

PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the POLICY & FINANCE COMMITTEE held in the ANZAC ROOM,
Community House, Meridian Centre, Peacehaven on Tuesday 19th September 2017 at 7:30pm

Committee Members Councillors:

Rachael Coles	Jackie Harrison-Hicks
Jean Farmiloe	Andy Loraine (Chair)
Reg Farmiloe	Dave Neave
Brian Gosling (Council Chair)	Robbie Robertson (Vice Chair)
Lynda Hallett	Melvyn Simmons
Ann Harrison	

Present Councillors:

Jean Farmiloe	Andy Loraine (Chair)
Reg Farmiloe	Dave Neave
Brian Gosling (Council Chair)	Robbie Robertson (Vice Chair)
Ann Harrison	Melvyn Simmons

In Attendance:

Claire Lacey - Town Manager
Louise Steele – Locum RFO
Sally Landers – Administration Officer

GENERAL BUSINESS

PF208 CHAIR ANNOUNCEMENTS

Health & Safety

We are not expecting any emergency evacuations from the building, however in the event of an emergency, please leave the building by the safest route possible and meet on the grassed area on the opposite side of the car park. Do not re-enter the building until you are informed by a member of staff that it is safe to do so.

Please also switch your mobile phones onto silent and refrain from using during this meeting.

Out of Courtesy this evening we have to remind you that this meeting is being audio recorded. The right to record, film and to broadcast meetings of the Council, committees and subcommittees was established following the Local Government Audit and Accountability Act 2014. A copy of the legal definition of this **PROTOCOL ON THE FILMING, PHOTOGRAPHING AND RECORDING OF COUNCIL, COMMITTEE AND SUB-COMMITTEE MEETINGS** is available on request.

Public Questions Raised On 11th July 2017 Committee

A query was raised concerning payments to Butterfly Nursery, the reason being a utility meter for Community House is sited within the nursery accommodation and Peacehaven Town Council reimburses them, quarterly, in relation to utility supplies for Council occupied rooms.

A query was raised concerning the 'obelisk' listed on the insurance schedule, to clarify the 'obelisk' is listed due to its value and refers to the Meridian Monument, the three obelisks on the A259 are insured and covered under our general insurance.

Signed: 

128

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF208 CHAIR ANNOUNCEMENTS continued

Peacehaven Town Council Calendar

The printing of the town calendar has been deferred by the Leisure & Amenities Committee to this Committee pending a report to be completed by the Councillors nominated to manage this project; Cllr. Dave Neave can provide an update.

Cllr. D Neave informed Members that he would report on this project at the next Full Council meeting on 24th October 2017

Events

Bingo - Wednesday 20th September at 2pm and on Friday 22nd September at 7pm.

Quiz - Friday 29th September at 7pm, teams can register at the Information Office.

These events are being held in support of the Mayor's Charity Appeal.

PF209 PUBLIC QUESTIONS

Sue Griffiths – North Ward

The resident queried Agenda Item 6, page 16/88, cheque numbers 119478 and 119479 and read the following:-

Why does the Council use two different electricity suppliers and could it be more cost efficient to use one, preferably one that uses green energy?

The resident queried Agenda Item 14, CAB, and read the following:-

Regarding their reference to the 'drop in' service which is a misnomer, would Council suggest to CAB that they rename this service, 'drop in' suggests that you can attend at any time, in reality if you do not arrive at the start of the 'drop in' and reserve a slot you will not be seen. This was brought to my attention by a disabled resident who came away more distressed than when she went in to ask for help.

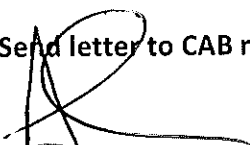
C Lacey informed the resident that green energy could be investigated however our suppliers are contracted by ESCC and confirmed Council are aware of some issues with CAB which need to be addressed

Cllr. D Neave informed the resident that it was not acceptable for CAB clients to travel to Lewes for appointments

C Lacey confirmed CAB offer two services, a 'drop in' and by appointment and that Council supply a room at Community House free of charge to CAB

Action: Send letter to CAB requesting response & table CAB agenda item at next Council meeting

Signed:



129

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

Alan Sargent – West Ward (Chair of Residents Association)

Agenda Item 6, Payments for Authorisation, pages 11 to 20, the resident read the following:-

I wish to bring to the attention of the Chair of this Committee the fact that there are thirty items blanked out which it is assumed relate to staff payments and are therefore confidential. However eighteen relate to refunds of deposits to a person or organization that has hired a Council facility which cannot possibly be regarded as confidential.

Although items have been blanked out on my copy and the same for the library, they can be read because of the failure of the blanking process. This then leads me to question why the other twelve are blanked out?

I refer to:-

Cheque ref: 119310 for £181.60 – why is this payment to David Carden confidential, he is not staff but is employed as a training officer by SALC?

Cheque ref: 119316 for £74.00 – why is this payment to Royal Society of St. George confidential?

Cheque ref: 119340 for £780.00 – why is the payment to Louise Steele confidential when employed not as staff but as a locum/agency/self-employed?

Cheque ref: 119498 for £144.00 – there a payment to National Windscreens by Louise Steele, why and whose car?

BACS 09/05 for £585.00 – for RFO training, why is the Council paying for RFO training when the RFO is not staff but a locum?

The remaining appears to be staff expenses.

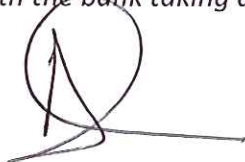
The Council needs a clear definition of what is regarded as confidential.

L Steele informed the resident that the law requires payments to individuals be excluded from public records and this includes refunds of deposits to customers who have hired rooms. As Locum RFO she is now on the payroll as a member of staff and does not require training, this payment relates to the previous RFO. With regards to the payment to National Windscreens, the Council does not have a credit card and as the payment was urgent she paid for the repair to the grounds team vehicle on her own card and has also personally paid for supplies during the recent emergency evacuation.

The resident requested clearer descriptions on the payment list and expressed his concern that the Locum RFO had to cover Council expenditure on her personal credit card

C Lacey informed the resident that the application for a Council credit card has been a very slow process with the bank taking a long time to respond

Signed:



130

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF209 PUBLIC QUESTIONS continued

L Steele informed the resident that the descriptions on the payment schedule are improving in order to meet the requirements of Councilors and residents and their understanding of what payments are for

The resident requested the legal position on confidentiality be checked

L Steele confirmed the relevant legal position on confidentiality is the Data Protection Act 1998

PF210 TO CONSIDER APOLOGIES FOR ABSENCE

Cllr. R Coles – accepted (family illness)

Cllr. L Hallett – accepted (illness)

Cllr. J Harrison-Hicks – noted (prior commitment)

PF211 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

None

PF212 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 11th July 2017

Cllr. A Harrison proposed

Cllr. R Farmiloe seconded

Approved

Debate:-

Cllr. M Simmons requested the minutes be corrected to show he was in hospital and therefore could not attend the previous meeting

Members queried the legality of filming and recording Committee meetings when they understood it only applied to Full Council meetings

