



Town Hall | 61 Newland Street | Witham | CM8 2FE
01376 520627
witham.gov.uk

AGENDA

Meeting of: **Policy and Resources Committee**

Date: **Monday, 16th September 2024** Time: **7:30 p.m.**

Place: **Town Hall, Newland Street, Witham, CM8 2FE**

Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

To be present:

Councillors

P.	Barlow	(Chairman)	P.	Heath
J.C.	Coleman	(Vice Chairman)	J.	Martin
L.	Barlow		R.	Playle
B.	Fleet		R.	Ramage
L.	Headley		B.	Taylor

Nikki Smith
Town Clerk
NS/GK9.9.2024

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Policy and Resources Committee held 19th March 2024 (previously circulated).

3. INTERESTS

To receive any declarations of interest that Members may wish to give notice of on matters pertaining to any item on this agenda.

4. QUESTIONS AND STATEMENTS FROM THE PUBLIC

An opportunity to enable members of the press and public present to comment.

Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman under Standing Order 3(F) & 3(G).

5. TOWN CLERK'S REPORT

To receive a verbal report from the Town Clerk on matters arising.

6. POLICIES AND PROCEDURES FOR RENEWAL

(a) Crime and Disorder Policy

To receive and review the proposed changes to the Crime and Disorder Policy attached at page 4.

(b) Fire Safety Policy

To receive and review the proposed changes to the Fire Safety Policy attached at page 6.

(c) Whistleblowing Policy

To receive and review the proposed changes to the Whistleblowing Policy attached at page 10.

(d) Meeting Attendance Policy

To receive and review the proposed changes to the Meeting Attendance Policy attached at page 14.

(e) Social Media Policy for Members and Officers

To receive and review the proposed changes to the Social Media Policy for Members and Officers attached at page 15.

(f) Public CCTV Policy

To receive and review the proposed changes to the Public CCTV Policy attached at page 18.

7. NEW POLICIES FOR ADOPTION

a. **COUNCILLOR GRANT SCHEME POLICY**

To receive and adopt the Councillor Grant Scheme Policy and to receive a report concerning the operation of the scheme, attached at page 22.

b. **PETITIONS POLICY**

To receive and adopt the Petitions Policy and to receive a report concerning the introduction of the policy, attached at page 25.

8. FINANCIAL STATEMENTS

(a) BANK RECONCILIATION

To receive the Bank Reconciliations to 30th June 2024 attached at page 29.

(b) SCHEDULE OF RECEIPTS AND PAYMENTS

To receive the Schedule of Receipts and Payments to 30th June 2024 attached at page 58.

(c) BUDGET STATEMENTS, EXCEPTION REPORT AND EARMARKED RESERVES

To receive the Budget Statements, Exception Report and Earmarked Reserves to 30th June 2024 attached at page 131.

9. EXCLUSION OF THE PRESS AND PUBLIC

TO RESOLVE That under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S3) of the Local Government Act 1972.

10. TOWN HALL IMPROVEMENT SCHEME

To receive a verbal update from the Town Clerk.



Witham Town Council: Crime and Disorder Policy

Agenda Item 6(a)

Witham Town Council has created this policy as it has a duty to consider the impact of its functions and decisions on crime and disorder in its area, under Section 17 of the Crime and Disorder Act 1998.

The Town Council is also under a duty to consider the safety of the general public at large and recognises the need for positive action.

As part of that process the Town Council will fully engage with the all-applicable bodies to:

- Reduce and detect crime.
- Reduce anti-social behaviour and fear of crime and re-assure people.
- Strengthen community involvement under Section 5(2) of the Crime and Disorder Act 1998 (the right of town and parish councils to be consulted).

In exercising those functions, the Town Council shall act in co-operation with the following persons and bodies, namely:

- The local authorities, Braintree District Council and Essex County Council.
- Essex Police.
- The probation service or health authority.
- Every person or body prescribed by order of the Secretary of State under this subsection.

In discharging its duties, the Town Council:

- Extends a permanent invitation to Essex Police to attend monthly Council meetings where questions can be asked and addressed.
- The Town Council CCTV cameras are available to be controlled by Essex Police and footage can be provided when requested.
- Prioritises the quick removal of graffiti, litter and drug paraphernalia from public open spaces within its control (namely James Cooke Wood, the Closed Churchyard, Whetmead Nature Reserve and the River Walk)
- Publishes relevant information on its website, social media, and newsletter when possible.
- Promotes a culture of “Eyes and Ears” to increase collection of intelligence working with community organisations and local resident associations.
- Will continue the funding, promotion and recruitment of Community Special Constables in partnership with Essex Police.
- Will make a budgetary commitment to support Community Safety

Outcomes:

The Town Council aspires to achieving the following outcomes through proactive promotion of this policy:

- Reduced fear of crime & anti-social behaviour with a particular emphasis on older and more vulnerable people and in areas after dark.
- Reducing the overall number of crime and anti-social behaviour incidents.
- A prompt response to all incidents.
- Enhanced ability of Police to target their resources.
- Restoring visible community policing through community special constable presence.



The Town Council will represent the views of its community and ensure that local crime reduction strategies represent those views.

As an integral part of this policy the Town Council will continually review the ways in which it carries out its various functions and duties to ensure the reduction of crime and disorder in Witham.

Adopted: Meeting of the Policy and Resources Committee held 26.06.2023

Reviewed: Meeting of the Policy and Resources Committee held 16.09.2024

To be reviewed: September 2025

WTC055

[Back to Agenda](#)

Witham Town Council – Fire Safety Policy

Policy Overview

This policy has been prepared to help Witham Town Council comply with its legal obligations to staff and visitors under the Regulatory Reform (Fire Safety) Order 2005, **the Fire Safety Act 2021, and the Fire Safety (England) Regulations 2022**. The Town Council is committed to taking all reasonably practicable steps to ensure the health, safety and welfare of staff, Councillors, service users and other persons who may be affected by its activities. This fire safety policy also forms part of the Town Council's general health and safety policy.

The Responsible Person

The overall responsibility for fire safety resides with the Town Council. **Under the Fire Safety Order, the "Responsible Person" is typically the employer or the person in control of the premises.** The Town Council's responsibility for ensuring the implementation of this policy will be managed through the Town Clerk and/or an appointed officer. They will be responsible for ensuring that:

- Current fire regulations are met.
- Appropriate fire safety policies are in place to reduce the risk of an outbreak of fire and to reduce the risk of the spread of fire.
- Appropriate means of escape are in place.
- The Town Council's fire risk assessments are carried out by a competent person.
- Matters arising from fire risk assessments are addressed promptly.
- Appropriate records and documentation in respect of fire safety management are maintained.

Fire Marshals

The Town Clerk will appoint and train an appropriate number of fire marshals who will:

- Assist with the co-ordination of fire safety matters.
- Assist in evacuations.
- Make contact and provide information to the local Fire and Rescue Service.

Duties of Staff

Each staff member is responsible for maintaining a fire safe environment for all staff and visitors. Staff have an individual responsibility to prevent the outbreak of fire and to ensure they do not place themselves or others at risk of harm. Staff should make themselves aware of the Town Council's fire safety procedures and follow these established procedures for the management of an actual or suspected fire incident.

Hirers of Town Hall Facilities

Regular and occasional hirers of the Town Hall are required to comply with the fire safety evacuation procedures provided as part of their booking. Hirers must provide details of their activity and inform the Town Council if they intend to bring any electrical appliance on site. Hirers are responsible for ensuring that they maintain a fire safe environment during their period of hire and must comply with

the booking conditions. Occasional hirers are reminded of the fire safety evacuation procedures at the start of their period of hire and copies of the fire safety evacuation are displayed around the premises.

Contractors and Other Visitors

All contractors employed by the Town Council on its premises should be made aware of the fire safety procedures. They have an individual responsibility to prevent the outbreak of fire and to ensure they do not place themselves or others at risk of harm. Staff should ensure that contractors work in a fire safe manner. Staff should brief the evacuation procedures to all visitors who enter the premises beyond the public areas. These visitors should not be left alone unless they are aware of, or familiar with available escape routes.

Staff Training

All staff shall receive a fire safety briefing on their first day at work to include:

- Their responsibilities in respect of fire safety.
- Fire evacuation procedures.
- Specific hazards or fire risks in their working area.

All staff including part time staff, will receive appropriate fire safety training as soon as practicable following the start of their employment with the Town Council. Refresher training will be provided if and when:

- Material changes are made to the premises.
- Staff activities warrant further training.
- A fire risk assessment indicated deficiencies.
- A staff appraisal considers refresher training appropriate.

Staff appointed as Fire Marshalls will receive appropriate additional training as required.

Fire drills will be conducted at least annually, and all staff will receive training on the use of fire extinguishers.

Documents and Records

The Town Council are responsible for keeping appropriate fire safety records for the Town Hall. These will be kept in good order, up to date and available for scrutiny at any time. The records will include:

- The fire safety policy.
- Fire evacuation procedures.
- Copies of fire risk assessments.
- Records of fire training and fire drills.
- Records of annual inspection and testing of firefighting equipment.
- Records of periodic testing of emergency lighting and fire alarms.
- Records of all maintenance to fire detection and alarm systems.
- Records of storage of any hazardous substances.
- Records of any unwanted alarm activations and action taken.
- Plans of the Town Hall and any evacuation routes.

All fire safety documents must be easily accessible to staff and enforcement authorities. A system for regular review and updating of fire safety documentation will be implemented.

Maintenance of Fire Safety Systems and Equipment

The results of all test, maintenance, faults and actions taken in respect of fire safety systems and equipment shall be retained. Items to be maintained include any alarms and detection equipment, fire-fighting equipment, emergency lighting, fire doors and exits and any literature such as fire notices and evacuations procedures.

Regular PAT (Portable Appliance Testing) will be conducted for all electrical equipment, and procedures will be established for reporting and addressing electrical hazards.

Fire Risk Assessments

Written fire risk assessments will be produced by the Town Council for each of its premises by a competent person in line with current guidance. ~~These will be subject to an annual review as well as any additional reviews due to material change or alteration to the building, or if there has been a significant change in the activity carried out on the premises.~~ These will be reviewed regularly, not just annually, and particularly when there are significant changes to the premises or activities. Additional reviews will be conducted due to material change or alteration to the building, or if there has been a significant change in the activity carried out on the premises.

Relevant fire safety information will be shared with other responsible persons for the building, if applicable.

Procedures

The Town Council will periodically practice fire evacuation procedures in line with the recommendation of the fire risk assessments. All established escape routes will be kept in working order and free from obstruction and combustible material at all times. Operation of fire doors will be tested in line with the recommendations of the fire risk assessments. Fire-fighting equipment will be provided in line with the recommendation of the fire risk assessments and these will be regularly serviced and maintained by a competent person. Staff are required to report any defective or missing equipment to the Town Clerk.

An appropriate fire alarm and detection system will be provided in the Town Hall. The type and extent of the alarm will be determined by the findings of the fire risk assessments. Alarm systems will be regularly maintained and tested. Maintenance and tests will be recorded in the fire log.

Emergency lighting will be provided for escape routes where applicable. The need for and the extent of emergency lighting will be determined by the findings of the fire risk assessments. Emergency lighting will be regularly maintained and tested. Maintenance and tests will be recorded in the fire log.

All fire resisting doors and partitions will be kept in good order as part of regular maintenance programmes. Staff are required to ensure that any fire door provided remains closed unless it is retained by an automatic release magnet.

Appropriate signs and notices will be displayed, giving clear instructions to staff and others in the event of fire. In addition, signs will be provided to indicate the position of fire extinguishers, fire alarm call points and to indicate the emergency exit routes as determined by the fire risk assessments.

An emergency evacuation plan will be developed and maintained, including procedures for assisting vulnerable individuals during evacuations.

Adopted: Policy and Resources 03.10.2022 (Minute 18)

Reviewed: Policy and Resources 16.09.2024

Review date: September 2025

[Back to Agenda](#)

Witham Town Council: Whistleblowing Policy

Agenda Item 6(c)

This policy should be read in conjunction with the Staff Handbook and Code of Conduct.

Policy Overview

Whistleblowing' is the reporting by employees of suspected misconduct, illegal acts or failure to act within the Council.

Employees are often the first to realise that there may be something seriously wrong within the Council. 'Whistleblowing' is viewed by the Council as a positive act that can make a valuable contribution to the Council's efficiency and long-term success.

This policy is designed to comply with the Public Interest Disclosure Act 1998 and subsequent amendments.

Aims of the Policy

The Policy is designed to ensure that anyone can raise concerns about wrongdoing or malpractice within the Council without fear of victimisation, discrimination, disadvantage or dismissal. It is also intended to encourage and enable the raising of serious concerns within the Council rather than ignoring a problem or trying to deal with it externally.

This Policy aims to-

- encourage confidence in raising serious concerns at the earliest opportunity and to question and act upon concerns about practice
- provide avenues to raise concerns and receive feedback on any action taken
- ensure that a response is received to those concerns
- provide reassurance of protection from possible reprisals or victimisation if concerns have been raised and disclosures made in good faith

The Whistleblowing Policy is not intended to replace existing procedures and where appropriate the existing grievance procedure should still be used.

Complaints of misconduct by Town Councillors are dealt with under a separate procedure, copies of which can be obtained from the Town Clerk.

Whom Is the Policy Applicable to?

The Policy applies to-

- employees of Witham Town Council
- employees of contractors working for the Council
- voluntary workers within the Council

The policy also extends to former employees, job applicants, and agency staff working for the Council.

What should be reported?

The following concerns about service provision or the conduct of officers should be reported if it is believed that they-

- do not comply with Witham Town Council standards
- are not in keeping with any council policies
- fall below established standards of practice
- involve improper behaviour.

These matters can relate to

- conduct which is an offence or a breach of the law (a criminal offence has been committed or failing to comply with any other legal obligation)
- racial, sexual, disability or other discrimination
- health and safety of the public and/or other employees
- damage to the environment
- unauthorised use of public funds or other assets
- possible fraud and corruption
- other unethical conduct

This list is not exhaustive.

Additionally, concerns about cover-ups of any of these matters should also be reported.

Protecting the Whistleblower

The Public Interest Disclosure Act 1998 protects workers making disclosures about certain matters of concern, when those disclosures are made in accordance with the Act's provisions and in the public interest.

The Act makes it unlawful for the Council to dismiss anyone or allow them to be victimised on the basis that they have made an appropriate lawful disclosure in accordance with the Act.

If a case arises where the employee themselves has participated in the action causing concern it is in that employee's interests to admit to such wrongdoing. The Council may still choose to act against such an employee, but the fact that they came forward may be used in mitigation.

Witham Town Council recognises that the decision to report a concern can be difficult.

The Council will not tolerate any harassment or victimisation of a whistleblower and will take appropriate action to protect anyone that raises a concern in good faith and will treat this as a serious disciplinary offence, which will be dealt with under the disciplinary procedure.

Throughout the process, Witham Town Council will fully support anyone who chooses to raise concerns.

For those who are not Witham Town Council employees, the Council will endeavour to provide appropriate advice and support wherever possible.

All concerns will be treated in confidence and every effort will be made not to reveal the identity of the person making the allegations, although if disciplinary or other proceedings follow the investigation this may not be possible.

Whistleblowers have the right to remain anonymous, and the Council will respect this right unless required by law to disclose the whistleblower's identity.

Untrue Allegations

If an allegation is made in good faith and the individual doing so reasonably believes it to be true, but it is not confirmed by the investigation, there will not be repercussions.

If an allegation is made frivolously, maliciously or for personal gain, appropriate action that could include disciplinary action may be taken.

Raising a Concern

Witham Town Council | 61 Newland Street | Witham | Essex | CM8 2FE

Concerns should normally be raised with the Town Clerk or Deputy Town Clerk but if under exceptional circumstances the matter concerns both parties the leader of the Council should be approached.

All concerns should be made in writing and include the following information-

- the nature of the concern and why it is believed to be true
- the background and history of the concern (giving relevant dates)

Although it is not expected to prove beyond doubt the truth of the suspicion, the letter will need to demonstrate to the person contacted that there is a genuine concern relating to suspected wrongdoing or malpractice within the Council and there are reasonable grounds for concern.

Issues identified in anonymous communications will not be considered.

What the Council will do

The Council will respond to concerns as quickly as possible

In order to be fair to all employees, including those who may be wrongly or mistakenly accused, initial enquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take.

The investigation may need to be carried out under terms of strict confidentiality, i.e. by not informing the subject of the complaint until it becomes necessary to do so. In certain cases however, such as allegations of ill treatment of others, suspension from work may have to be considered immediately.

Where appropriate, the matters raised may-

- be investigated by management, internal audit, or through the disciplinary/grievance process
- be referred to the police
- be referred to the external auditor
- be referred and put through established child protection/abuse procedures
- form the subject of an independent inquiry

Within ten working days of a concern being raised, the person investigating will respond to the allegations-

- acknowledging that the concern has been received
- indicating how the Council proposes to deal with the matter
- supplying information on staff support mechanisms
- explaining whether investigations will take place and if not, why not

The amount of contact between the whistleblower and the officers considering the issues will depend on the nature of the matters raised, the potential difficulties involved and the clarity of information.

The Council will do what it can to minimise any difficulties that may be experienced because of raising a concern.

To ensure that it is felt that a disclosure has been properly addressed the whistle blower will be kept informed of the progress and outcome of any investigation, unless there are any legal reasons why this cannot be done.

The Council commits to concluding any investigation within a reasonable timeframe, typically within three months of the initial report.

How the Matter can be Taken Further

This Policy is intended to provide an avenue within the Council to raise concerns. If it is not felt that concerns have been dealt with then it is possible to escalate the matter outside of the Council by contacting –

- a trade union representative
- the police
- the monitoring officer at Braintree District Council

Additionally, concerns can be raised with:

- The Health and Safety Executive
- The Environment Agency
- The Information Commissioner's Office
- Protect (formerly Public Concern at Work), the whistleblowing charity

A public disclosure to anyone else would result in the loss of protection afforded by the Public Interest Disclosure Act and this policy.

This Policy does not prevent anyone with a concern from taking their own legal advice.

The Council will regularly review this policy to ensure it remains effective and up-to-date with current legislation and best practices.

Adopted: Delegated Decision P & R 14.6.2021

Reviewed: P&R 16.09.2024

Review Date: September 2025

[Back to Agenda](#)

Witham Town Council: Meeting Attendance Policy

Agenda Item 6(d)

Policy Overview

This policy has been written to help encourage efficient administration of meetings, avoid inquorate meetings and allow appropriate rescheduling of meetings where required. It will also provide responsibility and accountability for Members. **It also aims to promote transparency and public accountability by publishing Members' attendance records.**

Apologies for Absence

- Members shall give as much advance notice as possible of absence from all meetings by contacting the Council Office.
- Members should be able to provide a valid reason for absence to the Office.
- The deadline for receiving an apology for absence shall be the end of office hours on the day after the meeting.
- Apologies for absence shall be made directly to the Office and not normally via a third person or platform such as another Member at the meeting, or social media.

Extended Periods of Absence

- A Councillor who does not attend any meetings for a period of six consecutive months will automatically cease to be a Member of the Council unless the reason for absence is approved by the Council before the end of the period.
- If absence becomes necessary for extended periods, Councillors are recommended to submit a request to the Town Clerk giving the reason for absence, for approval by the Council.

Recording and Publishing Attendance

- For all meetings of the Council, the Committee Clerk will record Members' attendance, or nonattendance with or without apologies in the attendance register.
- The Minutes of meetings will show Members in attendance and Members absent who have or have not given their apologies.
- The Minutes of meetings will not reflect the reason for Members apologies, unless they are as a result of conflicting council business.
- **Members' attendance shall be published on the website alongside whether apologies were received.**
- **Attendance records will be updated on the website quarterly.**

The Council is committed to transparency and accountability. Publishing attendance records serves to inform the public about their elected representatives' engagement and participation in council business.

Agreed: Minute 7 of Policy and Resources Meeting held 20th June 2022.

Reviewed: Policy and Resources held 16th September 2024

To be reviewed: September 2026

Policy WTC/48

Agenda Item 6(e)

Witham Town Council – Social Media Policy for Members and Officers

Guide to use of Social Media by Members and Officers

Policy Overview

This policy explains the way in which members and staff are advised to use their social media accounts to avoid legal and reputational risk to both themselves and the council. **It aims to protect the council's reputation while allowing for effective communication with the public through social media platforms.**

Definitions

For the purpose of this policy, social media includes (but is not limited to) such websites as:

- Facebook
- Twitter
- LinkedIn
- YouTube
- Instagram
- Snapchat

Additionally, this policy covers emerging social media platforms that may become relevant in the future.

For the purpose of this policy, media devices include:

- Mobile Phones
- Tablets
- Cameras
- Laptops
- Any other device capable of recording

Code of Conduct- Members

If acting in the capacity as a councillor rather than a member of the public, adherence to the Code of Conduct applies to online activities in the same way as with any other form of communication and members are still bound by the Nolan Principles.

Members should be aware that their online presence, even in a personal capacity, can reflect on their role as a councillor and the council as a whole.

If a member has an account where they comment as both a councillor and an individual it might be presumed that the views expressed are those of the council rather than the member personally when this may not be the case. It is suggested that members have two accounts, one for personal interaction and another to express their views as a councillor and to interact with members of the public.

If members are not commenting or posting in the official capacity as a member of the council, they should refrain from using Councillor in front of their name as this could be misinterpreted.

Relevant elements of the Members Code of Conduct are:

- You are a member of Witham Town Council and hence you shall have regard to the following principles – selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

- You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the above requirements, by leadership and example.
- You must, when using or authorising the use by others of the resources of your authority, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

Members must not disclose any confidential information on social media. The same standards must be upheld as when communicating in a more formal context.

Members must not issue statements or press releases on behalf of the council.

Members must not post photographs on their private accounts of staff members without permission regardless of whether these have been taken at council events.

Code of Conduct-Officers

When representing the council officers must adhere to the staff Code of Conduct.

Officers should refrain from posting on behalf of the council unless from an official Witham Town Council social media account and with express permission from the Town Clerk.

Although not mandatory it is suggested that officers do not advertise on social media their place of work so that personal opinions cannot be misinterpreted as those of the council.

Officers should be mindful that their personal social media activity could be linked back to their role at the council, even if they don't explicitly state their employment.

Relevant elements of the Staff Code of Conduct are:

- Close personal familiarity between employees and individual Councillors can damage the relationship and prove embarrassing to other employees and councillors and should, therefore, be avoided.
- Employees should avoid doing anything which could reflect adversely on the Council.
- All information or knowledge obtained during the course of an employee's employment must be treated as confidential, unless and until it is formally made public.

Considerations for both Members and Officers

Whether posting from personal or official councillor social media accounts the following should be taken into consideration:

- Could the post bring the council into disrepute? Members and Officers should not publish anything that could reasonably be perceived as reflecting badly upon or lowering the reputation of themselves or the council.
- Compliance with equality laws. Do not publish anything that might be seen as racist, sexist, ageist, homophobic or anti faith.
- Are there appropriate privacy settings in place for personal social media accounts?
- Even if a post is deleted it will likely have been read by others before it is removed and shared several times.
- Be aware that sharing someone else's post can be seen as agreeing or supporting the content or the person that originally posted.
- Be aware that publishing information obtained from a members' position on the council or through the work as an officer will make the individual posting

seen to be a representative of the council.

- It is not appropriate for Members to request or accept a Council employee or contractor providing services to the council as a 'friend' on social media as this can suggest a personal relationship. Exceptions can be made when the relationship was formed prior to either the Member or Officer being elected to or employed by the council.
- Members should refrain from tagging council employees into posts on social media relating to council work as this identifies them as employees to members of the public. Councillors may publicise the work of the council as a whole but should not identify staff by name.

Members and officers should be aware of the potential for cyberbullying and online harassment. Any instances of such behaviour should be reported to the Town Clerk immediately.

Legal Issues

- **Libel**- If a statement is posted online about a person which is both untrue and damaging to their reputation it could result in legal action being taken and damages awarded against the poster.
- **Copyright**-If images or text are posted without first obtaining permission this can result in a breach of copyright and again lead to legal action.
- **Data Protection**- Personal information about an individual should not be posted online without the express consent of that individual.
- **Bias and Predetermination**- If a member is involved in any decision-making process, they are expected to attend the committee or hearing prepared to listen to the views of others and weigh up all of the evidence. If a comment has already been made on social media then the member could be seen to have made a predetermination before the meeting and any vote, they took part in could be challenged as unlawful.
- **Defamation Act 2013: Members and officers should be aware that this act applies to online statements and that the defence of "honest opinion" requires the statement to be based on facts**

The council will provide regular training and updates on social media best practices and legal considerations to ensure all members and officers are aware of their responsibilities when using these platforms.

Agreed at Minute 143 of FTC Meeting held
06.07.2020
Reviewed: 16.09.2024
Review Date: September 2025
POLICY NO: WTC/038 - POLICY & RESOURCES

[Back to Agenda](#)

Witham Town Council: Public CCTV Policy

Agenda Item 6(f)

Policy Overview

This Policy is to control the management, operation, use and confidentiality of the CCTV systems at the locations listed at the end of this document. Its sets out to comply with best practice in the CCTV Code of Practice, Charter for a democratic use of video-surveillance and other relevant guidance.

Introduction

1. This Policy is to control the management, operation, use and confidentiality of the CCTV systems at the locations listed at the end of this document.
2. This policy will be subject to annual review by the Town Council to ensure that it continues to reflect the public interest and that it and the systems meet all legislative requirements, principally:
 - a) Data Protection Act 2018
 - b) Human Rights Act 1998,
 - c) Regulation of Investigatory Powers Acts 2000
 - d) UK General Data Protection Regulation (UK GDPR)

The Council also wishes to adopt best practice and protocols set out in national guidance, including:

- a) the CCTV Code of Practice,
 - b) Charter for a democratic use of video-surveillance
3. This policy aims to ensure that the Council's CCTV installations:
- a) are correctly and efficiently installed and operated.
 - b) The Town Council accepts the principles of the UK GDPR and the Data Protection 2018 Act based on the Data Protection Principles as follows:
 - data must be fairly and lawfully processed
 - processed for limited purposes and not in any manner incompatible with those purposes;
 - Adequate, relevant and not excessive;
 - not kept for longer than is necessary;
 - processed in accordance with individuals' rights;
 - Secure;
 - not transferred to countries with inadequate protection;
 - subject to guidance on good practice;
 - Examples of how to implement the standards and good practice.
 - Data will not be used for personal gain or interest

Statement of Purpose

The public CCTV network is used for the following purposes:

- to reduce the fear of crime, so they can enter and leave without fear of intimidation by individuals or groups;
- to reduce the vandalism of property and to prevent, deter and detect crime and disorder;

- to assist the police, the Town Council and other Law Enforcement Agencies with identification, detection, apprehension and prosecution of offenders by
- examining and using retrievable evidence relating to crime, public order or contravention of bye-laws;
- To deter potential offenders by publicly displaying the existence of CCTV, having cameras clearly sited that are not hidden and signs on display.
- To assist all “emergency services” to carry out their lawful duties.

Locational Information

- All administration and footage processing takes place at the Town Hall, 61 Newland Street.
- Full details of all camera locations can be obtained by written request addressed to the Town Clerk.

System Management

4. The CCTV operating system will be administered and managed by the **Town Clerk** of the Council in accordance with the principles and objectives expressed in this policy document.
5. ~~All cameras are monitored on the respective site where they operate,~~ **Cameras are not live monitored, only pre-recorded footage is viewed by council officers however Essex Police Officers may monitor cameras at the Council Offices or on a hand held device provided by the Town Council.** ~~but can be monitored by authorised personal on computers located at the Council Offices or Essex Police Officers.~~
6. The CCTV system will be operated 24 hours a day, 365 days of the year.
7. Warning signs, as required by the Code of Practice of the Information Commissioner, will be placed at all access routes to areas covered by the Council’s CCTV cameras

System Control

8. On a weekly basis, the Clerk will check and confirm:
 - a) the cameras are functional; and
 - b) the equipment is properly recording
 - c) Maintain a record to confirm inspection.
9. Access to the CCTV System will be strictly limited to the Town Clerk and nominated staff delegates, and other authorised persons, such as Police Officers.
10. Unauthorised persons are not permitted to view live or pre-recorded footage. **Access to footage is strictly controlled and limited to those with a legitimate need to view it.**
11. The CCTV control room at the Council Offices shall be kept locked at all times when not in use.
12. Unless an immediate response to events is required, cameras may not be re-directed at an individual, their property or a specific group of individuals, without an authorisation being obtained from Clerk for Directed Surveillance to take place, as set out in the Regulation of Investigatory Power Act 2000.
13. If covert surveillance is planned or has taken place, copies of the written authorisation, including any review or cancellation, must be returned to the Clerk.
14. Materials or knowledge secured via CCTV will not be used for any commercial purpose. **Recorded data will only be used for the stated purposes outlined in this policy.**
15. Recorded data will only be released to the media for use in the investigation of a specific crime and with the written authority of the police. Recorded data will never be released to the media for purposes of entertainment.

