply	British Gas	L	130.07	6.50	136.57
607	15/12/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
609	15/12/2020		HSBC Current		Audit Fees	PFK Littlejohn	S	1,600.00	320.00	1,920.00
636	15/12/2020		HSBC Current		Mobile Phone	EE	S	19.52	3.90	23.42
637	16/12/2020		HSBC Current		Sage Licence	Sage (UK) Limited	S	26.00	5.20	31.20
613	17/12/2020		HSBC Current		PAYE	HMRC	E	1,351.00	0.00	1,351.00
614	17/12/2020		HSBC Current		NIC Employer	HMRC	E	1,160.58	0.00	1,160.58
615	17/12/2020		HSBC Current		NIC Employee	HMRC	E	728.64	0.00	728.64
616	17/12/2020		HSBC Current		Pension Fund Employer	Surrey Pension Fund	E	2,058.30	0.00	2,058.30
617	17/12/2020		HSBC Current		Pension payments Employee	Surrey Pension Fund	E	725.71	0.00	725.71
618	17/12/2020		HSBC Current		Pension payments Employee -	Prudential LGAVC	E	750.00	0.00	750.00
610	17/12/2020		HSBC Current		Phone line	BT	S	34.00	6.80	40.80
611	17/12/2020		HSBC Current		CCTV Broadband	Zen Internet	S	93.50	18.70	112.20

Horley Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
622	22/12/2020		HSBC Current		Mayor's Charity	Horley Town Council	E	60.00	0.00	60.00
628	22/12/2020		HSBC Current		Water Rates	Everflow Water	E	15.64	0.00	15.64
629	22/12/2020		HSBC Current		Water Rates	Everflow Water	E	56.57	0.00	56.57
630	22/12/2020		HSBC Current		Water Rates	Everflow Water	E	17.50	0.00	17.50
631	22/12/2020		HSBC Current		Water Rates	Everflow Water	E	6.77	0.00	6.77
638	22/12/2020		HSBC Payroll		Salaries	Horley Town Council	E	9,015.15	0.00	9,015.15
621	22/12/2020		HSBC Current		Electricity supply	British Gas	L	95.83	4.79	100.62
632	22/12/2020		HSBC Current		Gas supply	British Gas	L	0.00	0.00	0.00
633	22/12/2020		HSBC Current		Electricity supply	British Gas	L	0.00	0.00	0.00
620	22/12/2020		HSBC Current		Mobile Phone	Amazon	S	44.88	8.97	53.85
623	22/12/2020		HSBC Current		Air Conditioning Maintenance	RSI Aircon Ltd	S	90.00	18.00	108.00
624	22/12/2020		HSBC Current		Cleaning	Asbit	S	276.50	55.30	331.80
625	22/12/2020		HSBC Current		Photocopying - copies	SOS Systems Ltd	S	40.59	8.12	48.71
626	22/12/2020		HSBC Current		Tree surgery	Heatherlands Tree Care	S	750.00	150.00	900.00
627	22/12/2020		HSBC Current		Grounds Maintenance	Burleys	S	3,976.40	795.28	4,771.68
635	22/12/2020		HSBC Current		IT Maintenance	Micro Maintenance Ltd.	S	346.20	69.24	415.44
644	22/12/2020		FairFX Bank Debit Car		Simcard	GiffGaff	S	5.00	1.00	6.00
619	22/12/2020		HSBC Current		Arnold Baker Local Council Adr	Lexis	Z	119.99	0.00	119.99
634	24/12/2020		HSBC Current		Gas supply	British Gas	S	186.67	37.33	224.00
Total								102,359.68	11,496.11	113,855.79

Horley Town Council

5 January 2021 (2020-2021)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2020 and 31/12/2020)

PRECEPT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	404,676.00	404,676.00					
SUB TOTAL		404,676.00	404,676.00					

INCOME

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Bank Interest	1,000.00	287.46	-713			-713	
3	Section 136 LGA	37,742.00	37,742.00					
5	Devolved Powers	1,700.00	1,700.00					
141	CIL	16,464.49	16,464.49		23,784.90	23,784.90		
SUB TOTAL		56,906.49	56,193.95	-713	23,784.90	23,784.90	-713	