C Lacey informed Members that the audio/visual recording is the most accurate record of the meeting and therefore Council should continue to record both Committee and Council meetings as having this record supports her role as Town Manager

Cllr. M Simmons agreed the act allows the recording of any Council meeting, including Committees

C Lacey informed Members that the audience has the right to record the Committee meeting without informing Councillors they are doing so

L Steele informed Members that other Town Councils recorded their meetings and suggested the audio/visual record is deleted once the minutes of the meeting have been signed off

Action: Legality of Recording Committee Meetings - agenda item at Council 24/10/17

Signed:



131

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF212 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 11th July 2017 continued

Members noted their concerns with regards to the new '.gov.' emails that have been issued to **C**ouncillors

C Lacey informed Members of the 2016 Data Protection Act and the two year window to convert to '.gov.' emails however she is aware there have been some issues in accessing the new emails

Action: Arrange Councillor training session for '.gov.' emails at next Council meeting on 24/10/17

Members noted that due to other commitments they had various different email addresses and requested the Town Manager investigate merging the accounts

C Lacey informed Members that by May 2018 it will be a legal requirement for any electronic Council communication to be via a '.gov.' email address and that the correspondence will remain the property of the Council

Action: Contact internet provider to investigate merging email addresses for each Councillor

Members queried if the verge cutting contract is due to be renewed in October/November

C Lacey confirmed this will be actioned in October/November via the Leisure & Amenities Committee

Members noted the resolution not to forward confidential papers to Councillors and requested an update on this being revoked

C Lacey confirmed this will be an agenda item at Council on 24/10/17

REPORTS

PF213 PAYMENTS FOR AUTHORISATION 1st April 2017 to 31st August 2017

The Policy & Finance Committee **AUTHORISE** payments totaling **£444,363.61** from **1st April 2017 to 31st August 2017**

Cllr. M Simmons proposed
Cllr. J Farmiloe seconded

Agreed

Debate:-

Members questioned the following payments:-

Ref: 119356 Harvey Self Drive for £1,263.60

C Lacey confirmed this was vehicle hire for the Grounds Team pending the decision to purchase a new vehicle

Signed: 

132

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

Ref: 119389 Glasdon UK Ltd for £2,824.38

L Steele confirmed this was to purchase new rubbish bins

Ref: 119295 Travis Perkins for £501.48

L Steele confirmed this was the purchase of plywood and screws

C Lacey confirmed the cost was covered by a grant for £5,000 which the Council received to deliver a youth group; the plywood was purchased in order to build a pump track

Ref: 119451 Spruce Architecture for £5,508.00

C Lacey confirmed the expenditure had been agreed by the Leisure & Amenities Committee in connection with the Hub development project

Other payment queries:-

Members questioned the cost of gas and electricity and queried if an alternative supplier was viable

C Lacey confirmed this was being investigated with ESCC

Members noted that cheques had been issued then retracted and questioned if this was still an issue

L Steele confirmed this had been resolved

C Lacey informed Members that Council Grant cheques which had been allocated in the previous financial year had been paid in the current year

Members queried if the cheque payable to Angels Walk had been returned and re-issued to the NSPCC

L Steele confirmed the cheque had been returned and re-issued

Members queried that there had been two payments to DMH Contractors Ltd.

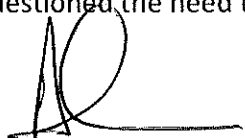
L Steele informed Members that DMH Contractors Ltd. had been engaged to resolve the water leak at Centenary Park and although two cheques were raised on the same day the contractor received staggered payments

Members questioned the payments to Corona Energy

L Steele confirmed this was the supply of gas

Members questioned the need to purchase newspapers when this information is accessible on line

Signed:



133

PF213 PAYMENTS FOR AUTHORISATION 1st April 2017 to 31st August 2017 continued

C Lacey informed Members that there is a need for non Peacehaven based newspapers and Council collate articles on Mayoral events for example

Members questioned the cost of fire extinguishers

L Steele confirmed this was for fire marshal training

Members queried the cost of professional fees of £8,415

C Lacey informed Members that this relates to the previous financial year

PF214 BUDGET MONITORING REPORT AS AT 31st August 2017

Noted

Debate:-

Members queried if Council still received the grant from LDC to support the Information Office

C Lacey informed Members that Council will receive the LDC grant this financial year and confirmed it is linked to the provision of housing services

Members raised concerns that LDC had terminated the provision of a weekly Housing Advice Surgery at Community House and requested Council seek to get this reinstated

Action: Write letter for Chair of Council to send to LDC to request the weekly Housing Advice Surgery at Community House be reinstated

Members questioned the Leisure & Amenities overspend and queried if some costs relate to Planning & Highways

L Steele confirmed that Leisure & Amenities expenditure is high and explained that this is due to a structural problem within the accounts and that some costs relate to the previous financial year

Members queried the income identified in the Planning & Highways budget

C Lacey informed Members that this relates to advertising income from notice boards and planters

Members queried the cost of staff training and questioned who this was for

L Steele informed Members that this would require further investigation however this could be in relation to the previous RFO as per the question raised by a resident

Members questioned the cost of the Christmas Festival

Signed:



134

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF214 BUDGET MONITORING REPORT AS AT 31st August 2017 continued

C Lacey confirmed the Meridian Centre Managing Agents have agreed to contribute £500 towards decorations this year and it was not possible to use all from last year as some had been damaged due to vandalism

Members suggested Council should endeavor to increase its income potential and sell Peacehaven ties and scarves for example

L Steele informed Members that the cash figure in the budget report was understated due to a technical problem

Members queried the grant identified on page 27/88 and the allotment figure

C Lacey confirmed the grant was from ESCC to support the cost of the verge cutting contract and the allotment figure relates to tenancy income

Members queried the cost of fertilizer

C Lacey informed Members that some of these costs are recharged to the Football Club and Bowling Club and that the Council maintains nine football pitches at Centenary Park

Members queried the £8,900 cost of site maintenance

C Lacey confirmed this relates to damage at the skate park and that we are awaiting reimbursement via an insurance claim

Members suggested submitting an insurance claim to recover the cost of resolving the water leak

C Lacey informed Members that this was not possible as the leak was due to poor maintenance in the past

L Steele confirmed Council are disputing the excessive waste water cost as a result of the water leak

Members noted that cinema income was lower than expected

L Steele confirmed income has yet to be recorded on the system

PF215 BANK RECONCILIATION AS AT 31st August 2017

Deferred pending meeting with Cllr. R Coles

PF216 TO APPOINT COUNCILLOR TO SIT ON EMPLOYMENT SUB COMMITTEE

The Policy & Finance Committee **APPOINTED** Cllr. M Simmons to sit on the Employment Sub Committee

Agreed

Signed:



135

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF217 TECHNICAL SUPPORT AGREEMENT

Deferred to closed session

PF218 BOVIS/ARUNDEL ROAD LAND

The Policy & Finance Committee **AGREE** the Chair of Council, **Cllr. B Gosling** and Vice Chair, **Cllr. R Farmiloe** sign the Settlement Deed in respect of the distribution of the Escrow Sum retained in escrow following the sale of land at Arundel Road, Peacehaven

