

PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the POLICY & FINANCE COMMITTEE held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 10th February 2015 at 6.30pm.

Committee Members	Councillors:	J. Livings (Chair) Mrs. E. Merry (Vice Chair) C. Bishop Mrs. R. Coles	P. Howson Mrs. H. Livings R. Maskell Mrs. E. Russell
Present	Councillors:	Mrs. E. Merry (Vice Chair) Mrs. R. Coles Mrs. E. Russell	P. Howson Mrs. H. Livings R. Robertson (sub R. Maskell)
In Attendance:		Alan Sargent – Town Manager John Kocher - Corporate Services Manager & RFO Sally Landers - Administration Officer	

GENERAL BUSINESS

PF265 PUBLIC QUESTION TIME

Mae Pond – North Ward (Peacehaven & District Residents Association)

- Query with regards to page 9/46 and the reason for payments to T Jordan Grounds Maintenance

J Kocher stated PTC had a three year contract with T Jordan Grounds Maintenance to cut the grass verges

- Query with regards to page 9/46 and the reason for payments to R Poplett Holdings

J Kocher stated this was the installation of a mezzanine floor in the premises being used by PTC ground staff

- Query with regards to page 11/46 and a further payment to R Poplett Holdings

J Kocher stated this was rent due on the premises being used by PTC ground staff

- Query with regards to the possible income Centenary Park would generate and why an orchard is being planted instead of creating more allotments as this would generate income

Cllr R Robertson stated there would be two football pitches at Centenary Park which would generate income and the plan to create more allotments was not currently possible as suitable land was not available

Cllr P Howson stated the café at Centenary Park would be another income stream

- Query with regards to who sits on Big Park Project Board (Centenary Park)

A Sargent stated that current Board members will remain until the election in May 2015

Cllr E Merry requested that Mae Pond send a list of possible questions regarding the park to A Sargent for consideration prior to his meeting with the Residents on 19th

PF265 PUBLIC QUESTION TIME continued

Cllr I Buchanan – West Ward Cllr.

- Required an update on Peacehaven Town Council plans to create further allotments, the potential for a Compulsory Purchase Order to meet need and meeting DDA requirements

A Sargent stated PTC had investigated renting PT18 land from Farrington Developments in order to create more allotments however this would be on a three year lease which would not be appropriate for long term use such as allotments. There are some allotment tenants who reside in Telscombe Cliffs and a letter has been sent to Telscombe Cliffs Council enquiring about the potential for the creation of allotments there however the response informs us that this is still 'work in progress'

Cllr E Russell stated that there was a possibility that vacant plots could meet DDA requirements by creating raised plant beds

Cllr H Livings stated allotments that were not being maintained were being dealt with and that large plots, when they become vacant, are being halved to increase the number available

Cllr E Merry stated this should be raised with the Leisure & Amenities Committee

Action: Inform Leisure & Amenities

- It was noted that the foot lock on the Anzac room door, which should close automatically in an emergency, was not functioning correctly

A Sargent confirmed this would be investigated and corrected

Action: A Sargent to investigate and correct emergency door foot locks

PF266 TO CONSIDER APOLOGIES FOR ABSENCE

Cllr. J Livings – accepted (funeral)

Cllr. C Bishop – noted (business commitments)

Cllr. R Maskell – not known (Cllr R Robertson substituted)

PF267 TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 25th November 2014

Proposed: Cllr H Livings

Seconded: Cllr E Russell

Agreed

Matters arising:

Cllr H Livings required an update on the maintenance of devolved LDC land to PTC

A Sargent stated the land, when devolved in 12 months, will be in good order

Cllr H Livings required an update on the installation of non-reflective glass in the notice boards on the A259 and the need for large posters therein

Action: A Sargent to investigate

PF267 TO APPROVE & SIGN THE MINUTES OF THE MEETING HELD ON 25th November 2014 continued

A Sargent noted that, since taking up the post of Town Manager, he had become aware of the excessive quantity of paperwork that must be retained and to solve storage issues he asked about the potential of being able to access County Council archives.

