

**Petty Cash / Inter Account Transfers / Virements
09/10/2018 to 12/11/2018**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Ref</u>	<u>Amount</u>	<u>Transaction Detail</u>
05/10/2018	Tesco	843	1.00	Tablecovers
08/10/2018	Tesco	844	4.44	Bathroom tissue and milk
05/10/2018	Aperture Contract Serv	845	20.00	Window Cleaning 18.10.18
09/10/2018	Backus Fabrics	846	42.00	Fabric for Poppy Display
12/10/2018	Cleaner	847	44.00	Reception Cover & Office Cleaning
11/10/2018	Aldi Stores	848	8.99	Saddle Bag Tool Kit DTC Ranger
16/10/2018	Waitrose	849	1.10	Daventry Express
18/10/2018	Tesco	850	1.09	Milk
18/10/2018	Tesco	851	16.20	Day of Action - Pumpkin Prizes
19/10/2018	Tesco	852	7.39	Cleaning Items & Teabags
19/10/2018	Clintons	853	1.75	Chocolate Ghoust Lolly
19/10/2018	Katie Eaton	854	22.00	Office Cleaning 19.10.18
24/10/2018	Homebase	855	3.10	Chain for Staverton Road Allotment
26/10/2018	Screwfix	856	13.49	Black Cable Ties
23/10/2018	Tesco	857	1.50	Stationery
29/10/2018	Tesco	858	11.23	Cleaning Items & Refreshments
26/10/2018	Cleaner	859	22.00	Office Cleaning 26.10.18
29/10/2018	Cleaner	860	11.00	Office Duties 29.10.18
02/11/2018	Cleaner	861	22.00	Office Cleaning 02.11.2018
02/11/2018	Tesco	862	3.09	Refreshments
06/11/2018	Tesco	863	1.09	Milk

Total Payments 258.46

Inter Account transfer

From	HSBC current	£258.46	Top up P Cash account
To	Petty Cash	£258.46	

Virements

From
To

Approved: 