Cllr. A Harrison proposed
Cllr. R Robertson seconded

Agreed - Cllr. B Gosling & Cllr. R Farmiloe signed the Settlement Deed witnessed by C Lacey

Debate:-

C Lacey informed Members that there are interest payments due and suggested a Councillor may like to attend the meeting at Lewes District Council however Members were happy for the Town Manager to take this forward

PF219 TO APPROVE & ADOPT THE FOLLOWING POLICIES

Mayor's Consort – Code of Conduct

Cllr. A Loraine proposed
Cllr. M Simmons seconded

Agreed

Debate:-

Members questioned if the Consort should abide by the Code of Conduct if they are not Councillors in their own right however it was agreed, as representatives of the Council, they should abide by this policy

Volunteer Policy

Cllr. R Farmiloe proposed
Cllr. J Farmiloe seconded

Agreed subject to Council insurers approval

Debate:-

Members questioned the health and safety aspect of the policy and if the Leisure & Amenities Manager was qualified in this field and suggested a solicitor or Council insurers review the policy

C Lacey informed Members that the Leisure & Amenities Manager is qualified in Health & Safety and advised the cost of a solicitor to review policies would be significant

Action: Council insurers to review Volunteer Policy

Signed: 

136

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

PF220 WRITTEN RESPONSES TO PUBLIC QUESTIONS

The following question was raised by a resident at the Policy & Finance meeting on 11th July 2017:-

As a large amount of costs appear to have been generated employing an RFO would the Council confirm the expenditure that has occurred since J Kocher left the Councils' employ ie:-

- Termination costs for J Kocher
- The cost of employing a temporary RFO
- Recruitment & employment costs for a permanent RFO
- Termination cost of current RFO
- The cost of employing another temporary RFO
- Recruitment & employment costs for another permanent RFO

These costs have occurred over the last 12 to 18 months were a considerable amount of rate payers money may have been wasted because the Council cannot get its recruitment act together and failure to manage the situation. The association has a meeting on Thursday 20th July 2017 and request we have a written reply prior to that date.

The Locum RFO sent the following response to the resident:-

On 11 July 2017 I undertook to give you a written reply in respect of questions you raised at a meeting of the Town Council's Policy & Finance Committee of the same date. I am sorry that it has taken me so long to reply but it has taken me until now to assemble the data that I require to answer your questions. A number of transactions from earlier this financial year were missing from the books of account and/or invoices unpaid. I have now, largely, updated the accounts, paid all outstanding invoices and reconciled to the 31 August 2017.

I am able to answer your questions as follows, but with the caveat that payments to individual members of staff remain confidential:

Termination costs for J Kocher – payments to individual staff members are confidential, further I am unable to confirm or deny that any termination costs arose.

The cost of employing a temporary RFO – for the period October 2016 to January 2017 these costs were £2991.39 in total.

The cost of employing a permanent RFO – for the period January to July 2017 these costs totalled £13690.35 and included the costs of recruitment, training and support and the costs of employment. No termination costs were incurred upon the resignation of the individual.

The cost of employing a second temporary RFO – for the period June 2017 to the date of this letter the costs are £4372.04

No costs have been incurred to date in the recruitment and employment of another permanent RFO

PF221 INFORMATION TO NOTE

Noted

NEXT MEETING

PF222 TO CONFIRM DATE OF NEXT MEETING Tuesday 21st November 2017 at 7:30pm

Noted

Signed:



137

Date: 21st November 2017

Policy & Finance Minutes 19/09/17

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2017	Paul Boyce Correction	119257X	-190.00		Paul Boyce Correction
01/04/2017	Studio Crafts correction	119256X	-225.00		Studio Crafts correction
03/04/2017	Lewes District Council	100792496	219.20		100792496/COMM CENTR/10/3/2017
03/04/2017	Lewes District Council	101237387	1,467.00		101237387/COMM CENTE/10/3/2017
03/04/2017	Studio Crafts (Pass) Ltd	119256	225.00		Purchase Ledger Payment
03/04/2017	Barclays	commission	3.00		Purchase Ledger Payment
03/04/2017	The Fuelcard	dd	68.29		1033745/26/3/17/The Fuelcard
05/04/2017	Playsafe Playgrounds Limited	119260	507.60		Purchase Ledger Payment
05/04/2017	o2 mobiles	dd o2	112.82		Purchase Ledger Payment
06/04/2017	Paul Boyce Entertainment	119257	190.00		15/3/17/4/8/17/Paul Boyce Ente
06/04/2017	Percussion Play Ltd	119258	81.60		Purchase Ledger Payment
06/04/2017	Percussion Play correction	119258X	-81.60		Percussion Play correction
06/04/2017	Play Safe Plygrds Correction	119260X	-507.60		Play Safe Plygrds Correction
07/04/2017	Butterfly Nursery	119233	949.29		O/116/GAS WATER/Butterfly Nurs
10/04/2017	BARCLAYS MERCH	dd barc	41.30		Purchase Ledger Payment
10/04/2017	The Fuelcard	dd fuel	9.60		1038811/31/3/2016/The Fuelcard
13/04/2017	Northstar Technology Ltd	dd go card	2,657.70		Purchase Ledger Payment
18/04/2017	R Poplett Holdings	bacs bob	2,028.00		2932B/R Poplett Holdings
19/04/2017	Heatcraft (Heating & Ventilati	bacs heat	121.50		Purchase Ledger Payment
19/04/2017	Southern Water	bacs south	1,690.14		Purchase Ledger Payment
19/04/2017	Pitney Bowes Finance Ltd	dd pitney	200.00		Purchase Ledger Payment
21/04/2017	Chandler Editing & Writing	119270	100.00		CEW150/Chandler Editing & Writ
25/04/2017	Northstar Technology Ltd	dd north	137.70		Purchase Ledger Payment
15/05/2017	Environment Agency	EA1	76.95		575181S/DD/Environment Agency
26/06/2017	Lewes District Council	119282	1,053.00		FINALDEMAND2/CQ 119282/Lewes D
26/06/2017	Lewes District Council	119283	374.40		FINALDEMAND3/CQ 119283/Lewes D
26/06/2017	Lewes District Council	119284	720.00		FINALDEMAND4/CQ 119284/Lewes D
26/06/2017	South East Water Ltd	119285	305.91		BILL14/CQ 119285/South East Wa
26/06/2017	Madison Web Solutions Ltd	119286	960.00		6636/CQ 119286/Madison Web Sol
26/06/2017	Madison Web Solutions Ltd	119288	1,200.00		6614/CQ 119288/Madison Web Sol
26/06/2017	Spaldings Ltd	119290	118.80		SI-2155443/CQ 119290/Spaldings
26/06/2017	Lewes District Council	119291	3.37		6158618/CQ 119291/Lewes Distri
26/06/2017	Lewes District Council	119292	212.55		FINALDEMAND/CQ119292/Lewes Dis
26/06/2017	Ernest Doe & Sons Ltd	119293	372.14		FINALWARNING/CQ 119293/Ernest
26/06/2017	Eastbourne BG	119294	90.00		DB0664271/CQ 119294/Eastbourne
26/06/2017	Travis Perkins Trading Co Limi	119295	501.48		FINALNOTICE/CQ 119295/Travis P
26/06/2017	Chandler Editing & Writing	119302	200.00		150/152/CQ 119302/Chandler Edi
26/06/2017	Lewes District Council	119309	157.10		STATEMENT/CQ 119309/Lewes Dist
26/06/2017	George Rose Office Products Lt	119310	23.94		SI331158/CQ 119310/George Rose
26/06/2017	Lewes District Council	119312	157.10		STATEMENT2/CQ 119312/Lewes Dis
26/06/2017	Vitax Ltd	119336	1,260.59		STATEMENT/CQ 119336/Vitax Ltd
26/06/2017	East Sussex County Council	119343	210.00		800505944/East Sussex County C
26/06/2017	Proludic Limited	119351	32.76		8527/CQ 119351/Proludic Limite
26/06/2017	Lakes and Greens	119377	1,823.62		56390/CQ 119377/Lakes and Gree
26/06/2017	Elliot	119381	750.00		PROFORMA/CQ 119381/Elliot
26/06/2017	Ricoh UK Ltd	119382	46.00		100860207/CQ 119382/Ricoh UK L
26/06/2017	Emcor Facilities Services Ltd	119383	8,556.24		004549232RI/Emcor Facilities S

