

Thorpe St Andrew Town Council

PAYMENTS LIST

22 May 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
18 Training and H & S	01/04/2025		Unity Trust		Personal Licence	National Hospitality	S	99.00	19.80	118.80
21 Subscriptions	01/04/2025		Bank 1 Current	Credit Card	Adobe Subscription	Adobe	X	19.97		19.97
22 Telephone	01/04/2025		Bank 1 Current	Credit Card	Microsoft Teams	Microsoft	E	19.68		19.68
22 Telephone	01/04/2025		Bank 1 Current	Credit Card	Microsoft Teams	Microsoft	E	23.00		23.00
23 Telephone	01/04/2025		Bank 1 Current	Credit Card	Internet Services	Smarty	X	18.00		18.00
21 Subscriptions	01/04/2025		Bank 1 Current	Credit Card	Adobe Subscription	Adobe	X	27.99		27.99
24 Bank charges	01/04/2025		Bank 1 Current		Annual Credit Card Charge	Lloyds Bank - business	E	32.00		32.00
31 Subscriptions	01/04/2025		Unity Trust		Scribe Subscription	Scribe Accounts	S	849.60	169.92	1,019.52
51 Gas	01/04/2025		Bank 1 Current	BACS	Gas - Roxley Hall	British Gas	L	44.47	2.22	46.69
25 Materials, fixtures &	01/04/2025		Unity Trust		Building & Park	Screwfix	S	2.91	0.58	3.49
25 Materials, fixtures &	01/04/2025		Unity Trust		Building & Park	Screwfix	S	15.82	3.16	18.98
25 PPE	01/04/2025		Unity Trust		Building & Park	Screwfix	S	42.25	8.45	50.70
41 Materials, fixtures &	01/04/2025		Unity Trust		Building maintenance	B & Q	S	3.78	0.76	4.54
27 Dussindale rent	01/04/2025		Unity Trust		Allotment Annual Rent	Norfolk County Council	X	399.93		399.93
44 Energy charge	01/04/2025		Bank 1 Current		Streetslighting Energy	TotalEnergies Gas &	X	-891.46		-891.46
44 Energy charge	01/04/2025		Bank 1 Current		Streetslighting Energy	TotalEnergies Gas &	S	742.89	148.57	891.46
28 Commemorative Events	01/04/2025		Bank 1 Current		Portable Toilet Hire	Toilets.co.uk	S	792.00	158.40	950.40
52 VE Day	01/04/2025		Bank 1 Current		Event Entertainment	KSD Events	S	2,416.67	483.33	2,900.00
45 Grant Income and	01/04/2025		Unity Trust		Park Run	Dale Wiseman	X	320.00		320.00
46 Legal charges	01/04/2025		Unity Trust		Legal fees	NP Law	S	290.00	58.00	348.00
6 Electricity	02/04/2025		Bank 1 Current	BACS	Electricity - Roxley Hall	British Gas	L	171.20	8.56	179.76
5 Electricity (Toilets)	02/04/2025		Bank 1 Current	BACS	Electricity - River Green	British Gas	L	147.25	7.36	154.61
11 Water rates	02/04/2025		Bank 1 Current		Water Charge - Town Hall	Wave	E	180.94		180.94
7 Electricity	02/04/2025		Bank 1 Current	BACS	Electricity - Morse Pavilion	British Gas	L	90.58	4.53	95.11
10 Dussindale water charges	02/04/2025		Bank 1 Current		Allotment	Wave	E	39.47		39.47
8 Electricity	03/04/2025		Bank 1 Current	BACS	Electricity - Morse Pavilion	British Gas	L	546.88	27.34	574.22
26 Office equipment	04/04/2025		Unity Trust		IT equipment	RLS Computer Services	S	22.99	4.60	27.59
4 Telephone	07/04/2025		Bank 1 Current	DD	Mobile Telephones	Three	S	44.91	8.98	53.89
4 Telephone	07/04/2025		Bank 1 Current	DD	Mobile Telephones	Three	S	20.88	4.18	25.06
53 Equipment Hire	07/04/2025		Bank 1 Current	DD	Lease payment	Novuna Business	S	654.00	130.80	784.80
12 Hillside water charges	08/04/2025		Bank 1 Current		Water Charge - Hillside	Wave	E	102.35		102.35
17 Training and H & S	11/04/2025		Unity Trust		DBS check	Government DBS	E	21.50		21.50
19 Training and H & S	11/04/2025		Unity Trust		Personal Licence	King's Lynn & West	S	30.83	6.17	37.00
50 Bank charges	14/04/2025		Bank 1 Current	DD	Bank charges	Lloyds Bank	E	8.50		8.50