Retention and disposal of Data

16. All matters of retention are set out in the Council's Data & Document Retention Policy available online.

Dealing with official requests: use of CCTV in relation to criminal investigations

17. CCTV recorded images may be viewed by the Police for the prevention and detection of crime, authorised officers and members of Witham Town Council for supervisory purposes, discipline reasons or authorised demonstration and training.
18. A record will be maintained of the release of Data through DAMS to the Police or on disk to other authorised applicants. A register will be available for this purpose.
19. Requests by the Police can only be actioned under section 29 of the Data Protection Act 1998.
20. As the Controller, Witham Town Council, allows the processing of personal data on our behalf by Essex Police (Processor) for policing purposes in accordance with a data sharing agreement and other councils such as Braintree District Council.
21. As the Controller, we will allow access to any Essex Police officer to access our public CCTV system for policing purposes as long as it is being used in line with Essex Police internal policy and controls regarding CCTV and in compliance with data protection laws.
22. Should footage be required as evidence, a copy may be released to the Police under the procedures described in this Policy and shall be treated in accordance with all aspects of this policy.
23. The Council retains the right to refuse permission for the Police to pass to any other person the footage or any part of the information contained therein.
24. Applications received from outside bodies (e.g., solicitors or insurance companies) to view or release disks or memory sticks will be referred to the Clerk. In these circumstances, disks/memory sticks will normally be released where satisfactory documentary evidence is produced showing that they are required for legal proceedings, or in response to a Court Order. A fee can be charged in such circumstances and this fee shall not exceed £25.00.

Complaints

25. Any complaint concerning CCTV or the application of this policy should be made under the Council's adopted Complaints Procedure, available online.

Access by the Data Subject

26. The UK GDPR Data Protection Act 2018 provides Data Subjects (individuals to whom "personal data" relate) with a right to access data held about themselves, including that obtained by CCTV.
27. All such requests should be made in writing to the Town Clerk. Before making a request, you should read the Council's Privacy Notice which is available online, and provides further information with respect to such requests.
28. The Council will respond to Subject Access Requests within one month of receipt, as required by the UK GDPR.
29. The Council will regularly review and update its CCTV signage to ensure it meets the requirements of the UK GDPR and ICO guidance.

POLICY NO: WTC/043
ADOPTED: P&R 5.12.2022
REVIEWED: 12.12.2023
REVIEW DATE: December 2024

[Back to Agenda](#)

Officer Report: Councillor Grant Scheme Report

Issue: Although Members will recommend a grant for approval they do not have the power to authorise it. This grant scheme was designed to be accessed quickly so taking them to the Community Committee for approval would slow the process down.

Under Section 101(2) Local Government Act 1972 a committee may arrange for the discharge of any of their functions by an officer, therefore the RFO could approve grants under delegated authority.

Advice: To delegate authority to the Responsible Financial Officer to determine grant applications received under the Members Grant Scheme and to amend the Scheme of Delegation accordingly.

Councillors Grant Awarding Policy

Policy Overview

Witham Town Council is committed to supporting local community projects that enhance the lives of residents

Each Councillor is allocated £500 per year to fund projects that benefit their ward. This scheme is designed to be straightforward and accessible for community groups.

Eligibility

Who Can Apply?

Eligible groups include:

Registered Charities

Constituted 'not for profit' Community or Voluntary Groups

Social Enterprises

Village Hall and Recreation Ground Committees

Town & Parish Councils (for projects beyond their statutory obligations)

Schools (for community-benefiting projects)

Who Cannot Apply?

Ineligible groups include:

Informal Groups

Individuals

Private Businesses

Profit-making organisations

Grant Details

- **Grant Amount:** Each Councillor can award between £100 and £500 for each project.
- **Funding:** 100% funding is available; no match funding is required.
- **Application Timing:** Applications can be submitted at any time.
- **Decision-Making:** Your local Ward Councillor(s) will recommend grant requests for approval. Contact details for your Ward Councillor can be found at www.witham.gov.uk/councillors.
- **Multiple Contributions:** Several Councillors can contribute to a single project, allowing for larger grants.

- **Project Location:** Councillors may fund projects outside their ward if it benefits residents within their ward.
- **Funding Duration:** Grants must be spent within 6 months of approval, with a possible extension to 12 months in certain cases.

Application Process

To apply, your organisation must:

- Be a formally governed 'not for profit' organisation with a written governing document (e.g., Constitution, Trust Deed).
- Have a UK bank account in the organisation's name.

Eligible Expenditure

Grants can fund:

- Capital costs (e.g., building improvements, playground equipment)
- Revenue costs (e.g., salaries, training fees)

Ineligible Expenditure

Grants cannot fund:

- Recoverable VAT
- Depreciation
- Bank charges or loan repayments
- Retrospective costs
- Projects that primarily benefit individuals

Transparency and Reporting

- **Publicity:** All awards will be published on the council's website, with no personal information disclosed.
- **Monitoring:** Successful applicants must complete a monitoring form detailing project outcomes within 6 months of receiving the grant. Receipts for all expenditures must be provided.

Legal and Compliance

Organisations must comply with all relevant legal, health and safety, and safeguarding requirements. Projects should be accessible to all sectors of the community.

Additional Information

- **Data Protection:** The council will handle personal information in accordance with data protection laws.
- **Elections:** No grants will be processed during election periods.

- **Councillors Interests:** If it is felt that there is a conflict of interest with the Ward Councillor recommending the grant for approval and the beneficiary the grant will be refused.

By applying for a Councillors' Community Grant, applicants confirm that the information provided is accurate and that the grant will be used solely for the stated purposes. This streamlined policy retains the essential details while making it easier to read and understand. It focuses on clarity and accessibility for applicants, reducing the complexity of the previous version.

If further information regarding any aspect of the Council's Grants Policy is required, please contact JJ Reeve, Finance Assistant, on 01376 520627 or finance@witham.gov.uk

Agreed at Minute 62, Community Committee Meeting held 28.2.2022

Reviewed: 20.2.2024

Review Date: February 2025

POLICY NO: WTC/045 – COMMUNITY COMMITTEE

[Back to Agenda](#)

Officer Report: Witham Town Council Petitions Report

Issue: Witham Town Council is committed to enhancing community engagement and providing residents with effective means to voice their concerns. In line with this commitment, we propose the introduction of a formal Petitions Policy.

Purpose

The Petitions Policy aims to:

- Provide a clear and accessible process for residents to raise issues of concern
- Enhance transparency in the Council's decision-making process
- Encourage greater civic participation
- Ensure a consistent and fair approach to handling petitions

Implementation

The implementation of this policy will involve:

- Publishing the policy on the Council's website
- Training staff on the new procedures for handling petitions
- Creating a dedicated section on the Council's website for petition information
- Developing a system to track and report on petitions received and their outcomes

Governance and Accountability

- The Town Clerk will oversee the implementation and management of the policy
- An annual review of the policy's effectiveness will be conducted
- Regular reports on petitions received and their outcomes will be presented to the Policy and Resources Committee.

Financial Implications

The financial implications of this policy are expected to be minimal, primarily involving staff time for processing and responding to petitions. Any significant costs that may arise from actions taken in response to petitions will be subject to normal budgetary procedures.

Next Steps

If approved:

- The policy will be published on the council's website
- Staff training will be arranged
- A communication plan will be developed to inform residents about the new policy
- The first annual review will be scheduled for 12 months from the date of implementation
- This policy represents an important step in enhancing democratic engagement in Witham and demonstrates the Council's commitment to listening and responding to residents' concerns.

Advice: That Members decide whether Witham Town Council should accept petitions and if so approve the associated policy.

Witham Town Council: Petitions Policy

Policy Overview

Witham Town Council welcomes community engagement and recognizes petitions as a valuable means for residents to express their concerns. This policy outlines the process for submitting and handling petitions, ensuring a fair and transparent approach to addressing community issues.

Petition Criteria

A petition must have at least 50 signatories to be considered valid.

Signatories must be residents of Witham, unless the petition concerns a service affecting non-residents.

Petitions must relate to Witham Town Council services and decisions.

Submission Process

Petitions should be addressed to the Town Clerk and submitted to:

The Town Clerk
Witham Town Council
Town Hall
61 Newland Street
Witham
Essex CM8 2FE
Email: townclerk@witham.gov.uk

Petitions can also be presented during Public Participation at scheduled council meetings.

Petition Requirements

Petitions must include:

- a) A clear statement of the issue and the desired action.
- b) Name, address, and signature of each supporter.
- c) Contact details of the petition organiser.

For online petitions, full names and addresses are required, with a mechanism to prevent fraudulent signatures.

Handling of Petitions

Petitions with 500+ signatures:

- a) Will be debated at the next suitable Council or committee meeting.
- b) The petition organiser will have five minutes to present, followed by a 15-minute member discussion.
- c) The Council will decide how to respond at the meeting.

Petitions with 50-499 signatures:

- a) Will be reviewed by the Town Clerk, Mayor, Deputy Mayor, and relevant members (e.g. Ward Members).
- b) May be referred for full debate at the Mayor's discretion.

The petition organiser will receive written confirmation of the decision.

General Provisions

An acknowledgment will be sent within ten working days of receiving the petition.

Petition details will be published on the Council's website, excluding organiser contact information.

Similar petitions will not be considered within six months of each other.

Petitions deemed vexatious, abusive, or inappropriate will not be accepted.

Petitions cannot be presented at the Annual Meeting or extraordinary meetings not called for that purpose.

[Back to Agenda](#)

**Bank Reconciliation Statement as at 29/02/2024
for Cashbook 7 - 95 Day Notice**

Agenda Item 8(a)

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	29/02/2024	24	192,398.48
			<u>192,398.48</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			192,398.48
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			192,398.48
		Balance per Cash Book is :-	192,398.48
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 01/03/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	01/03/2024	24	192,546.11
			192,546.11
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			192,546.11
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			192,546.11
		Balance per Cash Book is :-	192,546.11
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/02/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Current Account	29/02/2024	139	14,034.55
			14,034.55
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			14,034.55
<u>Unpresented Receipts (Plus)</u>			
19/12/2023 20017812LS		190,000.00	
			190,000.00
			204,034.55
		Balance per Cash Book is :-	204,034.55
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/02/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	29/02/2024	22	77.47
			77.47
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			77.47
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			77.47
		Balance per Cash Book is :-	77.47
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/02/2024
for Cashbook 6 - Unity Trust Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank Account	29/02/2024	73	59,792.89
			59,792.89
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			59,792.89
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			59,792.89
		Balance per Cash Book is :-	59,792.89
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/02/2024
for Cashbook 8 - Unity Trust Instant Access**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bk Instant Access	29/02/2024	12	257,057.56
			257,057.56
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			257,057.56
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			257,057.56
		Balance per Cash Book is :-	257,057.56
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	31/03/2024	25	193,137.78
			193,137.78
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			193,137.78
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			193,137.78
		Balance per Cash Book is :-	193,137.78
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/03/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Current Account	29/03/2024	140	203,413.65
			203,413.65
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			203,413.65
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			203,413.65
		Balance per Cash Book is :-	203,413.65
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 29/03/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	29/03/2024	23	41.53
			41.53
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			41.53
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			41.53
		Balance per Cash Book is :-	41.53
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 6 - Unity Trust Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank Account	29/03/2024	75	8,849.72
			8,849.72
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			8,849.72
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			8,849.72
		Balance per Cash Book is :-	8,849.72
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/03/2024
for Cashbook 8 - Unity Trust Instant Access**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bk Instant Access	31/03/2024	13	188,886.29
			188,886.29
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			188,886.29
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			188,886.29
		Balance per Cash Book is :-	188,886.29
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	30/04/2024	26	193,837.42
			<u>193,837.42</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			193,837.42
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			193,837.42
		Balance per Cash Book is :-	193,837.42
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Current Account	30/04/2024	141	199,663.31
			199,663.31
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			199,663.31
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			199,663.31
		Balance per Cash Book is :-	199,663.31
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	30/04/2024	23	8.05
			8.05
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			8.05
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			8.05
		Balance per Cash Book is :-	8.05
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 6 - Unity Trust Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank Account	30/04/2024	76	68,294.41
			68,294.41
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			68,294.41
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			68,294.41
		Balance per Cash Book is :-	68,294.41
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/04/2024
for Cashbook 8 - Unity Trust Instant Access**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bk Instant Access	30/04/2024	14	508,886.29
			<u>508,886.29</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			508,886.29
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			508,886.29
		Balance per Cash Book is :-	508,886.29
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	31/05/2024	27	194,496.98
			<u>194,496.98</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			194,496.98
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			194,496.98
		Balance per Cash Book is :-	194,496.98
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Current Account	31/05/2024	142	198,876.82
			<u>198,876.82</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			198,876.82
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			198,876.82
		Balance per Cash Book is :-	198,876.82
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	31/05/2024	24	38.67
			38.67
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			38.67
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			38.67
		Balance per Cash Book is :-	38.67
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 6 - Unity Trust Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank Account	31/05/2024		94,121.33
			94,121.33
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			94,121.33
<u>Unpresented Receipts (Plus)</u>			
31/05/2024 2024/137		96.00	
31/05/2024 2024/138		40.00	
31/05/2024 2024/139		20.00	
31/05/2024 2024/140		28.00	
31/05/2024 2024/141		960.00	
31/05/2024 2024/142		157.65	
			1,301.65
			95,422.98
		Balance per Cash Book is :-	95,422.98
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 31/05/2024
for Cashbook 8 - Unity Trust Instant Access**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bk Instant Access	31/05/2024	15	508,886.29
			508,886.29
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			508,886.29
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			508,886.29
		Balance per Cash Book is :-	508,886.29
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	30/06/2024	27	195,094.64
			195,094.64
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			195,094.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			195,094.64
		Balance per Cash Book is :-	195,094.64
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 7 - 95 Day Notice**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
95 Day Notice	30/06/2024	27	195,094.64
			<u>195,094.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			195,094.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			195,094.64
		Balance per Cash Book is :-	195,094.64
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Current Account	30/06/2024	143	197,549.28
			197,549.28
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
19/06/2024	CC Skyland Equipment		39.45
19/06/2024	CC Amazon Business		16.99
20/06/2024	CC Amazon Business		49.86
20/06/2024	CC Rent a Mascot		219.96
20/06/2024	CC Amazon Business		-49.86
20/06/2024	CC Amazon Business		49.86
20/06/2024	CC Amazon Business		-16.99
20/06/2024	CC Amazon Business		16.99
22/06/2024	CC Amazon Business		23.99
22/06/2024	CC Amazon Business		23.99
22/06/2024	CC Morrisons Daily		20.00
22/06/2024	CC Amazon Business		-23.99
22/06/2024	CC Amazon Business		23.99
22/06/2024	CC Amazon Business		-23.99
22/06/2024	CC Amazon Business		23.99
22/06/2024	CC Amazon Business		114.00
24/06/2024	CC EE		10.00
25/06/2024	CC Diginat		29.98
25/06/2024	CC Parcel Force		25.00
25/06/2024	CC Dogs Trust		15.00
25/06/2024	CC Fabs Witham		23.48
25/06/2024	CC Morrisons Daily		20.00
25/06/2024	CC RSPCA		15.00
25/06/2024	CC Gorilla Gazebo		859.96
26/06/2024	CC Land Registry		6.00
26/06/2024	CC Fabs Witham		88.13
27/06/2024	CC Poundland		12.00
27/06/2024	CC Tesco PLC		5.00
27/06/2024	CC Amazon Business		13.75
27/06/2024	CC G Frod & Co		150.00
27/06/2024	CC Essex Field Club		192.00
30/06/2024	CC Amazon Business		23.16
30/06/2024	CC Trade Work Wear		12.21
30/06/2024	CC Chelmsford Safety Supplies		66.62
30/06/2024	CC Amazon Business		29.99
30/06/2024	CC Workwear Express		30.17
30/06/2024	CC Amazon Business		20.97
30/06/2024	CC Amazon Business		41.97
			2,198.63
			195,350.65
<u>Unpresented Receipts (Plus)</u>			

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 1 - Lloyds Bank Account**

<u>Amount</u>	<u>Balances</u>
0.00	
	<u>0.00</u>
	195,350.65
Balance per Cash Book is :-	195,350.65
Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	30/06/2024	25	83.36
			83.36
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			83.36
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			83.36
		Balance per Cash Book is :-	83.36
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 5 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Petty Cash	30/06/2024	25	83.36
			83.36
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			83.36
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			83.36
		Balance per Cash Book is :-	83.36
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 6 - Unity Trust Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank Account	30/06/2024		33,680.98
			<u>33,680.98</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			33,680.98
<u>Unpresented Receipts (Plus)</u>			
30/04/2024 2024/006		40.00	
30/04/2024 2024/007		1,040.00	
30/04/2024 2024/008		28.00	
31/05/2024 2024/137		96.00	
31/05/2024 2024/138		40.00	
31/05/2024 2024/139		20.00	
31/05/2024 2024/140		28.00	
31/05/2024 2024/141		960.00	
			<u>2,252.00</u>
			35,932.98
		Balance per Cash Book is :-	35,932.98
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**Bank Reconciliation Statement as at 30/06/2024
for Cashbook 8 - Unity Trust Instant Access**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bk Instant Access	30/06/2024	16	511,664.07
			511,664.07
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			511,664.07
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			511,664.07
		Balance per Cash Book is :-	511,664.07
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Back to Agenda

95 Day Notice

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	INTEREST Banked 01/02/2024	15.51						
	INTEREST Lloyds Bank	15.51			1510	500	15.51	Interest Received
	INTEREST Banked 02/02/2024	15.51						
	INTEREST Lloyds Bank	15.51			1510	500	15.51	Interest Received
	INTEREST Banked 05/02/2024	63.12						
	INTEREST Lloyds Bank	63.12			1510	500	63.12	Interest Received
	INTEREST Banked 06/02/2024	21.05						
	INTEREST Lloyds Bank	21.05			1510	500	21.05	Interest Received
	INTEREST Banked 07/02/2024	21.05						
	INTEREST Lloyds Bank	21.05			1510	500	21.05	Interest Received
	INTEREST Banked 08/02/2024	21.05						
	INTEREST Lloyds Bank	21.05			1510	500	21.05	Interest Received
	INTEREST Banked 09/02/2024	21.05						
	INTEREST Lloyds Bank	21.05			1510	500	21.05	Interest Received
	INTEREST Banked 12/02/2024	63.16						
	INTEREST Lloyds Bank	63.16			1510	500	63.16	Interest Received
	INTEREST Banked 13/02/2024	21.06						
	INTEREST Lloyds Bank	21.06			1510	500	21.06	Interest Received
	INTEREST Banked 14/02/2024	21.06						
	INTEREST Lloyds Bank	21.06			1510	500	21.06	Interest Received
	INTEREST Banked 15/02/2024	21.07						
	INTEREST Lloyds Bank	21.07			1510	500	21.07	Interest Received
	INTEREST Banked 16/02/2024	21.07						
	INTEREST Lloyds Bank	21.07			1510	500	21.07	INTEREST
	INTEREST Banked 19/02/2024	63.21						
	INTEREST Lloyds Bank	63.21			1510	500	63.21	Interest Received
	INTEREST Banked 20/02/2024	21.08						
	INTEREST Lloyds Bank	21.08			1510	500	21.08	INTEREST
	INTEREST Banked 21/02/2024	21.08						
	INTEREST Lloyds Bank	21.08			1510	500	21.08	Interest Received
	INTEREST Banked 22/02/2024	21.08						
	INTEREST Lloyds Bank	21.08			1510	500	21.08	Interest Received
	INTEREST Banked 23/02/2024	21.08						
	INTEREST Lloyds Bank	21.08			1510	500	21.08	Interest Received
	INTEREST Banked 26/02/2024	63.26						
	INTEREST Lloyds Bank	63.26			1510	500	63.26	Interest Received
	Subtotal Carried Forward:	536.55	0.00	0.00			536.55	

95 Day Notice

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	27/02/2024	21.09						
INTEREST	Lloyds Bank	21.09			1510	500	21.09	Interest Received
INTEREST Banked	28/02/2024	21.10						
INTEREST	Lloyds Bank	21.10			1510	500	21.10	Interest Received
INTEREST Banked	29/02/2024	21.10						
INTEREST	Lloyds Bank	21.10			1510	500	21.10	Interest Received
INTEREST Banked	01/03/2024	21.10						
INTEREST	Lloyds Bank	21.10			1510	500	21.10	Interest Received
INTEREST Banked	04/03/2024	63.31						
INTEREST	Lloyds Bank	63.31			1510	500	63.31	Interest Received
INTEREST Banked	05/03/2024	21.11						
INTEREST	Lloyds Bank	21.11			1510	500	21.11	Interest Received
INTEREST Banked	06/03/2024	21.11						
INTEREST	Lloyds Bank	21.11			1510	500	21.11	Interest Received
INTEREST Banked	07/03/2024	21.11						
INTEREST	Lloyds Bank	21.11			1510	500	21.11	Interest Received
INTEREST Banked	08/03/2024	21.12						
INTEREST	Lloyds Bank	21.12			1510	500	21.12	Interest Received
INTEREST Banked	11/03/2024	63.36						
INTEREST	Lloyds Bank	63.36			1510	500	63.36	Interest Received
INTEREST Banked	12/03/2024	21.13						
INTEREST	Lloyds Bank	21.13			1510	500	21.13	Interest Received
INTEREST Banked	13/03/2024	21.13						
INTEREST	Lloyds Bank	21.13			1510	500	21.13	Interest Received
INTEREST Banked	14/03/2024	21.13						
INTEREST	Lloyds Bank	21.13			1510	500	21.13	Interest Received
INTEREST Banked	15/03/2024	21.13						
INTEREST	Lloyds Bank	21.13			1510	500	21.13	Interest Received
INTEREST Banked	18/03/2024	63.41						
INTEREST	Lloyds Bank	63.41			1510	500	63.41	Interest Received
INTEREST Banked	19/03/2024	21.14						
INTEREST	Lloyds Bank	21.14			1510	500	21.14	Interest Received
INTEREST Banked	20/03/2024	21.14						
INTEREST	Lloyds Bank	21.14			1510	500	21.14	Interest Received
INTEREST Banked	21/03/2024	21.15						
INTEREST	Lloyds Bank	21.15			1510	500	21.15	Interest Received
Subtotal Carried Forward:		1,043.42	0.00	0.00			1,043.42	

95 Day Notice

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	22/03/2024	21.15						
INTEREST	Lloyds Bank	21.15			1510	500	21.15	Interest Received
INTEREST Banked	25/03/2024	63.46						
INTEREST	Lloyds Bank	63.46			1510	500	63.46	Interest Received
INTEREST Banked	26/03/2024	21.16						
INTEREST	Lloyds Bank	21.16			1510	500	21.16	Interest Received
INTEREST Banked	27/03/2024	21.16						
INTEREST	Lloyds Bank	21.16			1510	500	21.16	Interest Received
INTEREST Banked	28/03/2024	21.16						
INTEREST	Lloyds Bank	21.16			1510	500	21.16	Interest Received
Total Receipts:		1,191.51	0.00	0.00			1,191.51	

95 Day Notice

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	02/04/2024	105.83						
INTEREST	Lloyds Bank	105.83			1510	500	105.83	Interest Received
INTEREST Banked	03/04/2024	21.18						
INTEREST	Lloyds Bank	21.18			1510	500	21.18	Interest Received
INTEREST Banked	04/04/2024	21.18						
INTEREST	Lloyds Bank	21.18			1510	500	21.18	Interest Received
INTEREST Banked	05/04/2024	21.18						
INTEREST	Lloyds Bank	21.18			1510	500	21.18	Interest Received
INTEREST Banked	08/04/2024	63.55						
INTEREST	Lloyds Bank	63.55			1510	500	63.55	Interest Received
INTEREST Banked	09/04/2024	21.19						
INTEREST	Lloyds Bank	21.19			1510	500	21.19	Interest Received
INTEREST Banked	10/04/2024	21.19						
INTEREST	Lloyds Bank	21.19			1510	500	21.19	Interest Received
INTEREST Banked	11/04/2024	21.20						
INTEREST	Lloyds Bank	21.20			1510	500	21.20	Interest Received
INTEREST Banked	12/04/2024	21.20						
INTEREST	Lloyds Bank	21.20			1510	500	21.20	Interest Received
INTEREST Banked	15/04/2024	63.60						
INTEREST	Lloyds Bank	63.60			1510	500	63.60	Interest Received
INTEREST Banked	16/04/2024	21.21						
INTEREST	Lloyds Bank	21.21			1510	500	21.21	Interest Received
INTEREST Banked	17/04/2024	21.21						
INTEREST	Lloyds Bank	21.21			1510	500	21.21	Interest Received
INTEREST Banked	18/04/2024	21.21						
INTEREST	Lloyds Bank	21.21			1510	500	21.21	Interest Received
INTEREST Banked	19/04/2024	21.21						
INTEREST	Lloyds Bank	21.21			1510	500	21.21	Interest Received
INTEREST Banked	22/04/2024	63.65						
INTEREST	Lloyds Bank	63.65			1510	500	63.65	Interest Received
INTEREST Banked	23/04/2024	21.22						
INTEREST	Lloyds Bank	21.22			1510	500	21.22	Interest Received
INTEREST Banked	24/04/2024	21.23						
INTEREST	Lloyds Bank	21.23			1510	500	21.23	Interest Received
INTEREST Banked	25/04/2024	21.23						
INTEREST	Lloyds Bank	21.23			1510	500	21.23	Interest Received
Subtotal Carried Forward:		593.47	0.00	0.00			593.47	

95 Day Notice

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	26/04/2024	21.23						
INTEREST	Lloyds Bank	21.23			1510	500	21.23	Interest Received
INTEREST Banked	29/04/2024	63.70						
INTEREST	Lloyds Bank	63.70			1510	500	63.70	Interest Received
INTEREST Banked	30/04/2024	21.24						
INTEREST	Lloyds Bank	21.24			1510	500	21.24	Interest Received
INTEREST Banked	01/05/2024	21.24						
INTEREST	Lloyds Bank	21.24			1510	500	21.24	Interest Received
INTEREST Banked	02/05/2024	21.24						
INTEREST	Lloyds Bank	21.24			1510	500	21.24	Interest Received
INTEREST Banked	03/05/2024	21.25						
INTEREST	Lloyds Bank	21.25			1510	500	21.25	Interest Received
INTEREST Banked	07/05/2024	85.00						
INTEREST	Lloyds Bank	85.00			1510	500	85.00	Interest Received
INTEREST Banked	08/05/2024	21.26						
INTEREST	Lloyds Bank	21.26			1510	500	21.26	Interest Received
INTEREST Banked	09/05/2024	21.26						
INTEREST	Lloyds Bank	21.26			1510	500	21.26	Interest Received
INTEREST Banked	10/05/2024	21.26						
INTEREST	Lloyds Bank	21.26			1510	500	21.26	Interest Received
INTEREST Banked	13/05/2024	63.80						
INTEREST	Lloyds Bank	63.80			1510	500	63.80	Interest Received
INTEREST Banked	14/05/2024	21.27						
INTEREST	Lloyds Bank	21.27			1510	500	21.27	Interest Received
INTEREST Banked	15/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	16/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	17/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	20/05/2024	63.85						
INTEREST	Lloyds Bank	63.85			1510	500	63.85	Interest Received
INTEREST Banked	21/05/2024	21.29						
INTEREST	Lloyds Bank	21.29			1510	500	21.29	Interest Received
INTEREST Banked	22/05/2024	21.29						
INTEREST	Lloyds Bank	21.29			1510	500	21.29	Interest Received
Subtotal Carried Forward:		1,167.49	0.00	0.00			1,167.49	

