West Horsley
Parish Council

LIST OF PAYMENTS AUTHORISED AT THE MEETING ON 20 FEBRUARY 2024

	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	£	3,517.46
2	NEST (dd)			Clerks' Pensions	4000/4010	Pensions - employer (£69.50) and employee (£92.65)	LGA 1972 s111	£	162.15
3	GCI/Nasstar	22 170	EC20836884	IT Costs	4160	Office 365	LGA 1972 s111	£	72.72
4	Peach Property Care	22.111		Village Maintenance	4380	Village Warden for February 24	LGA 1972 s111	£	546.00
					4380	- Maintenance (£541)	LGA 1972 s111		
					4467/EMR350	- Light for Storate Container (£5)	LGA 1972 s111		
5	West Horsley Village Hall		R/23/262	Village Hall Hire	4100	Hall Bookings during January 24	LGA 1972 s111	£	103.64
6	Mulberry and Co			Councillor Training	4610/EMR361	In-house Councillor Training Course	LGA 1972 s111	£	609.12
7	Mulberry and Co		51371	Clerks' Training	4620	AGAR and External Audit Training Course	LGA 1972 s111	£	54.00
8	Clare Brown Expenses			Climate Change	4260	Smart Survey and Printing Costs (split with EHPC)	LGA 1972 s111	£	129.00
9	Vision ICT			Clerks' Training	4620	Enhancing Your Website with Tect and Imagery	LGA 1972 s111	£	30.00
10	NJM Guildford Ltd		SI049487	Welcome Pack	4345/EMR337	Print of 50 copies	LGA 1972 s111	£	55.00
11	The Creative Workshop			Newsletter	4310	Bulletin Board Design and Artwork Jan 2024 Issue	LGA 1972 s111	£	84.00
12	The Creative Workshop			Welcome Pack	4345/EMR337	Amend Welcome Pack Jan 2024	LGA 1972 s111	£	42.00
13	Amazon (Hefei Yitongke) (cc)			Bollards	4450	Reflectors for new bollards at Cranmore Lane	LGA 1972 s111	£	28.95
14	Julia McClung Expenses					Expenses	LGA 1972 s111	£	62.93
				Stationery	4180	- Printer costs Nov 23 - Jan 24 (£37.50)			
				IT Costs	4160	- Mailchimp Monthly Fee (£25.43)			
15	Vonage (cc)			Telephone	4170	Call Charges 13/10/23 to 12/02/24	LGA 1972 s111	£	12.14
							TOTAL	**£**	**5,509.11**

West Horsley
Parish Council

LIST OF PAYMENTS FOR AUTHORISATION AT MEETING ON 19 MARCH 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 (£69.50) and employee (£92.65)	LGA 1972 s111	£	162.15
3	GCI/Nasstar	22 170	EC20840149	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	£	583.10
5	Mailchimp (cc)	23.028d)		IT Costs	4160	Monthly fee for Mailchimp	LGA 1972 s111	£	24.97
6	West Horsley Village Hall		R/24/076	Village Hall Hire	4100	Hall Bookings during February 24	LGA 1972 s111	£	350.54
7	NJM Guildford Ltd		49626	Noticeboard Prints	4340	Posters for Community Awards and Litter Picks	LGA 1972 s111	£	27.60
8	SLCC Enterprises Ltd.		BK215042-1	Clerk Training	4620	Benefits of using a gov.uk domain	LGA 1972 s111	£	36.00
9	Vision ICT Ltd		17950	IT Costs	4160	Website hosting and support, SSL Certificate renewal	LGA 1972 s111	£	318.00
10	Elaine Best		Expenses	Chairman's Allowance	4200	Catering for Chairman's Christmas Reception	LGA 1972 s111	£	93.75
11	Mulberry & Co	23/210	51502	Councillor Training	4610	Planning Training for all Councillors - Steve Tilbury	LGA 1972 s111	£	540.00
12	Mulberry & Co		51477	Councillor Training	4610	Training for Cllr Mattock	LGA 1972 s111	£	60.00
13	Surrey Hills Society	24.007		Subscriptions	4150	Membership No 469 renewal	LGA 1972 s111	£	30.00
14	Julia McClung		Expenses					£	264.90
		23.146		Small Village Events	4540	EC Awards for five trophies (£213.60)	LGA 1972 s111		
				Stationery		Printer Ink for February (£12.50)	LGA 1972 s111		
		23/210		Cllr Training		Refreshments for cllr training sessions (£13.83)	LGA 1972 s111		
				IT Costs	4160	Mailchimp monthly fee (£24.97)	LGA 1972 s111		
15	Lavender Catering (paid 22/02)		INV-10598	Chairman's Allowance	4200	Deposit for Catering for Awards Presentation Evening	LGA 1972 s111	£	300.00
16	Trevor Allen			Tennis Court Admin	4420	Weekly checks Jan-Mar incl.	LGA 1972 s111	£	130.00
17	AJL Roadmarking Ltd	23.212	20478	Village Hall Car Park	4485/329	Re-painting of car parking space lines	LGA 1972 s111	£	1,320.00
18	Vanessa Buosi		Expenses				LGA 1972 s111	£	162.57
				Newsletter	4310	Dropbox for Newletter Copy Management (£39.96)			
				Stationery	4180	Printer Ink (£39.50)			
				Youth Council	4561	Various for Clothes Swap (£83.11)			
19	Lavender Catering	23.146	INV-10624	Small Village Events	4540	Catering for Awards for Service Presentation Evening	LGA 1972 s111	£	720.00
20	Coppard Civil Engineers	23.212	27712	Village Hall Car Park	4485/329	Car park works to enable diagonal parking bays	LGA 1972 s111	£	4,632.00
21	Lumley Designs	23.234	4204	Village Signage	4468	Plaque for Village Oak	LGA 1972 s111	£	125.00
22	Credit Card Annual Fee (cc)			Credit Card Fee	4181	Annual fee for credit card	LGA 1972 s111	£	32.00
						TOTAL		**£**	**13,345.76**

Signatory 1:

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

Signatory 2:

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