Action: Cllr P Howson to investigate use of County Council archives

PF268 CHAIR ANNOUNCEMENTS

None

PF269 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

None

FINANCIAL REPORTS

PF270 PAYMENTS FOR AUTHORISATION

The Committee **AGREED** the report and **AUTHORISED** payments totaling **£241,518.11** for the period **01/11/14 to 28/01/15**

Matters arising:

Cllr R Robertson noted that the cost of Christmas decorations was not excessive

A Sargent confirmed Stiles Harold Williams contributed £1,000 to cost of Christmas decorations

Cllr H Livings queried the cost of Barclays BACS transaction charges

J Kocher confirmed these are usual charges to cover monthly BACS payroll transaction

Cllr H Livings queried payment reference 117819 on page 8/46 being 50% fire shutter cost

A Sargent stated this should read 25% and that, due to the delay in completing this work, the company had been issued with an ultimatum to install the fire shutters on 18th February, failure to do so would result in repayment of the deposit plus 10% interest

Cllr P Howson queried the cost on page 9/46 of the repair to Epinay Park gate

A Sargent stated that a new gate was installed and not repaired hence the cost

PF271 BUDGET MONITORING REPORT FOR PERIOD ENDING 31st January 2015

Matters arising:

Cllr P Howson queried the overspend of £15,000 against Policy & Finance

J Kocher stated £15,000 is an underspend and that the Leisure & Amenities Committee was over spent, details of which can be found in the appendix along with analysis of the variances

PF271 BUDGET MONITORING REPORT FOR PERIOD ENDING 31st January 2015 continued

Cllr P Howson queried the need for a Planning & Highways Committee

Cllr R Coles stated that this had been raised before and upon investigation SALC had recommended that a Planning & Highways Committee be retained in order to provide members of the public with a focal point for queries and issues

PF272 FINANCIAL REGULATIONS JANUARY 2015

Matters arising:

Cllr R Coles noted that it was difficult to identify the changes without comparison to previous regulations

Cllr E Merry noted that the changes are required to comply with Central Government and SALC recommendations

Cllr H Livings asked if it was possible to identify the amendments

A Sargent confirmed this was possible

Action: J Kocher to forward Financial Regulations tracking amendments to Committee Members

Proposed: Cllr H Livings

Seconded: Cllr P Howson

5 x Agreed

1 x Abstained

OTHER BUSINESS

PF273 TO CONFIRM DATE OF NEXT MEETING TUESDAY 21st April 2015 AT 6:30pm

Noted

Payment Schedule 01/11/14 to 28/01/15

Date Paid	Payee Name	Cheque Ref	Amount	
			Paid	Transaction Detail
18/08/2014	Weed Magement Ltd	117608A	-661.50	Cancel cheque 117608
13/10/2014	East Sussex Pension Fund	117702A	-4,686.41	Cancel cheque 117702
01/11/2014	Lewes District Council	LDCNOV	1,574.00	Rates November
01/11/2014	H Livings	117745	35.52	80 miles @£0.429
01/11/2014	Mr Rahman	117747	25.00	Deposit refund inv4350
01/11/2014	Peacehaven Scouts	117748	50.00	Deposit refund inv4333
01/11/2014	mrs Penfold	117749	100.00	Deposit refund inv4319
01/11/2014	E Harmer	117750	25.00	Deposit refund inv4281
01/11/2014	Mr St Martin	117751	25.00	Deposit refund 4242
02/11/2014	Texaco	TEX0211	151.38	GY06ppx 53.88lt diesel
03/11/2014	Barclays Bank	BACS0311	3.00	charges October
04/11/2014	Baca Safety & Workwear	117555	136.68	2 pairs boots
04/11/2014	Acacia Groundcare Equipment Re	117754	348.45	1 day uniseeder hire
04/11/2014	Barcombe Landscapes Ltd	117756	180.00	Fence repair
04/11/2014	Blockbusters Contracts Ltd	117757	163.20	Ladies WC blockage
04/11/2014	Bonnies News	117758	28.60	Newspapers October
04/11/2014	BT Payment Services Ltd	117759	150.58	Internet oct-dec
04/11/2014	Chandlers Building Supplies Lt	117760	60.72	4 bags cement
04/11/2014	East Sussex Security	117761	57.88	Investigate test calls failure
04/11/2014	Farrington Property Developmen	117762	1,040.00	Block 3 rent 30/10-31/01/15
04/11/2014	Interserve FS (UK) Ltd	117763	907.34	Fire extinguisher service
04/11/2014	Lewes District Council	117764	180.00	Premises licence
04/11/2014	HM Book-keeping & Payroll Serv	117765	80.00	October payroll service
04/11/2014	Northstar Technology Ltd	117766	2,398.68	computer maintenance contract
04/11/2014	Plan Personnel	117767	870.14	64 hours 01/10 - temp staff
04/11/2014	R Poplett Holdings	117768	2,418.00	Unit 6 rates 30/10-31/01/15
04/11/2014	Queensbury Shelters Ltd	117769	540.00	seat and fitting Telscombe roa
04/11/2014	Quality Office Supplies Ltd	117770	7.68	Burgundy 2015 diary