Continued on Page 2

12/88

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/06/2017	Think Telecom	119384	441.37		103085/CQ 119384/Think Telecom
26/06/2017	Trade UK Account	119385	264.87		0802715818/CQ 119385/Trade UK
26/06/2017	I4C Publicity Ltd	119386	300.00		13198/CQ 119386/I4C Publicity
26/06/2017	Symbio	119387	110.64	CQ	33397/Symbio
26/06/2017	Butterfly Nursery	119388	949.29		O/117/CQ 119388/Butterfly Nurs
26/06/2017	Glasdon UK Limited	119389	2,824.38		731432/CQ 119389/Glasdon UK Li
26/06/2017	Weed Management Ltd	119390	500.00		11472/CQ 119390/Weed Managemen
26/06/2017	Spy Alarms Ltd	119391	174.00		454308/CQ 119391/Spy Alarms Lt
26/06/2017	Zurich Management Services	119392	187.54		EMAIL/CQ119392/Zurich Manageme
26/06/2017	AGM Electrical Services	119393	300.00		1332/CQ 119393/AGM Electrical
26/06/2017	Acacia Groundcare Equipment Re	119394	525.34		3104/CQ 119394/Acacia Groundca
26/06/2017	Northstar Technology Ltd	119395	90.00		13532/CQ 119395/Northstar Tech
26/06/2017	City Electrical Factors	119396	68.40		EMAIL/CQ 119396/City Electrica
26/06/2017	Quality Office Supplies Ltd	119397	75.93		STATEMENT/Quality Office Suppl
26/06/2017	Chandler Editing & Writing	119399	120.00		CEW156/CQ 119399/Chandler Edit
26/06/2017	Wightman & Parrish Ltd	119400	543.06		STATEMENT/CQ 119400/Wightman &
26/06/2017	HM Book-keeping & Payroll Serv	119401	75.00		4352/HM Book-keeping & Payroll
26/06/2017	Turfleet Hire Ltd	119402	1,080.00		185630/CQ 119402/Turfleet Hire
26/06/2017	EDF Energy	119403	60.82		2899264/EDF Energy
26/06/2017	Rigby Taylor Limited	119404	300.90		RSIN0223846/CQ 119404/Rigby Ta
26/06/2017	Star Signs	119405	69.60		870/CQ 119405/Star Signs
26/06/2017	Spaldings Ltd	119406	101.85		STATEMENT/CQ 119406/Spaldings
26/06/2017	Ricoh Capital Limited	119407	1,438.86		120108953/CQ 119407/Ricoh Capi
26/06/2017	MBI Sound & Light	119408	68.59		070617/CQ 119408/MBI Sound & L
26/06/2017	Bonnies News	119409	116.00		WE11/6/17/Bonnies News
26/06/2017	Hampshire Flag Company Ltd	119411	54.85		ORDERACK/CQ 119411/Hampshire F
26/06/2017	WASP Printers	119412	360.00		2092/CQ 119412/WASP Printers
26/06/2017	PLAYINNOVATION	119413	3,473.10		170009/CQ 119413/PLAYINNOVATIO
03/07/2017	Container Components Europe Li	119304	9.00		53835/CQ 119304/Container Comp
03/07/2017		119319	181.60		
03/07/2017	Baca Workwear & Safety Ltd	119352	211.22		STATEMENT/CQ 119352/Baca Workw
03/07/2017	SAFE I.S. Ltd	119353	1,018.80		30307/CQ 119353/SAFE I.S. Ltd
03/07/2017	Paul Hallett	119355	65.00		0580/CQ 119355/Paul Hallett
03/07/2017	Harvey Self Drive	119356	1,263.60		57543/Harvey Self Drive
03/07/2017	The Play Inspection Company	119374	900.00		26066/CQ 119374/The Playground
03/07/2017	Think Telecom	119375	1,349.46		EMAIL/CQ 119375/The Play Inspe
03/07/2017	Countryman Contractors	119376	8,736.00		2594(DUP)/ 1st cut/Countryman
03/07/2017	M.D.J. Light Brothers (SP) Ltd	119378	270.00		70158/CQ 119378/M.D.J. Light B
03/07/2017	Vi Collington	119379	150.00		DDONOVAN/EMAIL/CIVIC SERV/Vi C
03/07/2017	Secretary Outsource	119420	108.00		17038/Secretary Outsource
03/07/2017	Brighton Permaculture Trust	119421	120.00		277/CQ 119421/Brighton Permacu
03/07/2017	Countryman Contractors	119422	2,730.00		2594/CQ 119422/Countryman Cont
03/07/2017	Corona Energy Retail 4 Ltd	119423	273.35		11949265/CQ 119423/Corona Ener
03/07/2017	DJ Doors & Electrical Services	119424	114.00		108462/CQ 119424/DJ Doors & El
03/07/2017	I4C Publicity Ltd	119425	558.00		13075/CQ 119425/I4C Publicity
03/07/2017	Infacom Ltd	119426	594.00		0456/CQ 119426/Infacom Ltd
03/07/2017	Lewes District Council	119427	407.90		6160647/CQ 119427/Lewes Distri

