

PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the POLICY & FINANCE COMMITTEE held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 7<sup>th</sup> July 2015 at 7:30pm.

**Committee Members** Councillors: Jean Farmiloe  
Lynda Hallett  
Job Harris  
Ann Harrison  
Jackie Harrison-Hicks (Chair)

Andy Loraine (Vice Chair)  
Ron Maskell  
Robbie Robertson  
Melvyn Simmons

**Present** Councillors: Lynda Hallett  
Job Harris  
Ann Harrison

Jackie Harrison-Hicks (Chair)  
Ron Maskell  
Robbie Robertson

**In Attendance:** John Kocher - Corporate Services Manager & RFO  
Sally Landers - Administration Officer

**GENERAL BUSINESS**

**PF001 ELECTION OF POLICY & FINANCE COMMITTEE CHAIR AND VICE CHAIR**

Cllr. R Maskell opened the meeting followed by the Mayor, Cllr. R Robertson pending election of Chair and Vice Chair

**Election of Chair**

Cllr. L Hallett nominated Cllr. J Harrison-Hicks  
Cllr. J Harris seconded proposal

Agreed

**Election of Vice Chair**

Cllr. R Robertson nominated Cllr. A Loraine  
Cllr. R Maskell seconded proposal

Agreed

**PF002 PUBLIC QUESTION TIME**

**Mae Pond – North Ward**

- The resident requested details of the grants distributed by the Grants Sub Committee meeting held on 09/06/15

*J Kocher confirmed these could be viewed on page 7/33 of the agenda*

- The resident raised the issue of flooding at Centenary Park

*J Kocher stated the football pitches had a drainage problem and flints/stones had been coming to the surface and that £12,000 had been spent to rectify the issue*

- The resident requested an update with regards to payments from Peacehaven Football Club

*J Kocher confirmed PTC were in receipt of the agreed monthly installments*

- The resident requested an update with regards to the café lease at Centenary Park

*J Kocher confirmed the 10<sup>th</sup> July 2015 as the closing date for Expressions of Interest and 27 had been issued to date to interested parties*

#### **Brian Griffiths – East Ward**

- The resident raised the issue of rubbish in and around the car park behind Sainsburys on the South Coast Road and stated that the traffic calming system along Arundel Road is causing problems when cars are parked too close to the islands

*J Kocher confirmed PTC had contacted the managing agents for the flats (above Sainsburys) with regards to this issue and they have written to the tenants siting eviction if their rubbish is not dealt with correctly*

*Cllr. J Harrison-Hicks stated the Arundel Road issue can be raised at the next SLR meeting*

**Action: SLR agenda – Arundel Road traffic calming resulting in issues when cars parked on road**

- The resident, as a representative of INAA, read the following letter:-

'Thank you for your award from the Grant Sub Committee of £250. Unfortunately we feel this grant is only going to cover two month's rent for our Charity. We have continued to provide our services to the Peacehaven community since September 2006 and each year we have received fewer grants from the Council. This is very disappointing to us as we have been giving an invaluable service to the Peacehaven community for several years. Most clients that we see are mostly on a low income or unemployed, therefore the donations we receive for our running costs is not enough to keep the Charity running. While I appreciate that your resources are limited, it would be appreciated if you could consider giving the Charity a rent free office. This will help us immensely as the fundraising that we do is limited and this year we have not been successful with funding application. Coffee mornings are not bringing in enough funds as less people are spending money due to the recession. We look forward to receiving your kind support with respect of the above.'

*Cllr. J Harrison-Hicks in response stated that the level of funding reflected that PTC wished to assist as many charities as possible*

#### **Judith Appiah-Nti – INAA**

- The representative of INAA stated that the charity appreciated the support from PTC and had in the past received a 50% discount on the hire of the room at Community House. The charity is taking on more clients, increasing the help to Peacehaven residents.