04/11/2014	Ricoh UK Ltd	117771	444.55	photocopies 01/07-30/09
04/11/2014	Saxon Plants	117772	66.60	Various plants Peace Park
04/11/2014	Trade UK Account	117773	140.73	tool kit
04/11/2014	South East Water Ltd	117774	3,867.72	2013-14 disputed invoices
04/11/2014	Southern Water	117775	492.43	Usage 01/04-01/09/14
04/11/2014	Spaldings Ltd	117776	541.08	2 heaters - maintenance dept
04/11/2014	Travis Perkins Trading Co Limi	117777	32.33	2 days cement mixer hire
04/11/2014	U-Benders	177778	155.00	Disabled toilet repairs
04/11/2014	Access & Advice	117753	50.00	Deposit refund inv4131
05/11/2014	S Keogh	117780	96.94	Caretaker advert
05/11/2014	Weed Management Ltd	117779	661.50	replace for chq 117608
07/11/2014	S Keogh	117782	203.56	Xmas decorations etc
07/11/2014	A Sargent	117781	22.96	Printer Cartridge
09/11/2014	Texaco	TEX0911	9.60	carbon count
10/11/2014	Barclay Card	BACS1011	41.39	Charges October
10/11/2014	East Sussex Pension Fund	117785	4,686.41	Replacement for chq 117702
10/11/2014	East Sussex Pension Fund	117784	4,241.07	Pension October
10/11/2014	HMRC	117783	4,409.82	PAYE October
13/11/2014	R Robertson	117787	19.50	Bus fare commons trip
14/11/2014	Petty Cash	117786	152.07	Petty cash reimbursement
16/11/2014	Texaco	TEX1611	70.72	GY06PPX 56.27lt diesel
17/11/2014	S Keogh	117790	352.19	Xmas decorations for the Mall
17/11/2014	R Robertson	117788	775.00	Mayors allowance 2nd half year
18/11/2014	Action in Rural Sussex	117792	375.00	HR advice for AB & BG
18/11/2014	PHS Group plc	117794	358.49	cleaning material 28/11-27/02/15
18/11/2014	BT Payment Services Ltd	117795	451.32	November rental
18/11/2014	Catercraft Supplies Ltd	117796	226.55	repairs to water boiler
18/11/2014	City Electrical Factors	117797	24.42	4 CEFCO lamps edf8/35
18/11/2014	Ernest Doe & Sons Ltd	117798	170.55	Engine filters
18/11/2014	Fleet Driver Assessment & Trai	117799	250.00	Driver traning TJ,AB,GF
18/11/2014	Friday-Ad Ltd	117800	113.54	Town guides
18/11/2014	John Shaw (Machinery) Ltd	117802	297.07	Tines
18/11/2014	M.A. Distribution	117803	562.80	Times distribution
18/11/2014	Mulberry & Co	117804	212.94	Interim audit 05/11
18/11/2014	Star Signs	117805	78.00	Mayors name on board
18/11/2014	Swift Alarms Supplies Ltd	117806	168.00	Fire alarm system service
18/11/2014	Tamar Organics	117807	40.20	0.7t green waste
18/11/2014	Thomas Door & Window Controls	117808	236.40	Auto door operators service
18/11/2014	3VA	117809	70.00	Fundraising plan DD - training
18/11/2014	Wightman & Parrish Ltd	117810	10.08	2xtub100 toilet wipes
18/11/2014	Park Promotions	117811	180.00	Poppy Flanders Seed Foils
18/11/2014	Telscombe Town Council	117791	681.50	Allocation of Summer Fayre Inc
21/11/2014	ATC 1218 Newhaven Squadron	117812	36.00	Christmas Dinner
23/11/2014	Texaco	TEX2311	84.86	LD85AXU 66.48lt diesel
24/11/2014	EDF	BACS2411	79.47	Electricity October
25/11/2014	M Ripley	117814	102.16	Paint for annual Hall repaint
25/11/2014	L Callahan	117817	100.00	Deposit refund inv4320
25/11/2014	S Lower	117816	25.00	Deposit refund inv4349
25/11/2014	G Belsey	117815	25.00	Deposit refund inv4384