At : 18:36

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/07/2017	Lewes District Council	119428	1,053.00		6158914/LARGE BINS/24/3/17/Lew
03/07/2017	Corona Energy Retail 4 Ltd	119430	201.08		12100415/GAS/Corona Energy Ret
03/07/2017	East Sussex Pension Fund	119431	9,631.77		APRIL/MAY2017/APR&MAY 17/East
03/07/2017	HM Revenue & Customs PAYE/NIC	119432	4,740.40		33PV00122647/MONTH 1/HM Revenue
03/07/2017	Bourne Amenity Ltd	119434	611.52		51507/TOPSOIL/Bourne Amenity L
03/07/2017	Paul Hallett	119435	85.00		0590/PLUMBING/Paul Hallett
03/07/2017	Scotish Water Business Stream	119436	16.07		27227535/2/WASTEWATER/Scotish
03/07/2017	Corona Energy Retail 4 Ltd	119437	769.12		11781993/GAS/Corona Energy Ret
03/07/2017	Simon Studd/Clean Cut Gardenin	119438	900.00		21/06/2017/Simon Studd/Clean C
03/07/2017	David Simpson	119440	128.38		06575/GY06PPX/David Simpson
03/07/2017	BT Payment Services Ltd	119250	140.34		VP609403701151/BTVERSATIL/BT P
03/07/2017	G L Winter	119252	211.94		NOTE/YTHGRPTOOL/G L Winter
03/07/2017		119259	26.97		
03/07/2017	Simon Underwood	119289	350.00		NOTE/TRIBUTEAN/Simon Underwoo
03/07/2017	Ribbonworks	119311	165.00		96310/LANYARDS/Ribbonworks
03/07/2017		119316	74.00		
03/07/2017	Simplicity First Aid Training	119317	299.00		N/A/23/05/2017/Simplicity Firs
03/07/2017	East Sussex Security	119318	318.00		112930/East Sussex Security
03/07/2017	Industrial Construction (Sx) I	119329	1,674.00		8949/ROOFING/Industrial Constr
03/07/2017	Chandlers Building Supplies Lt	119330	49.78		1419517/BALLAST/Chandlers Buil
03/07/2017	Lewes District Assoc of Local	119331	50.00		YR2017/SUBS/Lewes District Ass
03/07/2017	Rialtas Business Solutions Ltd	119332	625.32		25540/YREND/Rialtas Business S
03/07/2017	Northstar Technology Ltd	119335	382.98		EMAIL/Northstar Technology Ltd
03/07/2017	Fuzion4	119337	666.70		STATEMENT/ALARM/Fuzion4
03/07/2017	Nelson Dishwashing Machines Lt	119338	380.89		92466/CALLOUT/Nelson Dishwash
03/07/2017		119340	780.00		
03/07/2017	Your Franking Ltd	119342	61.20		YF17060217001/Your Franking Lt
03/07/2017	East Sussex County Council	119343	210.00		8005054944/MAINTENANC/East Sus
03/07/2017	HM Revenue & Customs PAYE/NIC	119345	3,476.77		2016/17MTH11/ERNICMTH11/HM Rev
03/07/2017	George Rose Office Products Lt	119346	83.05		SI331694/George Rose Office Pr
03/07/2017	Rigby Taylor Limited	119347	2,416.91		RSIN0215414/Rigby Taylor Limit
03/07/2017	Brighton & Hove City Council	119348	499.79		4328284530/Brighton & Hove Cit
03/07/2017	Friday-Ad Ltd	119349	84.00		SO33834/FOOD&DRINK/Friday-Ad L
03/07/2017	Proludic Limited	119351	32.76		STATEMENT/SPACER8*18/Proludic
03/07/2017	Quality Office Supplies Ltd	119362	294.00		SINV01006480/23/3/2017/Quality
03/07/2017	Farrington Property Developmen	119363	390.00		LETTER21/04/17/RENT/Farrington
03/07/2017	Farrington Property Developmen	119364	650.00		LETTER2-21/04/17/Farrington P
03/07/2017	R Poplett Holdings	119365	2,028.00		2950/R Poplett Holdings
03/07/2017	Brighton & Hove City Council	119367	490.65		4328226022/Brighton & Hove Cit
03/07/2017	Baca Workwear & Safety Ltd	119368	211.22		743909(DUP)/Baca Workwear & Sa
03/07/2017	Galaxy Wholesale	119370	1,368.85		EMAIL/Galaxy Wholesale
03/07/2017	I4C Publicity Ltd	119371	1,356.00		13075(DUP)/TIES/I4C Publicity
03/07/2017	SATS4U	119373	4,756.00		CC/03/05/2107/SATS4U
03/07/2017	Pitney Bowes Finance Ltd	119410	339.24		71590898/Pitney Bowes Finance
03/07/2017	Welwyn Hatfield Borough Council	119418	375.00		20480496/GOSLING/Welwyn Hatfie
10/07/2017	Royal British Legion Poppy App	119441	60.00		LETTER/Royal British Legion Po
10/07/2017	Collier Turf Care Ltd	119443	1,386.00		130624/Collier Turf Care Ltd

Continued on Page 4

14/88

Peacehaven Town Council 2017-2018

on: 06/09/2017

At: 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/07/2017	Chandler Editing & Writing	119444	80.00		CEW158/JULY 17/Chandler Editin
10/07/2017	Northstar Technology Ltd	119445	137.70		13644/Northstar Technology Ltd
10/07/2017	soil biology ltd	119446	262.80		100040/09/03/2017/CHEMICALS/so
10/07/2017	Rigby Taylor Limited	119448	754.67		225410/Rigby Taylor Limited
10/07/2017	express rod	119449	150.00		516/express rod
10/07/2017	Quality Office Supplies Ltd	119450	8.45		SINV01046703/Quality Office Su
10/07/2017	Spruce Architecture	119451	5,508.00		INV-0146/Spruce Architecture
10/07/2017	Eastbourne BC	119452	150.00		DB0664624/Eastbourne BC
10/07/2017	WASP Printers	119454	60.00		INV-2254/WASP Printers
10/07/2017	M.D.J. Light Brothers (SP) Ltd	119455	270.00		71200/M.D.J. Light Brothers (S
10/07/2017	Tamar Organics	119456	89.24		B00167/Tamar Organics
10/07/2017	Restore Datashred	119457	83.94		503216/Restore Datashred
10/07/2017	AMP Services	119458	92.81		S005776/AMP Services
10/07/2017	Ernest Doe & Sons Ltd	119459	168.92		A42475/Ernest Doe & Sons Ltd
10/07/2017	Lewes District Council	119460	374.40		6158987/DOG BINS/24/3/17/Lewes
10/04/2017	British Gas	119305	260.10		961213924/MERIDIAN C/British G
10/04/2017	British Gas	119306	443.55		968217121/RODRICK/British Gas
11/04/2017	Newhaven National Coastwatch	119271	25.00		Refund of Pitch Fee for 15/07
17/04/2017	East Sussex County Council	1119287	648.00		8002017638/17/3/17/East Sussex
25/04/2017		119266	100.00		Refund of Deposit
25/04/2017		119261	50.00		Refund of Deposit
25/04/2017	British Legion	119265	100.00		Refund of Deposit
25/04/2017		119264	50.00		Refund of Deposit
25/04/2017		119263	50.00		Refund of Deposit
25/04/2017		119262	50.00		Refund of Deposit
25/04/2017	Peacehaven District Girlguidin	119268	100.00		Refund of Deposit
30/04/2017	Think Group	119323	223.80		Correct CN entered DR not CR
08/05/2017	ARCS	119296	2,000.00		Donation from Mayor's Appeal
08/05/2017	Peacehave & Telscombe Scouts	119297	2,000.00		Donation from Mayors Appeal
08/05/2017	NSPCC Brighton Branch	119298	2,000.00		Donation from Mayors Appeal
08/05/2017	Rotary Club	119299	2,000.00		Donation from Mayors Appeal
09/05/2017		119300	200.00		Refund Deposit Inv 7571
09/05/2017		119301	50.00		Refund Deposit Inv 7575
09/05/2017	Peacehaven & Telscombe Scouts	119272	500.00		Grant 2017/18
09/05/2017	ABC Fund	119273	250.00		Grant 2017/18
09/05/2017	The Deans Senior Tea Club	119274	250.00		Grant 2017/18
09/05/2017	Revitalise Respite Holiday	119275	700.00		Grant 2017/18
09/05/2017	Peacehaven Girlguides	119276	250.00		Grant
09/05/2017	Peacehaven Taskforce	119277	250.00		Grant
09/05/2017	Sussex Wildlife Trust	119279	100.00		Grant
09/05/2017	Coastwatch	119280	100.00		Grant
09/05/2017	Targeted Youth Support	119281	200.00		Grant
09/05/2017	Peacehaven Taskforce	119278	600.00		Funding for Constitution
12/05/2017	British Gas	119307	99.40		967214369/SPORTS CEN/British G
12/05/2017	British Gas	119308	409.72		967214370/SPORTS/British Gas
12/05/2017	HM Book-keeping & Payroll Serv	119325	65.00		4261/28/02/2017/HM Book-keepin
12/05/2017	Heatcraft (Heating & Ventilati	119327	152.21		51437/09/02/2017/Heatcraft (He