95 Day Notice

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	INTEREST Banked 23/05/2024	21.29						
	INTEREST Lloyds Bank	21.29			1510	500	21.29	Interest Received
	INTEREST Banked 24/05/2024	21.30						
	INTEREST Lloyds Bank	21.30			1510	500	21.30	Interest Received
	INTEREST Banked 28/05/2024	85.19						
	INTEREST Lloyds Bank	85.19			1510	500	85.19	Interest Received
	INTEREST Banked 29/05/2024	21.31						
	INTEREST Lloyds Bank	21.31			1510	500	21.31	Interest Received
	INTEREST Banked 30/05/2024	21.31						
	INTEREST Lloyds Bank	21.31			1510	500	21.31	Interest Received
	INTEREST Banked 31/05/2024	21.31						
	INTEREST Lloyds Bank	21.31			1510	500	21.31	Interest Received
	INTEREST Banked 03/06/2024	63.94						
	INTEREST Lloyds Bank	63.94			1510	500	63.94	Interest Received
	INTEREST Banked 04/06/2024	21.32						
	INTEREST Lloyds Bank	21.32			1510	500	21.32	Interest Received
	INTEREST Banked 05/06/2024	21.32						
	INTEREST Lloyds Bank	21.32			1510	500	21.32	Interest Received
	INTEREST Banked 06/06/2024	21.33						
	INTEREST Lloyds Bank	21.33			1510	500	21.33	Interest Received
	INTEREST Banked 07/06/2024	21.33						
	INTEREST Lloyds Bank	21.33			1510	500	21.33	Interest Received
	INTEREST Banked 10/06/2024	63.99						
	INTEREST Lloyds Bank	63.99			1510	500	63.99	Interest Received
	INTEREST Banked 11/06/2024	21.34						
	INTEREST Lloyds Bank	21.34			1510	500	21.34	Interest Received
	INTEREST Banked 12/06/2024	21.34						
	INTEREST Lloyds Bank	21.34			1510	500	21.34	Interest Received
	INTEREST Banked 13/06/2024	21.34						
	INTEREST Lloyds Bank	21.34			1510	500	21.34	Interest Received
	INTEREST Banked 14/06/2024	21.35						
	INTEREST Lloyds Bank	21.35			1510	500	21.35	Interest Received
	INTEREST Banked 17/06/2024	64.04						
	INTEREST Lloyds Bank	64.04			1510	500	64.04	Interest Received
	INTEREST Banked 18/06/2024	21.35						
	INTEREST Lloyds Bank	21.35			1510	500	21.35	Interest Received
	Subtotal Carried Forward:	1,743.19	0.00	0.00			1,743.19	

95 Day Notice

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	19/06/2024	21.36						
INTEREST	Lloyds Bank	21.36			1510	500	21.36	Interest Received
INTEREST Banked	20/06/2024	21.36						
INTEREST	Lloyds Bank	21.36			1510	500	21.36	Interest Received
INTEREST Banked	21/06/2024	21.36						
INTEREST	Lloyds Bank	21.36			1510	500	21.36	Interest Received
INTEREST Banked	24/06/2024	64.09						
INTEREST	Lloyds Bank	64.09			1510	500	64.09	Interest Received
INTEREST Banked	25/06/2024	21.37						
INTEREST	Lloyds Bank	21.37			1510	500	21.37	Interest Received
INTEREST Banked	26/06/2024	21.37						
INTEREST	Lloyds Bank	21.37			1510	500	21.37	Interest Received
INTEREST Banked	27/06/2024	21.38						
INTEREST	Lloyds Bank	21.38			1510	500	21.38	Interest Received
INTEREST Banked	28/06/2024	21.38						
INTEREST	Lloyds Bank	21.38			1510	500	21.38	Interest Received
Total Receipts:		1,956.86	0.00	0.00			1,956.86	

Lloyds Bank Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST	Banked 25/03/2024	1,489.55						
INTEREST	Lloyds Bank	1,489.55			1510	500	1,489.55	INTEREST RECEIVED
Total Receipts:		1,489.55	0.00	0.00			1,489.55	

Lloyds Bank Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	09/05/2024	21.26						
INTEREST	Lloyds Bank	21.26			1510	500	21.26	Interest Received
INTEREST Banked	09/05/2024	-21.26						
INTEREST	Lloyds Bank	-21.26			1510	500	-21.26	CORRECTION
INTEREST Banked	10/05/2024	21.26						
INTEREST	Lloyds Bank	21.26			1510	500	21.26	Interest Received
INTEREST Banked	10/05/2024	-21.26						
INTEREST	Lloyds Bank	-21.26			1510	500	-21.26	CORRECTION
INTEREST Banked	13/05/2024	63.80						
INTEREST	Lloyds Bank	63.80			1510	500	63.80	Interest Received
INTEREST Banked	13/05/2024	-63.80						
INTEREST	Lloyds Bank	-63.80			1510	500	-63.80	CORRECTION
INTEREST Banked	14/05/2024	21.27						
INTEREST	Lloyds Bank	21.27			1510	500	21.27	Interest Received
INTEREST Banked	14/05/2024	-21.27						
INTEREST	Lloyds Bank	-21.27			1510	500	-21.27	CORRECTION
INTEREST Banked	15/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	15/05/2024	-21.28						
INTEREST	Lloyds Bank	-21.28			1510	500	-21.28	CORRECTION
INTEREST Banked	16/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	16/05/2024	-21.28						
INTEREST	Lloyds Bank	-21.28			1510	500	-21.28	CORRECTION
INTEREST Banked	17/05/2024	21.28						
INTEREST	Lloyds Bank	21.28			1510	500	21.28	Interest Received
INTEREST Banked	17/05/2024	-21.28						
INTEREST	Lloyds Bank	-21.28			1510	500	-21.28	CORRECTION
Total Receipts:		0.00	0.00	0.00			0.00	

04/09/2024

Witham Town Council

Page 1

13:56

Cashbook 5

User: JJ

Petty Cash

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
010846	Banked 07/05/2024	40.00						
010846	Lloyds Bank	40.00			4200	100	40.00	Petty Cash Installment 1
010846	Banked 07/05/2024	-40.00						
010846	Lloyds Bank	-40.00			4200	100	-40.00	CORRECTION
010846	Banked 07/05/2024	100.00						
010846	Lloyds Bank	100.00			4200	100	100.00	Petty Cash 24
010847	Banked 19/06/2024	100.00						
010847	Witham Town Council	100.00			4200	100	100.00	Petty Cash 24
Total Receipts:		200.00	0.00	0.00			200.00	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/497	Banked 01/02/2024	20.00						
	BACS Jean Brett	20.00			1500	100	20.00	Hall Hire - 1st & 28th Feb
2023/448	Banked 01/02/2024	20.00						
	BACS Hayley Rogers	20.00			1509	300	20.00	Christmas Fayre stall
2023/442	Banked 01/02/2024	52.50						
	BACS Jean Brett	52.50			1500	100	52.50	Hall Hire - January 24
2023/442	Banked 01/02/2024	52.50						
	BACS Jean Brett	52.50			1500	100	52.50	Hall Hire - Janaury 24
2023/442	Banked 01/02/2024	-52.50						
	BACS Jean Brett	-52.50			1500	100	-52.50	CORRECTION
6193	Banked 02/02/2024	6,193.00						
	BACS Groundworks UK	6,193.00			1100	100	6,193.00	Neighborhood Plant Grant
2023/506	Banked 02/02/2024	48.77						
	000465 Information Centre	48.77			1300	300	48.77	WTC767
2023/507	Banked 02/02/2024	257.30						
	000466 Information Centre	257.30			1300	300	257.30	WTC768
2023/508	Banked 02/02/2024	20.00						
	BACS Charlene Michaels	20.00			1320	300	20.00	Teddy Bear Picnic deposit
2023/509	Banked 02/02/2024	40.00						
	BACS Charlene Michaels - Charluccio	40.00			1310	300	40.00	Street Festival 24 deposit
2023/510	Banked 02/02/2024	40.00						
	BACS Charlene Michaels - Charluccio	40.00			1311	300	40.00	Music Event 24 deposit
2023/511	Banked 02/02/2024	125.05						
	BACS Information Centre	125.05			1300	300	125.05	PDQ
2023/440	Banked 02/02/2024	120.00						
	BACS Age Concern Colchester	120.00			1500	100	120.00	Hall Hire - January 24
	BACS Banked 02/02/2024	-6,193.00						
	BACS Witham Town Council	-6,193.00			1100	100	-6,193.00	CORRECTION
	BACS Banked 02/02/2024	6,913.00						
	BACS Witham Town Council	6,913.00			1100	100	6,913.00	Neighborhood Plant Grant
2023/512	Banked 05/02/2024	40.00						
	BACS Rebacca Hartley - Becket Desig	40.00			1509	300	40.00	Christmas Fayre 24
2023/513	Banked 05/02/2024	30.00						
	BACS Emma Milnel - Hound of Hanning	30.00			1501	300	30.00	Dog Show 24 deposit
2023/515	Banked 05/02/2024	308.18						
	BACS Information Centre	308.18			1300	300	308.18	PDQ
Subtotal Carried Forward:		8,034.80	0.00	0.00			8,034.80	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/516	Banked 05/02/2024	20.00						
	BACS Victoria Handerek - Forest Fae	20.00			1509	300	20.00	Christmas Fayre 24
2023/447	Banked 05/02/2024	28.00						
	BACS Witham History Group	28.00			1500	100	28.00	Hall Hire - January 24
	Banked 05/02/2024	70,000.00						
Inter Tran	Unity Trust Instant Access	70,000.00			270		70,000.00	Internal Transfer to
2023/517	Banked 06/02/2024	663.95						
	BACS Information Centre	663.95			1300	300	663.95	PDQ
2023/518	Banked 07/02/2024	470.95						
	BACS Information Centre	470.95			1300	300	470.95	PDQ
2023/519	Banked 08/02/2024	30.00						
	BACS Hannah James - Arnies of Essex	30.00			1501	300	30.00	Dog Show 24 deposit
2023/520	Banked 08/02/2024	244.69						
	BACS Information Centre	244.69			1300	300	244.69	PDQ
2023/521	Banked 08/02/2024	20.00						
	BACS Carol Gosden - One Legged Robi	20.00			1509	300	20.00	Christmas Fayre 24
2023/522	Banked 09/02/2024	35.35						
	BACS Information Centre	35.35			1300	300	35.35	PDQ
2023/523	Banked 12/02/2024	178.65						
	BACS Information Centre	178.65			1300	300	178.65	PDQ
2023/524	Banked 13/02/2024	1,150.00						
	BACS [REDACTED]	1,150.00			1401	400	1,150.00	Commemorative Bench
2023/514	Banked 13/02/2024	14.50						
	BACS American Express	14.50			1300	300	14.50	PDQ
2023/470	Banked 13/02/2024	52.20						
	BACS Information Centre	52.20			1300	300	52.20	PDQ
2023/525	Banked 14/02/2024	28.99						
	BACS Information Centre	28.99			1300	300	28.99	PDQ
2023/526	Banked 15/02/2024	276.30						
	BACS Information Centre	276.30			1300	300	276.30	PDQ
2023/527	Banked 16/02/2024	277.73						
	BACS Information Centre	277.73			1300	300	277.73	PDQ
2023/528	Banked 16/02/2024	30.00						
	BACS Wendy Ellis - English Spirit D	30.00			1509	300	30.00	Christmas Fayre 24
2023/529	Banked 19/02/2024	42.60						
	BACS Information Centre	42.60			1300	300	42.60	PDQ
Subtotal Carried Forward:		81,598.71	0.00	0.00			81,598.71	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/530	Banked 20/02/2024	185.84						
	BACS Information Centre	185.84			1300	300	185.84	PDQ
2023/531	Banked 21/02/2024	311.45						
	BACS Information Centre	311.45			1300	300	311.45	PDQ
2023/532	Banked 22/02/2024	179.00						
	BACS Information Centre	179.00			1300	300	179.00	PDQ
2023/534	Banked 23/02/2024	18.55						
	BACS Information Centre	18.55			1300	300	18.55	PDQ
2023/535	Banked 23/02/2024	40.00						
	BACS Tipsy Grey South Ltd	40.00			1311	300	40.00	Music Event 24 deposit
2023/536	Banked 23/02/2024	30.00						
	BACS Tina Warren - Fuzzy Mutt Dog G	30.00			1501	300	30.00	Dog Show 24 deposit
2023/537	Banked 26/02/2024	30.00						
	BACS Sally Benstead - Tails Wagging	30.00			1501	300	30.00	Sally Benstead - Tails
2023/538	Banked 26/02/2024	291.70						
	BACS Information Centre	291.70			1300	300	291.70	PDQ
2023/539	Banked 27/02/2024	9.84						
	BACS Sum Up	9.84			540		9.84	Payments received in
2023/533	Banked 27/02/2024	280.00						
	000469 Public Donations	280.00			540		280.00	Mayor Quiz 29.02 Tickets
2023/540	Banked 27/02/2024	159.00						
	000470 Public Donations	159.00			540		159.00	Mayor Quiz 29.02 Raffle
2023/541	Banked 27/02/2024	374.78						
	000471 Information Centre	374.78			1300	300	374.78	WTC 769
2023/542	Banked 27/02/2024	399.49						
	000472 Information Centre	399.49			1300	300	399.49	WTC 770
2023/543	Banked 27/02/2024	197.95						
	000473 Information Centre	197.95			1300	300	197.95	WTC 771
2023/544	Banked 27/02/2024	30.00						
	BACS Hana-Amirah Kharas - Itchy Paw	30.00			1501	300	30.00	Dog Show 24 deposit
2023/545	Banked 27/02/2024	30.00						
	BACS Jael Donson - Blue Bear Animal	30.00			1501	300	30.00	Dog Show 24 deposit
2023/546	Banked 27/02/2024	277.99						
	BACS Information Centre	277.99			1300	300	277.99	PDQ
2023/547	Banked 27/02/2024	30.00						
	BACS Chloe Rule - Peppers Natural D	30.00			1501	300	30.00	Dog Show 24 deposit
Subtotal Carried Forward:		84,474.30	0.00	0.00			84,474.30	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/548	Banked 27/02/2024	40.00						
	BACS Claudia Preston - Sweet Moment	40.00			1311	300	40.00	Music Event 24 deposit
2023/549	Banked 28/02/2024	40.00						
	BACS Samuel Morris - Datum Attitude	40.00			1311	300	40.00	Music Event 24 deposit
2023/445	Banked 28/02/2024	24.00						
	BACS Braintree Ass'n of Local Counc	24.00			1500	100	24.00	Hall Hire - Jan 24 17th
2023/550	Banked 28/02/2024	206.39						
	BACS Information Centre	206.39			1300	300	206.39	PDQ
2023/551	Banked 29/02/2024	40.00						
	BACS Nicola Brown -VibeYourTasteBud	40.00			1311	300	40.00	Music Event 24 deposit
2023/552	Banked 29/02/2024	30.00						
	BACS Clare Lewington - Makes4Smiles	30.00			1501	300	30.00	Dog Show 24 deposit
2023/553	Banked 29/02/2024	10.00						
	BACS The Change Project	10.00			1500	100	10.00	Hall Hire
	1300 Banked 29/02/2024	393.49						
	BACS Information Centre	393.49			1300	300	393.49	PDQ
2023/563	Banked 01/03/2024	30.00						
	Danielle Miles - Paws & Claws	30.00			1501	300	30.00	Dog Show Deposit
2023/564	Banked 01/03/2024	56.92						
2023/564	██████████	56.92			8000	900	56.92	Allotment rent CTL054
					362		56.92	Allotment rent CTL054
					7001	900	-56.92	Allotment rent CTL054
2023/565	Banked 01/03/2024	126.15						
	Information Centre	126.15			1300	300	126.15	PDQ
2023/566	Banked 01/03/2024	46.80						
2023/566	██████████	46.80			8000	900	46.80	Allotment rent CTL101
					362		46.80	Allotment rent CTL101
					7001	900	-46.80	Allotment rent CTL101
2023/567	Banked 01/03/2024	56.92						
2023/567	██████████	56.92			8000	900	56.92	Allotment rent CTL028
					362		56.92	Allotment rent CTL028
					7001	900	-56.92	Allotment rent CTL028
2023/568	Banked 01/03/2024	56.92						
2023/568	██████████	56.92			8000	900	56.92	Allotment rent CTL057
					362		56.92	Allotment rent CTL057
					7001	900	-56.92	Allotment rent CTL057
2023/569	Banked 01/03/2024	40.00						

Subtotal Carried Forward:

85,671.89

0.00

0.00

85,631.89

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/569	Michael McNamee - Mac Gourmet	40.00			1501	300	40.00	Witham Dog Show
2023/570	Banked 01/03/2024	46.80						
2023/570		46.80			8000	900	46.80	Allotment rent CTL088
					362		46.80	Allotment rent CTL088
					7001	900	-46.80	Allotment rent CTL088
2023/571	Banked 04/03/2024	56.92						
2023/571		56.92			8000	900	56.92	Allotment rent CTL036
					362		56.92	Allotment rent CTL036
					7001	900	-56.92	Allotment rent CTL036
2023/572	Banked 04/03/2024	40.00						
2023/572	Michael McNamee - Mac Gourmet	40.00			1311	300	40.00	Music Event deposit
2023/573	Banked 04/03/2024	56.92						
2023/573		56.92			8000	900	56.92	Allotment rent CTL065
					362		56.92	Allotment rent CTL065
					7001	900	-56.92	Allotment rent CTL065
2023/574	Banked 04/03/2024	56.92						
2023/574		56.92			8000	900	56.92	Allotment rent CTL014
					362		56.92	Allotment rent CTL014
					7001	900	-56.92	Allotment rent CTL014
2023/575	Banked 04/03/2024	93.60						
2023/575		93.60			8000	900	93.60	Allotment rent CTL091,
					362		93.60	Allotment rent CTL091,
					7001	900	-93.60	Allotment rent CTL091,
2023/576	Banked 04/03/2024	56.92						
2023/576		56.92			8000	900	56.92	Allotment rent CTL039
					362		56.92	Allotment rent CTL039
					7001	900	-56.92	Allotment rent CTL039
2023/577	Banked 04/03/2024	308.14						
2023/577	Information Centre	308.14			1300	300	308.14	PDQ
2023/578	Banked 04/03/2024	31.00						
2023/578		31.00			8000	900	31.00	Allotment rent CTL062
					362		31.00	Allotment rent CTL062
					7001	900	-31.00	Allotment rent CTL062
2023/498	Banked 04/03/2024	96.00						
2023/498	Age Concern Colchester	96.00			1500	100	96.00	Hall Hire - February
	Banked 04/03/2024	50,000.00						
INT	Unity Trust Account	50,000.00			250		50,000.00	INTERNAL TRANSFER
	Banked 04/03/2024	50,000.00						
INT	Unity Trust Instant Access	50,000.00			270		50,000.00	INTERNAL TRANSFER
Subtotal Carried Forward:		186,515.11	0.00	0.00			186,515.11	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/501	Banked 04/03/2024	20.00						
2023/501	Witham and Countryside	20.00			1500	100	20.00	Hall Hire
2023/611	Banked 04/03/2024	20.00						
2023/611	Roxanne Barrett	20.00			1509	300	20.00	Christmas Fayre deposit
2023/579	Banked 05/03/2024	45.23						
2023/579	██████████	45.23			8000	900	45.23	Allotment rent CTL064
					362		45.23	Allotment rent CTL064
					7001	900	-45.23	Allotment rent CTL064
2023/580	Banked 05/03/2024	59.72						
2023/580	██████████	59.72			8000	900	59.72	Allotment rent CTL018
					362		59.72	Allotment rent CTL018
					7001	900	-59.72	Allotment rent CTL018
2023/581	Banked 05/03/2024	46.80						
2023/581	██████████	46.80			8000	900	46.80	Allotment rent CTL085
					362		46.80	Allotment rent CTL085
					7001	900	-46.80	Allotment rent CTL085
2023/582	Banked 05/03/2024	54.90						
2023/582	Information Centre	54.90			1300	300	54.90	PDQ
2023/583	Banked 06/03/2024	272.48						
2023/583	Information Centre	272.48			1300	300	272.48	PDQ
2023/584	Banked 06/03/2024	46.80						
2023/584	██████████	46.80			8000	900	46.80	Allotment rent CTL102
					362		46.80	Allotment rent CTL102
					7001	900	-46.80	Allotment rent CTL102
2023/585	Banked 07/03/2024	31.00						
2023/585	██████████	31.00			8000	900	31.00	Allotment rent CTL061
					362		31.00	Allotment rent CTL061
					7001	900	-31.00	Allotment rent CTL061
2023/586	Banked 07/03/2024	30.00						
2023/586	Michael Hammerson - Maypole Pe	30.00			1501	300	30.00	Dog Show deposit
2023/587	Banked 07/03/2024	15.29						
2023/587	Information Centre	15.29			1300	300	15.29	PDQ
2023/500	Banked 08/03/2024	28.00						
2023/500	Eastlight Community Homes	28.00			1500	100	28.00	Hall Hire - February
000475	Banked 08/03/2024	186.30						
000475	██████████	186.30			8000	900	186.30	Allotment rent
					362		186.30	Allotment rent
					7001	900	-186.30	Allotment rent
2023/589	Banked 08/03/2024	114.70						
Subtotal Carried Forward:		187,486.33	0.00	0.00			187,371.63	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/589	Information Centre	114.70			1300	300	114.70	PDQ
2023/502	Banked 08/03/2024	28.00						
2023/502	History Group	28.00			1500	100	28.00	Hall Hire - February
2023/590	Banked 11/03/2024	30.00						
2023/590	██████████	30.00			8000	900	30.00	Allotment rent CTL029
					362		30.00	Allotment rent CTL029
					7001	900	-30.00	Allotment rent CTL029
2023/591	Banked 11/03/2024	30.00						
2023/591	Jenna Mulcahy - Brucie Bakes D	30.00			1501	300	30.00	Dog Show deposit
2023/592	Banked 11/03/2024	43.20						
2023/592	██████████	43.20			8000	900	43.20	Allotment rent CTL106
					362		43.20	Allotment rent CTL106
					7001	900	-43.20	Allotment rent CTL106
2023/593	Banked 11/03/2024	60.00						
2023/593	Time & Frequency Solutions	60.00			1500	100	60.00	Hall Hire - April
2023/594	Banked 11/03/2024	56.92						
2023/594	██████████	56.92			8000	900	56.92	Allotment rent CTL055
					362		56.92	Allotment rent CTL055
					7001	900	-56.92	Allotment rent CTL055
2023/595	Banked 11/03/2024	63.90						
2023/595	Information Centre	63.90			1300	300	63.90	PDQ
2023/596	Banked 12/03/2024	56.92						
2023/596	██████████	56.92			8000	900	56.92	Allotment rent CTL079
					362		56.92	Allotment rent CTL079
					7001	900	-56.92	Allotment rent CTL079
2023/597	Banked 12/03/2024	140.74						
2023/597	Information Centre	140.74			1300	300	140.74	PDQ
2023/598	Banked 12/03/2024	86.62						
2023/598	██████████	86.62			8000	900	86.62	Allotment rent CTL037,
					362		86.62	Allotment rent CTL037,
					7001	900	-86.62	Allotment rent CTL037,
2023/599	Banked 13/03/2024	30.00						
2023/599	Marie Hibble - Aunty Reis Cook	30.00			1509	300	30.00	Christmas Fayre 24
2023/600	Banked 13/03/2024	44.55						
2023/600	██████████	44.55			8000	900	44.55	Allotment rent CTL047
					362		44.55	Allotment rent CTL047
					7001	900	-44.55	Allotment rent CTL047
2023/601	Banked 13/03/2024	104.24						
2023/601	Information Centre	104.24			1300	300	104.24	PDQ
2023/602	Banked 14/03/2024	0.42						
Subtotal Carried Forward:		188,261.84	0.00	0.00			188,261.42	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/602	Clover Merchants	0.42			1300	300	0.42	Adjustment refund
2023/603	Banked 14/03/2024	46.80						
2023/603	██████████	46.80			8000	900	46.80	Allotment rent CTL090
					362		46.80	Allotment rent CTL090
					7001	900	-46.80	Allotment rent CTL090
2023/604	Banked 14/03/2024	62.59						
2023/604	██████████	62.59			8000	900	62.59	Allotment rent CTL082
					362		62.59	Allotment rent CTL082
					7001	900	-62.59	Allotment rent CTL082
2023/606	Banked 14/03/2024	22.00						
2023/606	Information Centre	22.00			1300	300	22.00	PDQ
2023/607	Banked 14/03/2024	43.20						
2023/607	██████████	43.20			8000	900	43.20	Allotment rent CTL107
					362		43.20	Allotment rent CTL107
					7001	900	-43.20	Allotment rent CTL107
2023/605	Banked 14/03/2024	46.80						
2023/605	██████████	46.80			8000	900	46.80	Allotment rent CTL087
					362		46.80	Allotment rent CTL087
					7001	900	-46.80	Allotment rent CTL087
2023/608	Banked 15/03/2024	30.60						
2023/608	██████████	30.60			8000	900	30.60	Allotment rent CTL013
					362		30.60	Allotment rent CTL013
					7001	900	-30.60	Allotment rent CTL013
2023/609	Banked 15/03/2024	129.69						
2023/609	██████████	129.69			8000	900	129.69	Allotment rent
					362		129.69	Allotment rent
					7001	900	-129.69	Allotment rent
2023/588	Banked 15/03/2024	41.22						
2023/588	██████████	41.22			8000	900	41.22	Allotment rent CTL045
					362		41.22	Allotment rent CTL045
					7001	900	-41.22	Allotment rent CTL045
000476	Banked 15/03/2024	363.66						
000476	Information Centre	363.66			1300	300	363.66	WTC772
000477	Banked 15/03/2024	137.27						
000477	Information Centre	137.27			1300	300	137.27	WTC773
2023/499	Banked 15/03/2024	56.00						
2023/499	Witham MP	56.00			1500	100	56.00	Hall Hire
2023/612	Banked 15/03/2024	20.00						
2023/612	Laura Fowle	20.00			1509	300	20.00	Christmas Fayre 24
2023/613	Banked 15/03/2024	61.14						
Subtotal Carried Forward:		189,322.81	0.00	0.00			189,261.67	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/613	Information Centre	61.14			1300	300	61.14	PDQ
2023/614	Banked 18/03/2024	43.20						
2023/614	██████████	43.20			8000	900	43.20	Allotment rent CTL105
					362		43.20	Allotment rent CTL105
					7001	900	-43.20	Allotment rent CTL105
2023/615	Banked 18/03/2024	40.77						
2023/615	██████████	40.77			8000	900	40.77	Allotment rent CTL048
					362		40.77	Allotment rent CTL048
					7001	900	-40.77	Allotment rent CTL048
2023/616	Banked 18/03/2024	287.15						
2023/616	Information Centre	287.15			1300	300	287.15	PDQ
2023/617	Banked 19/03/2024	204.35						
2023/617	Information Centre	204.35			1300	300	204.35	PDQ
2023/618	Banked 19/03/2024	56.92						
2023/618	██████████	56.92			8000	900	56.92	Allotment rent CTL002
					362		56.92	Allotment rent CTL002
					7001	900	-56.92	Allotment rent CTL002
2023/619	Banked 19/03/2024	813.10						
2023/619	Marketing Witham	813.10			8000	900	813.10	Charter Market Transfer
					364		813.10	Charter Market Transfer
					7001	900	-813.10	Charter Market Transfer
2023/620	Banked 20/03/2024	3.10						
2023/620	Information Centre	3.10			1300	300	3.10	PDQ
2023/504	Banked 20/03/2024	10.00						
2023/504	The Change Project	10.00			1500	100	10.00	Hall Hire - February
2023/621	Banked 20/03/2024	71.90						
2023/621	Information Centre	71.90			1300	300	71.90	PDQ
2023/623	Banked 20/03/2024	56.92						
2023/623	██████████	56.92			8000	900	56.92	Allotment rent CTL051
					362		56.92	Allotment rent CTL051
					7001	900	-56.92	Allotment rent CTL051
	Banked 20/03/2024	20,000.00						
INT	Unity Trust Instant Access	20,000.00			270		20,000.00	INTERNAL TRANSFER
2023/623	Banked 21/03/2024	56.92						
2023/623	██████████	56.92			8000	900	56.92	Allotment rent CTL034
					362		56.92	Allotment rent CTL034
					7001	900	-56.92	Allotment rent CTL034
2023/624	Banked 21/03/2024	46.80						
2023/624	██████████	46.80			8000	900	46.80	Allotment rent CTL089
					362		46.80	Allotment rent CTL089
Subtotal Carried Forward:		211,013.94	0.00	0.00			211,060.74	