*Cllr. R Maskell noted the excellent service INAA provide to the Town and stated that the next allocation of grants are scheduled to take place in October and that the Charity should apply*

#### **Kit Griffiths – INAA**

- The representative of INAA confirmed that the current grant only covers the room hire rent for two months and that coffee mornings do not raise much income

**PF002 PUBLIC QUESTION TIME continued**

**John Carden – East Ward**

- The resident requested an update on the 'Safe Route to School' scheme and had the intended survey with regards to the scheme been completed
- The resident also queried ownership of the boundary fence around Centenary Park and raised the issue of damage as a result of being used as a 'cut through' in parts

*Cllr. R Maskell confirmed PTC is responsible for the boundary fence*

**Action: Cllr. L Hallett will investigate boundary fence at Centenary Park and report findings**

**Action: Town Manager to write to John Carden with regards to completion of 'Safe Route to School' survey**

**Action: SLR agenda – completion of 'Safe Route to School' survey**

**PF003 TO CONSIDER APOLOGIES FOR ABSENCE**

Cllr. J Farmiloe – noted (holiday)

Cllr. A Loraine – noted (personal)

Cllr. M Simmons – reason not known

**PF004 TO NOTE THE NON CONFIDENTIAL MINUTES OF THE POLICY & FINANCE MEETING 21/04/15**

Noted

**Matters Arising:-**

None

**PF005 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF THE GRANTS SUB COMMITTEE 09/06/15**

Cllr. L Hallett proposed

Cllr. R Robertson seconded

**Approved**

**Matters Arising:-**

Cllr. A Harrison noted that the grants issued were, in some cases, less than 10% of original request and some, in the case of U3A, more. Also, the Girl Guides had not received an award.

**PF006 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF EMPLOYMENT SUB COMMITTEE 19/06/15**

Cllr. R Robertson proposed

Cllr. R Maskell seconded

**Approved**

**Matters Arising:- none**

**PF007 CHAIR ANNOUNCEMENTS**

The Telscombe & Peacehaven Summer Fayre will be held at Chatsworth Park, Telscombe Cliffs this Saturday, 11<sup>th</sup> July from 1pm to 4:30pm.

**Matters Arising:-**

None

**PF008 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

None

**FINANCIAL REPORTS**

**PF009 PAYMENTS FOR AUTHORISATION**

The Committee **AGREED** the report and **AUTHORISED** payments totaling **£284,502** for the period **01/04/15** to **30/06/15**

Cllr. R Robertson proposed  
Cllr. J Harris seconded

**Agreed**

**Matters Arising:**

Cllr. R Robertson queried page 10/33, paragraph 3.2 with regards to the requirement to publish all payments over £500 being included in Standing Orders

**Action: J Kocher to investigate and respond to Committee Members**

Cllr. L Hallett noted that she had no connection to the payee Paul Hallett

Cllr. A Harrison queried the cost of fertilizer, shutters and grass cutting

*J Kocher confirmed the cost of grass cutting referred to the contract with T Jordan and that this was a three year contract, this being year three. The cost of grass cutting is offset by recharging ESCC and Telscombe Cliffs Council.*

*Cllr. R Maskell noted that the cost of replacing the kitchen shutters was the most competitive quote and that the previous shutters were too heavy for hirers to open*

Cllr. R Robertson queried page 12/33 and the cost of 'carbon count' being £1.20

*J Kocher confirmed this was a charge associated with transactions on the fuel card*

Cllr. R Robertson queried page 12/33 and the cost of 'postage meter' being £200

*J Kocher confirmed this relates to the cost of postage for two months*

Cllr. A Harrison queried page 13/33 and the cost of 'charges May' to Barclaycard being £40

*J Kocher confirmed this was the charge associated with payments taken via the credit/debit card machine*

**PF009 PAYMENTS FOR AUTHORISATION continued**

Cllr. R Robertson queried page 14/33 and the cost of '4 tyres peugeot' being £365

*J Kocher confirmed the tyres required replacement due to damage*

Cllr. R Robertson requested that the payment list identified the budget that each item had been charged to

*J Kocher noted that this may not equate to the budget monitoring report and that a payment may be charged to several budget headings*

**PF010 BUDGET MONITORING REPORT FOR THE PERIOD ENDING 31<sup>st</sup> MAY 2015**

The Committee **NOTED** the report and **AGREED** that monthly meetings are held between the Committee Chair and Vice Chair with the RFO and lead officers to ensure that costs/income are understood and controlled