26/11/2014	T Jordan Grounds Maintenance L	117801	16,200.00	Peace park work
26/11/2014	Petty Cash	117813	139.56	Petty cash reimbursement
28/11/2014	Employees	BACS2811	15,859.77	Payroll November
01/12/2014	Blockbusters Contracts Ltd	117818	81.60	Clear disabled toilet
01/12/2014	Ace Group Ltd	117819	1,110.00	Fire shutter kitchen 50%
01/12/2014	Bonnies News	117820	28.60	Newspapers november
01/12/2014	Corona Energy Retail 4 Ltd	117821	303.46	Usage October
01/12/2014	McMillan-Shiels Associates	117822	600.00	Agronomy inspection
01/12/2014	Don Burtenshaw	117823	1,440.00	Dell emergency fence repair
01/12/2014	Quality Office Supplies Ltd	117825	3.84	2015 Diary blue
01/12/2014	Hags-Smp Ltd	117826	120.00	Play equipment inspection
01/12/2014	Tasker Catchpole Ltd	117827	1,020.00	Slabs between football & pavil
30/11/2014	Texaco	TEX3011	1.20	Carbon count
01/12/2014	Lewes District Council	LDCDEC	1,574.00	Rates December
02/12/2014	Petty Cash	117830	165.98	Petty cash reimbursement
05/12/2014	Barclays Bank	BACS0512	8.00	Charges November
07/12/2014	Texaco	TEX0712	80.71	GY06PPX 58.31 lt diesel
08/12/2014	East Sussex Pension Fund	117849	4,113.51	Pension contributions November
08/12/2014	HM Revenue & Customs	117848	4,486.07	PAYE November
08/12/2014	Salvation Army	117847	50.00	Carol concert donation
08/12/2014	Post Office Ltd	117831	225.00	Citroen tax 01/01/15-31/12/15
08/12/2014	Afternoon Flower club	117829	50.00	Deposit refund inv4221
08/12/2014	Lewes District Council	117828	21.00	Wrestling special events licen
08/12/2014	Post Office	117831A	-225.00	Citroen car tax cx chq 117831
09/12/2014	AMP Services	117832	236.24	Chainsaw repairs
09/12/2014	BT Payment Services Ltd	117833	104.13	Remembrance Maroon launch
09/12/2014	Colas Electrical	117834	1,328.41	Bowls club cable installation
09/12/2014	Cutts Marine Services	117835	96.00	Rembrance maroon launch
09/12/2014	Friday-Ad Ltd	117836	175.20	Adverts for Xmas festival
09/12/2014	T Jordan Grounds Maintenance L	117837	4,326.02	Epinay Park gate repair
09/12/2014	Lewes District Council	117838	1,430.00	12x1410 wheelie bins
09/12/2014	HM Book-keeping & Payroll Serv	117839	65.00	November payroll services
09/12/2014	Pama Sign Service Ltd	117840	43.20	Planters sponsorship sign
09/12/2014	Getmapping PLC	117841	235.20	Parish on line 18/12-18/12/15
09/12/2014	Ricoh Capital Limited	117842	1,534.86	Rental 01/12/14-28/02/15
09/12/2014	Roger Brown Trophies	117843	10.00	Shield engraving
09/12/2014	Tates of Sussex	117844	177.80	Flowers & shrubs
09/12/2014	Van Geest Nurseries	117845	246.00	5000 Daffodil bulbs
09/12/2014	Your Franking Ltd	117846	87.00	Franking M/c ink cartridges
09/12/2014	Mulberry's	117850	300.00	B Griffith legal fees
09/12/2014	Galaxy Wholesale	117851	421.03	421 lt red diesel
10/12/2014	Barclay card	BACS1012	41.00	Charges November
11/12/2014	Public Works Loan Board	EF0363843	69,078.71	Settlement PWLB loan
11/12/2014	Barclays Bank	EF0363843A	25.00	Charges for CHAPS pay to PWLB
14/12/2014	Texaco	TEX1412	1.20	Carbon count
15/12/2014	TLC Peacehaven	117854	50.00	Donation to churches carol con
16/12/2014	B Griffith	117852	5,000.00	Loss of Office compensation
18/12/2014	HSBC Invoice Finance (UK) Ltd	117861	472.56	Bench (mrs James)
18/12/2014	BT Payment Services Ltd	117862	867.32	581695 telephone line set up