Continued on Page 5

15/88

At: 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/05/2017	Heatcraft (Heating & Ventilati	119339	219.30		51132/21/12/2016/Heatcraft (He
16/05/2017	Emcor Facilities Services Ltd	BACS16MAY1	3,372.76		00446623RI/HOWARD PAR/24/3/17/
16/05/2017	AMP Services	BACS16MAY3	62.01		730410/22/11/16/AMP Services
16/05/2017	Hugh Page	BACSMAY2	567.61		274196/Hugh Page
25/05/2017	Angel Walk	119333	2,000.00		Donation from Mayors Appeal
20/06/2017	Lions	119417	50.00		Refund Deposit Inv 7524
20/06/2017	Harlequins	119414	50.00		Refund Deposit Inv 76
20/06/2017		119415	50.00		Refund Deposit Inv 7686
10/07/2017	Lewes District Council	119460	312.00		6162086/DOG WASTE/Lewes Distri
10/07/2017	Lewes District Council	119460VAT	62.40		Forgot VAT in Purchase Ledger
17/07/2017	HM Book-keeping & Payroll Serv	119463	75.00		4443/HM Book-keeping & Payroll
17/07/2017	Zurich Municipal	119454	12,245.99		2017/18 Insurance Premium
17/07/2017	Think Telecom	119463	414.66		Office Telephones July 2017
17/07/2017	East Sussex County Council	119466	84.00		Room Hire to be recharged
17/07/2017	Gopak Ltd	119467	18.00		Replacement Table Leg
18/07/2017	Tamar Organics	119473	151.96		04327G/31/3/17/Tamar Organics
18/07/2017	Feature Architectural Fabricat	119474	117.88		2098/24/3/17/Feature Architect
18/07/2017	Aquaaid south Coast	119475	23.40		Water 19Litre Still Bottle
18/07/2017	Rigby Taylor Limited	119476	712.80		Duraline Concentrate
18/07/2017	Safehaven Security Ltd	119477	149.60		INV001560/22/3/17/KEYS/Safehav
24/07/2017	EDF Energy	119478	504.29		Electricity April & May 2017
24/07/2017	Scottish Power	119479	395.68		Electricity March to June 2017
24/07/2017	Mulberry & Co	119480	1,189.68		3067/Mulberry & Co
24/07/2017	InterSport	119481	255.00		PTC CAPs
24/07/2017	Generator Promotions Ltd	119482	140.00		Leaflet Distribution
24/07/2017	R Poplett Holdings	119483	2,028.00		13 weeks rent wef 27/07/17
24/07/2017	Farrington Property Developmen	119484	1,040.00		Rent 13 weeks wef 27/07/17
24/07/2017	AVS Fencing Supplies Ltd	119485	487.56		Fencing & Supplies
24/07/2017	Sussex Community Development A	119486	1,250.00		The Cycle Cinema @ the Big Par
24/07/2017	Elliot	119487	726.00		Toilet hire
24/07/2017	Haines Security	119488	72.00		Hire of Fire Extinguishers
24/07/2017	Brighton & Hove City Council	119489	265.17		Groundstaff Uniform
24/07/2017	Ricoh UK Ltd	119490	1,103.34		Photocopying
24/07/2017	WASP Printers	119491	138.00		Banner & artwork
24/07/2017	Bowcom	119492	540.00		GMX ATOM MACHINE
24/07/2017	Lewes District Council	119493	72.00		Bin hire
24/07/2017	Lewes District Council	119494	1,092.00		NNDR July to Jan 7 installment
06/06/2017	WASP Printers	119328	312.00		INV-2001/29/3/2017/WASP Printe
07/06/2017	Rialtas Business Solutions Ltd	119324	898.80		SM17515/04/03/2017/RBS SALLY/R
24/07/2017		119495	50.00		Refund Deposit 7773
25/07/2017	Screwfix	119385CANC	-264.87		Canc chq written 2 wrong payee
25/07/2017	Trade UK	119453	264.87		Replace Chq no 119259
25/07/2017	AGM Electrical Services	119393CANC	300.00		Cancel Chq - Wrong Payee
25/07/2017	Arran Martin	119496	300.00		Replacement of Chq 119393
25/07/2017	Sussex Indian Punjab Society	119471	100.00		Refund Deposit 7503
25/07/2017	(119497	50.00		Refund Deposit 7772
25/07/2017	AGM Electrical	119393CORR	-600.00		Correct error in cancelled chq