Cllr. L Hallett proposed

Cllr. A Harrison seconded

**Noted & Agreed**

**Matters Arising:**

Cllr. A Harrison queried page 16/33 with regards to Reserves and where deposited

*J Kocher confirmed the Reserves are deposited within the general bank account which attracts interest*

Cllr. R Maskell queried page 16/33 paragraph 3.4 with regards to the increase in Reserves

*J Kocher confirmed this was mainly as a result of the BPP (Centenary Park) commuted sum and the sale of Arundel Road land*

Cllr. R Robertson queried the cost of postage when the aim was to move to a paperless office

*J Kocher confirmed the cost of postage had reduced however the ultimate aim would be zero cost*

Cllr. A Harrison suggested that it was not necessary to send the paperwork for meetings to Councillors

*J Kocher noted that there are postage costs associated with invoices that PTC send*

Cllr. R Robertson suggested that Councillors are given the opportunity to select how they receive the paperwork for meetings

**Action: Email Councillors with options for receiving meeting documents via:-**

- Email
- Collect documents from office (following prompt via email)
- No change (continue to receive documents via 1<sup>st</sup> class post)

**In order to reduce stationary and postage costs**

Cllr. R Robertson queried the promotion of food and dog bags on the PTC website

**Action: Check promotion of food and dog bags on website**

Cllr. R Robertson queried page 20/33 and the skip cost

*J Kocher confirmed this was for general use*

Cllr. A Harrison queried page 20/33 and the cost of fertilizer

*J Kocher confirmed these costs, in part, are recharged to the Bowls and Football Club*

Cllr. R Maskell queried the income to identify the recharge

*J Kocher confirmed this was identified on page 20/33 under 'Rent & Service Charge'*

Cllr. R Maskell queried page 24/33 and bingo income of £20 being minimal

*J Kocher confirmed this was the income for one month and not year to date and that the cost of purchasing more tickets had reduced the income for that period*

*Cllr. R Robertson stated the income from bingo was previously allocated to the Mayors Fund and now was included in PTC income and that perhaps it should revert back*

Cllr. R Robertson queried the 'Bus Shelter' budget

*J Kocher confirmed this was to cover the cost of repair or replacement*

Cllr. R Robertson queried page 25/33 and the grant to CTLA

*J Kocher confirmed PTC had historically given a grant to CTLA and this was held in the Planning & Highways budget*

Cllr. R Robertson queried the cost of dog bins now there are combined bins in place

*J Kocher confirmed the budget heading 'dog bins' referred to the combined bins*

PF011 MODIFICATION OF FINANCIAL REGULATIONS TO REFLECT CHANGE IN CHEQUE SIGNATORY ARRANGEMENTS

The Committee **AGREED** to **DEFER APPROVAL** pending amendment to 6.3

Cllr. R Robertson proposed

Cllr. J Harris seconded

**Agreed**

**Matters Arising:-**

J Kocher provided some background to page 28/33 paragraph 6.3, previously two Councillors were required to sign cheques and now the options are:-

- 2 x Councillors
- 2 x Officers
- 1 x Councillor & 1 x Officer

**PF011 MODIFICATION OF FINANCIAL REGULATIONS TO REFLECT CHANGE IN CHEQUE SIGNATORY ARRANGEMENTS cont'd**

Cllr. R Maskell stated that the procedure should remain the same with two Councillors signing if approval had not been given prior to payment via the P&F Committee

*J Kocher confirmed that currently he and selected Councillors were identified as signees on the bank mandate*

Cllr. R Robertson stated that 'Town Manager' as an option, should be deleted from paragraph 6.3

**Action: J Kocher to amend 6.3 and resubmit report**

**OTHER BUSINESS**

**PF012 TO CONFIRM DATE OF NEXT MEETING Tuesday 15<sup>th</sup> September 2015 at 7:30pm**

Cllr. J Harrison-Hicks proposed that the next meeting on 15<sup>th</sup> September start at 6:30pm

