

SAXMUNDHAM TOWN COUNCIL - AUGUST 2025

01/08/2025

| | |
|--|--------------------|
| Balance Brought Forward - Unity Trust Bank Current | £13,164.47 |
| Balance Brought Forward - Unity Trust Bank Savings | £15,000.00 |
| Balance Brought Forward - Cambridge Building Society | £85,000.00 |
| Balance Brought Forward - Public Sector Deposit Fund | £110,000.00 |
| | £223,164.47 |

Payments/Transfers from Unity Trust Bank Current

| Invoice Date | PO No | Supplier | Description | Gross | VAT | Net | Code | Authority |
|--------------|----------|---------------------------------|--|-------------------|------------------|-------------------|----------|--|
| 29/07/2025 | n/a | HMRC | PAYE - Month 4 | £2,102.82 | £0.00 | £2,102.82 | 4000 | Pre-Approved Payments List |
| 10/08/2025 | n/a | Nest | Pensions - Month 5 | £599.71 | £0.00 | £599.71 | 4000 | Pre-Approved Payments List |
| 22/08/2025 | n/a | Staff Salaries | Salaries - Month 5 | £8,865.27 | £0.00 | £8,865.27 | 4000 | Pre-Approved Payments List |
| 18/08/2025 | n/a | EE | Mobile Phone - Month 5 | £19.20 | £0.00 | £19.20 | 4260 | Pre-Approved Payments List |
| 28/07/2025 | n/a | The Cleaning Company | Cleaning - Month 4 | £295.20 | £49.20 | £246.00 | 4200 | Pre-Approved Payments List |
| 03/08/2025 | n/a | Smartest Energy | Electricity - Month 4 | £64.33 | £3.06 | £61.27 | 4205 | Pre-Approved Payments List |
| 05/08/2025 | n/a | Smartest Energy | Gas - Month 4 | £22.55 | £1.07 | £21.48 | 4205 | Pre-Approved Payments List |
| 13/08/2025 | n/a | Everflow | Water - Month 5 | £14.06 | £0.00 | £14.06 | 4205 | Pre-Approved Payments List |
| 31/08/2025 | n/a | Unity Trust Bank | Bank Charges - Month 5 | £13.05 | £0.00 | £13.05 | 4235 | Pre-Approved Payments List |
| 18/08/2025 | n/a | Red Dune | IT Services - Month 5 | £405.60 | £67.60 | £338.00 | 4255 | Pre-Approved Payments List |
| 30/08/2025 | n/a | OfficeFlow | Photocopier Service Charge - Month 5 | £136.47 | £22.74 | £113.73 | 4240 | Pre-Approved Payments List |
| 31/07/2025 | 403/24TC | RG Gladwells | Memorial Field - Roundel | £4,944.00 | £824.00 | £4,120.00 | 4829/EMR | Amenities and Services Committee - TBC |
| 01/08/2025 | 37/25TC | Alde Fencing | Memorial Field - North West Corner Fence | £810.00 | £135.00 | £675.00 | 4829 | Amenities and Services Committee - TBC |
| 11/08/2025 | 234/24TC | East Suffolk Services | Memorial Field - Goal Mouth Repair | £504.00 | £84.00 | £420.00 | 4829 | Amenities and Services Committee - 21/24AS |
| 29/07/2025 | n/a | Fishers Hardware | Equipment | £40.49 | £0.00 | £40.49 | 4265 | Pre-Approved Payments List |
| 29/07/2025 | n/a | Fishers Hardware | Equipment | £8.99 | £0.00 | £8.99 | 4810 | Pre-Approved Payments List |
| 07/08/2025 | n/a | J T Peggs | Green Team | £43.14 | £7.19 | £35.95 | 4810 | Pre-Approved Payments List |
| 31/07/2025 | MH444 | Market Hall | Hall Hire - Gannon Institute Meeting | £10.00 | £0.00 | £10.00 | 4220 | Pre-Approved Payments List |
| 31/07/2025 | MH445 | Market Hall | Hall Hire - Town Council Meeting | £40.00 | £0.00 | £40.00 | 4220 | Pre-Approved Payments List |
| 31/07/2025 | n/a | Designfolk | Website Support | £270.00 | £0.00 | £270.00 | 4405 | Pre-Approved Payments List |
| 07/08/2025 | n/a | Leiston Press | Market Signage | £106.80 | £17.80 | £89.00 | 4825 | Pre-Approved Payments List |
| 07/08/2025 | 45/25TC | Suffolk Treescape | Annual Tree Inspection | £1,008.00 | £168.00 | £840.00 | 4815 | Pre-Approved Payments List |
| 04/08/2025 | n/a | Storm in a Teacup | Christmas Fayre - Entertainment | £930.00 | £155.00 | £775.00 | 4505 | Civic and Community Committee - TBC |
| 05/08/2025 | n/a | The Saxmundham and District CIC | Neighbourhood Plan - Hall Hire | £174.00 | £0.00 | £174.00 | 4220 | Pre-Approved Payments List |
| 05/08/2025 | 46/24TC | The Saxmundham and District CIC | Town Council/Gannon Institute/Market Hall Meetings - Hall Hire | £108.00 | £0.00 | £108.00 | 4220 | Pre-Approved Payments List |
| 08/08/2025 | 48/25TC | Viking | Stationery | £11.09 | £1.85 | £9.24 | 4245 | Pre-Approved Payments List |
| 13/08/2025 | 145/24TC | SKC Church | Sax Bag Contribution | £200.00 | £0.00 | £200.00 | 4825 | Amenities and Services Committee - 45/24AS |
| 14/08/2025 | n/a | Lisa Hamon | Mileage | £11.25 | £0.00 | £11.25 | 4810 | Pre-Approved Payments List |
| 23/06/2025 | n/a | ESPO | Stationery | £42.00 | £7.00 | £35.00 | 4265 | Pre-Approved Payments List |
| | | | | £21,800.02 | £1,543.51 | £20,256.51 | | |

