

**Willand Parish Council**  
**Payments Awaiting Authorisation List**

8th July 2024

Code	Invoice Date	Bank	Description	Supplier	Net	VAT	Total	
Office Admin - Membership	10/06/2024	Lloyds Treasurer Account - 9569	SLCC Annual Membership Fee	Society of Local Council Clerks	183.00		183.00	
Staff	28/06/2024	Lloyds Treasurer Account - 9569	Tax, Ni and Employer NI due to HMRC Apr-Jun 2024	HMRC	1,235.83		1,235.83	
Cemetery & Cemetery Extension	20/06/2024	Lloyds Treasurer Account - 9569	2 x new benches for cemetery & extension. Minute 0905/22e	Earth Anchors	926.00	185.20	1,111.20	
Grounds Maintenance - Jubilee Field	20/06/2024	Lloyds Treasurer Account - 9569	17th April Grass Cut	Countrywide Grounds Maintenance	144.98	29.00	173.98	
Grounds Maintenance - Jubilee Field	20/06/2024	Lloyds Treasurer Account - 9569	3 x grass cuts May - 9th, 13th, 27th	Countrywide Grounds Maintenance	434.94	86.99	521.93	
Grounds Maintenance - Orchard Way	20/06/2024	Lloyds Treasurer Account - 9569	3 x grass cuts May - 2nd, 14th, 31st	Countrywide Grounds Maintenance	217.47	43.49	260.96	
Grounds Maintenance - DCC Verges	02/07/2024	Lloyds Treasurer Account - 9569	Verge Cut 25th & 27th June 2024	Paul Cary - South West Grounds Maintenance	714.00	142.80	856.80	
Office Admin - Staff/Councillor Expenses	28/06/2024	Lloyds Treasurer Account - 9569	Travel Expenses Clerk - SLCC Branch Meeting 26/06	N/A	44.22	0.38	44.60	
Allotments - Water	25/06/2024	Lloyds Treasurer Account - 9569	Water Bill Allotments	Source for Business (SWW)	13.48		13.48	
Cemetery - Water	24/06/2024	Lloyds Treasurer Account - 9569	Water Bill Cemetery	Source for Business (SWW)	29.91		29.91	
Village Services - Bus Shelters	29/06/2024	Lloyds Treasurer Account - 9569	Cleaning Bus Shelters	T J Scrace	96.00		96.00	
Cemetery Expenditure - Sundry Costs	23/06/2024	Lloyds Treasurer Account - 9569	Mole Traps - set up, checking & resetting over 5 days	Quarifax Services	66.00		66.00	
Play Equipment - Repair	23/06/2024	Lloyds Treasurer Account - 9569	Jubilee Field Seesaw - temporary repair to make safe & new part fitted and tested once received	Quarifax Services	60.00		60.00	
Cemetery Expenditure - Grass Cutting	23/06/2024	Lloyds Treasurer Account - 9569	Cemetery Grass Cut No 5	Quarifax Services	273.50		273.50	
Cemetery Expenditure - Grass Cutting	23/06/2024	Lloyds Treasurer Account - 9569	Cemetery Extension Grass Cut No 4	Quarifax Services	203.70		203.70	
Village Services - VAS	23/06/2024	Lloyds Treasurer Account - 9569	Replacement of battery and recharging	Quarifax Services	15.62		15.62	
<b>Notes:</b>					<b>Total</b>	<b>4,658.65</b>	<b>487.86</b>	<b>5,146.51</b>

- Cemetery benches - costs are 2 benches at £387 each plus VAT plus fixings £14 each (4 needed - 2 per bench, total £56) plus £96 delivery = £926 plus VAT
- Clerks Travel Expenses - VAT can be claimed back for parking expenses (Paid via App and VAT receipt provided)

**Additional Payments Made Since June 2024 Meeting**

Salaries	28/06/2024	Lloyds Treasurer Account - 9569	Salary Payments	N/A	1,622.62		1,622.62	
Office Admin- Monthly Office Cost	25/06/2024	Lloyds Treasurer Account - 9569	Home Working Standing Order - Regular Payment List	N/A	26.00		26.00	
Play Equipment - Repair	11/06/2024	Lloyds Treasurer Account - 9569	Joint Fixing Jubilee Field Seesaw	HAGS-SMP Ltd	40.00	8.00	48.00	
Microsoft Subscription	13/06/2024	Barclaycard	Business Standard Monthly - Clerk	Microsoft	10.30	2.06	12.36	
Microsoft Subscription	13/06/2024	Barclaycard	Business Basic Monthly Basic x 12	Microsoft	58.80	11.76	70.56	
Office Admin - Clerks Phone	28/06/2024	Barclaycard	Monthly Phone costs - Regular Payment	Giffgaff	5.00	1.00	6.00	
Office Admin - Stationery	11/06/2024	Barclaycard	Stationery - Wireless Mouse and Staples	Amazon	10.43	2.09	12.52	
Office Admin - Stationery	11/06/2024	Barclaycard	Stationery - Black Ink Cartridge	Amazon - EXPSUPPLIERLIMITED	28.32	5.67	33.99	
Office Admin - Stationery	11/06/2024	Barclaycard	Stationery - 5 Reams Paper	Amazon	19.99	4.00	23.99	
<b>Notes:</b>					<b>Total</b>	<b>1,821.46</b>	<b>34.58</b>	<b>1,856.04</b>

**Grand Total** **6,480.11** **522.44** **7,002.55**