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
					7001	900	-46.80	Allotment rent CTL089
2023/625	Banked 21/03/2024	270.93						
2023/625	Information Centre	270.93			1300	300	270.93	PDQ
2023/626	Banked 21/03/2024	150.00						
2023/626	██████████	150.00			1401	400	150.00	Commemorative Bench
2023/627	Banked 21/03/2024	6.00						
2023/627	██████████	6.00			8000	900	6.00	Allotment rent CTL029
					362		6.00	Allotment rent CTL029
					7001	900	-6.00	Allotment rent CTL029
2023/628	Banked 22/03/2024	32.40						
2023/628	██████████	32.40			8000	900	32.40	Allotment rent CTL052
					362		32.40	Allotment rent CTL052
					7001	900	-32.40	Allotment rent CTL052
2023/629	Banked 22/03/2024	56.92						
2023/629	██████████	56.92			8000	900	56.92	Allotment rent CTL058
					362		56.92	Allotment rent CTL058
					7001	900	-56.92	Allotment rent CTL058
2023/630	Banked 22/03/2024	94.14						
2023/630	Information Centre	94.14			1300	300	94.14	PDQ
2023/631	Banked 25/03/2024	72.00						
2023/631	██████████	72.00			8000	900	72.00	Allotment rent CTL004
					362		72.00	Allotment rent CTL004
					7001	900	-72.00	Allotment rent CTL004
2023/632	Banked 25/03/2024	56.92						
2023/632	██████████	56.92			8000	900	56.92	Allotment rent CTL027
					362		56.92	Allotment rent CTL027
					7001	900	-56.92	Allotment rent CTL027
2023/633	Banked 25/03/2024	30.38						
2023/633	██████████	30.38			8000	900	30.38	Allotment rent CTL053
					362		30.38	Allotment rent CTL053
					7001	900	-30.38	Allotment rent CTL053
2023/634	Banked 25/03/2024	123.84						
2023/634	██████████	123.84			8000	900	123.84	Allotment rent CTL026
					362		123.84	Allotment rent CTL026
					7001	900	-123.84	Allotment rent CTL026
2023/635	Banked 25/03/2024	56.92						
2023/635	██████████	56.92			8000	900	56.92	Allotment rent CTL025
					362		56.92	Allotment rent CTL025
					7001	900	-56.92	Allotment rent CTL025
2023/637	Banked 25/03/2024	64.22						

Subtotal Carried Forward:

212,028.61

0.00

0.00

211,964.39

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2023/637		64.22			8000	900	64.22	Allotment rent CTL017
					362		64.22	Allotment rent CTL017
					7001	900	-64.22	Allotment rent CTL017
2023/636	Banked 25/03/2024	56.92						
2023/636		56.92			8000	900	56.92	Allotment rent CTL044
					362		56.92	Allotment rent CTL044
					7001	900	-56.92	Allotment rent CTL044
2023/638	Banked 25/03/2024	706.28						
2023/638	Information Centre	706.28			1300	300	706.28	PDQ
2023/639	Banked 25/03/2024	56.92						
2023/639		56.92			8000	900	56.92	Allotment rent CTL059
					362		56.92	Allotment rent CTL059
					7001	900	-56.92	Allotment rent CTL059
2023/640	Banked 26/03/2024	28.35						
2023/640		28.35			8000	900	28.35	Allotment rent CTL069
					362		28.35	Allotment rent CTL069
					7001	900	-28.35	Allotment rent CTL069
2023/641	Banked 26/03/2024	43.60						
2023/641		43.60			8000	900	43.60	Allotment rent CTL093
					362		43.60	Allotment rent CTL093
					7001	900	-43.60	Allotment rent CTL093
2023/642	Banked 26/03/2024	91.14						
2023/642	Information Centre	91.14			1300	300	91.14	PDQ
2023/643	Banked 26/03/2024	108.13						
2023/643		108.13			8000	900	108.13	Allotment rent CTL001,
					362		108.13	Allotment rent CTL001,
					7001	900	-108.13	Allotment rent CTL001,
2023/644	Banked 27/03/2024	56.92						
2023/644		56.92			8000	900	56.92	Allotment rent CTL035
					362		56.92	Allotment rent CTL035
					7001	900	-56.92	Allotment rent CTL035
2023/645	Banked 27/03/2024	165.40						
2023/645	Information Centre	165.40			1300	300	165.40	PDQ
2023/646	Banked 27/03/2024	62.59						
2023/646		62.59			8000	900	62.59	Allotment rent CTL024
					362		62.59	Allotment rent CTL024
					7001	900	-62.59	Allotment rent CTL024
2023/647	Banked 28/03/2024	113.84						
2023/647		113.84			8000	900	113.84	Allotment rent CTL015,
					362		113.84	Allotment rent CTL015,
					7001	900	-113.84	Allotment rent CTL015,

Subtotal Carried Forward:

213,518.70

0.00

0.00

213,518.70

Unity Trust Account

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
2023/648	Banked 28/03/2024	56.92						
2023/648	[REDACTED]	56.92			8000	900	56.92	Allotment rent CTL067
					362		56.92	Allotment rent CTL067
					7001	900	-56.92	Allotment rent CTL067
2023/469	Banked 28/03/2024	56.92						
2023/469	[REDACTED]	56.92			8000	900	56.92	Allotment rent CTL005
					362		56.92	Allotment rent CTL005
					7001	900	-56.92	Allotment rent CTL005
2023/555	Banked 28/03/2024	70.00						
2023/555	Jean Brett	70.00			1500	100	70.00	Hall Hire - March
2023/557	Banked 28/03/2024	10.00						
2023/557	The Change Project	10.00			1500	100	10.00	Hall Hire - March 7th
Total Receipts:		213,712.54	0.00	0.00			213,712.54	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/009	Banked 02/04/2024	62.59						
2024/00		62.59			8000	900	62.59	Allotment CTL083
					362		62.59	Allotment CTL083
					7001	900	-62.59	Allotment CTL083
2024/010	Banked 02/04/2024	56.92						
2024/010		56.92			8000	900	56.92	Allotment CTL007
					362		56.92	Allotment CTL007
					7001	900	-56.92	Allotment CTL007
2024/011	Banked 02/04/2024	30.60						
2024/011		30.60			8000	900	30.60	Allotment CTL012
					362		30.60	Allotment CTL012
					7001	900	-30.60	Allotment CTL012
2024/012	Banked 02/04/2024	56.92						
2024/012		56.92			8000	900	56.92	Allotment CTL066
					362		56.92	Allotment CTL066
					7001	900	-56.92	Allotment CTL066
2024/013	Banked 02/04/2024	57.88						
2024/013		57.88			8000	900	57.88	Allotment CTL031
					362		57.88	Allotment CTL031
					7001	900	-57.88	Allotment CTL031
2024/014	Banked 02/04/2024	45.54						
2024/014		45.54			8000	900	45.54	Allotment CTL077
					362		45.54	Allotment CTL077
					7001	900	-45.54	Allotment CTL077
2024/015	Banked 02/04/2024	56.92						
2024/015		56.92			8000	900	56.92	Allotment CTL033
					362		56.92	Allotment CTL033
					7001	900	-56.92	Allotment CTL033
2024/016	Banked 02/04/2024	46.80						
2024/016		46.80			8000	900	46.80	Allotment CTL095
					362		46.80	Allotment CTL095
					7001	900	-46.80	Allotment CTL095
2024/017	Banked 02/04/2024	56.92						
2024/017		56.92			8000	900	56.92	Allotment CTL020
					362		56.92	Allotment CTL020
					7001	900	-56.92	Allotment CTL020
2024/018	Banked 02/04/2024	46.80						
2024/018		46.80			8000	900	46.80	Allotment CTL080
					362		46.80	Allotment CTL080
					7001	900	-46.80	Allotment CTL080
2024/019	Banked 02/04/2024	62.60						

Subtotal Carried Forward:

580.49

0.00

0.00

517.89

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/019	██████████	62.60			8000	900	62.60	Allotment CTL082
					362		62.60	Allotment CTL082
					7001	900	-62.60	Allotment CTL082
2024/020	Banked 02/04/2024	119.64						
2024/020	Information Centre	119.64			1300	300	119.64	PDQ
2024/021	Banked 02/04/2024	56.92						
2024/021	██████████	56.92			8000	900	56.92	Allotment CTL010
					362		56.92	Allotment CTL010
					7001	900	-56.92	Allotment CTL010
2024/022	Banked 02/04/2024	30.00						
2024/022	Kristy Moxon	30.00			1501	300	30.00	Dog Show 24 deposit
2024/088	Banked 03/04/2024	21,538.01						
2024/088	Braintree District Council	21,538.01			1100	100	21,538.01	S106 Contributions -
2024/023	Banked 03/04/2024	86.40						
2024/023	██████████	86.40			8000	900	86.40	Allotment CTL108,
					362		86.40	Allotment CTL108,
					7001	900	-86.40	Allotment CTL108,
2024/024	Banked 03/04/2024	105.52						
2024/024	██████████	105.52			8000	900	105.52	Allotment CTL011,
					362		105.52	Allotment CTL011,
					7001	900	-105.52	Allotment CTL011,
2024/025	Banked 03/04/2024	56.92						
2024/025	██████████	56.92			8000	900	56.92	Allotment CTL060
					362		56.92	Allotment CTL060
					7001	900	-56.92	Allotment CTL060
2023/501	Banked 03/04/2024	20.00						
2023/501	Witham and Countryside	20.00			1500	100	20.00	Hall Hire
2024/027	Banked 03/04/2024	46.80						
2024/027	██████████	46.80			8000	900	46.80	Allotment CTL086
					362		46.80	Allotment CTL086
					7001	900	-46.80	Allotment CTL086
	Banked 03/04/2024	80,000.00						
INT	Unity Trust Instant Access	80,000.00			270		80,000.00	INTERNAL TRANSFER
2023/028	Banked 03/04/2024	30.00						
2023/028	Liz Dorling	30.00			1509	300	30.00	Christmas Fayre 24
2024/029	Banked 03/04/2024	126.80						
2024/029	Information Centre	126.80			1300	300	126.80	PDQ
2024/030	Banked 03/04/2024	46.80						
2024/030	██████████	46.80			8000	900	46.80	Allotment CTL097
					362		46.80	Allotment CTL097
Subtotal Carried Forward:		102,844.30	0.00	0.00			102,891.10	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
					7001	900	-46.80	Allotment CTL097
2024/031	Banked 04/04/2024	209.80						
2024/031	Information Centre	209.80			1300	300	209.80	PDQ
2024/032	Banked 04/04/2024	23.94						
2024/032	██████████	23.94			8000	900	23.94	Allotment CTL030
					362		23.94	Allotment CTL030
					7001	900	-23.94	Allotment CTL030
2024/035	Banked 05/04/2024	80.09						
2024/035	Information Centre	80.09			8000	900	80.09	PDQ
					362		80.09	PDQ
					7001	900	-80.09	PDQ
2023/556	Banked 05/04/2024	96.00						
2023/556	Age Concern Colchester	96.00			1500	100	96.00	Hall Hire March
2024/035	Banked 05/04/2024	159.38						
2024/035	██████████	159.38			8000	900	159.38	Allotment CTL008, 009,
					362		159.38	Allotment CTL008, 009,
					7001	900	-159.38	Allotment CTL008, 009,
2024/056	Banked 05/04/2024	46.80						
2024/056	██████████	46.80			8000	900	46.80	Allotment CTL096
					362		46.80	Allotment CTL096
					7001	900	-46.80	Allotment CTL096
2024/037	Banked 08/04/2024	250.00						
2024/037	Oceans Finest Ltd	250.00			9004	900	250.00	Charter Market
					364		250.00	Charter Market
					7001	900	-250.00	Charter Market
2024/038	Banked 08/04/2024	59.94						
2024/038	██████████	59.94			8000	900	59.94	Allotment CTL019
					362		59.94	Allotment CTL019
					7001	900	-59.94	Allotment CTL019
2024/039	Banked 08/04/2024	25.20						
2024/039	██████████	25.20			8000	900	25.20	Allotment CTL071
					362		25.20	Allotment CTL071
					7001	900	-25.20	Allotment CTL071
2024/040	Banked 08/04/2024	126.50						
2024/040	Information Centre	126.50			1300	300	126.50	PDQ
2024/041	Banked 09/04/2024	56.92						
2024/041	██████████	56.92			8000	900	56.92	Allotment CTL070
					362		56.92	Allotment CTL070
					7001	900	-56.92	Allotment CTL070
2024/042	Banked 09/04/2024	66.00						
Subtotal Carried Forward:		104,044.87	0.00	0.00			103,978.87	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/042	American Express	66.00			1300	300	66.00	PDQ
2024/043	Banked 09/04/2024	56.92						
2024/043	██████████	56.92			8000	900	56.92	Allotment CTL022
					362		56.92	Allotment CTL022
					7001	900	-56.92	Allotment CTL022
2024/044	Banked 09/04/2024	342.74						
2024/044	Information Centre	342.74			1300	300	342.74	PDQ
2024/046	Banked 10/04/2024	145.80						
2024/046	Information Centre	145.80			1300	300	145.80	PDQ
2024/045	Banked 10/04/2024	56.92						
2024/045	██████████	56.92			8000	900	56.92	Allotment CTL050
					362		56.92	Allotment CTL050
					7001	900	-56.92	Allotment CTL050
2024/047	Banked 11/04/2024	249.90						
2024/047	Information Centre	249.90			1300	300	249.90	PDQ
2023/560	Banked 12/04/2024	28.00						
2023/560	Eastlight Community Homes	28.00			1500	100	28.00	Hall Hire
2024/049	Banked 12/04/2024	56.92						
2024/049	██████████	56.92			8000	900	56.92	Allotment CTL032
					362		56.92	Allotment CTL032
					7001	900	-56.92	Allotment CTL032
2024/050	Banked 12/04/2024	380.94						
2024/050	Information Centre	380.94			1300	300	380.94	WTC774
2024/051	Banked 12/04/2024	384.84						
2024/051	Information Centre	384.84			1300	300	384.84	WTC775
2024/052	Banked 12/04/2024	189.99						
2024/052	Information Centre	189.99			1300	300	189.99	WTC776
2024/053	Banked 12/04/2024	476.28						
2024/053	Information Centre	476.28			1300	300	476.28	WTC777
2024/054	Banked 12/04/2024	40.00						
2024/054	Sheree Smith	40.00			1311	300	40.00	Music Event deposit
2024/055	Banked 12/04/2024	244.63						
2024/055	Information Centre	244.63			1300	300	244.63	PDQ
2024/056	Banked 12/04/2024	56.92						
2024/056	██████████	56.92			8000	900	56.92	Allotment CTL042
					362		56.92	Allotment CTL042
					7001	900	-56.92	Allotment CTL042
2024/057	Banked 15/04/2024	250.00						
Subtotal Carried Forward:		107,005.67	0.00	0.00			106,755.67	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/057	Discount Beds	250.00			9004 364 7001	900 900	250.00 250.00 -250.00	Charter Market Charter Market Charter Market
2024/058	Banked 15/04/2024	117.20						
2024/058	Information Centre	117.20			1300	300	117.20	PDQ
2023/610	Banked 15/04/2024	28.00						
2023/610	History Group	28.00			1500	100	28.00	Hall Hire
2024/060	Banked 16/04/2024	242.80						
2024/060	Information Centre	242.80			1300	300	242.80	PDQ
2023/558	Banked 17/04/2024	40.00						
2023/558	Witham and Countryside	40.00			1500	100	40.00	Hall Hire March
2024/061	Banked 17/04/2024	127.02						
2024/061	Information Centre	127.02			1300	300	127.02	PDQ
2024/062	Banked 18/04/2024	80.00						
2024/062	Essex Amusements	80.00			1311	300	80.00	Music Event deposit
2024/063	Banked 18/04/2024	74.49						
2024/063	Information Centre	74.49			1300	300	74.49	PDQ
2023/503	Banked 19/04/2024	2,750.00						
2023/503	In-Health	2,750.00			1500	100	2,750.00	Hall Hire January
2024/064	Banked 19/04/2024	50.00						
2024/064	American Express	50.00			1300	300	50.00	PDQ
2024/065	Banked 19/04/2024	99.14						
2024/065	Information Centre	99.14			1300	300	99.14	PDQ
2024/066	Banked 22/04/2024	30.00						
2024/066	Tracy Tatum	30.00			1501	300	30.00	Dog Show 24 deposit
2024/067	Banked 22/04/2024	56.92						
2024/067	██████████	56.92			8000 362 7001	900 900	56.92 56.92 -56.92	Allotment CTL006 Allotment CTL006 Allotment CTL006
2024/068	Banked 22/04/2024	30.38						
2024/068	██████████	30.38			8000 362 7001	900 900	30.38 30.38 -30.38	Allotment CTL063 Allotment CTL063 Allotment CTL063
2024/069	Banked 22/04/2024	167.05						
2024/069	Information Centre	167.05			1300	300	167.05	PDQ
2024/070	Banked 22/04/2024	43.20						
2024/070	██████████	43.20			8000 362 7001	900 900	43.20 43.20 -43.20	Allotment CTL103 Allotment CTL103 Allotment CTL103
Subtotal Carried Forward:		110,941.87	0.00	0.00			110,941.87	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/071	Banked 23/04/2024	41.55						
2024/071	Information Centre	41.55			1300	300	41.55	PDQ
2024/072	Banked 23/04/2024	40.00						
2024/072	M Pettitt	40.00			9004 364 7001	900	40.00 40.00 -40.00	Charter Market Charter Market Charter Market
2024/073	Banked 24/04/2024	56.92						
2024/073	██████████	56.92			8000 362 7001	900	56.92 56.92 -56.92	Allotment CTL021 Allotment CTL021 Allotment CTL021
2024/074	Banked 24/04/2024	30.00						
2024/074	Goblin Glass	30.00			1501	300	30.00	Dog Show 24 deposit
2024/075	Banked 24/04/2024	40.00						
2024/075	The Bagel Queen	40.00			1501	300	40.00	Dog Show 24 deposit
2024/076	Banked 24/04/2024	80.00						
2024/076	JM Catering Supplies Ltd	80.00			1311 1509	300 300	40.00 40.00	Music & Christmas 24 Music & Christmas 24
2024/077	Banked 24/04/2024	39.90						
2024/077	Information Centre	39.90			1300	300	39.90	PDQ
2024/078	Banked 24/04/2024	30.00						
2024/078	Woof x Co Maldon	30.00			1501	300	30.00	Dog Show 24 deposit
2024/079	Banked 24/04/2024	91.35						
2024/079	██████████	91.35			8000 362 7001	900	91.35 91.35 -91.35	Allotment CTL068, 075, Allotment CTL068, 075, Allotment CTL068, 075,
	Banked 25/04/2024	400,000.00						
INT	Unity Trust Instant Access	400,000.00			270		400,000.00	INTERNAL TRANSFER
2024/026	Banked 25/04/2024	471,237.00						
2024/026	Braintree District Council	471,237.00			1600	600	471,237.00	Parish Precept Part 1
2024/080	Banked 25/04/2024	0.06						
2024/080	American Express	0.06			1300	300	0.06	PDQ
2024/081	Banked 25/04/2024	281.05						
2024/081	Information Centre	281.05			1300	300	281.05	PDQ
2024/082	Banked 26/04/2024	28.59						
2024/082	Information Centre	28.59			1300	300	28.59	PDQ
2024/083	Banked 29/04/2024	20.00						
2024/083	Carol Crafts 7 Balloons	20.00			1509	300	20.00	Christmas Fayre 24
2024/084	Banked 29/04/2024	111.19						
Subtotal Carried Forward:		983,069.48	0.00	0.00			982,958.29	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/084	██████████	111.19			8000	900	111.19	Allotment CTL056
					362		111.19	Allotment CTL056
					7001	900	-111.19	Allotment CTL056
2024/086	Banked 29/04/2024	30.00						
2024/086	Truly Yours	30.00			1509	300	30.00	Christmas Fayre 24
2023/562	Banked 29/04/2024	960.00						
2023/562	In-Health	960.00			1500	100	960.00	Hall Hire
2024/085	Banked 29/04/2024	286.00						
2024/085	Information Centre	286.00			1300	300	286.00	PDQ
2024/087	Banked 30/04/2024	226.00						
2024/087	Information Centre	226.00			1300	300	226.00	PDQ
2024/004	Banked 30/04/2024	12.00						
2024/004	The Change Project	12.00			1500	100	12.00	Hall Hire (overpayment)
2024/006	Banked 30/04/2024	40.00						
2024/006	Witham & Countryside Society	40.00			1500	100	40.00	Hall Hire
2024/007	Banked 30/04/2024	1,040.00						
2024/007	In-Health	1,040.00			1500	100	1,040.00	Hall Hire
2024/008	Banked 30/04/2024	28.00						
2024/008	Braintree Ass'n of Local Counc	28.00			1500	100	28.00	Hall Hire
2024/003	Banked 01/05/2024	84.00						
2024/003	Jean Brett	84.00			1500	100	84.00	April 24 Hall Hire
2024/089	Banked 01/05/2024	29.75						
2024/089	Information Centre	29.75			1300	300	29.75	PDQ
2024/090	Banked 01/05/2024	40.00						
2024/090	Meat & Greet BBQ	40.00			1311	300	40.00	Music Event Stall Deposit
2024/091	Banked 02/05/2024	2,650.03						
2024/091	Braintree District Council	2,650.03			1100	100	2,650.03	S106 Contribution
2024/092	Banked 02/05/2024	30.00						
2024/092	Bluebell Maldon Ltd	30.00			1509	300	30.00	Christmas Fayre 24
2024/093	Banked 02/05/2024	97.10						
2024/093	Information Centre	97.10			1300	300	97.10	PDQ
2024/094	Banked 03/05/2024	157.85						
2024/094	Information Centre	157.85			1300	300	157.85	PDQ
2024/095	Banked 07/05/2024	111.84						
2024/095	██████████	111.84			8000	900	111.84	Allotment WG04/24
					362		111.84	Allotment WG04/24
					7001	900	-111.84	Allotment WG04/24
Subtotal Carried Forward:		988,892.05	0.00	0.00			988,892.05	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/096	Banked 07/05/2024	14.85						
2024/096	Information Centre	14.85			1300	300	14.85	PDQ
2024/002	Banked 08/05/2024	14.00						
2024/002	Priti Patel, MP	14.00			1500	100	14.00	April 24 Hall Hire
2024/097	Banked 08/05/2024	20.00						
2024/097	Mrs Wood	20.00			1401	400	20.00	Dog Bin Sponsorship
2024/099	Banked 08/05/2024	318.28						
2024/099	Information Centre	318.28			1300	300	318.28	PDQ
2024/098	Banked 08/05/2024	500.00						
2024/098	S Ager	500.00			540		500.00	Mayor Appeal
2024/001	Banked 08/05/2024	115.20						
2024/001	Age Concern Colchester	115.20			1500	100	115.20	April 24 Hall Hire
2024/100	Banked 09/05/2024	235.30						
2024/100	Information Centre	235.30			1300	300	235.30	PDQ
2024/101	Banked 09/05/2024	30.00						
2024/101	R Sizer	30.00			1500	100	30.00	JC Woods Hire
2024/102	Banked 10/05/2024	30.00						
2024/102	Star Craft Design Ltd	30.00			1509	300	30.00	Christmas Fayre 24
2024/103	Banked 10/05/2024	226.25						
2024/103	Information Centre	226.25			1300	300	226.25	PDQ
2024/104	Banked 10/05/2024	40.00						
2024/104	Tipsy Grey South Ltd	40.00			1501	300	40.00	Dog Show 24 deposit
2024/105	Banked 10/05/2024	107.91						
2024/105	██████████	107.91			8000	900	107.91	Allotment CTL041
					362		107.91	Allotment CTL041
					7001	900	-107.91	Allotment CTL041
2024/106	Banked 13/05/2024	111.84						
2024/106	██████████	111.84			8000	900	111.84	Allotment WG07/24
					362		111.84	Allotment WG07/24
					7001	900	-111.84	Allotment WG07/24
2024/108	Banked 13/05/2024	16.94						
2024/108	Information Centre	16.94			1300	300	16.94	PDQ
2024/135	Banked 13/05/2024	63,558.11						
2024/135	HM Revenue & Customs	63,558.11			105		63,558.11	VAT Refund
2024/107	Banked 14/05/2024	30.00						
2024/107	Wild Dog Witham Ltd	30.00			1501	300	30.00	Dog Show 24 deposit
2023/561	Banked 14/05/2024	49.00						
Subtotal Carried Forward:		1,054,309.73	0.00	0.00			1,054,260.73	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis							
Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
2023/561	Voiceability	49.00			1500	100	49.00 March 24 Hall Hire
2024/109	Banked 14/05/2024	154.10					
2024/109	Information Centre	154.10			1300	300	154.10 PDQ
2024/110	Banked 15/05/2024	98.98					
2024/110	██████████	98.98			8000	900	98.98 Allotment CTL098
					362		98.98 Allotment CTL098
					7001	900	-98.98 Allotment CTL098
2024/115	Banked 15/05/2024	2.00					
2024/115	Information Centre	2.00			1300	300	2.00 PDQ
2024/111	Banked 15/05/2024	20.00					
2024/111	Mrs A Murray	20.00			1401	400	20.00 Dog Bin Sponsorship
2024/136	Banked 15/05/2024	100.00					
2024/136	Phil Barlow	100.00			1100	100	100.00 Silver Cinema Float
2024/112	Banked 16/05/2024	109.10					
2024/112	██████████	109.10			8000	900	109.10 Allotment WG03/24
					362		109.10 Allotment WG03/24
					7001	900	-109.10 Allotment WG03/24
2024/116	Banked 16/05/2024	64.50					
2024/116	Information Centre	64.50			1300	300	64.50 PDQ
2024/113	Banked 17/05/2024	40.00					
2024/113	Thai Bite Outside Catering	40.00			1311	300	40.00 Music Event 24 deposit
2024/117	Banked 17/05/2024	174.45					
2024/117	Information Centre	174.45			1300	300	174.45 PDQ
INTEREST	Banked 20/05/2024	63.85					
INTEREST	Lloyds Bank	63.85			1510	500	63.85 Interest Received
INTEREST	Banked 20/05/2024	-63.85					
INTEREST	Lloyds Bank	-63.85			1510	500	-63.85 CORRECTION
2024/114	Banked 20/05/2024	110.57					
2024/114	██████████	110.57			8000	900	110.57 Allotment CTL007/24
					362		110.57 Allotment CTL007/24
					7001	900	-110.57 Allotment CTL007/24
2024/118	Banked 20/05/2024	14.40					
2024/118	American Express	14.40			1300	300	14.40 PDQ
2024/119	Banked 20/05/2024	121.50					
2024/119	Information Centre	121.50			1300	300	121.50 PDQ
INTEREST	Banked 21/05/2024	21.29					
INTEREST	Lloyds Bank	21.29			1510	500	21.29 Interest Received
INTEREST	Banked 21/05/2024	-21.29					
Subtotal Carried Forward:		1,055,319.33	0.00	0.00			1,055,340.62