18/12/2014	Chandler Editing & Writing	117863	170.00	December 2014 e news 6 pages
18/12/2014	Corona Energy Retail 4 Ltd	117864	525.87	November gas usage
18/12/2014	CTLA	117865	1,100.00	Bus service 01/10-31/12/14
18/12/2014	Heatcraft (Heating & Ventilati	117866	931.20	Boiler maintenance
18/12/2014	T Jordan Grounds Maintenance L	117867	3,900.00	8th grass cut
18/12/2014	Madison Web Solutions Ltd	117869	1,212.00	Set up marketing platform
18/12/2014	Pama Sign Service Ltd	117870	84.00	Wrestling banner
18/12/2014	Peacehaven Community School	117871	30.00	Christmas festival advert
18/12/2014	R Poplett Holdings	117872	2,154.00	Mezzanine floor (victoria Est)
18/12/2014	Purchase Power	117873	184.90	Franking postage
18/12/2014	Quality Office Supplies Ltd	117874	31.67	1 a4 punched pocket
18/12/2014	Rigby Taylor Limited	117875	652.80	1600 lt duraline supreme
18/12/2014	Trade UK Account	117876	56.98	1 pair brogues
18/12/2014	South East Water Ltd	117877	1,049.24	Disputed invoices settled
18/12/2014	Southern Water	117878	1,461.85	Comm House 28/08/13-27/02/14
18/12/2014	South Coast Welding	117879	186.85	2 batteries
18/12/2014	Tamar Organics	117880	148.74	2.78 tonnes green waste
18/12/2014	Wightman & Parrish Ltd	117881	160.59	2xcase200 large plastic sacks
18/12/2014	J W Plant & Co. Ltd	117882	69.60	Commonwealth flag
18/12/2014	South coast welding	117879A	-186.85	cancl cheque 117879
19/12/2014	Petty Cash	117860	219.57	Petty cash reimbursement
19/12/2014	P Brown	117853	40.00	Xmas decorations
19/12/2014	Mr Martin	117859	25.00	Deposit refund inv 4486
19/12/2014	NHS	117858	50.00	Deposit refund inv3805
19/12/2014	Mr Denston	117857	25.00	deposit refund inv4446
19/12/2014	R Haines	117856	50.00	Deposit refund inv4432
19/12/2014	S Gillam	117855	25.00	Deposit refund inv4470
21/12/2014	Texaco	TEX2112	77.04	LB53AXU 63.54lt diesel
22/12/2014	EDF	BACS2212	77.99	Electricity November
22/12/2014	Employees	BACS2212	16,507.13	December payroll
22/12/2014	Various	CHEQ W/BAC	-148.99	Cancel uncashed old cheques
22/12/2014	E Buswell	117752	100.00	Deposit refund
22/12/2014	Lewes District Council	117887	50.00	Deposit refund inv4353
22/12/2014	D Butler	117883	186.85	replaces chq117879
22/12/2014	J Blackman	117886	25.00	Deposit refund inv 4468
23/12/2014	S Keogh	117888	225.00	Citroen licence 01/01/15
24/12/2014	Cash payments	200535	394.00	Xmas festival costs
28/12/2014	Texaco	TEX2812	66.56	GY06PPX 54.96lt
01/01/2015	Lewes District Council	LDCJAN	1,574.00	Rates January
08/01/2015	Barckays Bank	BACS0801	3.00	Charges December
10/01/2015	Barcklay Card	BACS1001	41.00	Charges December
11/01/2015	Texaco	BACS1101	9.60	Carbon count
12/01/2015	D Donovan	117906	27.00	Commonwealth Event candles
12/01/2015	East Sussex Pension Fund	117890	4,529.57	December
12/01/2015	HMRC	117889	4,552.12	PAYE December
12/01/2015	Life Line Screening	117885	50.00	Deposit refund
12/01/2015	L Callahan	117817A	-100.00	cancel chq 117817
12/01/2015	L Callahan	117891	100.00	Replace cheque 117817
13/01/2015	MWUK Limited	117892	44.06	2 green trousers

