

**SAXMUNDHAM TOWN COUNCIL - JANUARY 2025**

**01/01/2025**

Balance Brought Forward - Unity Trust Bank Current	£16,682.59
Balance Brought Forward - Unity Trust Bank Savings	£40,830.51
Balance Brought Forward - Cambridge Building Society	£85,000.00
Balance Brought Forward - Public Sector Deposit Fund	<u>£60,000.00</u>
	<b><u>£202,513.10</u></b>

**Payments/Transfers from Unity Trust Bank Current**

Invoice Date	PO No	Supplier	Description	Gross	VAT	Net	Code	Authority
07/01/2025	n/a	Nest	Pensions - Month 10	£464.35	£0.00	£464.35	4000	Pre-Approved Payments List
07/01/2025	n/a	HMRC	PAYE - Month 10	£1,527.28	£0.00	£1,527.28	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 1	Salary - Month 10	£2,850.17	£0.00	£2,850.17	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 2	Salary - Month 10	£1,016.58	£0.00	£1,016.58	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 3	Salary - Month 10	£1,012.70	£0.00	£1,012.70	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 4	Salary - Month 10	£972.53	£0.00	£972.53	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 5	Salary - Month 10	£965.85	£0.00	£965.85	4000	Pre-Approved Payments List
24/01/2025	n/a	Employee 6	Salary - Month 10	£449.33	£0.00	£449.33	4000	Pre-Approved Payments List
31/01/2025	n/a	EE	Mobile Phone - Month 10	£32.40	£5.40	£27.00	4260	Pre-Approved Payments List
27/12/2024	n/a	The Cleaning Company	Cleaning - Month 9	£214.80	£35.80	£179.00	4200	Pre-Approved Payments List
15/01/2025	n/a	Smartest Energy	Electricity - Month 9	£87.38	£4.16	£83.22	4205	Pre-Approved Payments List
20/01/2025	n/a	Smartest Energy	Gas - Month 9	£194.23	£9.25	£184.98	4205	Pre-Approved Payments List
27/01/2025	n/a	Saxmundham Scout Group	Electricity - August 2023 to January 2025	£1,127.09	£53.67	£1,073.42	4205	Pre-Approved Payments List
09/01/2025	n/a	Wave	Water - Memorial Field	£57.05	£0.00	£57.05	4205	Pre-Approved Payments List
17/12/2024	n/a	Red Dune	IT Services - Month 9	£415.20	£69.20	£346.00	4255	Pre-Approved Payments List
17/01/2024	n/a	Red Dune	IT Services - Month 10	£415.20	£69.20	£346.00	4255	Pre-Approved Payments List
01/01/2025	n/a	Red Dune	Telephone/Broadband - Qtr 4	£162.00	£27.00	£135.00	4260	Pre-Approved Payments List
01/01/2025	n/a	Red Dune	Line Rental - Qtr 4	£40.84	£6.81	£34.03	4260	Pre-Approved Payments List
30/12/2024	n/a	OfficeFlow	Photocopier Service Charge - Month 10	£108.06	£18.01	£90.05	4240	Pre-Approved Payments List
06/01/2025	153/24TC	Grenke Leasing	Photocopier Lease - Qtr 4	£298.51	£49.75	£248.76	4240	Pre-Approved Payments List
31/01/2025	n/a	Unity Trust Bank	Bank Charges - Month 10	£11.10	£0.00	£11.10	4235	Pre-Approved Payments List
29/01/2025	n/a	Unity Trust Bank	Debit Card - Set Up Fee	£50.00	0	£50.00	4235	Pre-Approved Payments List
01/01/2025	279/24TC	East Suffolk Services	Refuse Collection - Qtr 4	£171.60	£28.60	£143.00	4210	Pre-Approved Payments List
18/12/2024	336/24TC	Westcotec Ltd	Speed Indicator Device Accessories	£203.40	£33.90	£169.50	4650	Amenities and Services Committee - 60/24AS
10/12/2024	348/24TC	The Bell Hotel	Green Team - Volunteer Thank You	£112.00	£18.67	£93.33	4100	Staffing Sub-Committee - 24/24SSC
27/01/2025	147/24	Laura Bonnett	Blue Spaces - Hi Viz Vests	£181.93	£30.32	£151.61	CIL/4810	Resources Committee - 16/24RC
30/11/2024	368/24TC	JT Peggs	Memorial Field - Mulch	£228.00	£38.00	£190.00	4810	Pre-Approved Payments List
30/12/2024	347/24TC	East Suffolk Services	Memorial Field and Chantry Road - Grass Cutting	£649.34	£108.22	£541.12	4815	Pre-Approved Payments List
22/01/2025	379/24TC	Binder Ltd	Youth Booth - Sewage Disposal	£140.40	£23.40	£117.00	4675	Pre-Approved Payments List
20/12/2024	371/24TC	Viking	Stationery	£49.12	£8.19	£40.93	4245	Pre-Approved Payments List
18/12/2024	369/24TC	Robert Ross	Stationery	£3.00	£0.00	£3.00	4265	Pre-Approved Payments List
13/01/2025	380/24TC	Lisa Hamon	Desk Calendar	£5.49	£0.00	£5.49	4245	Pre-Approved Payments List
10/01/2025	374/24TC	Sharon Smith	Kitchen Supplies	£9.50	£0.00	£9.50	4050	Pre-Approved Payments List
10/01/2025	374/24TC	Sharon Smith	Branding Workshop Supplies	£46.53	£0.00	£46.53	4105	Pre-Approved Payments List
21/12/2024	372/24TC	Luke Harris	Christmas Fayre - Sign Removal	£31.90	£0.00	£31.90	4505	Events and Communications Committee - 61/23EC
10/01/2025	n/a	Stall Holders	Christmas Fayre - Outdoor Stall Refunds	£450.00	£0.00	£450.00	1100	Chair of Events and Communications Committee/Town Clerk
27/01/2025	n/a	Stall Holders	Christmas Fayre - Stall Refunds	£170.00	£0.00	£140.00	1100	Chair of Events and Communications Committee/Town Clerk
07/01/2025	375/24TC	Saxmundham & District CIC	Christmas Fayre - Fromus Centre Hire	£275.00	£0.00	£275.00	4505	Pre-Approved Payments List
06/01/2025	373/24TC	Jess Palmer	Christmas Fayre - Decorations	£74.47	£6.05	£68.42	4505	Events and Communications Committee - 61/23EC
24/01/2025	n/a	Market Hall	Fromus Energy Projects Team - Room Hire	£25.00	£0.00	£25.00	4220	Pre-Approved Payments List
20/01/2025	n/a	Market Hall	VAT Recovery - Qtr 2 Additional	£0.10	£0.00	£0.10	106	n/a
20/01/2025	n/a	Market Hall	VAT Recovery - Qtr 3	£968.86	£0.00	£968.86	106	n/a
20/01/2025	n/a	Gannon Institute	VAT Recovery - Qtr 3	£746.16	£0.00	£746.16	106	n/a
07/01/2025	376/24TC	Saxmundham & District CIC	Meeting Room Hire - Neighbourhood Plan	£129.00	£0.00	£129.00	4705	Pre-Approved Payments List
07/01/2025	377/24TC	Saxmundham & District CIC	Meeting Room Hire - Branding Workshop	£84.00	£0.00	£84.00	4220	Pre-Approved Payments List
				<b><u>£17,227.45</u></b>	<b><u>£643.60</u></b>	<b><u>£16,553.85</u></b>		