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
INTEREST	Lloyds Bank	-21.29			1510	500	-21.29	CORRECTION
2024/120	Banked 21/05/2024	63.00						
2024/120	Information Centre	63.00			1300	300	63.00	PDQ
INTEREST	Banked 22/05/2024	21.29						
INTEREST	Lloyds Bank	21.29			1510	500	21.29	Interest Received
INTEREST	Banked 22/05/2024	-21.29						
INTEREST	Lloyds Bank	-21.29			1510	500	-21.29	CORRECTION
2024/121	Banked 22/05/2024	245.69						
2024/121	Information Centre	245.69			1300	300	245.69	PDQ
INTEREST	Banked 23/05/2024	21.29						
INTEREST	Lloyds Bank	21.29			1510	500	21.29	Interest Received
INTEREST	Banked 23/05/2024	-21.29						
INTEREST	Lloyds Bank	-21.29			1510	500	-21.29	CORRECTION
2024/122	Banked 23/05/2024	10.49						
2024/122	Information Centre	10.49			1300	300	10.49	PDQ
INTEREST	Banked 24/05/2024	21.30						
INTEREST	Lloyds Bank	21.30			1510	500	21.30	Interest Received
INTEREST	Banked 24/05/2024	-21.30						
INTEREST	Lloyds Bank	-21.30			1510	500	-21.30	CORRECTION
2024/123	Banked 24/05/2024	71.25						
2024/123	Information Centre	71.25			1300	300	71.25	PDQ
2024/124	Banked 24/05/2024	111.26						
2024/124	████████	111.26			8000	900	111.26	Allotment WG10/24
					362		111.26	Allotment WG10/24
					7001	900	-111.26	Allotment WG10/24
2024/125	Banked 24/05/2024	55.97						
2024/125	████████	55.97			8000	900	55.97	Allotment CTL072/24
					362		55.97	Allotment CTL072/24
					7001	900	-55.97	Allotment CTL072/24
INTEREST	Banked 28/05/2024	85.19						
INTEREST	Lloyds Bank	85.19			1510	500	85.19	Interest Received
INTEREST	Banked 28/05/2024	-85.19						
INTEREST	Lloyds Bank	-85.19			1510	500	-85.19	CORRECTION
2024/126	Banked 28/05/2024	101.80						
2024/126	████████	101.80			8000	900	101.80	Allotment CTL092/24
					362		101.80	Allotment CTL092/24
					7001	900	-101.80	Allotment CTL092/24
2024/127	Banked 28/05/2024	111.84						
Subtotal Carried Forward:		1,056,090.63	0.00	0.00			1,055,978.79	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/127	██████████	111.84			8000	900	111.84	Allotment WG12/24
					362		111.84	Allotment WG12/24
					7001	900	-111.84	Allotment WG12/24
2024/128	Banked 28/05/2024	120.01						
2024/128	Information Centre	120.01			1300	300	120.01	PDQ
INTEREST	Banked 29/05/2024	21.31						
INTEREST	Lloyds Bank	21.31			1510	500	21.31	Interest Received
INTEREST	Banked 29/05/2024	-21.31						
INTEREST	Lloyds Bank	-21.31			1510	500	-21.31	CORRECTION
2024/129	Banked 29/05/2024	348.50						
2024/129	Information Centre	348.50			1300	300	348.50	PDQ
2024/130	Banked 29/05/2024	20.00						
2024/130	Headstrong	20.00			1509	300	20.00	Christmas Fayre 24
INTEREST	Banked 30/05/2024	21.31						
INTEREST	Lloyds Bank	21.31			1510	500	21.31	Interest Received
INTEREST	Banked 30/05/2024	-21.31						
INTEREST	Lloyds Bank	-21.31			1510	500	-21.31	CORRECTION
2024/131	Banked 30/05/2024	110.11						
2024/131	██████████	110.11			8000	900	110.11	Allotment WG08/24
					362		110.11	Allotment WG08/24
					7001	900	-110.11	Allotment WG08/24
2024/133	Banked 30/05/2024	154.74						
2024/133	Information Centre	154.74			1300	300	154.74	PDQ
INTEREST	Banked 31/05/2024	21.31						
INTEREST	Lloyds Bank	21.31			1510	500	21.31	Interest Received
INTEREST	Banked 31/05/2024	-21.31						
INTEREST	Lloyds Bank	-21.31			1510	500	-21.31	CORRECTION
2024/132	Banked 31/05/2024	110.83						
2024/132	██████████	110.83			8000	900	110.83	Allotment WG05/24
					362		110.83	Allotment WG05/24
					7001	900	-110.83	Allotment WG05/24
2024/134	Banked 31/05/2024	77.50						
2024/134	Information Centre	77.50			1300	300	77.50	PDQ
2024/137	Banked 31/05/2024	96.00						
2024/137	Age Concern Colchester	96.00			1500	100	96.00	June 2024 Hall Hire
2024/138	Banked 31/05/2024	40.00						
2024/138	Jean Brett	40.00			1500	100	40.00	June 2024 Hall Hire
2024/139	Banked 31/05/2024	20.00						
Subtotal Carried Forward:		1,057,188.32	0.00	0.00			1,057,168.32	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/139	The Change Project	20.00			1500	100	20.00	June 2024 Hall Hire
2024/140	Banked 31/05/2024	28.00						
2024/140	Voiceability	28.00			1500	100	28.00	June 2024 Hall Hire
2024/141	Banked 31/05/2024	960.00						
2024/141	In-Health	960.00			1500	100	960.00	June 2024 Hall Hire
2024/142	Banked 31/05/2024	157.65						
2024/142	Information Centre	157.65			1300	300	157.65	PDQ
2024/143	Banked 04/06/2024	270.21						
2024/143	Information Centre	270.21			1300	300	270.21	778WTC
2024/144	Banked 04/06/2024	101.80						
2024/144	Information Centre	101.80			1300	300	101.80	782WTC
2024/145	Banked 04/06/2024	61.44						
2024/145	Information Centre	61.44			1300	300	61.44	781WTC
2024/146	Banked 04/06/2024	369.69						
2024/146	Information Centre	369.69			1300	300	369.69	780WTC
2024/147	Banked 04/06/2024	158.45						
2024/147	Information Centre	158.45			1300	300	158.45	779WTC
2024/148	Banked 04/06/2024	173.95						
2024/148	Information Centre	173.95			1300	300	173.95	793WTC
2024/149	Banked 04/06/2024	362.05						
2024/149	Information Centre	362.05			1300	300	362.05	PDQ
2024/150	Banked 04/06/2024	16.00						
2024/150	Jean Brett	16.00			1500	100	16.00	May Hall Hire
2024/146	Banked 04/06/2024	-369.69						
2024/146	Information Centre	-369.69			1300	300	-369.69	CORRECTION
2024/146	Banked 04/06/2024	396.69						
2024/146	Information Centre	396.69			1300	300	396.69	WTC780 Sales
2024/151	Banked 05/06/2024	106.85						
2024/151	Information Centre	106.85			1300	300	106.85	PDQ
2024/152	Banked 05/06/2024	30.00						
2024/152	Pet Therapy Rooms	30.00			1501	300	30.00	Dog Show stall deposit
2024/153	Banked 06/06/2024	325.58						
2024/153	Information Centre	325.58			1300	300	325.58	PDQ
2024/155	Banked 07/06/2024	236.60						
2024/155	Information Centre	236.60			1300	300	236.60	PDQ
2024/154	Banked 07/06/2024	110.11						
Subtotal Carried Forward:		1,060,683.70	0.00	0.00			1,060,573.59	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/154		110.11			8000	900	110.11	Allotment Rent WG02/24
					362		110.11	Allotment Rent WG02/24
					7001	900	-110.11	Allotment Rent WG02/24
2024/156	Banked 10/06/2024	30.00						
2024/156	Headstrong	30.00			1509	300	30.00	Christmas Event stall
2024/158	Banked 10/06/2024	28.00						
2024/158	History Group	28.00			1500	100	28.00	May Hall Hire
2024/159	Banked 10/06/2024	122.00						
2024/159	Information Centre	122.00			1300	300	122.00	PDQ
2024/157	Banked 10/06/2024	93.00						
2024/157		93.00			8000	900	93.00	Allotment Rent WG01/24
					362		93.00	Allotment Rent WG01/24
					7001	900	-93.00	Allotment Rent WG01/24
2024/160	Banked 11/06/2024	133.35						
2024/160	Information Centre	133.35			1300	300	133.35	PDQ
2024/162	Banked 12/06/2024	177.85						
2024/162	Information Centre	177.85			1300	300	177.85	PDQ
2024/161	Banked 12/06/2024	95.52						
2024/161		95.52			8000	900	95.52	Allotment Rent CTL093/24
					362		95.52	Allotment Rent CTL093/24
					7001	900	-95.52	Allotment Rent CTL093/24
2024/163	Banked 13/06/2024	641.20						
2024/163	Information Centre	641.20			1300	300	641.20	PDQ
2024/164	Banked 14/06/2024	40.00						
2024/164	REEL Management Ltd	40.00			1500	100	40.00	Hall Hire
2024/165	Banked 14/06/2024	107.19						
2024/165	Information Centre	107.19			1300	300	107.19	PDQ
2024/167	Banked 17/06/2024	1,120.00						
2024/167	In-Health	1,120.00			1500	100	1,120.00	May Hall Hire
2024/168	Banked 17/06/2024	127.20						
2024/168	Information Centre	127.20			1300	300	127.20	PDQ
2024/166	Banked 17/06/2024	84.01						
2024/166		84.01			8000	900	84.01	Allotment Rent CTL023/24
					362		84.01	Allotment Rent CTL023/24
					7001	900	-84.01	Allotment Rent CTL023/24
2024/169	Banked 18/06/2024	131.25						
2024/169	Information Centre	131.25			1300	300	131.25	PDQ
2024/170	Banked 18/06/2024	1,150.00						
2024/170		1,150.00			1401	400	1,150.00	Dog Bench scheme
Subtotal Carried Forward:		1,064,764.27	0.00	0.00			1,064,764.27	

Unity Trust Account

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
2024/171	Banked 19/06/2024	13.60						
2024/171	Openreach	13.60			4160	100	13.60	Telephone
2024/172	Banked 19/06/2024	59.45						
2024/172	Information Centre	59.45			1300	300	59.45	PDQ
2024/173	Banked 20/06/2024	220.70						
2024/173	Information Centre	220.70			1300	300	220.70	PDQ
2024/174	Banked 20/06/2024	30.00						
2024/174	Lorraine Williams	30.00			1509	300	30.00	Christmas Fayre deposit
2024/175	Banked 21/06/2024	250.75						
2024/175	Information Centre	250.75			1300	300	250.75	PDQ
2024/176	Banked 21/06/2024	2,271.08						
2024/176	EALC	2,271.08			1100	100	2,271.08	2024/2025 Affiliation Fees
2024/176	Banked 21/06/2024	-2,271.08						
2024/176	Essex Association of Local Cou	-2,271.08			1100	100	-2,271.08	CODE CORRECTION
2024/178	Banked 24/06/2024	164.04						
2024/178	Information Centre	164.04			1300	300	164.04	PDQ
2024/177	Banked 24/06/2024	20.00						
2024/177	Emma Hodgson	20.00			1509	300	20.00	Christmas Fayre deposit
2024/179	Banked 25/06/2024	186.30						
2024/179	Information Centre	186.30			1300	300	186.30	PDQ
2024/180	Banked 26/06/2024	30.00						
2024/180	The Rt Hon Dame Priti Patel	30.00			1500	100	30.00	May Hall Hire
2024/182	Banked 26/06/2024	134.20						
2024/182	Information Centre	134.20			1300	300	134.20	PDQ
2024/181	Banked 26/06/2024	106.21						
2024/181	██████████	106.21			8000	900	106.21	Allotment Rent WG09/24
					362		106.21	Allotment Rent WG09/24
					7001	900	-106.21	Allotment Rent WG09/24
2024/183	Banked 27/06/2024	151.45						
2024/183	Information Centre	151.45			1300	300	151.45	PDQ
2024/184	Banked 28/06/2024	84.50						
2024/184	Information Centre	84.50			1300	300	84.50	PDQ
Total Receipts:		1,066,215.47	0.00	0.00			1,066,215.47	

Unity Trust Instant Access

Receipts received between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
INTEREST Banked	31/03/2024	1,828.73						
INTEREST	Unity Trust Bank Plc	1,828.73			1510	500	1,828.73	INTEREST RECEIVED
INTEREST Banked	31/03/2024	1,828.73						
INTEREST	Unity Trust Bank Plc	1,828.73			1510	500	1,828.73	INTEREST RECEIVED
INTEREST Banked	31/03/2024	1,828.73						
INTEREST	Unity Trust Bank Plc	1,828.73			1510	500	1,828.73	INTEREST RECEIVED
INTEREST Banked	31/03/2024	-1,828.73						
INTEREST	INTEREST RECEIVED	-1,828.73			1510	500	-1,828.73	CORRECTION
INTEREST Banked	31/03/2024	-1,828.73						
INTEREST	INTEREST RECEIVED	-1,828.73			1510	500	-1,828.73	CORRECTION
Total Receipts:		1,828.73	0.00	0.00			1,828.73	

Unity Trust Instant Access

Receipts received between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked 25/04/2024	400,000.00						
TRANS	Unity Trust Account	400,000.00			250		400,000.00	INTERNAL TRANSFER
	Banked 25/04/2024	400,000.00						
INT	Unity Trust Account	400,000.00			250		400,000.00	INTERNAL TRANSFER
2024/192	Banked 30/06/2024	2,777.78						
2024/192	Unity Trust Bank Plc	2,777.78			1510	500	2,777.78	Interest Received
Total Receipts:		802,777.78	0.00	0.00			802,777.78	

Lloyds Bank Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
01/02/2024	XLN Telecom Ltd	CC	52.67		8.78	4372 300	43.89	CCTV Internet
01/02/2024	Amazon Business	CC	24.98		4.16	4377 300	20.82	Easter Trail - Various
01/02/2024	Amazon Business	CC	12.35		2.06	4377 300	10.29	Easter Trail - Duck
01/02/2024	Rent a Mascot	CC	-30.00			4390 300	-30.00	Christmas Deposit Received
02/02/2024	Amazon Business	CC	9.48		1.59	4377 300	7.89	Easter Trail - Decorations
02/02/2024	Amazon Business	CC	7.99		1.28	4377 300	6.71	Easter Trail - Paper Craft Kit
02/02/2024	Amazon Business	CC	10.99		1.83	4150 100	9.16	Keyboard
02/02/2024	ARBORTEC	CC	276.00			4420 400	276.00	Chainsaw Trousers
05/02/2024	Amazon Business	CC	14.59		2.43	4420 400	12.16	Safety Work Gloves
05/02/2024	Sam Turner & Sons Ltd	CC	312.00		52.00	4420 400	260.00	Chainsaw Trousers
06/02/2024	SLCC Enterprises Ltd	CC	144.00		24.00	4190 100	120.00	ILCA Training - JR
06/02/2024	SLCC Enterprises Ltd	CC	144.00		24.00	4190 100	120.00	FILCA Training - JR
06/02/2024	Tesco PLC	CC	20.00			9002 900	20.00	Mobile Minutes - Safer Streets
						363	-20.00	Mobile Minutes - Safer Streets
						7000 900	20.00	Mobile Minutes - Safer Streets
07/02/2024	Royal British Legion Witham Br	010844	40.00			4310 300	40.00	Hall Hire 08.01.23
07/02/2024	Zazzle	CC	7.73			4120 100	7.73	Photo ID
07/02/2024	Instantprint	CC	19.74		3.29	4120 100	16.45	Business Cards
07/02/2024	Chubb Fire & Security Ltd	CC	169.69		28.28	4120 100	141.41	Security System Works
08/02/2024	ARBORTEC	CC	-292.68		-48.78	4420 400	-243.90	Chainsaw Trousers - REFUND
12/02/2024	Asda	CC	165.00			4377 300	165.00	Easter Trail - Eggs
12/02/2024	Tesco PLC	CC	177.60			4377 300	177.60	Easter Trail - Eggs
13/02/2024	Amazon Business	CC	10.25		1.71	4140 100	8.54	Stationary
13/02/2024	Next Day Paint	CC	37.89		6.32	4447 400	31.57	Paint - Black & Yellow
14/02/2024	Amazon Business	CC	35.54		5.92	4420 400	29.62	Braces with metal clip
14/02/2024	Cartridge Save Ltd	CC	115.43		19.24	4140 100	96.19	Toner
15/02/2024	Amazon Business	CC	8.57		1.42	4345 300	7.15	Crayons
16/02/2024	Amazon Business	CC	15.94			4345 300	15.94	Duck Feed
16/02/2024	Tesco PLC	CC	142.50			4377 300	142.50	Easter Trail Eggs
16/02/2024	Land Registry	CC	6.00			4101 100	6.00	Title register and title plan
16/02/2024	Amazon Business	CC	19.72		3.28	4140 100	16.44	Clear Pouches
16/02/2024	Morrisons Daily	CC	-142.50			4377 300	-142.50	CODE CORRECTION
16/02/2024	Morrisons Daily	CC	142.50			4330 300	142.50	Easter Trail Choc
Subtotal Carried Forward:			1,677.97	0.00	142.81		1,535.16	

Lloyds Bank Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
19/02/2024	XLN Telecom Ltd	CC	4.25			4372 300	4.25	Report
19/02/2024	Amazon Business	CC	4.99		0.83	4377 300	4.16	Easter Trail Supplies
19/02/2024	Amazon Business	CC	-4.99		-0.83	4377 300	-4.16	CODE CORRECTION
19/02/2024	Amazon Business	CC	4.99		0.83	4330 300	4.16	Easter Trail Supplies
26/02/2024	Canva	CC	99.99		16.66	4100 100	83.33	Yearly Subscription
27/02/2024	Sparks Gift Wholesalers	CC	124.13		20.69	4345 300	103.44	Info Cen. MagiGlass+Child Torc
28/02/2024	Super Phone Deals	CC	174.99			4420 400	174.99	Dewalt Cordless Drill
28/02/2024	Amazon Business	CC	79.99		13.33	4150 100	66.66	Label Printer
28/02/2024	New Rickstones Academy	CC	231.34		32.50	4503 500	198.84	Hall Hire
28/02/2024	Howe Tools	CC	692.00		115.33	4420 400	576.67	Dewalt Nailer + Trimmer
28/02/2024	Screwfix	CC	16.38		2.73	4420 400	13.65	Rawlbolts
01/03/2024	Super Phone Deals	CC	-30.00			4420 400	-30.00	Refund
04/03/2024	Amazon Business	CC	27.95		4.66	4420 400	23.29	Mens Safety Work Jacket
04/03/2024	Amazon Business	CC	16.98		2.83	4330 300	14.15	Easter Trail Supplies
05/03/2024	Instantprint	CC	21.14		3.52	4150 100	17.62	Business Cards
05/03/2024	Microsoft	CC	4.92		0.82	4100 100	4.10	IT Charges
06/03/2024	Instantprint	CC	25.21		4.20	4140 100	21.01	350gsm Uncoated
06/03/2024	Newton Newton	CC	28.80			4306 300	28.80	D-Day 80 Flag of Peace
08/03/2024	Amazon Business	CC	15.94			4345 300	15.94	Duck Feed
08/03/2024	Screwfix	CC	21.99		3.67	4120 100	18.32	Shed & Fence Treatment
08/03/2024	Amazon Business	CC	-15.94			4345 300	-15.94	Refund - Duck Feed
08/03/2024	Amazon Business	CC	42.49		7.08	4140 100	35.41	Thermal Stickers
11/03/2024	Amazon Business	CC	39.99		6.66	4150 100	33.33	Office Chair
11/03/2024	Screwfix	CC	21.99		3.67	4120 100	18.32	Shed & Fence Treatment
11/03/2024	Poundland	CC	5.50		0.91	4330 300	4.59	Easter Trail Choc
11/03/2024	Tesco PLC	CC	3.00			4330 300	3.00	Easter Trail Choc
11/03/2024	Terraquest	CC	15.60		2.60	4120 100	13.00	Plans
12/03/2024	Screwfix	CC	12.99		2.17	4420 400	10.82	Ratchet Handles
12/03/2024	Lloyds Bank	CC	32.00			4101 100	32.00	Annual Fee
Total Payments:			3,396.58	0.00	387.67		3,008.91	

Lloyds Bank Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
02/04/2024	Witham and Countryside Society	CC	25.00			4180 100	25.00	Affiliation Fees
03/04/2024	Toolstation	CC	8.54		1.42	4420 400	7.12	Paint
03/04/2024	Toolstation	CC	-8.54		-1.42	4420 400	-7.12	CORRECTION
03/04/2024	Toolstation	CC	8.48		1.42	4420 400	7.06	Paint
04/04/2024	Screwfix	CC	69.98		11.66	9001 900	58.32	Shield Anchors
						362	-58.32	Shield Anchors
						7000 900	58.32	Shield Anchors
05/04/2024	Amazon Business	CC	44.99		7.50	4390 300	37.49	Table Clothes
05/04/2024	Screwfix	CC	9.59		1.60	4420 400	7.99	Adhesive
05/04/2024	Tesco PLC	CC	10.00			9002 900	10.00	Safer Streets Pay as You Go
						363	-10.00	Safer Streets Pay as You Go
						7000 900	10.00	Safer Streets Pay as You Go
08/04/2024	Dell Technologies	CC	125.00		20.83	4150 100	104.17	Monitor
08/04/2024	Microsoft	CC	4.92		0.82	4100 100	4.10	IT Charge
10/04/2024	Linkindex (MAAP)	CC	16.00			4345 300	16.00	Linkindex Keyring
18/04/2024	Amazon Business	CC	8.58		1.44	4447 400	7.14	CCTV in Operation Signs
18/04/2024	GO International	CC	52.01		8.67	4120 100	43.34	Union Jack & Bunting
19/04/2024	Amazon Business	CC	19.99		3.33	4150 100	16.66	Tower Fan
19/04/2024	Amazon Business	CC	-19.99		-3.33	4150 100	-16.66	CORRECTION
19/04/2024	Amazon Business	CC	25.98		4.33	4150 100	21.65	Extension Cable & Covers
19/04/2024	Amazon Business	CC	68.99		11.50	4447 400	57.49	SD Card
23/04/2024	Amazon Business	CC	7.83		1.31	4447 400	6.52	SD Card Reader
26/04/2024	Amazon Business	CC	8.99		1.50	4345 300	7.49	Dog Treats
29/04/2024	Invoice Simple	CC	35.99			4100 100	35.99	Annual Subscription
30/04/2024	Amazon Business	CC	17.08		2.85	4150 100	14.23	Envelopes
01/05/2024	Chelten Mowers Ltd	CC	18.22		3.04	4420 400	15.18	Replacement of Stihl Coupling
01/05/2024	Ernest Doe & Sons Ltd	CC	23.22		3.87	4420 400	19.35	1KG Post & Metal Bands
06/05/2024	Tesco PLC	CC	20.00			9002 900	20.00	Safer Street Mobile
						363	-20.00	Safer Street Mobile
						7000 900	20.00	Safer Street Mobile
06/05/2024	Microsoft	CC	4.92		0.82	4100 100	4.10	Monthly Billing
07/05/2024	Lloyds Bank	CC	100.00			4200 100	100.00	Petty Cash
08/05/2024	R J Brett Contracts Ltd	CC	384.00		64.00	9001 900	320.00	Skip Hire
						362	-320.00	Skip Hire
						7000 900	320.00	Skip Hire
Subtotal Carried Forward:			1,089.77	0.00	147.16		942.61	

Lloyds Bank Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
10/05/2024	Amazon Business	CC	10.68		1.78	4379 300	8.90	Dog Bunting
12/05/2024	Amazon Business	CC	10.99			4448 400	10.99	Grass Seeds
14/05/2024	EBM Managed Services	CC	61.08		10.18	4130 100	50.90	Waste Toner Removal
15/05/2024	Amazon Business	CC	12.48		2.08	4345 300	10.40	Crayons - Info Centre Stock
16/05/2024	Amazon Business	CC	19.96		3.32	4379 300	16.64	Aerosol White Line Marker
17/05/2024	Braintree District Council	CC	400.00		66.67	4500 500	333.33	Town Hall Planning Advice
21/05/2024	Amazon Business	CC	11.58		1.94	4140 100	9.64	A4 Folders
22/05/2024	L&S Engineers Ltd	CC	16.80		2.80	4420 400	14.00	Shield Pro Drive Wheel
22/05/2024	Amazon Business	CC	15.00		2.50	4140 100	12.50	Envelopes
29/05/2024	Nothing but Padlocks	CC	71.00		11.83	9001 900	59.17	Large Padlock
						363	-59.17	Large Padlock
						7000 900	59.17	Large Padlock
30/05/2024	SLCC Enterprises Ltd	CC	39.00		6.50	4190 100	32.50	Planning Event Fee
31/05/2024	Amazon Business	CC	15.95		0.76	4306 300	15.19	Firelighters
02/06/2024	Florist on the Green	CC	40.00			4516 500	40.00	Flowers - Bereavement
04/06/2024	Amazon Business	CC	8.19		1.37	4140 100	6.82	Whiteboard Markers
04/06/2024	Amazon Business	CC	-8.19		-1.37	4140 100	-6.82	VALUE CORRECTION
04/06/2024	Amazon Business	CC	26.09		4.35	4140 100	21.74	Whiteboard Markers, Lanyards
04/06/2024	Amazon Business	CC	22.76		3.80	4379 300	18.96	Stainless Steel Dish - Dogs
04/06/2024	Pixart Printing	CC	167.40		32.80	4379 300	134.60	PVC Banners - Dog Show
05/06/2024	Amazon Business	CC	9.96		1.66	4140 100	8.30	Staples
05/06/2024	Amazon Business	CC	10.83		1.81	4420 400	9.02	Laptop Charger
05/06/2024	Tesco PLC	CC	20.00			9002 900	20.00	Safer Streets Mobile Top Up
						363	-20.00	Safer Streets Mobile Top Up
						7000 900	20.00	Safer Streets Mobile Top Up
06/06/2024	Microsoft	CC	4.92		0.82	4100 100	4.10	Monthly IT Charge
06/06/2024	Jump 4 Joy Agility	CC	58.00			4379 300	58.00	Dog Jump Sets
06/06/2024	Anthropic	CC	94.10			4170 100	94.10	Fraud Charge
06/06/2024	Lloyds Bank	CC	2.77			4170 100	2.77	Fraud Charge Transaction Fee
06/06/2024	Anthropic	CC	94.10			4170 100	94.10	Fraud Charge
06/06/2024	Lloyds Bank	CC	2.77			4170 100	2.77	Fraud Charge - Transaction Fee

Subtotal Carried Forward:

2,327.99

0.00

302.76

2,025.23

Lloyds Bank Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
19/06/2024	Skyland Equipment	CC	39.45			4420 400	39.45	Chainsaw Helmet
19/06/2024	Amazon Business	CC	16.99			4379 300	16.99	Dog Toys
19/06/2024	Witham Town Council	CC	100.00			4200 100	100.00	Petty Cash Installment 2 2024
20/06/2024	Amazon Business	CC	49.86			4379 300	49.86	x2 Jerry Can - Water Storage
20/06/2024	Rent a Mascot	CC	219.96			4379 300	219.96	Mascot hire
20/06/2024	Amazon Business	CC	-49.86			4379 300	-49.86	VAT CORRECTION
20/06/2024	Amazon Business	CC	49.86		8.31	4379 300	41.55	Jerry Cans - Dog Show
20/06/2024	Amazon Business	CC	-16.99			4379 300	-16.99	VAT CORRECTION
20/06/2024	Amazon Business	CC	16.99		2.83	4379 300	14.16	Dog Rope Toys
22/06/2024	Amazon Business	CC	23.99			4150 100	23.99	A4 Paper
22/06/2024	Amazon Business	CC	23.99			4150 100	23.99	A4 Paper
22/06/2024	Morrisons Daily	CC	20.00			4379 300	20.00	Dog Show - Sandwiches
22/06/2024	Amazon Business	CC	-23.99			4150 100	-23.99	VAT CORRECTION
22/06/2024	Amazon Business	CC	23.99		4.00	4150 100	19.99	A4 Paper
22/06/2024	Amazon Business	CC	-23.99			4150 100	-23.99	VAT CORRECTION
22/06/2024	Amazon Business	CC	23.99		4.00	4150 100	19.99	A4 Paper
22/06/2024	Amazon Business	CC	114.00		19.00	4101 100	95.00	Prime Business Membership
24/06/2024	EE	CC	10.00			4379 300	10.00	Phone Data- Machine to take pay
25/06/2024	Diginat	CC	29.98		5.00	4437 400	24.98	Vinyl Stickers - Dog Bench
25/06/2024	Parcel Force	CC	25.00		4.17	4420 400	20.83	Collection
25/06/2024	Dogs Trust	CC	15.00			4437 400	15.00	Dog Bench Scheme Donation
25/06/2024	Fabs Witham	CC	23.48			4379 300	23.48	Dog Show Supplies
25/06/2024	Morrisons Daily	CC	20.00			4379 300	20.00	Dog Show Sandwiches
25/06/2024	RSPCA	CC	15.00			4377 300	15.00	Dog Bench Scheme Donation
25/06/2024	Gorilla Gazebo	CC	859.96		143.33	4503 500	716.63	Gazebo with walls
26/06/2024	Land Registry	CC	6.00			4101 100	6.00	Title register and title plan
26/06/2024	Fabs Witham	CC	88.13			4379 300	88.13	Dog Show Supplies
27/06/2024	Poundland	CC	12.00			4379 300	12.00	Dog Show Treats
27/06/2024	Tesco PLC	CC	5.00			4379 300	5.00	Dog Show Treats
27/06/2024	Amazon Business	CC	13.75		2.29	4120 100	11.46	Radar Keys
27/06/2024	G Frod & Co	CC	150.00			4379 300	150.00	x30 Bales of Hay
27/06/2024	Essex Field Club	CC	192.00		32.00	4446 400	160.00	Datasearch Report - JCW
30/06/2024	Amazon Business	CC	23.16		3.86	4446 400	19.30	No camping or parking sign
Subtotal Carried Forward:			4,424.69	0.00	531.55		3,893.14	