Agreed

**Action: Amend meeting schedule**

Peacehaven Town Council 2015/16

List of payments 01/04/2015-30/06/2015

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
01/04/2015	Lewes District Council	DD0104	1,405.50	Rates April 2015
01/04/2015	Lewes District Council	DD0104	204.00	Rates April 2015
01/04/2015	East Sussex	BACS0104	10.00	Loan charge
05/04/2015	Texaco	TEX0504	72.14	LB53AXU 63.09lt diesel
08/04/2015	Barclays	BACS0804	3.00	March BACS
09/04/2015	East Sussex Pension Fund	118097	4,444.68	Pension contribtions March fund
09/04/2015	HMRC	118096	4,181.39	PAYE March 2015
09/04/2015	Royal Society of St George	118095	48.00	St Georges Day dinner Mayor fund
09/04/2015	J Harrison-Hicks	118070	19.35	43 miles @ £0.45/mile
09/04/2015	J Kocher	118069	227.50	GY06PPX vehicle tax01/04-31/03
10/04/2015	Barclaycard	BACS1004	41.12	Charges March Barclay card
12/04/2015	Texaco	TEX1204	71.42	Card protection
12/04/2015	Texaco	TEX1204/2	1.20	Carbon Count
13/04/2015	Action in Rural Sussex	118071	150.00	Emplymnt hdbook 01/04-31/03/16
13/04/2015	Baca Safety & Workwear	118072	77.57	2 anoraks - Groudstaff
13/04/2015	Chris Bartholomew Electrical C	118073	1,016.46	annlemerg lighting test & Solar panels
13/04/2015	Fluid Branding Ltd	118075	162.00	500 curvy ballpens - Marketing
13/04/2015	Paul Hallett	118076	195.00	Pipework repairs Community House
13/04/2015	Heatcraft (Heating & Ventilati	118077	381.78	Boiler repairs and service pavilion
13/04/2015	Highspeed Group Ltd	118078	599.50	Waste disposal 01/04-31/03/16
13/04/2015	T Jordan Grounds Maintenance L	118079	3,900.00	2015 1st grass cut
13/04/2015	Kave Lighting Ltd	118080	420.96	Annual theatre inspec 12/03/15
13/04/2015	Lewes District Council	118081	1,433.70	bin empty01/04-30/06/15 yard - £570.96 bin empty01/04-30/06/15 park - £215.28 Annual play inspection - £287.46 Waste bin liners - £360
13/04/2015	HM Book-keeping & Payroll Serv	118082	65.00	Payroll prep March
13/04/2015	MST Health and Safety Services	118083	54.00	Wrestling risk assessment
13/04/2015	Northstar Technology Ltd	118084	162.00	set up lap top for caretakers
