West Horsley
Parish Council

LIST OF PAYMENTS AUTHORISED AT THE MEETING ON 12 DECEMBER 2023

	Payee	Minute Ref.	Invoice No.	Account Name	Code	Description	Statutory		££ (inc VAT)
1	Surrey Community Action (dd)			Clerks' Salaries	4000	Clerk/Deputy Salaries, Tax & NIC	LGA 1972 s111	£	4,975.82
2	NEST (dd)			Clerks' Pensions	4000/4010	Pensions - employer (£99.40) and employee (£132.52)	LGA 1972 s111	£	231.92
3	GCI/Nasstar	22 170	EC20799906	IT Costs	4160	Office 365	LGA 1972 s111	£	77.28
4	Peach Property Care	22.111		Village Maintenance	4380	Village Warden for December 23	LGA 1972 s111	£	576.20
5	Mailchimp (cc)	23.028d)		IT Costs	4160	Monthly fee for Mailchimp	LGA 1972 s111	£	25.57
6	West Horsley Village Hall		R/23/262	Village Hall Hire	4100	Hall Bookings during November 23	LGA 1972 s111	£	88.65
7	Honeysuckle Bottom Oak	22.211	1471	Bollards	4450/EMR341	Eight bollards for Cranmore Lane	LGA 1972 s111	£	672.00
8	HMS PC Training	23 210	180299	Cllr Training	4610	Drop-In IT Clinic for Councillors 22/11/23	LGA 1972 s111	£	80.00
9	HMS PC Training	23 210	180999	Cllr Training	4610	Drop-In IT Clinic for Councillors 04/12/23	LGA 1972 s111	£	80.00
10	Amazon (Marquee Media) (cc)			Stationery	4180	A4 Paper	LGA 1972 s111	£	24.29
11	Amazon (Denny) (cc)			Small Village Events	4540	Four pump action vacuum flasks 3 litres	LGA 1972 s111	£	79.19
12	Mailbird		INV-26414	Newsletter	4310	Mailing of Winter 23 Newsletter	LGA 1972 s111	£	1,055.27
13	The Creative Workshop		TCWS2311072	Newsletter	4310	Design and artwork for Winter 23 Newsletter	LGA 1972 s111	£	576.00
14	Colin Smith Planning Ltd	23.134	22350	Planning	4250/EMR323	Project Management for Wisley	LGA 1972 s111	£	5,112.00
15	Amazon (cc)			Small Village Events	4540	USB stick for Christmas Music for Lantern Parade	LGA 1972 s111	£	14.98
16	McAfee Ireland Ltd.		22356600	IT Costs	4160	2-year McAfee Security Subscription for Clerk's Laptop	LGA 1972 s111	£	129.99
17	Betchworth Forge Ltd	23 120	76	Bespoke Village Sign	4453/EMR360	Final Installment for Village Sign	LGA 1972 s111	£	2,940.00
18	Trevor Allen			Tennis Court Admin	4420	Weekly checks during Oct-Dec 23	LGA 1972 s111	£	130.00
19	Elaine Best Expenses						LGA 1972 s111	£	201.41
				Stationery	4180	- printer ink (£188.86)			
				Members' Expenses	4210	- travel to SALC AGM in Dorking (£12.55)			
20	Julia McClung Expenses						LGA 1972 s111	£	72.50
				Christmas Decoration	4550	- Delivery of Christmas Tree (£50 cash)			
				Clerks' Expenses	4215	- travel to SLCC Meeting in Farnham (£22.20)			
21	Simply Print Partners CD Ltd		INV011511	Newsletter	4310	Printing Costs for Winter '23 Newsletter	LGA 1972 s111	£	670.00
22	A Groenewald Expenses			Youth Council	4561	Drinks, sweets, chocolate and popcorn for Movie Night	LGA 1972 s111	£	155.14
							TOTAL	**£**	**17,143.07**