Lloyds Bank Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
30/06/2024	Trade Work Wear	CC	12.21		2.04	4420 400	10.17	Safety Glasses
30/06/2024	Chelmsford Safety Supplies	CC	66.62		11.10	4420 400	55.52	Toilet Paper
30/06/2024	Amazon Business	CC	29.99		5.00	4150 100	24.99	Limescale Remover
30/06/2024	Workwear Express	CC	30.17		5.03	9002 900	25.14	Black Trousers
						362	-25.14	Black Trousers
						7000 900	25.14	Black Trousers
30/06/2024	Amazon Business	CC	20.97		3.51	4150 100	17.46	A5 bags
30/06/2024	Amazon Business	CC	41.97		6.99	4373 300	34.98	Police Party Favors
Total Payments:			4,626.62	0.00	565.22		4,061.40	

Petty Cash

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
01/02/2024	Jess	119	3.99			4200 100	3.99	Petty Cash - Refreshments
05/02/2024	Spencer	120	4.45			4200 100	4.45	Petty Cash - Refreshments
05/02/2024	Hannah	121	1.55			4200 100	1.55	Petty Cash - Refreshments
14/02/2024	Jess	122	3.20			4200 100	3.20	Petty Cash - Refreshments
19/02/2024	Jess	123	3.55			4200 100	3.55	Petty Cash - Refreshments
19/02/2024	Shannon	124	1.30			4200 100	1.30	Petty Cash - Refreshments
20/02/2024	Spencer	125	1.30			4200 100	1.30	Petty Cash - Refreshments
22/02/2024	Spencer	126	1.45			4200 100	1.45	Petty Cash - Refreshments
23/02/2024	Shannon	127	9.50			4200 100	9.50	Petty Cash - Various
26/02/2024	Spencer	128	3.90			4200 100	3.90	Petty Cash - Refreshments
26/02/2024	Shannon	129	19.90			4200 100	19.90	Petty Cash - Key Cutting
05/03/2024	Jess	130	1.60			4200 100	1.60	Refreshments
08/03/2024	Kat	131	1.55			4200 100	1.55	Refreshments
08/03/2024	Kat	132	1.45			4200 100	1.45	Refreshments
12/03/2024	Julie	133	1.30			4200 100	1.30	Refreshments
13/03/2024	JJ	134	3.70			4200 100	3.70	Sundry - Stationary
18/03/2024	Spencer	135	2.90			4200 100	2.90	Refreshments
18/03/2024	Jess	136	3.55			4200 100	3.55	Refreshments
26/03/2024	Hannah	137	2.90			4200 100	2.90	Refreshments
27/03/2024	Shannon	138	16.99			4200 100	16.99	Sundry - Clear Containers
Total Payments:			90.03	0.00	0.00		90.03	

Petty Cash

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
03/04/2024	Spencer	139	2.29			4200 100	2.29	Refreshments
04/04/2024	Julie	140	3.80			4200 100	3.80	Refreshments
05/04/2024	Spencer	141	1.45			4200 100	1.45	Refreshments
16/04/2024	Jess	142	3.55			4200 100	3.55	Refreshments
16/04/2024	Kat	143	1.55			4200 100	1.55	Refreshments
23/04/2024	Julie	144	0.95			4200 100	0.95	Refreshments
23/04/2024	Shannon	145	14.50			4200 100	14.50	Sundry Receipt - April Event
23/04/2024	Hannah	146	1.55			4200 100	1.55	Refreshments
30/04/2024	Spencer	147	2.29			4200 100	2.29	Refreshments
30/04/2024	Sarah	148	1.55			4200 100	1.55	Refreshments
01/05/2024	Jess	149	3.55			4200 100	3.55	Milk
01/05/2024	Shannon	151	9.77			4200 100	9.77	Hot Chocolate, Birthday Card
07/05/2024	Julie	150	1.30			4200 100	1.30	Milk
09/05/2024	Sarah	152	5.49			4200 100	5.49	Tea Bags
09/05/2024	Kat	156	1.35			4200 100	1.35	Milk
13/05/2024	Sarah	153	1.55			4200 100	1.55	Milk
13/05/2024	Julie	154	1.30			4200 100	1.30	Milk
14/05/2024	Paul	155	32.98			4200 100	32.98	Body Cam Mount
16/05/2024	Spencer	157	1.55			4200 100	1.55	Milk
28/05/2024	Sarah	158	1.30			4200 100	1.30	Milk
28/05/2024	Shannon	159	4.05			4200 100	4.05	Milk
28/05/2024	Hannah	160	1.59			4200 100	1.59	Milk
30/05/2024	Spencer	161	2.25			4200 100	2.25	Coffee
30/05/2024	Kat	162	1.35			4200 100	1.35	Milk
06/06/2024	Kat	168	7.68			4200 100	7.68	Refreshment - Tea & Sugar
06/06/2024	Spencer	171	1.55			4200 100	1.55	Refreshment - Milk
10/06/2024	Sarah	163	18.00			4200 100	18.00	Allotment Keys
10/06/2024	JJ	164	1.45			4200 100	1.45	Refreshments - Milk
13/06/2024	Julie	165	2.29			4200 100	2.29	Refreshments - Coffee
13/06/2024	Julie	166	1.30			4200 100	1.30	Milk
14/06/2024	Kat	167	1.35			4200 100	1.35	Refreshment - Milk
19/06/2024	Julie	169	5.49			4200 100	5.49	Refreshment - Tea Bags
19/06/2024	Jess	170	2.50			4200 100	2.50	Refreshment - Milk
20/06/2024	Shannon	172	8.50			4200 100	8.50	Envelopes, Sticky Notes & Pads
24/06/2024	Spencer	173	1.30			4200 100	1.30	Refreshment - Milk
24/06/2024	Sarah	174	2.60			4200 100	2.60	Refreshment - Milk
25/06/2024	Julie	175	1.30			4200 100	1.30	Refreshment - Milk

Subtotal Carried Forward:

158.17

0.00

0.00

158.17

Date: 04/09/2024

Witham Town Council

Page 2

Time: 13:54

Cashbook 5

User: JJ

Petty Cash

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
Total Payments:			158.17	0.00	0.00		158.17	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
01/02/2024	Screwfix	DD	14.39		2.40	4445 400	11.99	Cable Ties
05/02/2024	BT	DD	194.27		32.38	4160 100	161.89	Bill
06/02/2024	The United Reformed Church	BACS	700.00			4505 500	700.00	Mayor's Community Lunch 25.01
06/02/2024	Plainview Planning	BACS	583.20		97.20	4500 500	486.00	Works 31/12/23
06/02/2024	Braintree District Council	BACS	62.16			4431 400	62.16	Building Insurance 01/10-30/09
06/02/2024	Police & Crime Commissioner	BACS	492.84			4373 300	492.84	Special Constables Contri
06/02/2024	Alfresco Hire Ltd	BACS	92.40		15.40	4379 300	77.00	Deposit
06/02/2024	Aqua Loo Toilet Hire	BACS	684.00		114.00	4379 300	570.00	Hire of x6 Event Toilets
06/02/2024	Brigitte Bastiaansen	BACS	18.00			4345 300	18.00	January 24 Sales
06/02/2024	Debbie Skeet	BACS	9.00			4345 300	9.00	October 23- January 24 Sales
06/02/2024	C&S Window Cleaning Services	BACS	20.00			4120 100	20.00	Window, Front Building Cleanin
06/02/2024	Colt Press	BACS	1,524.00			4525 500	1,524.00	Witham Voice Spring 24
06/02/2024	P Rowland	BACS	112.50			4345 300	112.50	x25 Clear Honey
06/02/2024	First Essex Buses	BACS	90.00			4345 300	90.00	Info Centre Bus Tickets
06/02/2024	National Express	BACS	287.23			4345 300	287.23	Info Centre Tickets
06/02/2024	Mr N Northfield	BACS	528.67			4345 300	528.67	Sale of Tickets - Meatloud
06/02/2024	EH Smith Builders Merchants	BACS	125.76			4420 400	125.76	Postfix & Midi Bag
06/02/2024	EH Smith Builders Merchants	BACS	-125.76			4420 400	-125.76	CORRECTION
06/02/2024	EH Smith Builders Merchants	BACS	125.76		20.96	4420 400	62.50	Postfix & Midi Bag
						4447 400	42.30	Postfix & Midi Bag
06/02/2024	Essex Supplies (UK) Ltd	BACS	132.00		22.00	4345 300	110.00	Green Bin Liners
06/02/2024	GKs Graphics Ltd	BACS	46.25		7.71	4140 100	38.54	A4 Print + Lam
06/02/2024	Heydi Party Decorations	BACS	235.00			4120 100	235.00	Easter Event Ballons
06/02/2024	James Todd & Co	BACS	118.80		19.80	4195 100	99.00	Payroll Fee
06/02/2024	Lyreco UK Ltd	BACS	49.50		8.25	4140 100	41.25	Paper
06/02/2024	Paul Lovett	BACS	400.00			4379 300	400.00	Sound Equipment - Dog Show 24
06/02/2024	Royal Mail	BACS	141.60		23.60	4525 500	118.00	The Voice
06/02/2024	Green Clean	BACS	24.00		4.00	4120 100	20.00	Quarterly Bin Cleaning
06/02/2024	Nikki Smith	BACS	247.15			4115 100	220.00	Glasses & Travel
						4310 300	20.49	Glasses & Travel
						4170 100	6.66	Glasses & Travel

Subtotal Carried Forward:

6,932.72

0.00

367.70

6,565.02

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
06/02/2024	Personalise	BACS	435.60		72.60	4120 100	363.00	Clothes W/ WTC Logo
06/02/2024	Jason Brown	BACS	70.00			4510 500	70.00	Civic Event DJ Deposit
06/02/2024	Braintree District Council	BACS	7,504.64		1,250.77	4431 400	6,253.87	Maint. of Maldon Road Toilets
06/02/2024	Heydi Party Decorations	BACS 13005	-235.00			4120 100	-235.00	Ball Arch CODE CORRECTION
06/02/2024	Heydi Party Decorations	BACS 13005	235.00			4377 300	235.00	Easter Event Ballon Arch
06/02/2024	Nikki Smith	BACS 13012	220.00			4170 100	220.00	Glasses
06/02/2024	Nikki Smith	BACS 13012	6.66			4115 100	6.66	Travel
06/02/2024	Nikki Smith	BACS 13033	-220.00			4115 100	-220.00	Glasses - CORRECTION
06/02/2024	Nikki Smith	BACS 13033	-6.66			4170 100	-6.66	Travel - CORRECTION
09/02/2024	Essex Pension Fund	BACS 12891	10,298.96			4145 100	104.25	January 24 Pension Contr.
						4145 100	4,480.67	January 24 Pension Contr.
						4301 300	2,051.07	January 24 Pension Contr.
						4400 400	2,962.03	January 24 Pension Contr.
						4303 300	700.94	January 24 Pension Contr.
						363	-700.94	January 24 Pension Contr.
						7000 300	700.94	January 24 Pension Contr.
09/02/2024	HM Revenue and Customs	BACS 12892	7,643.12			4145 100	4,248.62	Jan 24 PAYE & IN
						4301 300	330.79	Jan 24 PAYE & IN
						4400 400	2,577.54	Jan 24 PAYE & IN
						4303 300	486.17	Jan 24 PAYE & IN
						363	-486.17	Jan 24 PAYE & IN
						7000 300	486.17	Jan 24 PAYE & IN
09/02/2024	Essex Pension Fund	BACS 13059	10,298.96			4145 100	104.25	Staff Pension Contri
						4145 100	4,480.67	Staff Pension Contri
						4301 300	2,051.07	Staff Pension Contri
						4400 400	2,962.03	Staff Pension Contri
						4303 300	700.94	Staff Pension Contri
						363	-700.94	Staff Pension Contri
						7000 300	700.94	Staff Pension Contri
09/02/2024	Essex Pension Fund	BACS 13059	-10,298.96			4145 100	-104.25	CORRECTION
						4145 100	-4,480.67	CORRECTION
						4301 300	-2,051.07	CORRECTION
Subtotal Carried Forward:			32,885.04	0.00	1,691.07		34,856.94	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
						4400 400	-2,962.03	CORRECTION
						4303 300	-700.94	CORRECTION
						363	700.94	CORRECTION
						7000 300	-700.94	CORRECTION
12/02/2024	FuelGenie	BACS	63.89		10.64	4444 400	53.25	Fuel 29.01-30.01
14/02/2024	American Express	DD	0.03			4355 300	0.03	PDQ
14/02/2024	Clover Marketplace Merchant	DD	50.22		8.37	4355 300	41.85	PDQ
15/02/2024	EALC	BACS	288.00		48.00	4185 100	240.00	Councillor Training
15/02/2024	Royal British Legion Witham Br	BACS 12989	40.00			4310 300	40.00	Hall Hire
16/02/2024	Morrisons Daily	CC	-142.50			4330 300	-142.50	CODE CORRECTION
16/02/2024	Morrisons Daily	CC	142.50			4377 300	142.50	Easter Trail Choc
16/02/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	VAT Schedule
16/02/2024	Clover Marketplace Merchant	DD	8.39		1.40	4355 300	6.99	PDQ
19/02/2024	Amazon Business	CC	-4.99		-0.83	4330 300	-4.16	CODE CORRECTION
19/02/2024	Amazon Business	CC	4.99		0.83	4377 300	4.16	Easter Trail Supplies
19/02/2024	British Gas	DD	1,172.73		195.45	4122 100	977.28	Electricity Bill
19/02/2024	FuelGenie	DD	50.00		8.33	4444 400	41.67	Fuel - 09.02
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							Staff Payroll Number 35
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
Subtotal Carried Forward:			53,286.90	0.00	1,967.76		49,613.33	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
								payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							February 2024 payroll
20/02/2024	Staff Payroll Number							Staff Payroll No.45 CORRECTION
20/02/2024								Feb 24 Payroll CODE CORRECTION
20/02/2024								February 2024 Payroll
20/02/2024	Staff Payroll Number							CODE CORRECTION
20/02/2024	Staff Payroll Number							February 24 Payroll
20/02/2024								Feb 24 Payroll CODE CORRECTION
20/02/2024								February 2024 Payroll
20/02/2024	Staff Payroll Number							CODE CORRECTION
20/02/2024	Staff Payroll Number							February 2024 Payroll
20/02/2024								Feb 24 Payroll CODE CORRECTION
20/02/2024								February 2024 Payroll
20/02/2024	Staff Payroll Number							CODE CORRECTION
20/02/2024	Staff Payroll Number							February 24 Payroll
20/02/2024	Staff Payroll Number							Staff Payroll Number 45
20/02/2024								Feb 24 Payroll CODE CORRECTION
20/02/2024								February 2024 Payroll
20/02/2024	Staff Payroll Number							CODE CORRECTION
20/02/2024	Staff Payroll Number							February 2024 Payroll
20/02/2024	Green Tech	BACS 13033	-3,251.40		-541.90	4435 400	-2,709.50	CORRECTION
20/02/2024	Green Tech	BACS 13033	3,251.40		541.90	4448 400	2,709.50	Soluform bagwork & Steel Pins
21/02/2024	Harper Collins Publishers	BACS	52.22			4345 300	52.22	Rivenhall
Subtotal Carried Forward:			61,029.12	0.00	1,967.76		59,061.36	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
21/02/2024	Outstanding Map Distributors	BACS	121.89			4345 300	121.89	I-Spy Nature and Usborne Minis
21/02/2024	Royal Mail	BACS	1,359.27		225.98	4525 500	1,133.29	Door to Door Delivery
21/02/2024	D&G Fire Ltd	BACS	576.00		96.00	4120 100	480.00	Fire Alarm Service - December
21/02/2024	Braintree District Council	BACS	60.00		10.00	4447 400	50.00	Pest control 06.02
21/02/2024	Essex Supplies	BACS	212.78		35.47	4120 100	177.31	Cleaning Supplies
21/02/2024	Falcon Tree Specialists	BACS	1,512.00		252.00	4433 400	1,027.50	Tree Maintenance
						4433 400	232.50	Tree Maintenance
						324	-232.50	Tree Maintenance
						7000 400	232.50	Tree Maintenance
21/02/2024	EH Smith Builders Merchants	BACS	234.96		39.16	4448 400	65.40	Timber & Topsoil
						4452 400	130.40	Timber & Topsoil
22/02/2024	Mondy Ironmongers	BACS	138.82			4120 100	138.82	Equipment & Key Cutting
22/02/2024	David Islip Photography	BACS	25.00			4120 100	25.00	Staff Headshots
22/02/2024	Essex Supplies	BACS	132.00		22.00	4345 300	110.00	Green Bin Liner
22/02/2024	Birketts LLP	BACS	3,316.80		552.80	4175 100	2,764.00	Professional Charges
22/02/2024	Tuckwells Ltd	BACS	1,109.02		184.84	4444 400	924.18	Vehicle Service
22/02/2024	Witham Public Hall Trust	BACS	1,449.22			4345 300	1,449.22	02.02, 03.02, 09.02 Shows
22/02/2024	Green Tech	BACS	3,269.40		544.90	4435 400	2,724.50	Concrete Bag, Steel Pins
22/02/2024	Nikki Smith	BACS	-71.96			4503 500	-59.96	Gazebo Refund
						4503 500	-12.00	Gazebo Refund
22/02/2024	Green Tech	BACS 13033	-3,269.40		-544.90	4435 400	-2,724.50	CORRECTION
22/02/2024	Green Tech	BACS 13033	3,251.40		541.90	4435 400	2,709.50	Concrete & Steel Pins
22/02/2024	Upson Mowers Ltd	BACS 13058	12,000.00		2,000.00	4420 400	10,000.00	Equipment Replacement
						346	-10,000.00	Equipment Replacement
						7000 400	10,000.00	Equipment Replacement
22/02/2024	EBM Managed Services	DD	79.10		13.19	4130 100	65.91	Ink
26/02/2024	SSE Contracting	BACS	94.73		15.79	4122 100	78.94	Electricity - CCTV
26/02/2024	SSE Contracting	BACS	-94.73		-15.79	4122 100	-78.94	PAYMENT REF CORRECTION
26/02/2024	FuelGenie	DD	50.00		8.33	4444 400	41.67	Fuel
26/02/2024	SSE Contracting	DD	94.73		15.79	4122 100	78.94	Electricity - CCTV 01/12-31/12
26/02/2024	SSE Contracting	DD	-94.73		-15.79	4122 100	-78.94	CODE CORRECTION
26/02/2024	SSE Contracting	DD	94.73		15.79	4372 300	78.94	CCTV 01/12-31/12
Subtotal Carried Forward:			86,680.15	0.00	5,965.22		80,714.93	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
27/02/2024	SSE Contracting	DD	190.43		9.07	4425 400	181.36	Electricity 01.01-31.01
29/02/2024	SSE Contracting	DD	59.65		9.94	4425 400	49.71	Electricity 01.01-31.01
29/02/2024	SSE Contracting	DD	54.73		2.61	4425 400	52.12	Electricity 30.11-31.12
01/03/2024	Screwfix	DD	20.98		3.50	4420 400	17.48	Key Set & Paint
04/03/2024	Encore	BACS 13061	172.50			4330 300	172.50	19Eighties
04/03/2024	Amazon Business	CC	-16.98		-2.83	4330 300	-14.15	CODE CORRECTION
04/03/2024	Amazon Business	CC	16.98		2.83	4377 300	14.15	Easter Trail Supplies
04/03/2024	SSE Contracting	DD	94.73		15.79	4425 400	78.94	CCTV
04/03/2024	SSE Contracting	DD	64.65		3.08	4425 400	61.57	Maldon Road Park Toilets
04/03/2024	SSE Contracting	DD	250.08		19.01	4425 400	231.07	Street Lighting
04/03/2024	FuelGenie	DD	50.01		8.33	4444 400	41.68	Fuel
04/03/2024	SSE Contracting	DD	-94.73		-15.79	4425 400	-78.94	CODE CORRECTION
04/03/2024	SSE Contracting	DD	94.73		15.79	4372 300	78.94	CCTV
04/03/2024	Unity Trust Account	INT TRANSF	50,000.00			250	50,000.00	INTERNAL TRANSFER
05/03/2024	Falcon Tree Specialists	BACS 13095	-3,600.00		-600.00	4453 400	-3,000.00	CODE CORRECTION
05/03/2024	Falcon Tree Specialists	BACS 13095	3,600.00		600.00	4446 400	3,000.00	James Cooke Wood Works
06/03/2024	Edward Parsley Associates Ltd	BACS 13055	540.00		90.00	4120 100	450.00	Stair Survey
06/03/2024	Falcon Tree Specialists	BACS 13062	600.00		100.00	4433 400	500.00	Works on Willow Trees
						324	-500.00	Works on Willow Trees
						7000 400	500.00	Works on Willow Trees
06/03/2024	Maxed IT	BACS 13063	43.20		7.20	4100 100	36.00	Workstation Monitoring
06/03/2024	Sigma Electrical Services	BACS 13064	266.40		44.40	4120 100	222.00	Yearly Emergence Light Test
06/03/2024	C&S Window Cleaning Services	BACS 13065	20.00			4120 100	20.00	Window Cleaning
06/03/2024	R&S Carpenters & Joiners	BACS 13066	1,308.00		218.00	4120 100	1,090.00	New Doors
06/03/2024	James Todd & Co	BACS 13067	118.80		19.80	4195 100	99.00	Payroll Fee
06/03/2024	Tyre Smart	BACS 13068	45.00		7.50	4444 400	37.50	Advice Note JC118031
06/03/2024	Tuckwells Ltd	BACS 13069	1,346.74		224.46	4444 400	1,122.28	Engine Works
06/03/2024	Wilkin & Sons	BACS 13070	180.57			4345 300	180.57	Info Centre Goods
06/03/2024	P Rowland	BACS 13071	193.50			4345 300	193.50	x18 Soft Set, x25 Clear
06/03/2024	EH Smith Builders Merchants	BACS 13072	73.20		12.20	4325 300	61.00	Timber
Subtotal Carried Forward:			142,373.32	0.00	6,760.11		135,613.21	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
06/03/2024	EH Smith Builders Merchants	BACS 13072	-73.20		-12.20	4325 300	-61.00	CODE CORRECTION
06/03/2024	EH Smith Builders Merchants	BACS 13072	73.20		12.20	9001 900	61.00	Timber
						362	-61.00	Timber
						7000 900	61.00	Timber
06/03/2024	Kempco	BACS 13073	140.88		23.48	4345 300	117.40	Doggy Waste Bags
06/03/2024	The Art & Framing Centre	BACS 13074	35.72		5.96	4120 100	29.76	Frame and Mount
06/03/2024	Essex Supplies	BACS 13075	198.00		33.00	4345 300	165.00	Compost Bin Liner
06/03/2024	D&G Fire Ltd	BACS 13076	346.80		57.80	4120 100	289.00	Fire Extinguishers Service
06/03/2024	Maydencroft	BACS 13077	23,841.07		3,973.51	4446 400	19,867.56	James Cooke Boardwalk
06/03/2024	Phil Barlow	BACS 13078	233.25			4115 100	233.25	Travel Expenses
06/03/2024	WOW	BACS 13079	1,109.50			4345 300	1,109.50	Sale of Tickets - HSM
06/03/2024	Witham Public Hall Trust	BACS 13080	1,105.80			4345 300	1,105.80	WTC760, WTC761
06/03/2024	Klarners Coaches Ltd	BACS 13081	87.30			4345 300	87.30	24472, 24471
06/03/2024	Felt Sew Crafty	BACS 13082	31.50			4345 300	31.50	WTC764
06/03/2024	Brigitte Bastiaansen	BACS 13083	9.00			4345 300	9.00	WTC763
06/03/2024	Arthur Marshall	BACS 13084	24.75			4345 300	24.75	WTC762
06/03/2024	Julia Plumb	BACS 13085	50.00			4330 300	50.00	Music Event deposit
06/03/2024	Birketts LLP	BACS 13086	676.80		112.80	4175 100	564.00	Professional Charges
06/03/2024	Braintree District Council	BACS 13087	60.00		10.00	4447 400	50.00	Pest Control Fees
06/03/2024	NALC	BACS 13088	39.22		6.54	4185 100	32.68	NALC Member
06/03/2024	Liz Crick	BACS 13089	16.74			4345 300	16.74	WTC767
06/03/2024	Carol Gosden	BACS 13090	13.28			4345 300	13.28	WTC766
06/03/2024	Lucy Blu	BACS 13092	50.00			4330 300	50.00	Music Event deposit
06/03/2024	Witham Carnival Association	BACS 13093	8,000.00			4360 300	8,000.00	Grant
06/03/2024	Friends of Witham St John CIL	BACS 13094	4,000.00			4360 300	4,000.00	Grant
06/03/2024	Falcon Tree Specialists	BACS 13095	6,000.00		1,000.00	4446 400	2,000.00	james Cooke Wood Works
						4453 400	3,000.00	james Cooke Wood Works
06/03/2024	BT	DD	194.10		32.35	4160 100	161.75	Phone & Broadband
06/03/2024	SSE Contracting	DD	855.95		40.76	4121 100	815.19	Gas
07/03/2024	SSE Contracting	DD	356.67		16.98	4121 100	339.69	Gas
08/03/2024	HM Revenue and Customs	BACS 13060	8,021.51			4145 100	4,540.71	PAYE & NIC
						4310 300	394.49	PAYE & NIC
						4400 400	2,576.94	PAYE & NIC
						4303 300	509.37	PAYE & NIC
						363	-509.37	PAYE & NIC
						7000 300	509.37	PAYE & NIC

Subtotal Carried Forward:

197,871.16

0.00 12,073.29

185,797.87

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
08/03/2024	HM Revenue and Customs	BACS 13060	-394.49			4310 300	-394.49	CODE CORRECTION
08/03/2024	HM Revenue and Customs	BACS 13060	394.49			4301 300	394.49	PAYE & NIC
08/03/2024	Lucie's Candles & Melts	BACS 13091	44.55			4345 300	44.55	WTC765
08/03/2024	Kaver Laminates Ltd	BACS 13155	2,664.00		444.00	4325 300	2,220.00	S Pillar Standpipe
08/03/2024	Kaver Laminates Ltd	BACS 13155	-2,664.00		-444.00	4325 300	-2,220.00	CODE CORRECTION
08/03/2024	Kaver Laminates Ltd	BACS 13155	2,664.00		444.00	9001 900	2,220.00	S Pillar Standpipe
						362	-2,220.00	S Pillar Standpipe
						7000 900	2,220.00	S Pillar Standpipe
08/03/2024	Birketts LLP	BACS 13156	3,036.00		506.00	4175 100	2,530.00	Forest Road Pond - Undertaking
11/03/2024	Tesco PLC	CC	-3.00			4330 300	-3.00	CODE CORRECTION
11/03/2024	Tesco PLC	CC	3.00			4377 300	3.00	Easter Trail Choc
11/03/2024	Poundland	CC	-5.50		-0.91	4330 300	-4.59	CODE CORRECTION
11/03/2024	Poundland	CC	5.50		0.91	4377 300	4.59	Easter Trail Choc
12/03/2024	Essex Pension Fund	BACS 13059	10,974.54			4145 100	111.44	Pension
						4145 100	5,145.31	Pension
						4301 300	2,054.82	Pension
						4400 400	2,962.03	Pension
						4303 300	700.94	Pension
						363	-700.94	Pension
						7000 300	700.94	Pension
12/03/2024	FuelGenie	DD	50.01		8.33	4444 400	41.68	Fuel
14/03/2024	American Express	DD	0.28			4101 100	0.28	AMEX Charge
14/03/2024	Clover Marketplace Merchant	DD	61.74			4345 300	61.74	Service Charges + Fees
14/03/2024	American Express	DD	-0.28			4101 100	-0.28	CODE CORRECTION
14/03/2024	American Express	DD	0.28			4355 300	0.28	American Express Charge
18/03/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	VAT Schedule
18/03/2024	Clover Marketplace Merchant	DD	8.39		1.40	4355 300	6.99	Clover Equipment
19/03/2024	Staff Payroll Number [REDACTED]							Staff Payroll Number 45
19/03/2024	British Gas	DD	999.03		166.50	4122 100	832.53	Electricity Bill
19/03/2024	FuelGenie	DD	100.02		16.66	4444 400	83.36	Fuel
20/03/2024	Staff Payroll Number [REDACTED]							Staff Payroll Number 02
20/03/2024	Staff Payroll Number [REDACTED]							Staff Payroll Number 06
20/03/2024	Staff Payroll Number [REDACTED]							Staff Payroll Number 12