13/04/2015	Pitney Bowes Finance Ltd	118085	139.24	Franking M/c rental
13/04/2015	Queensbury Shelters Ltd	118086	3,112.26	Gladys road bus shelter
13/04/2015	Rialtas Business Solutions Ltd	118087	868.80	Omega maintenance 01/03-28/02/16
13/04/2015	Ron Young (Motors) Ltd	118088	54.85	Peugeot MOT
13/04/2015	South Coast Glazing (Peacehven	118089	81.60	Field/Robson window repair
13/04/2015	Southern Water	118090	1,023.04	Meridian House sewage 02/09/14-22/09/14
13/04/2015	South Coast Welding	118091	420.00	Tractor starter motor repair
13/04/2015	Vitax Ltd	118092	54.34	Marking m/c repairs
13/04/2015	Wightman & Parrish Ltd	118093	162.96	Cleaning materials
13/04/2015	Zurich Municipal	118094	212.20	Addtl ins new build & art work insurance
16/04/2015	M Ripley	118098	45.98	Lincat hot water boiler filter
16/04/2015	The Company Upfront	118100	912.00	Murder Mystery presentation co
20/04/2015	Newhaven & Seaford Sea Cadets	118123	50.00	Deposit refund inv4886
20/04/2015	ESCC Music Service	118124	100.00	Deposit refund inv 4835
21/04/2015	CTLA	118074	1,100.00	Bus service 01/01-31/03/15
21/04/2015	Acacia Groundcare Equipment Re	118102	674.89	Rotorake & Top dresser hire
21/04/2015	Action in Rural Sussex	118103	372.16	HR advice re SK
21/04/2015	Audience Systems Ltd	118104	573.12	audience service & safety inspec 06/03
21/04/2015	Bourne Amenity Ltd	118105	374.40	4x bag 70/30 turf dresssing
21/04/2015	Bonnies News	118106	28.60	Newspapers April
21/04/2015	BT Payment Services Ltd	118107	421.93	April telephones
21/04/2015	Chandlers Building Supplies Lt	118108	112.68	6x25kg bags of cement
21/04/2015	Chandler Editing & Writing	118109	180.00	April issue e news
21/04/2015	Collier Turf Care Ltd	118110	1,545.36	60x25kg Prestige Organic fertiliser
21/04/2015	Ernest Doe & Sons Ltd	118111	480.00	Fleming Spreader repair
21/04/2015	Heatcraft (Heating & Ventilati	118112	151.20	Boiler repair - pavilion
21/04/2015	Lewes District Council	118113	6,078.12	Transfer S Downs Cont to Big Park - £5000 Emptying dog bins 01/04-30/06 - £978 Pest control for Rats - £100
21/04/2015	Leads Direct	118114	100.80	repair microphone leads