West Horsley
Parish Council

LIST OF PAYMENTS TO BE AUTHORISED AT MEETING ON 16 JANUARY 2024

	Payee	Minute Ref.	Invoice Reference	Account Name	Code	Description	Statutory Power		££ (inc VAT)
1	Surrey Community Action (dd)			Clerks' Salaries	4000	Clerk/Deputy Salaries, Tax & NIC	LGA 1972 s111	£	3,517.46
2	NEST (dd)			Clerks' Pensions	4000/4010	Pensions - employer (£64.30) and employee (£85.72)	LGA 1972 s111	£	162.15
3	GCI/Nasstar	22 170	EC20827250	IT Costs	4160	Office 365	LGA 1972 s111	£	72.72
4	Peach Property Care	22.111		Village Maintenance	4380	Village Warden for January 23	LGA 1972 s111	£	525.00
5	Mailchimp (cc)	23.028d)		IT Costs	4160	Monthly fee for Mailchimp	LGA 1972 s111	£	25.22
6	West Horsley Village Hall		R/23/332	Village Hall Hire	4100	Hall Bookings during December 23	LGA 1972 s111	£	84.75
7	NJM Guildford Ltd		49372				LGA 1972 s111	£	205.20
				Youth Council	4561/EMR331	- Printing of 450 Good Neighbours Passports (£205.20)			
				Stationery	4180	- Printing of business cards for new councillors/clerk (£54)			
8	Surrey Community Action		INV-7107	Payroll	4120	Payroll for Oct to Dec 23	LGA 1972 s111	£	204.00
9	Mel Beynon Expenses			Small Village Events	4540		LGA 1972 s111	£	215.70
						- Hot chocolate for Lantern Parade (£11.99)			
						- Teddy Bears' Picnic various items (£28.77)			
						- Lantern Parade various items (£174.94)			
10	Mulberry & Co.		22153	Insurance & Audit	4110	£2 underpayment of November invoice	LGA 1972 s111	£	2.00
11	Colin Smith Planning	23.134	22367	Planning	4250/EMR323	Final invoice for Wisley Appeal	LGA 1972 s111	£	606.00
12	Timberwood Tree Care	23.187		Gardening Services	4370/EMR370	Planting of hedge behind Bus Stop on East Lane	LGA 1972 s111	£	630.00
13	R M Issac			Storage Facility	4467	Annual fee for hire of storage container	LGA 1972 s111	£	600.00
14	St Mary's Church	22.208e)		St Mary's Church	4600	Donation as per budget for 23/24	LGA 1972 s214 (6)	£	500.00
15	Cobham Food Bank	22.208e)		Cobham Food Bank	4603	Donation as per budget for 23/24	LGA 1972 s137	£	750.00
16	Surrey Young Carers	22.208e)		Surrey Young Carers	4604	Donation as per budget for 23/24	LGA 1972 s137	£	200.00
17	Safe Drive Stay Alive	22.208e)		Donations	4602	Donation as per budget for 23/24	LGA 1972 s137	£	350.00
18	Guildford Environmental Forum	24.007f)		Subscriptions	4150	Membership renewal	LGA 1972 s111	£	25.00
19	London Greenbelt Council	24.007f)		Subscrpitions	4150	Membership renewal	LGA 1972 s111	£	25.00
20	Ryman (cc)		197/88059490	Stationery	4180	Storage Containers for Youth Council	LGA 1972 s111	£	49.95
21	Majestic Cobham (cc)		197/88059490	Chairman's Allowance	4200	Chairman's Christmas Drinks	LGA 1972 s111	£	92.87
22	Lovelace and Green Ltd (cc)			Chairman's Allowance	4200	Flowers for WHVH Retiring Manager	LGA 1972 s111	£	27.60
23	Lovelace and Green Ltd (cc)			Chairman's Allowance	4200	Gift Wrapping of Flowers	LGA 1972 s111	£	3.50
24	The DefibPad (cc)		DP48144	Defibrillators	4395	Defibrillator Pads for Village Hall	LGA 1972 s111	£	58.55
25	Meadowmania (cc)		106342	Planting of Bulbs	4400	Primrose and Daffodil bulbs	LGA 1972 s111	£	92.09
						TOTAL		**£**	**9,024.76**

Signatory 1:

Name: ..... Signed: ..... Date: .....

Signatory 2:

Name: ..... Signed: ..... Date: .....