Subtotal Carried Forward: 222,648.19 0.00 13,220.68 209,427.51

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
20/03/2024	Staff Payroll Number							Staff Payroll Number 26
20/03/2024	Staff Payroll Number							CODE CORRECTION SPN26
20/03/2024	Staff Payroll Number							Staff Payroll Number 26
20/03/2024	Staff Payroll Number							Staff Payroll Number 28
20/03/2024	Staff Payroll Number							Staff Payroll Number 32
20/03/2024	Staff Payroll Number							Staff Payroll Number 35
20/03/2024	Staff Payroll Number							Staff Payroll Number 36
20/03/2024	Staff Payroll Number							Staff Payroll Number 37
20/03/2024	Staff Payroll Number							CODE CORRECTION SPN37
20/03/2024	Staff Payroll Number							Staff Payroll Number 37
20/03/2024	Staff Payroll Number							Staff Payroll Number 41
20/03/2024	Staff Payroll Number							Staff Payroll Number 54
20/03/2024	Staff Payroll Number							CODE CORRECTION SPN54
20/03/2024	Staff Payroll Number							Staff Payroll Number 54
20/03/2024	Staff Payroll Number							Staff Payroll Number 58
20/03/2024	Staff Payroll Number							Staff Payroll Number 58
20/03/2024	Staff Payroll Number							Staff Payroll Number 58
20/03/2024	Staff Payroll Number							Staff Payroll Number 60
20/03/2024	Joan Coleman	BACS 13110	400.00			4517 500	400.00	Members Allowances
20/03/2024	Staff Payroll Number							Staff Payroll Number 27
20/03/2024	Braintree District Council	BACS 13112	3,206.07		124.40	4120 100	896.35	Braintree District Council
						4457 400	166.40	Braintree District Council
						4380 300	450.00	Braintree District Council
						4457 400	946.92	Braintree District
Subtotal Carried Forward:			246,495.55	0.00	13,345.08		232,528.47	

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
								Council
						4435 400	622.00	Braintree District Council
20/03/2024	EH Smith Builders Merchants	BACS 13113	1,008.30		168.05	4437 400	43.98	Timber & Postmix
						4325 300	41.27	Timber & Postmix
						4325 300	50.35	Timber & Postmix
						4420 400	704.65	Timber & Postmix
20/03/2024	EH Smith Builders Merchants	BACS 13113	-49.52		-8.25	4325 300	-41.27	CODE CORRECTION
20/03/2024	EH Smith Builders Merchants	BACS 13113	49.52		8.25	9001 900	41.27	Timber & Postmix
						362	-41.27	Timber & Postmix
						7000 900	41.27	Timber & Postmix
20/03/2024	EH Smith Builders Merchants	BACS 13113	-60.42		-10.07	4325 300	-50.35	CODE CORRECTION
20/03/2024	EH Smith Builders Merchants	BACS 13113	60.42		10.07	9001 900	50.35	Timber & Postmix
						362	-50.35	Timber & Postmix
						7000 900	50.35	Timber & Postmix
20/03/2024	DOMatkins	BACS 13114	200.00			4330 300	200.00	Music Event - Host
20/03/2024	Alfresco Hire Ltd	BACS 13115	480.00		80.00	4330 300	400.00	Music Event - Tables
20/03/2024	Nikki Smith	BACS 13116	52.60			4115 100	52.60	Mileage + Parking
20/03/2024	Outstanding Map Distributors	BACS 13117	133.00			4345 300	133.00	Info Centre Supplies
20/03/2024	Essex Mammal Surveys	BACS 13118	225.00			4535 500	225.00	Ecology Survey WTH
20/03/2024	Wilkin & Sons	BACS 13119	150.26			4345 300	150.26	Information Centre - Jars
20/03/2024	Chubb Fire & Security Ltd	BACS 13120	177.01		29.50	4120 100	147.51	Intruder Alarm System Works
20/03/2024	Streetmaster	BACS 13121	2,378.40		396.40	4437 400	1,982.00	Steel & Plaque
20/03/2024	Laura Wyatt Music	BACS 13122	137.50			4330 300	137.50	Jupiter Ray deposit
20/03/2024	RBL Witham Branch	BACS 13123	80.00			4310 300	80.00	Hall Hire
20/03/2024	Witham Public Hall Trust	BACS 13125	1,448.75			4345 300	1,448.75	WTC768, WTC769
20/03/2024	Hugh Pearl (Land Drainage) Ltd	BACS 13126	7,869.00		1,311.50	4435 400	6,557.50	Supply and install of piping
20/03/2024	Joggleberry	BACS 13127	4,950.00		825.00	4380 300	4,125.00	Witham Festival Entertainment
22/03/2024	Jason Brown	BACS 13124	190.00			4505 500	190.00	Disco Music Civic Reception
22/03/2024	SSE Contracting	DD	88.63		14.77	4425 400	73.86	CCTV
22/03/2024	SSE Contracting	DD	-88.63		-14.77	4425 400	-73.86	CODE CORRECTION
22/03/2024	SSE Contracting	DD	88.63		14.77	4372 300	73.86	CCTV
25/03/2024	EBM Managed Services	DD	70.74		11.79	4130 100	58.95	Printer
27/03/2024	Pitney Bowes	DD	107.75			4135 100	107.75	Meter Reset
28/03/2024	SSE Contracting	DD	50.30		2.40	4431 400	47.90	Maldon Road Toilets
Subtotal Carried Forward:			266,292.79	0.00	16,184.49		250,108.30	

Date: 06/09/2024

Witham Town Council

Page 11

Time: 09:33

Cashbook 6

User: JJ

Unity Trust Account

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
28/03/2024	Unity Trust Bank plc	DD	11.40			4101 100	11.40	Manual Handling Charge
31/03/2024	Unity Trust Bank plc	DD	78.30			4101 100	78.30	Service Charge
31/03/2024	Unity Trust Bank plc	DD	78.30			4101 100	78.30	Service Charge
31/03/2024	Unity Trust Bank plc	DD	-78.30			4101 100	-78.30	CORRECTION Service Charge
Total Payments:			266,382.49	0.00	16,184.49		250,198.00	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
02/04/2024	Braintree District Council	DD	896.35			4120 100	896.35	Offices and Premises
03/04/2024	Kempco	BACS 13128	140.88		23.48	4355 300	117.40	Dog Waste Bags
03/04/2024	East Anglian Railway Museum	BACS 13129	123.17			4345 300	123.17	Witham Station Publication
03/04/2024	Witham Dramatic Club	BACS 13130	276.45			4345 300	276.45	Ticket Sales
03/04/2024	Sparkle Meetings	BACS 13131	500.00			4330 300	500.00	Music Event deposit
03/04/2024	Chelmsford Safety Supplies	BACS 13132	206.91		34.48	4120 100	172.43	Cleaning Supplies
03/04/2024	Assured Heating Essex	BACS 13133	96.00		16.00	4120 100	80.00	Boiler Service
03/04/2024	GKs Graphics Ltd	BACS 13134	230.00		38.33	9001 900	191.67	Print, Lamination & Vinyl Adju
						362	-191.67	Print, Lamination & Vinyl Adju
						7000 900	191.67	Print, Lamination & Vinyl Adju
03/04/2024	TBWS Welding Supplies Ltd	BACS 13135	210.00		35.00	4420 400	175.00	Wheels & Handles Kit
03/04/2024	EH Smith Builders Merchants	BACS 13136	186.30		31.05	4437 400	155.25	Concreting Sand & Plastic
03/04/2024	Streetmaster	BACS 13137	1,210.80		201.80	4437 400	1,009.00	Steel, Boards & Plaque
03/04/2024	Sophies Artisan Deli	BACS 13138	85.00			4510 500	85.00	Delayed Xmas Buffet
03/04/2024	Lighting & Illumination Tech	BACS 13139	1,108.80		184.80	4425 400	924.00	Structural Testing Lamp Columns
03/04/2024	Braintree District Council	BACS 13140	450.00			4510 500	450.00	Road Closure - Xmas Fayre
03/04/2024	Klarners Coaches Ltd	BACS 13141	912.60			4345 300	912.60	March Sales
03/04/2024	Witham Choral Society	BACS 13142	27.00			4345 300	27.00	Ticket Sales
03/04/2024	Witham Forge	BACS 13143	624.00		104.00	4120 100	520.00	Scaffold Tower & Repair
03/04/2024	HM Revenue and Customs	BACS 13144	7,855.46			4145 100	4,303.20	March 24 PAYE&NIC
						4301 300	365.15	March 24 PAYE&NIC
						4400 400	2,577.74	March 24 PAYE&NIC
						4303 300	509.37	March 24 PAYE&NIC
						363	-509.37	March 24 PAYE&NIC
						7000 300	509.37	March 24 PAYE&NIC
						4517 500	100.00	March 24 PAYE&NIC
03/04/2024	Winning Rosettes	BACS 13145	80.45			4379 300	80.45	Dog Show Rosettes
03/04/2024	Hugh Pearl (Land Drainage) Ltd	BACS 13146	3,553.20		592.20	9002 900	2,961.00	Installation of Sign Posts
Subtotal Carried Forward:			18,773.37	0.00	1,261.14		17,512.23	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>	
						363	-2,961.00	Installation of Sign Posts	
						7000 900	2,961.00	Installation of Sign Posts	
03/04/2024	Lighting & Illumination Tech	BACS 13147	5,054.40		842.40	4340 300	4,212.00	Rental Agreement + Lighting	
03/04/2024	DAC Planning Ltd	BACS 13148	4,065.60		677.60	4600 200	3,388.00	Scoping Report and Followup	
03/04/2024	Essex Pension Fund	BACS 13149	11,096.29			4145 100	112.94	March 24 Pension Contributions	
						4145 100	5,262.36	March 24 Pension Contributions	
						4301 300	2,058.02	March 24 Pension Contributions	
						4400 400	2,962.03	March 24 Pension Contributions	
						4303 300	700.94	March 24 Pension Contributions	
						363	-700.94	March 24 Pension Contributions	
						7000 300	700.94	March 24 Pension Contributions	
03/04/2024	National Express	BACS 13150	41.18			4345 300	41.18	Ticket Sales	
03/04/2024	Aqua Loo Toilet Hire	BACS 13151	1,140.00		190.00	4330 300	950.00	Music Festival Toilets	
03/04/2024	Phil Barlow	BACS 13152	21.94			4115 100	21.94	Travel Expenses	
03/04/2024	SSE Contracting	DD	469.92		22.38	4121 100	447.54	Gas	
03/04/2024	SSE Contracting	DD	233.92		17.78	4425 400	216.14	Lighting Maintenance & Utility	
03/04/2024	XLN Telecom Ltd	DD	10.29		5.19	4372 300	5.10	CCTV Broadband	
03/04/2024	Screwfix	DD	156.56		26.10	4420 400	21.99	Equipment Various	
						9001 900	70.99	Equipment Various	
						362	-70.99	Equipment Various	
						7000 900	70.99	Equipment Various	
						9001 900	28.32	Equipment Various	
						362	-28.32	Equipment Various	
						7000 900	28.32	Equipment Various	
						4420 400	9.16	Equipment Various	
03/04/2024	FuelGenie	DD	14.19		2.36	4444 400	11.83	Fuel	
04/04/2024	Holts of Witham	BACS	10.00			4345 300	10.00	Gift Voucher 28 & 32	
04/04/2024	BT	DD	194.90		32.48	4160 100	162.42	Monthly Bill	
04/04/2024	Grenke Leasing Ltd	DD	453.60		75.60	4130 100	378.00	Quarterly Fee	
10/04/2024	FuelGenie	DD	125.67		20.93	4444 400	104.74	Fuel	
15/04/2024	Unity Trust Bank plc	BACS	6.00			4170 100	6.00	Cheque Copy Fee	
Subtotal Carried Forward:			41,867.83	0.00	3,173.96		38,693.87		

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

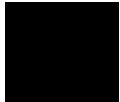


Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
15/04/2024	American Express	DD	0.06			4355 300	0.06	PDQ Charge
15/04/2024	Clover Marketplace Merchant	DD	47.94			4355 300	47.94	Service Charge
16/04/2024	P Rowland	BACS 13157	180.00			4345 300	180.00	Crofton Bees x25clear, x15soft
16/04/2024	RBL Witham Branch	BACS 13158	40.00			4310 300	40.00	Hall Hire
16/04/2024	David Islip Photography	BACS 13159	150.00			4330 300	150.00	Easter Trail deposit
16/04/2024	David Islip Photography	BACS 13159	-150.00			4330 300	-150.00	CODE CORRECTION
16/04/2024	David Islip Photography	BACS 13159	150.00			4377 300	150.00	Easter Trail deposit
16/04/2024	Scarlett Entertainment	BACS 13160	1,440.00		240.00	4330 300	600.00	Caricaturist Paul x2 Events
						4380 300	600.00	Caricaturist Paul x2 Events
16/04/2024	EALC	BACS 13161	2,271.08			4180 100	2,271.08	EALC & NALC Affiliation Fees
16/04/2024	James Todd & Co	BACS 13162	126.72		21.12	4195 100	105.60	Payroll Fee March 24
16/04/2024	C&S Window Cleaning Services	BACS 13163	20.00			4120 100	20.00	Windows & Front of Building
16/04/2024	Braintree District Council	BACS 13164	60.00		10.00	4447 400	50.00	Pest Control Fees
16/04/2024	EH Smith Builders Merchants	BACS 13165	68.46		11.41	4420 400	40.00	Timber & Concreting Sand
						4437 400	17.05	Timber & Concreting Sand
16/04/2024	SLCC Enterprises Ltd	BACS 13166	3,250.00			4190 100	3,250.00	Staff Training
16/04/2024	Society of London Theatres	BACS 13167	47.00			4345 300	47.00	Theatre Token Sales Jan 24
16/04/2024	Environment Agency	BACS 13168	23.81			4448 400	23.81	General Drainage Charges
16/04/2024	Society of London Theatres	BACS 13169	75.20			4345 300	75.20	Ticket Sales Feb 24
16/04/2024	Rialtas Business Solutions Ltd	BACS 13170	896.40		149.40	4100 100	555.00	Annual Support & Maintenance
						9001 900	192.00	Annual Support & Maintenance
						363	-192.00	Annual Support & Maintenance
						7000 900	192.00	Annual Support & Maintenance
16/04/2024	Rialtas Business Solutions Ltd	BACS 13170	-230.40		-38.40	9001 900	-192.00	CORRECTION
						363	192.00	CORRECTION
						7000 900	-192.00	CORRECTION
16/04/2024	Rialtas Business Solutions Ltd	BACS 13170	230.40		38.40	9001 900	192.00	Annual Support & Maintenance
						362	-192.00	Annual Support & Maintenance
						7000 900	192.00	Annual Support & Maintenance
Subtotal Carried Forward:			50,564.50	0.00	3,605.89		46,958.61	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
16/04/2024	Kempco	BACS 13171	140.88		23.48	4345 300	117.40	Dog Waste Bags
16/04/2024	Kempco	BACS 13171	-140.88		-23.48	4345 300	-117.40	CODE CORRECTION
16/04/2024	Kempco	BACS 13171	140.88		23.48	4355 300	117.40	Dog Waste Bags
16/04/2024	Birketts LLP	BACS 13172	432.00		72.00	4175 100	360.00	Professional Charges
16/04/2024	James Hallam Ltd	BACS 13173	95.67			4165 100	95.67	Fleet Rated Commercial Motor
16/04/2024	Plainview Planning	BACS 13174	402.00		67.00	4500 500	335.00	Extension to Listed Building
16/04/2024	Architectural Management	BACS 13175	1,800.00		300.00	4500 500	1,500.00	Internal Alterations, Rear Exte
16/04/2024	EH Smith Builders Merchants	BACS 13176	67.50			4345 300	67.50	Ticket Sales
16/04/2024	Carol Gosden	BACS 13177	9.00			4345 300	9.00	March 24 Sales WTC774
16/04/2024	Wilkin & Sons	BACS 13178	199.45			4345 300	199.45	Various Goods - Info Centre
16/04/2024	A & J Lighting	BACS 13195	204.00		34.00	4425 400	170.00	Callout, Column & Light Fittin
16/04/2024	Police & Crime Commissioner	BACS 13196	732.68			4373 300	732.68	Contributions WTC Spec Consta
16/04/2024	Birketts LLP	BACS 13197	2,612.40		435.40	4175 100	2,177.00	Professional Charges
16/04/2024	Witham Public Hall Trust	BACS 13198	2,684.20			4345 300	2,684.20	WTC772,773,775,7
16/04/2024		BACS 13227	62.60			9001 900	62.60	Refund for Allotment Payment
						363	-62.60	Refund for Allotment Payment
						7000 900	62.60	Refund for Allotment Payment
16/04/2024		BACS 13227	-62.60			9001 900	-62.60	CORRECTION
						363	62.60	CORRECTION
						7000 900	-62.60	CORRECTION
16/04/2024		BACS 13227	62.60			9001 900	62.60	Allotment Refund
						362	-62.60	Allotment Refund
						7000 900	62.60	Allotment Refund
16/04/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	VAT Schedule
16/04/2024	Clover Marketplace Merchant	DD	25.30		4.21	4355 300	21.09	Monthly Charge + App Charge
17/04/2024	FuelGenie	DD	45.57		7.59	4444 400	37.98	Fuel
18/04/2024	Nikki Smith	BACS 13199	1,806.89			4510 500	276.20	Urban Hygeine + Various
						4510 500	11.20	Urban Hygeine + Various
						4510 500	34.03	Urban Hygeine + Various
Subtotal Carried Forward:			61,911.64	0.00	4,554.07		55,872.11	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
						4510 500	106.52	Urban Hygeine + Various
						4447 400	378.99	Urban Hygeine + Various
						4150 100	679.99	Urban Hygeine + Various
						4447 400	64.98	Urban Hygeine + Various
						4447 400	254.98	Urban Hygeine + Various
18/04/2024	N Smith	BACS 13199	-378.99			4447 400	-378.99	CODE CORRECTION
18/04/2024	N Smith	BACS 13199	378.99			4445 400	378.99	Portable Outdoor CCTV Cam
18/04/2024	Reveal Media	BACS 13200	99.60		16.60	4420 400	83.00	Fast Mount & Cables
18/04/2024	Witham Public Hall Trust	BACS 13201	95.00			4345 300	95.00	Ticket Sales WTC777
18/04/2024	British Gas	DD	924.79		154.13	4122 100	770.66	British Gas
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024	St John Ambulance							April 24 Payroll
19/04/2024	Staff Payroll Number							April 24 Payroll
19/04/2024								Civic Event Support
								Civic Event Support
								Civic Event Support
23/04/2024	Unity Trust Bank plc	BACS	12.00			4170 100	12.00	Cheque Copy Charge
23/04/2024	American Express	DD	0.06			4355 300	0.06	Charges
23/04/2024	SSE Contracting	DD	52.20		2.49	4425 400	49.71	Electricity - MRP
24/04/2024	EBM Managed Services	DD	221.60		36.94	4130 100	184.66	Photocopying - March 24
Subtotal Carried Forward:			91,206.53	0.00	4,764.23		86,442.30	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
24/04/2024	FuelGenie	DD	168.30		28.04	4444 400	140.26	Fuel
25/04/2024	Unity Trust Instant Access	INT TRANSF	400,000.00			270	400,000.00	INTERNAL TRANSFER
25/04/2024	Unity Trust Instant Access	TRANS CORR	400,000.00			270	400,000.00	INTERNAL TRANSFER CORRECT
30/04/2024	Royal Mail	BACS 13204	141.60		23.60	4525 500	118.00	Witham Voice Postage
30/04/2024	Signs Base Ltd	BACS 13205	229.44		38.24	4306 300	191.20	Display Boards - D-Day Event
30/04/2024	Braintree Ass. Local Councils	BACS 13206	48.00			4180 100	48.00	Membership Fees
30/04/2024	Chelmsford Safety Supplies	BACS 13207	160.02		26.67	4120 100	133.35	Toilet Rolls
30/04/2024	Harry Cooper Plumbing	BACS 13208	294.00		49.00	9001 900	245.00	Replacement of Taps & Leak Fix
						362	-245.00	Replacement of Taps & Leak Fix
						7000 900	245.00	Replacement of Taps & Leak Fix
30/04/2024	Essex Ecology Services Ltd	BACS 13209	1,440.00		240.00	4500 500	1,200.00	James Cooke Wood Manage Plan
30/04/2024	EALC	BACS 13210	2,271.08			4180 100	2,271.08	Affiliation Fees 24/25
30/04/2024	The Bee Friendly Trust	BACS 13211	2,650.03			4447 400	2,650.03	Bee Haven
30/04/2024	Essex Supplies	BACS 13212	198.00		33.00	4345 300	165.00	Green Bin Liner
30/04/2024	SLCC Enterprises Ltd	BACS 13213	530.00			4180 100	530.00	Membership Fees 24/25
30/04/2024	Streetmaster	BACS 13214	126.00		21.00	4437 400	105.00	Stainless Steel Plaque
30/04/2024	Neal Francis (6 string Make)	BACS 13215	400.00			4330 300	400.00	Music Event deposit
30/04/2024	East Anglian Railway Museum	BACS 13216	98.54			4345 300	98.54	Info Centre - Witham Station
30/04/2024	Frostie Entertainment	BACS 13217	350.00			4380 300	350.00	Street Festival Deposit
30/04/2024	Tyre Smart	BACS 13218	98.46		16.41	4444 400	82.05	Wheel Balance & Tyre Disposal
30/04/2024	Groundworks UK	BACS 13219	3,525.00			4170 100	3,525.00	NeighbourhoodPlan EndofGra
30/04/2024	Brave Arts	BACS 13220	340.00			4447 400	340.00	Repairs to Public Art Mural
30/04/2024	Rural Community Council of Ess	BACS 13221	114.30			4180 100	114.30	Membership Fees
30/04/2024	EH Smith Builders Merchants	BACS 13222	67.68		11.28	4447 400	56.40	Postfix x2
30/04/2024	Essex Pension Fund	BACS 13223	11,598.92			4145 100	180.76	Pensions April 24
						4145 100	5,370.62	Pensions April 24
						4301 300	2,081.69	Pensions April 24
						4400 400	3,280.58	Pensions April 24
						4303 300	685.27	Pensions April 24
						363	-685.27	Pensions April 24
Subtotal Carried Forward:			916,055.90	0.00	5,251.47		910,119.16	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
						7000 300	685.27	Pensions April 24
30/04/2024	HM Revenue and Customs	BACS 13224	8,891.89			4145 100	4,726.52	PAYE & NIC April 24
						4301 300	695.06	PAYE & NIC April 24
						4400 400	2,958.77	PAYE & NIC April 24
						4303 300	489.14	PAYE & NIC April 24
						363	-489.14	PAYE & NIC April 24
						7000 300	489.14	PAYE & NIC April 24
						4302 300	22.40	PAYE & NIC April 24
						390	-22.40	PAYE & NIC April 24
						7000 300	22.40	PAYE & NIC April 24
30/04/2024	Society of London Theatres	BACS 13225	47.00			4345 300	47.00	Theatre Token Sales March 24
30/04/2024	Karen Woods	BACS 13226	144.00			4120 100	144.00	Town Hall Cleaning
01/05/2024	White Hart Hotel	BACS	50.00			4355 300	50.00	White Hart Hotel
01/05/2024	SSE Contracting	DD	250.67		19.05	4425 400	231.62	Electricity
01/05/2024	Braintree District Council	DD	893.00			4120 100	893.00	Offices & Premises
01/05/2024	FuelGenie	DD	100.00		16.66	4444 400	83.34	Fuel
02/05/2024	SSE Contracting	DD	370.93		17.66	4121 100	353.27	Gas
03/05/2024	SSE Contracting	DD	94.92		15.82	4372 300	79.10	Electricity / CCTV
03/05/2024	XLN Telecom Ltd	DD	34.67		5.78	4100 100	28.89	Broadband
07/05/2024	BT	DD	210.36		35.06	4160 100	175.30	Telephone & Fax
10/05/2024	FuelGenie	DD	145.55		24.26	4444 400	121.29	Fuel
14/05/2024	Staff Payroll Number							April Reception Support
								April Reception Support
								April Reception Support
14/05/2024	SLCC Enterprises Ltd	BACS 13244	25.00			4180 100	25.00	Essex Branch AGM Training Day
14/05/2024	SLCC Enterprises Ltd	BACS 13244	-25.00			4180 100	-25.00	CORRECTION
14/05/2024	SLCC Enterprises Ltd	BACS 13244	25.00			4190 100	25.00	SLCC Training Day
14/05/2024	National Express	BACS 13245	89.20			4345 300	89.20	20/04-01/05 Ticket Sales
14/05/2024	P Rowland	BACS 13246	157.50			4345 300	157.50	Honey x25 clear x10 soft
14/05/2024	Link CCTV Systems	BACS 13247	2,644.44		440.74	4372 300	2,203.70	Labour on CCTV
14/05/2024	Reveal Media	BACS 13248	438.00		73.00	4420 400	365.00	Mount & Camera
Subtotal Carried Forward:			930,665.43	0.00	5,899.50		924,400.93	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
								Software
14/05/2024	Personalise	BACS 13249	75.30		12.55	4420 400	62.75	Outdoor Trousers Embroidered
14/05/2024	WAOS	BACS 13250	1,206.52			4345 300	1,206.52	Ticket Sales 778WTC
14/05/2024	Klarners Coaches Ltd	BACS 13251	170.10			4345 300	170.10	Sale of Tickets
14/05/2024	Signs Base Ltd	BACS 13252	286.20			4372 300	286.20	Aluminium sign w/ vinyl
14/05/2024	Signs Base Ltd	BACS 13252	-286.20			4372 300	-286.20	VAT CORRECTION
14/05/2024	Signs Base Ltd	BACS 13252	286.20		47.70	4372 300	238.50	Aluminium sign w/ vinyl
14/05/2024	C&S Window Cleaning Services	BACS 13253	108.00			4120 100	108.00	Window Cleaning
14/05/2024	C&S Window Cleaning Services	BACS 13253	-108.00			4120 100	-108.00	VAT CORRECTION
14/05/2024	C&S Window Cleaning Services	BACS 13253	108.00		18.00	4120 100	90.00	Window Cleaning
14/05/2024	James Todd & Co	BACS 13254	147.90		24.65	4195 100	123.25	April 24 Payroll Fee
14/05/2024	Essex Supplies	BACS 13255	198.00			4345 300	198.00	Info Centre Purchases
14/05/2024	EH Smith Builders Merchants	BACS 13256	35.82		5.97	4447 400	29.85	Postfix
14/05/2024	Outstanding Map Distributors	BACS 13257	119.80			4345 300	119.80	Anglian Maps
14/05/2024	Liz Crick	BACS 13258	10.17			4345 300	10.17	WTC782 Sales
14/05/2024	Lucie's Candles & Melts	BACS 13259	59.40			4345 300	59.40	WTC781 Sales
14/05/2024	Jessica Taylor-Bearman	BACS 13260	11.69			4345 300	11.69	WTC780 Sales
14/05/2024	Phil Barlow	BACS 13261	255.23			4383 300	255.23	Twinning Mileage & Hermonns
14/05/2024	Applause	BACS 13262	750.00			4380 300	750.00	Street Fest Hire
14/05/2024	Applause	BACS 13262	-750.00			4380 300	-750.00	CORRECTION
14/05/2024	Applause	BACS 13262	720.00			4380 300	720.00	Street Festival Set x3 30mins
14/05/2024	Mr Ruffles Parties	BACS 13263	665.00			4330 300	665.00	Music Event Hire
14/05/2024	Colt Press	BACS 13266	1,533.00			4120 100	1,533.00	Witham Voice Summer 24
14/05/2024	Maxed IT	BACS 13267	43.20		7.20	4100 100	36.00	Workstation Monitoring
14/05/2024	Witham Public Hall Trust	BACS 13268	905.95			4345 300	905.95	Ticket Sales - WTC779,783,784
14/05/2024	Chelmsford Safety Supplies	BACS 13269	29.59		4.93	4120 100	24.66	Broom
15/05/2024	American Express	DD	2.20			4355 300	2.20	PDQ
15/05/2024	Clover Marketplace Merchant	DD	47.51			4355 300	47.51	PDQ Service Charge
16/05/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	PDQ VAT Schedule
16/05/2024	Clover Marketplace Merchant	DD	20.39		3.40	4355 300	16.99	PDQ Monthly Charge
17/05/2024	Wave Utilities	DD	24.90			9001 900	24.90	Water Bill
						362	-24.90	Water Bill
						7000 900	24.90	Water Bill
Subtotal Carried Forward:			937,368.30	0.00	6,028.40		931,339.90	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
29/05/2024	The Art & Framing Centre	BACS 13282	27.99		4.67	4120 100	23.32	Framing of Certificates
29/05/2024	Harry Cooper Plumbing	BACS 13283	74.40		12.40	9001 900	62.00	Pipework Repair
						362	-62.00	Pipework Repair
						7000 900	62.00	Pipework Repair
29/05/2024	EALC	BACSB 1328	120.00		20.00	4190 100	100.00	Staff Training
29/05/2024	EALC	BACSB 1328	-120.00		-20.00	4190 100	-100.00	REF CORRECTION
30/05/2024	Pitney Bowes	DD	61.25		10.21	4135 100	51.04	Postage
31/05/2024	GK Motor Factors Ltd	BACS	100.00			4345 300	100.00	Gift Vouchers 44-49, 65-71
31/05/2024	S Smith	BACS 13286	185.00		7.75	4170 100	177.25	Eye Test
31/05/2024	SSE Contracting	DD	242.58		18.44	4122 100	224.14	Electricity
31/05/2024	FuelGenie	DD	139.35		23.22	4444 400	116.13	Fuel
03/06/2024	SSE Contracting	DD	219.02		10.43	4121 100	208.59	Gas
03/06/2024	Braintree District Council	DD	787.65			4120 100	787.65	Business Rates - Office & Prem
03/06/2024	XLN Telecom Ltd	DD	31.14		5.19	4100 100	25.95	Broadband
03/06/2024	Screwfix	DD	59.94		9.98	4420 400	49.96	Paint Tray & Extension Pole
03/06/2024	Screwfix	DD	-59.94		-9.98	4420 400	-49.96	CORRECTION
03/06/2024	Screwfix	DD	72.93		12.14	4420 400	60.79	Paint Tray, Extension Pole etc
04/06/2024	BT Group	DD	210.36		35.06	4160 100	175.30	Broadband & Telephone
07/06/2024	Essex Pension Fund	BACS 13284	10,492.45			4145 100	170.69	Pension May 24
						4145 100	5,239.77	Pension May 24
						4301 300	1,407.81	Pension May 24
						4400 400	2,988.91	Pension May 24
						4303 300	685.27	Pension May 24
						363	-685.27	Pension May 24
						7000 300	685.27	Pension May 24
07/06/2024	HM Revenue and Customs	BACS 13285	8,372.11			4145 100	4,544.53	PAYE & NIC
						4301 300	821.83	PAYE & NIC
						4400 400	2,539.01	PAYE & NIC
						4303 300	489.14	PAYE & NIC
						363	-489.14	PAYE & NIC
						7000 300	489.14	PAYE & NIC
						4302 300	-22.40	PAYE & NIC
						390	22.40	PAYE & NIC
						7000 300	-22.40	PAYE & NIC
11/06/2024	FuelGenie	DD	108.95		18.15	4444 400	90.80	Fuel
11/06/2024	Anglian Water	DD	504.60			4431 400	504.60	Water - Public Toilet
12/06/2024	WPHT	BACS 13287	555.75			4345 300	555.75	787WTC & 788WTC
Subtotal Carried Forward:			992,007.67	0.00	6,782.30		985,225.37	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
12/06/2024	Alfresco Hire Ltd	BACS 13288	369.60		61.60	4379 300	308.00	Table & Bench Hire
12/06/2024	C&S Window Cleaning Services	BACS 13289	24.00			4120 100	24.00	Window Cleaning
12/06/2024	Piggotts Company Ltd	BACS 13290	173.35		28.89	4120 100	144.46	Union Flag
12/06/2024	RBL Witham Branch	BACS 13291	50.00			4516 500	50.00	Donation for D-Day Poppies
12/06/2024	RBL Witham Branch	BACS 13292	20.00			4310 300	20.00	Silver Cinema Hall Hire
12/06/2024	Birketts LLP	BACS 13293	508.80		84.80	4175 100	424.00	Legal Professional Charges
12/06/2024	Maxed IT	BACS 13294	21.60		3.60	4100 100	18.00	IT Workstation Monitoring
12/06/2024	Royal Mail	BACS 13295	1,470.41		244.46	4525 500	1,225.95	Witham Voice Shipping
12/06/2024	James Todd & Co	BACS 13296	139.20		23.20	4195 100	116.00	May 24 Payroll Fee
12/06/2024	Klarners Coaches Ltd	BACS 13297	138.60			4345 300	138.60	Ticket Sales
12/06/2024	Society of London Theatres	BACS 13298	94.00			4345 300	94.00	April 24 Ticket Sales
12/06/2024	National Express	BACS 13299	113.52			4345 300	113.52	Ticket Sales
12/06/2024	Laura Wyatt Music	BACS 13300	412.50			4330 300	412.50	Music Event Hire
12/06/2024	Arthur's Fused Glass	BACS 13301	9.90			4345 300	9.90	787WTC
12/06/2024	Felt Sew Crafty	BACS 13302	9.00			4345 300	9.00	790WTC
12/06/2024	Marks Tey Radio	BACS 13303	540.00		90.00	4306 300	450.00	Speakers, Amps & Radio
12/06/2024	SAS Vehicle Service & Repair	BACS 13304	416.70		64.44	4444 400	352.26	MOT Test
12/06/2024	SAS Vehicle Service & Repair	BACS 13305	84.00		14.00	4444 400	70.00	Light Lens
12/06/2024		BACS 13306	53.65			9001 900	53.65	Allotment Refund
						362	-53.65	Allotment Refund
						7000 900	53.65	Allotment Refund
12/06/2024	Essex County Council	BACS 13307	50.00			4455 400	50.00	Witham in Bloom Seasonal Decor
12/06/2024	EH Smith Builders Merchants	BACS 13308	15.48		2.58	4445 400	12.90	Screws
12/06/2024	David Islip Photography	BACS 13309	80.00			4306 300	80.00	D-Day Photography
12/06/2024	K Drury	BACS 13310	31.86			4115 100	31.86	Mileage - Chainsaw Training
12/06/2024	R Moore	BACS 13311	9.90			4115 100	9.90	Mileage - Chainsaw Training
12/06/2024	Pete Symmons	BACS 13312	40.00			4306 300	40.00	D-Day Marshalling
12/06/2024	Templars Community Association	BACS 13313	1,000.00			4360 300	1,000.00	Grant Funding
12/06/2024	PPL PRS	BACS 13315	448.30		74.72	4330 300	124.53	Music License Events
						4379 300	124.52	Music License Events
						4390 300	124.53	Music License Events