Peacehaven Town Council 2015/16

List of payments 01/04/2015-30/06/2015

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
21/04/2015	Pama Sign Service Ltd	118115	28.80	Signs
21/04/2015	Purchase Power	118116	200.03	Postage Meter reset 24/03
21/04/2015	Quality Office Supplies Ltd	118117	91.44	Stationery
21/04/2015	Recognition Express	118118	12.30	AS name badge
21/04/2015	Ricoh UK Ltd	118119	56.28	Ricoh 2553 usge 01/12-28/02/15
21/04/2015	South East Water Ltd	118120	36.31	usage03/10/14-07/04/15
21/04/2015	Southern Water	118121	554.46	Sports park sewage 01/10-31/03/15
21/04/2015	Wightman & Parrish Ltd	118122	57.60	Cleaning materials
21/04/2015	Petty Cash	118101	263.53	Petty cash reimbursement
21/04/2015	Cash payments	200543A	294.00	Bingo 17/04 prizes
22/04/2015	EDF	BACS2204	79.47	Electricity March
23/04/2015	Cash payments	200543B	1.39	Refreshment costs
26/04/2015	Texaco	TEX2604	133.51	GY06PPX 52.98lt diesel
29/04/2015	Employees	BACS2904	15,814.93	Payroll April 2015
29/04/2015	Goldseal Doors Ltd	118125	1,428.00	Kitchen shutter doors 1st installment
29/04/2015	SLCC	118129	250.00	CiLCA registration (AS)
29/04/2015	SSALC	118128	320.00	CiLCA registration (AS)
29/04/2015	SLCC	118127	250.00	CiLCA registration (AR)
29/04/2015	SSALC	118126	320.00	CiLCA registration (AR)
29/04/2015	Cinemobile	118111	1,043.75	What we did on our holiday - film
29/04/2015	BT Payment Services Ltd	118130	28.92	Telephone April
29/04/2015	Corona Energy Retail 4 Ltd	118132	744.03	Usage Gas March Pavilion & Meridian centre
29/04/2015	Farrington Property Developmen	118133	1,040.00	Container rent 30/04-30/07
29/04/2015	Madison Web Solutions Ltd	118134	1,878.00	Web site rebuild
29/04/2015	M.D.J.Light Bros Limited	118135	264.00	Skip hire
29/04/2015	Mulberry & Co	118136	272.94	Final internal audit
29/04/2015	Nisbets plc	118137	95.98	6 slot toaster
29/04/2015	Northstar Technology Ltd	118138	498.43	Upgrade server licence
29/04/2015	Pitney Bowes Finance Ltd	118139	22.78	Postage Meter reset
29/04/2015	R Poplett Holdings	118140	2,028.00	Rent unit 6 30/04-30/07
29/04/2015	Ricoh UK Ltd	118141	335.52	b/w copies 01/01-31/03
29/04/2015	S & C Slatter	118142	61,680.82	Multi sports surface
29/04/2015	South East Water Ltd	118143	3,224.06	sports park 02/10-31/03/15
29/04/2015	Galaxy Wholesale	118144	236.31	230 lt red diesel
29/04/2015	The Sussex Sign Company Ltd	118145	413.70	Big Park opening plaque
29/04/2015	Travis Perkins Trading Co Limi	118146	173.40	hire of cement mixer
29/04/2015	Ricoh UK Ltd	118141a	0.10	Purchase Ledger Payment
01/05/2015	Lewes District Council	DD0105	1,405.00	Rates May 2015
01/05/2015	Lewes District Council	DD0105	204.00	Rates April
03/05/2015	Texaco	TEX0305	1.20	Carbon count
05/05/2015	Barclays	BACS0505	3.00	April
07/05/2015	K Wild	118152	25.00	deposit refund inv 4983
08/05/2015	A Wilson	118148	200.00	replaces 117714
08/05/2015	H Livings	118147	27.00	Mileage 60 @ £0.45/mile
10/05/2015	Texaco	TEX1005	75.58	57.19lt diesel
10/05/2015	Barclay Card	BACS1005	41.27	Charges April
11/05/2015	Vaclensa PLC	118154	483.54	Replace cheque 118064
11/05/2015	East Sussex Pension Fund	118150	4,283.90	April contributions
11/05/2015	HMRC	118149	3,937.33	PAYE & NIC April 2015
11/05/2015	John Lawson Circus	118151	200.00	Deposit refund inv5039
12/05/2015	K Bray	118155	74.40	Mower Tyre
17/05/2015	Texaco	TEX1705	81.48	LB53AXU 68.3 lt diesel
20/05/2015	Acacia Groundcare Equipment Re	118157	1,366.95	Hire scarifier, chipper & disc seeder
20/05/2015	PHS Group plc	118158	372.60	Cleaning materials 28/05-27/08
20/05/2015	AMP Services	118159	101.02	5lt two stroke oil & Nylon line
20/05/2015	BT Payment Services Ltd	118160	425.83	May telephone
20/05/2015	Chris Bartholomew Electrical C	118161	553.20	Electric supply for new kitchen shutter
20/05/2015	Chandler Editing & Writing	118162	80.00	may e news
20/05/2015	CTLA	118163	120.00	New councillors tour