Thorpe St Andrew Town Council

PAYMENTS LIST

22 May 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
32 Salaries	15/04/2025		Bank 1 Current	BACS	Salary	Staff	X	16541.38		16541.38
Staff Pension	15/04/2025		Bank 1 Current		Pensions	Norfolk Pension Fund	X	1348.36		1348.36
39 Employers Pensions	15/04/2025		Bank 1 Current		Pensions	Norfolk Pension Fund	X	5,010.51		5,010.51
40 Employees PAYE	15/04/2025		Bank 1 Current		HMRC Payments	HMRC	X	3,416.46		3,416.46
40 Employee NI	15/04/2025		Bank 1 Current		HMRC Payments	HMRC	X	996.88		996.88
40 Employers NI	15/04/2025		Bank 1 Current		HMRC Payments	HMRC	X	2,829.83		2,829.83
14 Training and H & S	16/04/2025		Bank 1 Current	BACS	First aid training	Go and Get Trained	S	708.00	141.60	849.60
3 Cleaning	21/04/2025		Unity Trust	BACS	Cleaning Services	Norwich Cleaning	S	630.24	126.05	756.29
3 Cleaning and cleaning	21/04/2025		Unity Trust	BACS	Cleaning Services	Norwich Cleaning	S	630.24	126.05	756.29
3 Cleaning (Toilets)	21/04/2025		Unity Trust	BACS	Cleaning Services	Norwich Cleaning	S	630.24	126.05	756.29
2 Maintenance contract	21/04/2025		Bank 1 Current	BACS	Streetlighting Contract	Cozens UK Ltd	S	400.00	80.00	480.00
9 Water (Toilets)	24/04/2025		Bank 1 Current		River Green Water Charge	Wave	S	15.28	3.06	18.34
1 Cleaning bus shelters	24/04/2025		Bank 1 Current	BACS	Cleaning bus shelters	Mr R Marmoy	E	160.00		160.00
47 Electricity	25/04/2025		Unity Trust	BACS	Electricity - Morse Pav	British Gas	L	103.18	5.16	108.34
20 Training and H & S	28/04/2025		Unity Trust		Personal Licence	Broadland District	S	19.17	3.83	23.00
13 Fuel	28/04/2025		Bank 1 Current	DD	Fuel	Fuel Genie	S	200.09	40.02	240.11
29 Grounds Machinery	28/04/2025		Unity Trust		puncture repair	Fast Fit	S	12.50	2.50	15.00
30 Commemorative Events	28/04/2025		Unity Trust		Banners	Dolphin Graphics	S	255.00	51.00	306.00
43 De-Fib Check- Annual	29/04/2025		Unity Trust		AED Checks	Seal Calibration Ltd	S	129.00	25.80	154.80
43 De-Fib Check- Annual	29/04/2025		Unity Trust		AED Checks	Seal Calibration Ltd	S	129.00	25.80	154.80
43 De-Fib Check- Annual	29/04/2025		Unity Trust		AED Checks	Seal Calibration Ltd	S	129.00	25.80	154.80
43 De-Fib Check- Annual	29/04/2025		Unity Trust		AED Checks	Seal Calibration Ltd	S	129.00	25.80	154.80
48 Field Maintenance Contract	30/04/2025		Bank 1 Current	BACS	Grounds Maintenance	Norse	S	1,605.55	321.11	1,926.66
49 Xmas Event	30/04/2025		Unity Trust		Hire of Equipment	GAP Group Hire	S	396.00	79.20	475.20

Thorpe St Andrew Town Council
PAYMENTS LIST

22 May 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
42 Commemorative Events	30/04/2025		Unity Trust		VE Day Flags	Hampshire Flag	S	109.43	21.89	131.32
Total								43,885.12	2,486.43	46,371.55