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/07/2017		119498	144.00		National Windscreens
25/07/2017	DJ Doors & Electrical Services	119499	374.04		Door serving & repairs
25/07/2017	SLCC Society of Local Council	119500	197.20		Regional Trg Seminar
25/07/2017	Cinemobile	119502	2,320.00		12015B/Cinemobile reinstated
25/07/2017	Thomas Door & Window Controls	119503	360.00		Door servicing
25/07/2017	Spy Alarms Ltd	119504	350.40		446664/Spy Alarms Ltd
09/05/2017	Cinemobile	BACS	611.25		2013B/Cinemobile reinstated
23/05/2017	Petty Cash	Chq119314	543.69		Reimbursement of Petty Cash
14/07/2017	Petty Cash	Chq119461	566.48		Reimbursement of Petty Cash
25/07/2017		119501	349.63		Reimbursement of Expenses
27/07/2017	D.M.H. Contractors Limited	119505	6,840.00		Site Mob'n & Plant Hire Equipmt
28/07/2017	Petty Cash	Chq119509	500.00		Reimbursement of Petty Cash
31/07/2017	Hartnell Taylor Cook LLP	119465	22,355.35		3194/676/Hartnell Taylor Cook
01/08/2017	D.M.H. Contractors Limited	119506	10,710.00		1st Application for Payment
04/08/2017	Paul Boyce Entertainment	119507	50.00		Race Night 4 Aug2017
04/08/2017	Aquaid south Coast	119508	109.68		Annual Rental - 19l Still Bott
04/08/2017	Wightman & Parrish Ltd	119510	22.00		Toilet Roll
04/08/2017	Ancient and Hon Guild of Town	119511	35.00		TownCrier Sub 2017/18
04/08/2017	Quality Office Supplies Ltd	119512	120.30		Copier Paper White & Colours
04/08/2017	Tales of Sussex	119513	120.00		302145/Tates of Sussex
04/08/2017	Pitney Bowes Finance Ltd	119518	200.00		Franking Machine
04/08/2017	Barclaycard Commercial	1119539	1,028.07		CC Payment to be reallocated
04/08/2017	Wightman & Parrish Ltd	119258	851.91		Cleaning Materials etc
04/08/2017	Chris Bartholomew Electrical C	119520	141.85		Trace/repair faulty light swit
04/08/2017	Recreative Signs	119522	432.00		Internal Signage
04/08/2017	Aquaid south Coast	119523	46.80		6 x 19l Still Bottle
04/08/2017	Tamar Organics	119524	80.40		Biodegradable waste
04/08/2017	MBI Sound & Light	119525	168.00		Hire 12 x PMRs+chargers & lead
04/08/2017	EDF Energy	119526	71.34		Unmetered Supply Roderick Ave
04/08/2017	Countryman Contractors	119527	2,730.00		Peacehaven 5th Urban Cut
04/08/2017	HM Book-keeping & Payroll Serv	119531	75.00		payroll services
04/08/2017	R J Meaker Fencing Ltd	119532	11.85		Cement
04/08/2017	Galaxy Wholesale	119533	784.66		Red Diesel to 31/07/17
04/08/2017	Restore Datashred	119534	66.78		Disposal of Confidential Waste
04/08/2017	Bourne Arhenity Ltd	119535	2,282.70		Playpit Sand The Dell
04/08/2017	D.M.H. Contractors Limited	119536	12,600.00		Second Application for payment
04/08/2017	D.M.H. Contractors Limited	119537	12,600.00		Final application for payment
04/08/2017	Chandler Editing & Writing	119538	220.00		August 2017 E-News
04/08/2017	British Gas	119540	3,879.84		Cancel bill 961213924
04/08/2017	Emcor Facilities Services Ltd	119541	5,494.93		Ground SURvey & Project Mngmt
04/08/2017	Ron Young (Motors) Ltd	119542	127.49		WOrk on GY06PPX
04/08/2017	Brighton & Hove City Council	119543	57.00		Safety Shoes
04/08/2017	The Fuelcard	dd	163.03		Diesel 24 & 28 July 2017
16/08/2017	Rialtas Business Solutions Ltd	119546	2,772.92		25229/Rialtas Business Solutio
16/08/2017	Spaldings Ltd	119547	215.42		Oil etc for Vehicle Maintenanc
16/08/2017	South East Water Ltd	119548	166.04		Water@TheDell 8/02 to 02/08/17
16/08/2017	Tansleys Printers Ltd	119549	78.00		Wrestling Banner

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/08/2017	Madison Web Solutions Ltd	119550	2,400.00		Final Payment re New Website
16/08/2017	Codec Facilities Ltd	119551	669.99		Memorial Bench Howard Park
16/08/2017	Quality Office Supplies Ltd	119552	12.92		Year Planfier
16/08/2017	AM Windows	119553	2,940.00		New Fire Doors
16/08/2017	Synergy Products Ltd	119554	86.98		13801/Synergy Products Ltd
16/08/2017	Surrey Hills Solicitors	119555	358.80		Legal Advice
16/08/2017	Mayo Wynne Baxter LLP	119557	900.00		Negotiation of Lease
16/08/2017	Think Group	119559	412.88		Line Rental & Charges July/Aug
16/08/2017	D.M.H. Contractors Limited	119563	7,320.00		Emergency Works re Water Leak
16/08/2017	Rlaltas Business Solutions Ltd	119564	100.00		SM17739/Rlaltas Business Solut
16/08/2017	Access & Advice	119560	50.00		Refund Deposit Invoice 7765
16/08/2017		119561	50.00		Refund Deposit Inv 7873
16/08/2017		119562	50.00		Refund Deposit Cheque No
03/04/2017	Sussex County PFI	STO 3/04	10.00		Sussex County PFI
06/04/2017	Pensions Regulator	BACS 06/04	400.00		Fine
18/04/2017		BACS18/04	63.00		Reimbursement of Exps
18/04/2017		BACS18/04	78.39		Reimbursement of Exps
18/04/2017		BACS18/04	117.96		Reimbursement of expenses
18/04/2017		BACS18/04	50.00		Refund of Deposit Inv 7453
18/04/2017	FABRIC LAND BRIGHTON	BACS18/04	30.03		RECEIPT/FABRIC LAND BRIGHTON
19/04/2017	East Sussex CC Pension Fund	BACS19/04	4,696.93		Pension Confs March 2017
19/04/2017	Southern Water	REVERSE	-1,690.14		Reverse Duplicate Payment
19/04/2017	Heatcraft	REVERSE	-135.00		Reverse Duplicate Payment
19/04/2017	East Sussex CC Pension Fund	BACS19/04X	-0.30		Adjust data entry error
19/04/2017	Heatcraft	REVERSEADJ	13.50		over adjusted ref £135
24/04/2017	Simon Underwood	11289	350.00		Mayor's Band
28/04/2017	April Salaries	DD 28/04	20,768.81		April Salaries
28/04/2017	Barclays Bank	DEBIT28/04	50.00		Charge re BACS
01/05/2017		119268	273.87		EXPENSES
02/05/2017	The Fuelcard	DD 02/05	71.58		Fuel GY06PPX
02/05/2017	Lewes District Council	dd 02/05	219.00		100792496/COMM CENTR/10/3/2017
02/05/2017	Lewes District Council	dd2/05	1,468.00		101237387/COMM CENTE/10/3/2017
04/05/2017	HMRC	BACS 04/05	6,648.85		PAYE unknown period
05/05/2017	O2	DD05/05	114.94		Mobile phones May 2017
08/05/2017	The Fuelcard	dd 08/05	9.60		Fuelcard Fees
09/05/2017	ESCC Pensions	BACS09/05	4,781.82		2016/17 Contribution
09/05/2017		BACS09/05	585.00		Staff Training for RFO
09/05/2017	PLAYINNOVATION	BACS09/05	23,668.46		170003/08/02/2016/PLAYINNOVATI
09/05/2017	Southern Water	119315	3,414.22		Wastewater 20/10/16 - 31/03/17
10/05/2017	Barclays Bank	DEBIT10/05	3.00		Commission Mar/Apr 2017
10/05/2017	Barclaycard Merchant	DD10/05	41.09		PDQ April 2017
12/05/2017	HM Bookkeeping	119325	-65.00		Cancel Duplicate Payment
12/05/2017	Lewes District Council	119312X	154.90		Net adj ref Chqs 119309 & 312
23/05/2017		119313	100.00		refund of deposit
24/05/2017	PHS	DD24/05	17.04		Hygiene Services May 2017
25/05/2017	SSALC Limited	119320	22.00		RECEIPT/FABRIC LAND BRIGHTON
25/05/2017	SSALC Limited	119321	90.00		Year end Finance & Meeting Pro