Date: 12/11/2018

Payment Schedule 09/10/2018 - 12/11/2018

REF	SUPPLIER	Ex VAT	VAT	TOTAL	DETAILS
181101	2nd Daventry Scouts	£ 140.00	£ -	£ 140.00	Hall Hire for Lantern Making Workshops Nov 24th & 25th
181102	Amy Simpson	£ 95.60	£ -	£ 95.60	Expenses - Travel / Stationery / Day of Action / Fireworks
181103	Anglian Water	£ 79.79	£ -	£ 79.79	Water - Welton Road Allotments 09/07/18 to 09/10/2018
181104	Aviva Pension	£ 1,334.54	£ -	£ 1,334.54	Pension September 2018
181105	Aviva Pension	£ 1,328.26	£ -	£ 1,328.26	Pension October 2018
181106	BACA	£ 491.42	£ 98.28	£ 589.70	Safety Clothing for Events
181107	Blizzard Telecom	£ 31.32	£ 6.26	£ 37.58	Mobile Phone Contract Office & Ranger October 2018
181108	BT	£ 38.94	£ 7.78	£ 46.72	BT Line Rental October 2018
181109	Calvin Hanks	£ 800.00	£ 160.00	£ 960.00	Health & Safety Service for Fireworks Event
181110	CF Corporate Finance Ltd	£ 234.43	£ 163.56	£ 397.99	Lease Rental October - December 2019 & Annual Serv
181111	Cottons	£ 55.00	£ 11.00	£ 66.00	Payroll Processing Fees October 2018
181112	Crimesecure	£ 1,350.00	£ 270.00	£ 1,620.00	Serviced Office for DTC Ranger Nov 2018 to Jan 2019
181113	Crimesecure	£ 645.00	£ 129.00	£ 774.00	CCTV and Radio Hire for Fireworks event
181114	DACT	£ 1,323.00	£ -	£ 1,323.00	Dial A Ride Trips October 2018
181115	Daventry District Council	£ 891.00	£ -	£ 891.00	Rates - 3 New Street October 2018
181116	DTC	£ 10,000.00	£ -	£ 10,000.00	Salaries and NIC/NI liabilities September 2018
181117	eAutomotive	£ 11.25	£ 2.25	£ 13.50	IT Support re Sharepoint
181118	Eden Landscapes	£ 355.00	£ 71.00	£ 426.00	Landscaping for War Memorial
181119	Hire Santa	£ 250.00	£ 50.00	£ 300.00	Hire of Santa 11am to 6pm 8th December 2018 - 50% Balance
181120	HSBC	£ 58.46	£ -	£ 58.46	Bank Charges October 2018
181121	Image IT	£ 59.00	£ 11.80	£ 70.80	PVC Banner "Fireworks"
181122	Image IT	£ 139.00	£ 27.80	£ 166.80	Remembrance Sunday Booklets
181123	Image IT	£ 453.00	£ 90.60	£ 543.60	Feather Flags for Winter Fayre
181124	J B Events	£ 300.00	£ 60.00	£ 360.00	Toilet Hire for Fireworks - 75% Balance
181125	Juice Light & Sound	£ 1,000.60	£ 200.12	£ 1,200.72	Services & Equipment for Daventry Food Festival
181126	Midrepro	£ 57.57	£ 11.52	£ 69.09	Photocopies October 2018
181127	MLE	£ 6,000.00	£ 1,200.00	£ 7,200.00	Pyromusical Display 3rd November 2018
181128	New Age Ltd	£ 7,999.98	£ 1,599.99	£ 9,599.97	Community Ranger 08/11/18 to 08/02/2019
181129	Northants CALC	£ 75.00	£ -	£ 75.00	Alotment Training DJ 17th October 2018
181130	Personnel Solutions	£ 100.00	£ 20.00	£ 120.00	HR Consultancy Fees October 2018
181131	Print Projects	£ 610.00	£ -	£ 610.00	10,000 Museum Leaflets
181132	Sophie Good	£ 4.50	£ -	£ 4.50	Travel to Northamptonshire Heritage Forum Meeting
181133	South East Donkeys	£ 50.00	£ -	£ 50.00	Deposit for Hire of Donkeys for Christmas Fayre
181134	Southern Electric	£ 111.50	£ 22.30	£ 133.80	CCTV Electricity October 2018
181135	The Parker E-Act Academy	£ 600.00	£ 120.00	£ 720.00	Use of Facilities for Fireworks
181136	The Police and Crime Commissioner Northamptonshire	£ 18,622.50	£ -	£ 18,622.50	Sponsored PSCO Charge 1st October 2018 to 31st March 2019
181137	VoiceHost	£ 13.04	£ 2.61	£ 15.65	VOIP Service and Calls October 2018
181138	Whetherdays	£ 1,950.00	£ 390.00	£ 2,340.00	Hanging Baskets & Trough September 2018
181139	Whetherdays	£ 210.00	£ 42.00	£ 252.00	Alotment Maintenance September
181140	Zen	£ 50.77	£ 10.15	£ 60.92	Broadband provision October 2018
181141	British Gas	£ 344.22	£ 17.21	£ 361.43	Electricity 07.08.18 to 08.10.18
181142	New Age Ltd	£ 1,564.00	£ 312.80	£ 1,876.80	Stewards for Fireworks Event
		£ 59,827.69	£ 5,108.03	£ 64,935.72	

Approved.....

 Date..... 12/10/2018

Balance Sheet – As at 31st October 2018

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
<i>Current Assets</i>			
105	VAT Control A/c	12,761	
110	Prepayments	22,204	
200	HSBC Current/Deposit	315,819	
205	Unity Trust	100,800	
215	Public Sector Deposit	75,358	
250	Petty Cash	13	
Total Current Assets			<u>526,955</u>
<i>Current Liabilities</i>			
500	Creditors	40,069	
510	Accruals	2,425	
Total Current Liabilities			<u>42,494</u>
Net Current Assets			484,461
Total Assets less Current Liabilities			<u>484,461</u>
<i>Represented By :-</i>			
300	Current Year Fund	130,581	
310	General Fund	297,040	
320	Earmarked Reserves	56,841	
Total Equity			<u>484,461</u>

Note: The bank accounts were reconciled as at 31st October 18 and agree with the statement of balances detailed above by the Chairman of the Finance & Policy Committee, in the presence of the Clerk.

Submitted to the Finance & Policy Committee at its meeting on 12th November 2018 and

Approved 

Date 12/11/2018