LETTINGS AND RENT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7	Edmonds Hall	12,000.00	1,566.00	-10,434			-10,434	
8	Football Pitches	6,000.00	2,569.86	-3,430		1,260.00	-4,690	
9	Church Rd Allotments	3,300.00	98.00	-3,202			-3,202	
10	Langshott Allotments	3,800.00	3,596.00	-204			-204	
11	Bowls Club	276.00		-276			-276	
12	Innes Pavilion	10,000.00	4,626.00	-5,374			-5,374	
13	Saturday Market	200.00		-200			-200	
14	Events and Banners	8,000.00	1,436.21	-6,564		20.00	-6,584	
15	Meeting Room	220.00		-220			-220	
16	Edmonds Hall Deposits							
17	Football Pitch Deposits		350.00	350		100.00	250	
149	Security Deposits		3,000.00	3,000			3,000	
SUB TOTAL		43,796.00	17,242.07	-26,554		1,380.00	-27,934	

OFFICE EXPENDITURE

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19	Stationery				1,600.00	511.14	1,089	1,089
20	Courier & Postage				400.00	38.95	361	361
21	Office Supplies & Equipment				3,000.00	998.94	2,001	2,001
22	Photocopying	80.00	46.40	-34	4,000.00	1,716.39	2,284	2,250
23	IT				8,000.00	5,107.66	2,892	2,892
24	Website				2,800.00	1,600.00	1,200	1,200
25	Communications				1,800.00	1,991.50	-192	-192
26	Environment Campaign		30.00	30				30
148	COVID -19 Compliance		1,334.00	1,334		14,027.65	-14,028	-12,694

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2020 and 31/12/2020)

SUB TOTAL		80.00	1,410.40	1,330	21,600.00	25,992.23	-4,392	-3,062
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SALARIES AND PENSIONS		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
30	Net Salaries				105,765.00	78,510.26	27,255	27,255
31	PAYE				21,235.00	13,382.80	7,852	7,852
32	NI Employee				14,260.00	7,119.14	7,141	7,141
33	NI Employer				16,740.00	11,373.27	5,367	5,367
34	SCC Pension Employee				12,000.00	13,379.19	-1,379	-1,379
35	SCC Pension Employer				25,000.00	21,588.75	3,411	3,411
SUB TOTAL					195,000.00	145,353.41	49,647	49,647

OFFICE MAINTENANCE & REPAIRS		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Maintenance & Repairs				3,000.00	2,704.15	296	296
39	Cleaning of hall and office				13,000.00	11,013.16	1,987	1,987
40	Utilities				5,400.00	2,561.56	2,838	2,838
41	Rates				3,000.00	935.58	2,064	2,064
42	Maintenance Contracts				2,000.00	470.28	1,530	1,530
43	Window Cleaning				750.00	275.00	475	475
45	Compliance and Regulatory				5,000.00	3,137.94	1,862	1,862
SUB TOTAL					32,150.00	21,097.67	11,052	11,052

GENERAL		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
50	PWLB Loan Repayment - Council				19,545.00	9,772.46	9,773	9,773
51	Bank charges				1,000.00	274.00	726	726
52	Insurance				8,500.00	7,522.48	978	978
53	Legal and professional fees				35,000.00	23,009.10	11,991	11,991
54	Audit fees				2,600.00	2,714.20	-114	-114
55	Subscriptions & Licences				7,300.00	5,462.02	1,838	1,838
60	Election Expenses				8,760.00	8,756.52	3	3
62	Chairman's Allowance				400.00	180.00	220	220
63	Cllr Expenses				100.00	14.98	85	85
64	Cllr Training				1,000.00	98.93	901	901
65	Staff Expenses				500.00	3.70	496	496
66	Staff Training				1,500.00	235.00	1,265	1,265
142	GDPR							
146	VAT Payment							
SUB TOTAL					86,205.00	58,043.39	28,162	28,162

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2020 and 31/12/2020)