**Receipts to Unity Trust Bank Current**

Received	Invoice No	Payer	Description	Amount	Code
13/01/2024	15-24-25	Stall Holders	Weekly Market - January	£36.00	1100
23/01/2024	n/a	Gannon Institute	Cleaning Reimbursement - Month 8	£44.00	4200
03/01/2025	n/a	CCLA	Interest	£242.13	1090
10/01/2025	n/a	Unity Trust Bank	Transfer from Unity Trust Bank Savings	£10,000.00	n/a
10/01/2025	n/a	HM Revenue and Customs	VAT Recovery - Qtr 3	£5,654.44	105
				<u>£15,976.57</u>	
<b><u>Transfers from Unity Trust Bank Savings</u></b>					
10/01/2025	n/a	Unity Trust Bank	Transfer to Unity Trust Bank Current	£10,000.00	
				<u>£10,000.00</u>	
<b><u>Receipts to Cambridge Building Society</u></b>					
01/01/2025	n/a	Cambridge Building Society	Interest	£2,650.23	
09/01/2025	n/a	Cambridge Building Society	Interest	£46.11	
				<u>£2,696.34</u>	
<b><u>31/01/2025</u></b>					
			Balance Carried Forward - Unity Trust Bank Current	£15,431.71	
			Balance Carried Forward - Unity Trust Bank Savings	£30,830.51	
			Balance Carried Forward - Cambridge Building Society	£87,696.34	
			Balance Carried Forward - Public Sector Deposit Fund	£60,000.00	
				<u>£193,958.56</u>	