13/01/2015	AMP Services	117893	85.47	parts for Allet24 and hedgcutt
13/01/2015	Bonnies News	117894	28.60	Newspapers December
13/01/2015	BT Payment Services Ltd	117895	27.60	Rental Jan 2015
13/01/2015	Chris Bartholomew Electrical C	117896	293.35	External socket for Xmas tree
13/01/2015	Chandler Editing & Writing	117897	100.00	January e news
13/01/2015	Cinemobile	117898	1,001.25	Oct-Dec cinema films hire
13/01/2015	East Sussex Security	117899	122.40	New BT cable
13/01/2015	Heatcraft (Heating & Ventilati	117900	189.00	Repair to boiler
13/01/2015	Mayo Wynne Baxter LLP	117901	912.00	Emcor contract for Fields Robs
13/01/2015	HM Book-keeping & Payroll Serv	117902	65.00	December payroll service
13/01/2015	MST Health and Safety Services	117903	468.00	Risk assessment Xmas events
13/01/2015	National Association of Civic	117904	135.00	DD trainingat NACO
13/01/2015	Trade UK Account	117905	89.94	Brogues 1 pair
18/01/2015	Texaco	TEX1801	62.96	GU06PPX 55.13LT Diesel
20/01/2015	D Butler	117909	200.00	Removal of skate ramps
20/01/2015	K Bray	117908	38.89	Clips for windbreak netting
20/01/2015	D Donovan	117907	31.20	Travel for training course
23/01/2015	EDF	BACS2301	79.47	Electricity December
25/01/2015	Texaco	TEX2501	1.20	Carbon count
26/01/2015	Cash payment	200536	262.00	Bingo prizes 23/01
28/01/2015	Lewes District Council	117868	2,031.12	Dog bins 01/01/15-31/03/15
28/01/2015	Blockbusters Contracts Ltd	117910	81.60	Unblock toilets
28/01/2015	Bourne Amenity Ltd	117911	210.60	3 ton Sand
28/01/2015	Bonnies News	117912	28.60	Newspapers Jan
28/01/2015	BT Payment Services Ltd	117913	499.34	Usage 10/12-10/01
28/01/2015	Bunzl UK Ltd	117914	54.70	1 polo shirt
28/01/2015	MWUK Limited	117915	67.27	2 sweat shirt
28/01/2015	Corona Energy Retail 4 Ltd	117916	585.75	Usage 01/12-01/01/15
28/01/2015	Farrington Property Developmen	117917	1,040.00	Container rent 29/01-03/05
28/01/2015	Haven Security Ltd	117918	145.20	Alarm calout 01/12/14-30/11/15
28/01/2015	Lewes District Council	117919	360.00	4 boxesbin liners
28/01/2015	M.A. Distribution	117920	562.80	6700 magazines delivery Jan
28/01/2015	Medals UK Limited	117921	2,838.00	1800 Centenary Park coins
28/01/2015	Peacehaven Tyre and Auto Centr	117922	67.50	Peugeot van tyre
28/01/2015	R Poplett Holdings	117923	2,418.00	Unit 6 rates 29/01-03/05
28/01/2015	Nick Prout	117924	110.00	Sports park keys
28/01/2015	Queensbury Shelters Ltd	117925	540.00	Seat Roderick avenue
28/01/2015	Rialtas Business Solutions Ltd	117926	312.00	Bookings software 01/01/15
28/01/2015	Simplicity First Aid Training	117927	320.00	First aid training (9 delegate
28/01/2015	South Coast Welding	117928	143.00	Citroen MOT & repairs
28/01/2015	Tamar Organics	117929	20.10	.26t green waste
28/01/2015	WASP Printers	117930	150.00	25 receipt books
28/01/2015	Employees	BACS2801	15,423.80	Payroll January
03/12/2014	Alzheimers Society	117620	55.82	Overpayment refund

Total
Payments 241,518.11