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List of payments 01/04/2015-30/06/2015

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
20/05/2015	Environment Agency	118164	153.90	Pesticide licence 01/04-31/03/16
20/05/2015	Ernest Doe & Sons Ltd	118165	123.10	Belt for mower
20/05/2015	T Jordan Grounds Maintenance L	118166	3,900.00	2nd grass cut
20/05/2015	Landmark Timber	118167	466.80	3 arm finger post
20/05/2015	M.A. Distribution	118168	295.80	Times distribution cancelled
20/05/2015	HM Book-keeping & Payroll Serv	118169	65.00	Payroll prep April
20/05/2015	M.D.J.Light Bros Limited	118170	264.00	skip hire
20/05/2015	Molly's Coffee Shop	118171	190.00	Royal visit food etc
20/05/2015	Hugh Page	118172	690.15	Kubota door and glass
20/05/2015	QDA	118173	319.99	Fertiliser
20/05/2015	Quality Office Supplies Ltd	118174	72.72	30 reams copier paper
20/05/2015	Rigby Taylor Limited	118175	1,658.00	Fertiliser
20/05/2015	Roadforce Roadmarking Ltd	118176	450.00	road marking park
20/05/2015	Safehaven Security Ltd	118177	80.32	Sports park keys
20/05/2015	Trade UK Account	118178	113.44	Cable ties, ear plugs etc
20/05/2015	Sovereign Design Play Systems	118179	3,409.90	ply/ felt for Gazebo. Repair TT table
20/05/2015	Ultra Soil Solutions Ltd	118180	328.80	20ltr GYP-FLO
20/05/2015	C,B, Winter	118181	360.00	6 cubic mtre top soil
20/05/2015	D Woods Heating & Plumbing	118182	545.00	Anzac kitchen alterations
20/05/2015	R Robertson	118184	775.00	Mayor Allowance May-Oct
20/05/2015	L. Calaghan	118183	65.40	Deposit refund inv5034 16/05
20/05/2015	Cash payments	200545	270.00	Bingo Prizes May
21/05/2015	Mrs Wallace	118156	264.75	Compensation for broken glasses
21/05/2015	Petty Cash	118185	359.16	Petty cash reimbursement
22/05/2015	EDF	BACS2205	77.99	Electricity april
24/05/2015	Texaco	TEX2405	68.80	GY06PPX 56.72 lt diesel
29/05/2015	Employees	BACS2905	16,147.02	Payroll May 2015
29/05/2015	Employees	3ACS2905/	16,147.02	cancel bacs2905
29/05/2015	Employees	BACS2905E	15,814.93	Payroll May paid 2905
29/05/2015	Employees	3ACS2905C	-48,108.97	Cancel 2905 above
29/05/2015	Employees	BACS2905I	15,769.61	Payroll May
30/05/2015	employee DS	BACS3005	377.41	missed pay DS
31/05/2015	Texaco	TEX3105	1.20	Carbon count
16/05/2015	R Farmiloe	118187	11.90	Travel for book launch (deputy Mayor)
17/05/2015	Horticultural society	118193	50.00	Deposit refund inv5040
21/05/2015	Coles Amusement Depot	118195	200.00	Deposit refund inv 5041
22/05/2015	Peacehaven WI	118194	50.00	Deposit refund inv5060
27/05/2015	Clair Darby	118191	25.00	Deposit refund inv5032
30/05/2015	Amy hogg	118192	25.00	Deposit refund inv5035
01/06/2015	Lewes District Council	DD0106	1,405.00	Rates June
01/06/2015	Lewes District Council	DD0106	204.00	Rate June
04/06/2015	Seahaven Lioness	118188	50.00	Deposit refund inv 4887
04/06/2015	A Read	118186	44.00	Chamber of Commerce meal
04/06/2015	Sussex Sign Company	118189	413.70	cheque 118145 returned
05/06/2015	Barclays Bank	BACS0506	3.00	BACs Charges May
05/06/2015	A Murphy	118190	100.00	Deposit refund inv5030
07/06/2015	Texaco	TEX0706	106.56	GY06PPX 52.82lt diesel
07/06/2015	ESDA	118251	50.00	Deposit refund inv5084
08/06/2015	SSALC	118196	350.00	Replaces 117962
10/06/2015	Barclay card	BACS1006	40.94	charges May
10/06/2015	East sussex Pension fund	118198	4,404.38	May pension contributions
10/06/2015	HMRC	118197	4,165.52	May PAYE
15/06/2015	J Farmiloe	118199	41.90	Lunch at Star & mileage (deputy mayor)
18/06/2015	First & Formost	118250	100.00	Deposit refund inv 5150
19/06/2015	C R Allen & Sons Ltd	118201	8.80	Rotavator spares refund
19/06/2015	AMP Services	118202	215.31	rotating beacon
19/06/2015	Barcombe Landscapes Ltd	118203	384.00	Dell fence repair (car accident)
19/06/2015	Blockbusters Contracts Ltd	118204	81.60	Unblock disabled toilet
19/06/2015	Bonnies News	118205	28.60	papers to 07/06/2015