Lloyds Bank Multipay Card

| Invoice Date | PO No | Supplier | Description | Gross | VAT | Net | Code | Authority |
|--------------|---------|---------------------------------|--|----------------|---------------|----------------|------|-------------------------------|
| 03/07/2025 | n/a | Amazon | Stationery | £5.45 | £0.91 | £4.54 | 4245 | Pre-Approved Payments List |
| 09/07/2025 | n/a | Ebay | General Supplies | £13.97 | £2.33 | £11.64 | 4265 | Pre-Approved Payments List |
| 09/07/2025 | n/a | Ebay | Fire Exit Sign | £3.99 | £0.00 | £3.99 | 4265 | Pre-Approved Payments List |
| 10/07/2025 | n/a | Ebay | General Supplies | £6.12 | £0.00 | £6.12 | 4265 | Pre-Approved Payments List |
| 21/07/2025 | 43/25TC | Society of Local Council Clerks | CILCA Registration - Deputy Town Clerk | £450.00 | £0.00 | £450.00 | 4095 | Staffing Committee - 40/24SSC |
| 14/07/2025 | n/a | Ebay | Fire Assembly Sign | £12.34 | £0.00 | £12.34 | 4265 | Pre-Approved Payments List |
| 26/06/2025 | n/a | Ebay | General Supplies | £7.06 | £0.16 | £6.90 | 4265 | Pre-Approved Payments List |
| 15/07/2025 | n/a | Ebay | General Supplies | £36.75 | £0.00 | £36.75 | 4265 | Pre-Approved Payments List |
| 14/07/2025 | 33/25TC | Royal British Legion | VJ Day - Wreath | £24.49 | £4.08 | £20.41 | 4505 | Pre-Approved Payments List |
| 21/07/2025 | 40/25TC | Sharon Smith | Refreshments | £42.75 | £7.13 | £35.62 | 4105 | Pre-Approved Payments List |
| 28/07/2025 | n/a | Lloyds Bank | Monthly Fee | £3.00 | £0.00 | £3.00 | 4235 | Pre-Approved Payments List |
| | | | | £605.92 | £14.61 | £591.31 | | |

Receipts to Unity Trust Bank Current

| Received | Invoice No | Payer | Description | Amount | Code |
|------------|------------|----------------------------|-------------|------------|------|
| 12/08/2025 | n/a | Cambridge Building Society | Transfer | £15,000.00 | n/a |

| | | | | | |
|------------|------|----------------------------|-----------------------------|-------------------|------|
| 09/08/2025 | n/a | Unity Trust Bank - Savings | Transfer | £15,000.00 | n/a |
| 05/08/2025 | n/a | East Suffolk Council | ESC Grant - Field to Fork | £2,000.00 | 1310 |
| 27/08/2025 | n/a | East Suffolk Council | ESC Grant - Tour of Britain | £1,000.00 | 1310 |
| 04/08/2025 | TC45 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC46 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC47 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC48 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC50 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC51 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | TC52 | Stall Holders | Monthly Market - August | £15.00 | 1100 |
| 04/08/2025 | n/a | CCLA | Interest | £394.96 | 1090 |
| 19/08/2025 | n/a | BT | Refund | £46.40 | 4260 |
| | | | | £33,546.36 | |

Transfers from Unity Trust Bank Savings

| Received | Invoice No | Payee | Description | Amount |
|------------|------------|----------------------------|-------------|-------------------|
| 09/08/2025 | n/a | Unity Trust Bank - Savings | Transfer | £15,000.00 |
| | | | | £15,000.00 |

Transfers from Cambridge Building Society

| Received | Invoice No | Payee | Description | Amount |
|------------|------------|----------------------------|-------------|-------------------|
| 12/08/2025 | n/a | Cambridge Building Society | Transfer | £15,000.00 |
| | | | | £15,000.00 |

| | | |
|-------------------|--|--------------------|
| 31/08/2025 | Balance Carried Forward - Unity Trust Bank Current | £24,304.89 |
| | Balance Carried Forward - Unity Trust Bank Savings | £0.00 |
| | Balance Carried Forward - Cambridge Building Society | £70,000.00 |
| | Balance Carried Forward - Public Sector Deposit Fund | £110,000.00 |
| | | £204,304.89 |