on : 06/09/2017

Peacehaven Town Council 2017-2018

Page No 8

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

Date Paid	Payee Name	Cheque Ref	Amount Paid	Authorized Ref	Transaction Detail
26/05/2017	Salaries	DD26/05	23,798.80		Payroll May 2017
26/05/2017	Barclays Bank	DEBIT26/05	50.00		BACS Charges May Payroll
30/05/2017	The Fuelcard	dd 30/05	67.40		Fuel GY06PPX
01/06/2017	Lewes District Council	dd 01/06	1,468.00		101237387/COMM CENTE/10/3/2017
01/06/2017	Lewes District Council	dd 01/06 2	219.00		100792496/COMM CENTR/10/3/2017
01/06/2017	Northstar (Go Cardless)	DD01/06	137.70		IT Support June 2017
05/06/2017	The Fuelcard	dd 05/06	1.20		Fuelcard fees
05/06/2017	County Office Supplies	119350	94.79		SINV00121717/County Office Sup
05/06/2017	Audience Systems Ltd	119354	904.33		OP/0034573/SEATING/Audience Sy
06/06/2017	Barclaycard	119334	6,372.63		April Payment
06/06/2017		119358	50.00		refund deposit inv 7574
06/06/2017		119359	100.00		refund deposit inv 7628
06/06/2017		119360	100.00		refund deposit inv 7630
06/06/2017	O2	DD06/06	114.30		Mobile Phones June 2017
06/06/2017	Barclays Bank	DEBIT06/06	3.00		Commission April/May
07/06/2017		119361	100.00		refund deposit
12/06/2017	The Fuelcard	dd 12/06	45.60		Fuelcard fees
12/06/2017	Barclaycard Merchant	DD12/06	41.15		PDQ Charges June 2017
13/06/2017	Barclaycard	119344	1,734.92		May Expenditure
14/06/2017	Pitney Bowes	DD14/06	200.00		Reimburse Franking Machine
15/06/2017	Salaries	DD15/06	719.20		Part payment June 2017
19/06/2017	The Fuelcard	dd 19/06	150.04		Fuel GY06PPX & HK06WMJ
21/06/2017		119419	200.00		Refund Deposit Dell 24/28 May
21/06/2017	HMRC	119372	4,730.33		Month 1
22/06/2017	EDF	DD22/06	60.82		Electricity
26/06/2017	The Fuelcard	dd 26/06	1.20		Fuelcard fees
26/06/2017	WASP Printers	119412x	336.00		2x posters 90x60cm A0 paper
26/06/2017	Studio Crafts (Pass) Ltd	119442	30.00		1 Buchanan's badge
27/06/2017	14c Publicity Limited	119425	-558.00		Cancel Duplicate Payment
30/06/2017	Salaries	DD30/06	24,874.81		Payroll June 2017
30/06/2017	Barclays Bank	DEBIT30/06	50.00		BACS Charge re June Payroll
03/07/2017	Northstar IT Services	DD 03/07	137.70		July Direct Debit
03/07/2017	The Fuelcard	dd 03/07	64.48		Fuel for GY06PPX
03/07/2017	Lewes District Council	dd 03/07	1,468.00		101237387/COMM CENTE/10/3/2017
03/07/2017	Lewes District Council	dd 03/07 2	219.00		100792496/COMM CENTR/10/3/2017
04/07/2017	The Fuelcard	119398	274.62		Err sum cr to a/c to reduce DD
05/07/2017	O2	DD05/07	118.18		Mobiles July 2017
05/07/2017	Barclays Bank	DEBIT05/07	3.00		Commission May/June
10/07/2017	Northstar IT Services	119445	-137.70		Issued in error a/c paid by DD
10/07/2017	The Fuelcard	dd 10/07	28.80		Fuelcard fees
10/07/2017	Barclaycard Merchant	DD10/07	41.09		PDQ July 2017
17/07/2017	The Fuelcard	dd 17/07	150.35		Fuel GY06PPX 7 HK66WMJ
24/07/2017	The Fuelcard	dd 24/07	1.20		Fuelcard Fees
24/07/2017	EDF	DD24/07	9.45		Electricity
28/07/2017	PHS	DD28/07	9.10		Hygiene Services
28/07/2017	Salaries	DD28/07	22,627.11		Payroll July
28/07/2017	Barclays Bank	DEBIT28/07	50.00		BACS Charges re July Payroll

Continued on Page 9

19/88

At : 18:33

Current/Deposit Account

List of Payments made between 01/04/2017 and 31/08/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Chèque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/07/2017	Pitney Bowes	DD31/07	200.00		Load Franking Machine
01/08/2017	Lewes District Council	dd 01/08	1,468.00		101237387/COMM CENTE/10/3/2017
01/08/2017	Lewes District Council	dd 01/08 2	219.00		100792496/COMM CENTR/10/3/2017
08/08/2017	Bonnies News	119529	40.25		newspapers 03/07 to 06/08/17
13/08/2017	The Fuelcard	dd 13/08	1.20		Fuelcard fees
16/08/2017	East Sussex CC Pension Fund	119565	9,722.61		Pension Conts June & July 2017
24/08/2017	BT Payment Services Ltd	119566	216.84		VP609403701161/BT Payment Serv
27/08/2017	The Fuelcard	dd 27/08	69.42		Fuel for GY06PPX
29/08/2017	SSALC Limited	119567	110.00		Chairmanship Briefing
29/08/2017	A, Harfield Ltd (Specialist Se	119568	264.00		Test Lightning conductor
30/08/2017	Chris Bartholomew Electrical C	119570	88.80		Reclify faulty water heater
30/08/2017	EDF Energy	119571	492.56		00003182349/EDF Energy
30/08/2017	Corona Energy Retail 4 Ltd	119572	465.85		Jun-Jul
30/08/2017	Seaford Town Council	119573	150.00		Fire Extinguisher Trg x 3
30/08/2017	Safehaven Security Ltd	119576	232.20		Locks etc.
Total Payments			444,363.61		