Peacehaven Town Council 2015/16

List of payments 01/04/2015-30/06/2015

Date Paid	Payee Name	Cheque Ref	Amount Paid	Transaction Detail
19/06/2015	Marc Boase	118206	290.00	Plastering kitchen shutters
19/06/2015	BT Payment Services Ltd	118207	534.83	Telephone May
19/06/2015	Chris Bartholomew Electrical C	118208	287.63	Addtl elect work shutters
19/06/2015	Chandler Editing & Writing	118209	80.00	June E news
19/06/2015	Corona Energy Retail 4 Ltd	118210	378.76	April gas usage Pavilion & meridian house
19/06/2015	Collier Turf Care Ltd	118211	907.20	40x25kg prestige organic
19/06/2015	East Sussex Security	118212	306.00	Intruder alarm annual maint
19/06/2015	East Sussex ALC Ltd	118213	2,246.38	NALC & SALC subs 2015-16
19/06/2015	Gopak Ltd	118214	385.99	3 contour folding tables
19/06/2015	Goldseal Doors Ltd	118215	1,140.37	Kitchen shutter doors 2nd install
19/06/2015	Paul Hallett	118216	680.00	Move kitchen sink
19/06/2015	Harrod UK Ltd	118217	3,220.44	MUGA tennis posts/nets etc
19/06/2015	Infacom Ltd	118218	594.00	Digital Sinage hosting fee 01/05-30/04
19/06/2015	T Jordan Grounds Maintenance L	118219	3,900.00	Grass cut no 3
19/06/2015	Lewes District Council	118220	24,860.00	Veolia contribution to Big Park transfer
19/06/2015	Lewes District Citizens Advice	118221	10,020.00	Funding contribution 2015-16
19/06/2015	M.A. Distribution	118222	562.80	June peacehaven times distribution
19/06/2015	Mayo Wynne Baxter LLP	118223	1,812.00	Cafe lease legal fees
19/06/2015	Peter Mannington	118224	1,020.00	Earthquake 2 pitches
19/06/2015	HM Book-keeping & Payroll Serv	118225	80.00	May payroll
19/06/2015	Molly's Coffee Shop	118226	64.00	Induction day Refreshments
19/06/2015	Nelson Dishwashing Machines Lt	118227	2,958.00	Dishwasher main Kitchen
19/06/2015	Peacehaven Tyre and Auto Centr	118228	365.03	4 tyres peugeot
19/06/2015	Pitney Bowes Finance Ltd	118229	139.24	Franklin m/c rental 26/06-25/09
19/06/2015	Purchase Power	118230	271.94	Post meter reset 11/05
19/06/2015	Quality Office Supplies Ltd	118231	122.79	Stationery
19/06/2015	Rialtas Business Solutions Ltd	118232	133.20	Allotment software 01/06
19/06/2015	Ricoh Capital Limited	118233	1,438.86	Rental 01/06-31/08
19/06/2015	Rigby Taylor Limited	118234	82.50	20lt Microflow CXS
19/06/2015	Roger Brown Trophies	118235	5.00	Engraved plate for mayors board
19/06/2015	SSALC Limited	118236	220.00	As Cilca training
19/06/2015	Safyre Limited	118237	979.20	Fire Alarm for shutters
19/06/2015	Trade UK Account	118238	61.73	Toilet repair parts
19/06/2015	Galaxy Wholesale	118239	271.50	271 ltr red diesel
19/06/2015	Swift Alarms Supplies Ltd	118240	168.00	Alarm connection to shutters
19/06/2015	Tamar Organics	118241	20.10	.50 t green waste
19/06/2015	Tates of Sussex	118242	255.81	Plants for o/side Comm House
19/06/2015	Thomas Door & Window Controls	118243	596.40	Annual ser Teleflex winding gear
19/06/2015	WASP Printers	118244	76.00	Headed paper & plate
19/06/2015	Wightman & Parrish Ltd	118246	329.85	Cleaning materials
19/06/2015	Wilder Management	118247	200.00	Banner - whats on
19/06/2015	Wybone Ltd	118248	3,770.55	9 litter bins
19/06/2015	Zurich Municipal	118249	10,966.36	Insurance 06/06-05/06/2016
19/06/2015	Petty Cash	118253	352.11	petty cash reimbursement
21/06/2015	UKIP	118252	50.00	Deposit refund inv5086
22/06/2015	EDF	BACS2206	79.47	Electricity May
22/06/2015	Cash payments	200547	285.00	Bingo prizes 19/06
26/06/2015	Employees	BACS2606	16,547.44	Payroll June
28/06/2015	Texaco	TEX2806	1.20	Carbon count
11/02/2015	SSALC	117962A	-350.00	117962 lost replaced by 118196
15/10/2014	You and me and cancer	117715A	-200.00	117714 cancel replaced by 118148
27/03/2015	Vaclensa PLC	118064A	-483.54	118064 lost replaced by 118154
11/05/2015	B Tapp	118153	140.00	Car boot fees refund
10/04/2015	CTLA	118067	190.00	Car boot fees refund

Total P'd 284,502.48