GROUNDS MAINTENANCE

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	Contractors' Maint (HTC)				52,000.00	35,787.60	16,212	16,212
71	Contractors' Maint (Devolved Powr				1,700.00		1,700	1,700
72	Playground Inspections				8,300.00	4,909.00	3,391	3,391
73	Playground Repairs				7,000.00	333.00	6,667	6,667
74	Parks Furniture				5,000.00	1,980.00	3,020	3,020
75	Signage				1,600.00	132.00	1,468	1,468
76	Pest Control				550.00		550	550
77	Tree Surgery				8,000.00	3,750.00	4,250	4,250
SUB TOTAL					84,150.00	46,891.60	37,258	37,258

HORLEY RECREATION GROUND

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
79	Memorial Gardens				3,500.00	590.00	2,910	2,910
80	Ornamental Gardens				1,500.00		1,500	1,500
123	Grounds		5.15	5	12,000.00	12,002.60	-3	3
143	Cafe/Pavilion PWLB Loan Repaym				27,596.00	23,570.28	4,026	4,026
145	Pavilion Cafe	6,000.00		-6,000	69,000.00	120,507.08	-51,507	-57,507
SUB TOTAL		6,000.00	5.15	-5,995	113,596.00	156,669.96	-43,074	-49,069

COURT LODGE/INNES PAVILION

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
86	Pitches/Playgrounds				1,000.00	2,796.20	-1,796	-1,796
87	Buildings - Refurbishment/Repairs				5,000.00	1,123.90	3,876	3,876
88	Utilities		104.76	105	2,600.00	2,367.90	232	337
89	Lease of land				1.00		1	1
124	Football Pavillion Cleaning				2,200.00	159.90	2,040	2,040
131	Maintenance Contracts				820.00	579.94	240	240
132	Innes Communications				600.00		600	600
SUB TOTAL			104.76	105	12,221.00	7,027.84	5,193	5,298

MICHAEL CRESCENT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
91	Rates & Utilites				740.00	614.95	125	125
121	Buildings and Grounds				2,000.00	2,075.00	-75	-75
140	Scout Hut Demolition							
SUB TOTAL					2,740.00	2,689.95	50	50

Horley Town Council

5 January 2021 (2020-2021)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2020 and 31/12/2020)

EMLYN MEADOWS

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
95	Grounds				500.00	389.50	111	111
SUB TOTAL					500.00	389.50	111	111

ALLOTMENTS

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
96	Langshott Maintenance	3,049.00	3,049.19	0	2,500.00	1,206.00	1,294	1,294
97	Church Rd Maintenance				1,800.00	414.00	1,386	1,386
98	Church Rd Utilities		3.45	3	500.00	1,868.13	-1,368	-1,365
99	Langshott Utilities				900.00		900	900
SUB TOTAL		3,049.00	3,052.64	4	5,700.00	3,488.13	2,212	2,216

TOWN CENTRE

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
100	Baskets and planting	600.00		-600	8,500.00	6,363.00	2,137	1,537
101	Horley/South & SE in Bloom				2,100.00		2,100	2,100
102	Christmas				1,900.00	475.00	1,425	1,425
SUB TOTAL		600.00		-600	12,500.00	6,838.00	5,662	5,062

SECURITY

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
105	Security Patrols				5,500.00	5,779.37	-279	-279
106	CCTV Installation				12,000.00	6,205.00	5,795	5,795
107	CCTV Maintenance				1,000.00	150.00	850	850
108	CCTV Broadband Connections				1,000.00	723.17	277	277
147	Alarm Maintenance					420.00	-420	-420
SUB TOTAL					19,500.00	13,277.54	6,222	6,222

GRANTS AND DONATIONS

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
110	Grant Award Scheme				1,000.00	1,160.00	-160	-160
111	Churchyards				6,550.00	6,550.00		
112	CLr Initiative grants							
113	Other Grants					187.50	-188	-188

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2020 and 31/12/2020)

SUB TOTAL					7,550.00	7,897.50	-348	-348
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VAT RECLAIM

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
120 Vat repayments							
SUB TOTAL							

Summary

NET TOTAL	515,107.49	482,684.97	-32,423	617,196.90	520,821.62	96,375	63,953
V.A.T.		93,759.80			54,880.32		
GROSS TOTAL		576,444.77			575,701.94		