Subtotal Carried Forward:

998,332.04

0.00 7,474.59

990,857.45

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c	£ Amount	Transaction
12/06/2024	Initial Washroom Hygiene	BACS 13316	261.50		43.59	4120 100	217.91	Maintenace of Disabled Toilet
12/06/2024	Green Clean	BACS 13317	24.00		4.00	4120 100	20.00	Cleaning of Wheeled Bins
14/06/2024	American Express	DD	0.27			4355 300	0.27	PDQ
14/06/2024	Clover Marketplace Merchant	DD	46.66			4355 300	46.66	PDQ Service Charge
18/06/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	VAT Schedule
18/06/2024	Clover Marketplace Merchant	DD	20.39		3.40	4355 300	16.99	Equipment - Card Machine
18/06/2024	British Gas	DD	848.72		141.45	4122 100	707.27	Electricity
18/06/2024	FuelGenie	DD	88.14		14.68	4444 400	73.46	Fuel
18/06/2024	Clover Marketplace Merchant	DD	27.00		4.50	4355 300	22.50	VAT Schedule
18/06/2024	Clover Marketplace Merchant	DD	-27.00		-4.50	4355 300	-22.50	CORRECTION
20/06/2024	Staff Payroll Number							Staff Payroll Number 02
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Councillor LM Barlow							Mayor's Allowance
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							D-Day Marshalling
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							June 24 Payroll
20/06/2024	Staff Payroll Number							D-Day Marshalling
20/06/2024	Staff Payroll Number							June 24 Payroll
21/06/2024	EALC	BACS 13210	-2,271.08			4180 100	-2,271.08	EALC
24/06/2024	EBM Managed Services	DD	95.66		15.95	4130 100	79.71	Photocopying
25/06/2024	Citizens Advice	BACS 13314	5,000.00			4365 300	5,000.00	Grant Application
25/06/2024	St John Ambulance	BACS 13337	126.72		21.12	4306 300	105.60	D-Day First Aid
25/06/2024	SSE Contracting	DD	78.39		3.73	4122 100	74.66	Electricity
25/06/2024	FuelGenie	DD	122.56		20.42	4444 400	102.14	Fuel
27/06/2024	Eastern Lift Services	BACS 13335	936.00		156.00	4120 100	780.00	Lift Changing Station
27/06/2024	Mondy Ironmongers	BACS 13360	82.50			4420 400	82.50	Screws, bolts,
Subtotal Carried Forward:			1,032,412.71	0.00	7,903.43		1,024,426.78	

Unity Trust Account

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
								washers and tap
27/06/2024	WPHT	BACS 13361	1,183.37			4345 300	1,183.37	791-794WTC Ticket Sales
27/06/2024	GKs Graphics Ltd	BACS 13362	25.00		4.17	4379 300	20.83	Dog Show Cut Vinyl
27/06/2024	Phil Barlow	BACS 13363	7.20			4115 100	7.20	Mileage & Travel Expenses
27/06/2024	C&S Window Cleaning Services	BACS 13364	24.00		4.00	4120 100	20.00	Window Cleaning
27/06/2024	Kempco	BACS 13365	140.88		23.48	4345 300	117.40	Dog Waste Bags
27/06/2024	Rosie Sizer	BACS 13366	30.00			4446 400	30.00	Refund of Open Spaces Hire
27/06/2024	Crofton Bees	BACS 13367	157.50			4345 300	157.50	Info Centre Stock: Honey & Sof
27/06/2024	Wilkin & Sons	BACS 13368	140.16		23.36	4345 300	116.80	Info Centre Stock: Marm, Chutn
27/06/2024	Wilkin & Sons	BACS 13368	-140.16		-23.36	4345 300	-116.80	VAT CORRECTION
27/06/2024	Wilkin & Sons	BACS 13368	140.16			4345 300	140.16	Info Centre Stock: Marm, Chutn
27/06/2024	Wilkin & Sons	BACS 13369	160.39			4345 300	160.39	Info Centre Stock: Marm, Chutn
27/06/2024	Tyre Smart	BACS 13370	20.00		3.33	4444 400	16.67	Inner Tube Fitted
27/06/2024	Birketts LLP	BACS 13371	2,139.60		356.60	4175 100	1,783.00	Acquisition of Land
27/06/2024	Link CCTV Systems	BACS 13372	530.12		88.35	4372 300	441.77	Repair of Camera
27/06/2024	Pitney Bowes	DD	107.75			4135 100	107.75	Postage
28/06/2024	SSE Contracting	DD	1,957.63		348.12	4122 100	1,609.51	Electricity
28/06/2024	Unity Trust Bank plc	DD	4.70			4101 100	4.70	Manual Credit Handling Charge
30/06/2024	Unity Trust Bank plc	DD	91.20			4101 100	91.20	Service Charge
Total Payments:			1,039,132.21	0.00	8,731.48		1,030,400.73	

Unity Trust Instant Access

Payments made between 01/02/2024 and 31/03/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
05/02/2024	Unity Trust Account	Inter Tran	70,000.00			250	70,000.00	Internal Transfer to Current A
04/03/2024	Unity Trust Account	INT TRANSF	50,000.00			250	50,000.00	INTERNAL TRANSFER
20/03/2024	Unity Trust Account	INT TRANSF	20,000.00			250	20,000.00	INTERNAL TRANSFER
Total Payments:			140,000.00	0.00	0.00		140,000.00	

Unity Trust Instant Access

Payments made between 01/04/2024 and 30/06/2024

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>£ Amount</u>	<u>Transaction</u>
03/04/2024	Unity Trust Account	INT TRANSF	80,000.00			250	80,000.00	INTERNAL TRANSFER
25/04/2024	Unity Trust Account	INT TRANSF	400,000.00			250	400,000.00	INTERNAL TRANSFER
Total Payments:			480,000.00	0.00	0.00		480,000.00	

[Back to Agenda](#)

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

Agenda Item 8(c)

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>							
1100 Sundry Receipts	113,320	500	(112,820)			22664.0	8,392
1500 Hall Hire	22,777	12,500	(10,277)			182.2%	
Administration :- Income	136,097	13,000	(123,097)			1046.9%	8,392
4100 I.T	4,081	4,000	(81)		(81)	102.0%	
4101 Charges	520	500	(20)		(20)	104.0%	
4115 Travel Expenses	337	600	263		263	56.2%	
4120 Town Hall	33,759	35,000	1,241		1,241	96.5%	
4121 Gas	4,865	7,000	2,135		2,135	69.5%	
4122 Electricity	5,239	5,700	461		461	91.9%	
4130 Photocopying	3,764	3,000	(764)		(764)	125.5%	
4135 Postage	316	500	184		184	63.2%	
4140 Stationery	1,447	1,500	53		53	96.5%	
4145 Admin Team PAYE/LGPS	263,248	278,216	14,968		14,968	94.6%	
4150 Office Equipment	1,105	4,000	2,895		2,895	27.6%	
4160 Telephone/Fax	2,075	1,800	(275)		(275)	115.3%	
4165 Insurance	10,634	11,150	516		516	95.4%	
4170 Sundry Expenses	5,152	1,500	(3,652)		(3,652)	343.5%	
4175 Audit & Legal	14,164	10,000	(4,164)		(4,164)	141.6%	
4180 Affiliation Fees	3,291	5,000	1,709		1,709	65.8%	
4185 Members -Conferencing/Training	1,140	4,000	2,860		2,860	28.5%	
4190 Staff -Conferencing/Training	6,771	6,500	(271)		(271)	104.2%	
4195 Payroll Charges	1,221	900	(321)		(321)	135.7%	
4200 Petty Cash	464	700	236		236	66.3%	
Administration :- Indirect Expenditure	363,596	381,566	17,970	0	17,970	95.3%	0
Net Income over Expenditure	(227,499)	(368,566)	(141,067)				
7001 less Transfer to EMR	8,392						
Movement to/(from) Gen Reserve	(235,891)						
<u>200 Planning & Transport</u>							
4600 Neighbourhood Plan	3,388	2,000	(1,388)		(1,388)	169.4%	
Planning & Transport :- Indirect Expenditure	3,388	2,000	(1,388)	0	(1,388)	169.4%	0
Net Expenditure	(3,388)	(2,000)	1,388				
<u>300 Community</u>							
1300 Information Sales Income	58,389	75,000	16,611			77.9%	
1310 Witham Festival Income	6,280	1,500	(4,780)			418.7%	

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1311 King's Coronation Income	1,668	500	(1,168)			333.6%	
1320 New Events Income	20	0	(20)			0.0%	
1501 Dog Show	40	0	(40)			0.0%	
1509 Christmas Events	5,041	750	(4,291)			672.2%	
Community :- Income	71,438	77,750	6,312			91.9%	0
4301 Community Team PAYE/LGPS	84,106	82,886	(1,220)		(1,220)	101.5%	
4302 Events PAYE	9,015	0	(9,015)		(9,015)	0.0%	288
4303 Safer Streets PAYE/LGPS							
4305 Remembrance	995	1,200	205		205	82.9%	
4306 D-Day	5	0	(5)		(5)	0.0%	
4310 Silver Cinema	260	300	40		40	86.8%	
4315 Town Clock	0	1,500	1,500		1,500	0.0%	
4330 Queen's Jubilee	100	0	(100)		(100)	0.0%	
4340 Christmas Decorations	10,530	10,600	70		70	99.3%	
4345 Information Centre Purchases	46,552	65,000	18,448		18,448	71.6%	
4355 Information Centre Administrat	1,891	3,250	1,359		1,359	58.2%	
4360 Community Grant Aid	17,000	17,000	0		0	100.0%	
4365 Citizens Advice Bureau	10,000	10,000	0		0	100.0%	
4372 CCTV	9,362	10,000	638		638	93.6%	
4373 Special Constable Expenses	2,766	5,000	2,234		2,234	55.3%	
4374 Special Constable Recruitment	289	1,000	711		711	28.9%	
4375 Other Community Support	622	1,000	378		378	62.2%	
4376 Halloween	1,816	2,000	184		184	90.8%	
4377 Easter Trail	2,682	1,650	(1,032)		(1,032)	162.5%	
4379 Witham Dog Show	570	0	(570)		(570)	0.0%	
4380 Witham Festival	26,415	23,000	(3,415)		(3,415)	114.8%	
4381 King's Coronations	9,550	10,000	450		450	95.5%	
4382 Civic Event	2,262	2,500	238		238	90.5%	
4390 Christmas Events & Tree	6,371	3,200	(3,171)		(3,171)	199.1%	
4395 New Events Improvements	967	1,500	533		533	64.5%	
Community :- Indirect Expenditure	255,129	252,586	(2,543)	0	(2,543)	101.0%	11,292
Net Income over Expenditure	(183,691)	(174,836)	8,855				
7000 plus Transfer from EMR	11,292						
Movement to/(from) Gen Reserve	(172,398)						
<u>400 Environment</u>							
1401 Dog & Bench Sponsorship Scheme	7,360	1,650	(5,710)			446.1%	
Environment :- Income	7,360	1,650	(5,710)			446.1%	0

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4400 Operations PAYE/LGPS	164,212	177,454	13,242		13,242	92.5%	
4420 Equipment Supplies & Maintenan	16,696	8,000	(8,696)		(8,696)	208.7%	10,000
4425 Lighting Maintenance & Utility	3,807	4,000	193		193	95.2%	
4431 Toilet Block - Town Park	9,859	10,500	641		641	93.9%	
4432 New Tree Planting	2,007	2,000	(7)		(7)	100.3%	
4433 Tree Maintenance	6,145	5,000	(1,145)		(1,145)	122.9%	733
4435 River Walk Project Management	7,180	7,291	112		112	98.5%	
4436 Dog Bin Maintenance	270	600	330		330	45.0%	
4437 Dog & Bench Schemes	6,234	1,200	(5,034)		(5,034)	519.5%	
4444 Fleet	6,072	6,000	(72)		(72)	101.2%	
4445 Open Spaces General	2,231	2,500	269		269	89.2%	
4446 James Cooke Wood	26,908	5,000	(21,908)		(21,908)	538.2%	
4447 River Walk	4,722	3,000	(1,722)		(1,722)	157.4%	
4448 Whetmead LNR	16,910	4,709	(12,201)		(12,201)	359.1%	
4452 River Walk Signage	3,928	3,000	(928)		(928)	130.9%	
4455 Witham in Bloom	14,955	12,700	(2,255)		(2,255)	117.8%	
4457 Waste Disposal	1,414	1,200	(214)		(214)	117.9%	
Environment :- Indirect Expenditure	293,549	254,154	(39,395)	0	(39,395)	115.5%	10,733
Net Income over Expenditure	(286,189)	(252,504)	33,685				
7000 plus Transfer from EMR	10,733						
Movement to/(from) Gen Reserve	(275,456)						
<u>500 Policy & Resources</u>							
1510 Interest Received	18,791	5,000	(13,791)			375.8%	
Policy & Resources :- Income	18,791	5,000	(13,791)			375.8%	0
4500 Instructions & Reports	4,721	8,000	3,279		3,279	59.0%	
4503 Communications & Exhibitions	892	1,500	608		608	59.5%	
4505 Civic Receptions	1,515	2,300	785		785	65.9%	
4510 Christmas Expenses	620	2,700	2,080		2,080	23.0%	
4515 Mayor's Allowance	2,171	2,000	(171)		(171)	108.6%	
4516 Civic Gesture	434	500	66		66	86.9%	
4517 Members Allowance	6,400	8,000	1,600		1,600	80.0%	
4525 Newsletter & Publications	11,093	12,500	1,407		1,407	88.7%	
4535 Surveys & Consultations	225	1,000	775		775	22.5%	
Policy & Resources :- Indirect Expenditure	28,072	38,500	10,428	0	10,428	72.9%	0
Net Income over Expenditure	(9,281)	(33,500)	(24,219)				

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>600 Precept</u>							
1600 Precept	797,141	797,141	0			100.0%	
Precept :- Income	<u>797,141</u>	<u>797,141</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
Net Income	<u>797,141</u>	<u>797,141</u>	<u>0</u>				
<u>900 EMR Movement</u>							
8000 CapIn - Environment	8,581	0	(8,581)			0.0%	7,857
9004 CapIn - Community	76,560	0	(76,560)			0.0%	
EMR Movement :- Income	<u>85,141</u>	<u>0</u>	<u>(85,141)</u>				<u>7,857</u>
9000 CapEx - Planning	3,957	0	(3,957)		(3,957)	0.0%	3,957
9001 CapEx - Environment	19,758	0	(19,758)		(19,758)	0.0%	19,758
9002 CapEx - Community	81,099	0	(81,099)		(81,099)	0.0%	81,099
EMR Movement :- Indirect Expenditure	<u>104,815</u>	<u>0</u>	<u>(104,815)</u>	<u>0</u>	<u>(104,815)</u>		<u>104,815</u>
Net Income over Expenditure	<u>(19,674)</u>	<u>0</u>	<u>19,674</u>				
7000 plus Transfer from EMR	28,255						
7001 less Transfer to EMR	84,417						
Movement to/(from) Gen Reserve	<u>(75,837)</u>						
Grand Totals:- Income	1,115,968	894,541	(221,427)			124.8%	
Expenditure	1,048,548	928,806	(119,742)	0	(119,742)	112.9%	
Net Income over Expenditure	<u>67,420</u>	<u>(34,265)</u>	<u>(101,685)</u>				
plus Transfer from EMR	50,280						
less Transfer to EMR	92,809						
Movement to/(from) Gen Reserve	<u>24,891</u>						

Detailed Income & Expenditure by Budget Heading 30/06/24

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>							
1100 Sundry Receipts	24,288	500	(23,788)			4857.6%	
1500 Hall Hire	3,779	18,000	14,221			21.0%	
Administration :- Income	28,067	18,500	(9,567)			151.7%	0
4100 I.T	795	4,600	3,805		3,805	17.3%	
4101 Charges	197	520	323		323	37.9%	
4115 Travel Expenses	243	500	257		257	48.6%	
4120 Town Hall	2,925	35,000	32,075		32,075	8.4%	
4121 Gas	562	10,000	9,438		9,438	5.6%	
4122 Electricity	4,140	6,700	2,560		2,560	61.8%	
4130 Photocopying	302	3,000	2,698		2,698	10.1%	
4135 Postage	159	500	341		341	31.8%	
4140 Stationery	42	1,500	1,458		1,458	2.8%	
4145 Admin Team PAYE/LGPS	65,725	298,826	233,101		233,101	22.0%	
4150 Office Equipment	900	3,500	2,600		2,600	25.7%	
4160 Telephone/Fax	337	2,000	1,663		1,663	16.9%	
4165 Insurance	96	12,500	12,404		12,404	0.8%	
4170 Sundry Expenses	389	1,500	1,111		1,111	25.9%	
4175 Audit & Legal	2,216	10,000	7,784		7,784	22.2%	
4180 Affiliation Fees	2,988	5,000	2,012		2,012	59.8%	
4185 Members -Conferencing/Training	0	2,000	2,000		2,000	0.0%	
4190 Staff -Conferencing/Training	3,408	6,500	3,093		3,093	52.4%	
4195 Payroll Charges	239	1,200	961		961	19.9%	
4200 Petty Cash	158	700	542		542	22.6%	
Administration :- Indirect Expenditure	85,821	406,046	320,225	0	320,225	21.1%	0
Net Income over Expenditure	(57,753)	(387,546)	(329,793)				
<u>200 Planning & Transport</u>							
4600 Neighbourhood Plan	0	2,000	2,000		2,000	0.0%	
4601 Speed Reduction	0	12,000	12,000		12,000	0.0%	
Planning & Transport :- Indirect Expenditure	0	14,000	14,000	0	14,000	0.0%	0
Net Expenditure	0	(14,000)	(14,000)				
<u>300 Community</u>							
1300 Information Sales Income	12,532	75,000	62,468			16.7%	
1310 Witham Festival Income	20	1,500	1,480			1.3%	
1311 Music Festival	440	1,500	1,060			29.3%	
1320 Teddy Bear's Picnic	40	50	10			80.0%	

Detailed Income & Expenditure by Budget Heading 30/06/24

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1501 Dog Show	780	500	(280)			156.0%	
1509 Christmas Events	1,390	1,500	110			92.7%	
Community :- Income	15,202	80,050	64,848			19.0%	0
4301 Community Team PAYE/LGPS	19,825	87,505	67,680		67,680	22.7%	
4302 Events PAYE	176	0	(176)		(176)	0.0%	112
4303 Safer Streets PAYE/LGPS							
4305 Remembrance	0	1,000	1,000		1,000	0.0%	
4306 D-Day	906	2,500	1,594		1,594	36.2%	
4310 Silver Cinema	100	300	200		200	33.3%	
4315 Town Clock	0	1,500	1,500		1,500	0.0%	
4330 Music Festival	4,562	10,000	5,438		5,438	45.6%	
4340 Christmas Decorations	4,212	10,600	6,388		6,388	39.7%	
4345 Information Centre Purchases	10,427	65,000	54,573		54,573	16.0%	
4355 Information Centre Administrat	594	3,000	2,406		2,406	19.8%	
4360 Community Grant Aid	1,000	15,000	14,000		14,000	6.7%	
4365 Citizens Advice Bureau	5,000	10,000	5,000		5,000	50.0%	
4371 Community Safety	0	1,500	1,500		1,500	0.0%	
4372 CCTV	2,968	13,000	10,032		10,032	22.8%	
4373 Special Constable Expenses	788	5,000	4,212		4,212	15.8%	
4374 Special Constable Recruitment	0	1,000	1,000		1,000	0.0%	
4375 Other Community Support	0	1,500	1,500		1,500	0.0%	
4376 Halloween	0	2,200	2,200		2,200	0.0%	
4377 Easter Trail	125	1,650	1,525		1,525	7.6%	
4379 Witham Dog Show	1,852	0	(1,852)		(1,852)	0.0%	
4380 Witham Summer Events	6,245	25,500	19,255		19,255	24.5%	
4383 Twinning	255	2,000	1,745		1,745	12.8%	
4390 Christmas Events & Tree	658	4,000	3,342		3,342	16.5%	
4395 New Events Improvements	0	1,500	1,500		1,500	0.0%	
Community :- Indirect Expenditure	68,866	265,255	196,389	0	196,389	26.0%	9,285
Net Income over Expenditure	(53,664)	(185,205)	(131,541)				
7000 plus Transfer from EMR	9,285						
Movement to/(from) Gen Reserve	(44,379)						
<u>400 Environment</u>							
1401 Dog & Bench Sponsorship Scheme	1,190	1,650	460			72.1%	
Environment :- Income	1,190	1,650	460			72.1%	0
4400 Operations PAYE/LGPS	44,760	190,313	145,553		145,553	23.5%	
4420 Equipment Supplies & Maintenan	1,178	8,400	7,222		7,222	14.0%	

Detailed Income & Expenditure by Budget Heading 30/06/24

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4425 Lighting Maintenance & Utility	377	6,000	5,623		5,623	6.3%	
4431 Toilet Block - Town Park	505	12,000	11,495		11,495	4.2%	
4432 New Tree Planting	0	3,000	3,000		3,000	0.0%	
4433 Tree Maintenance	600	5,000	4,400		4,400	12.0%	
4436 Dog Bin Maintenance	0	600	600		600	0.0%	
4437 Dog & Bench Schemes	247	1,200	953		953	20.6%	
4444 Fleet	1,556	6,000	4,444		4,444	25.9%	
4445 Open Spaces General	392	2,500	2,108		2,108	15.7%	
4446 James Cooke Wood	209	2,000	1,791		1,791	10.5%	
4447 River Walk	1,554	3,000	1,446		1,446	51.8%	
4448 Whetmead LNR	35	2,000	1,965		1,965	1.7%	
4452 River Walk Signage	0	2,000	2,000		2,000	0.0%	
4453 Litter Bins	0	1,000	1,000		1,000	0.0%	
4455 Witham in Bloom	50	14,000	13,950		13,950	0.4%	
4457 Waste Disposal	0	1,000	1,000		1,000	0.0%	
Environment :- Indirect Expenditure	51,463	260,013	208,550	0	208,550	19.8%	0
Net Income over Expenditure	(50,273)	(258,363)	(208,090)				
<u>500 Policy & Resources</u>							
1509 Christmas Events	0	1,500	1,500			0.0%	
1510 Interest Received	4,735	14,000	9,265			33.8%	
Policy & Resources :- Income	4,735	15,500	10,765			30.5%	0
4500 Instructions & Reports	333	8,000	7,667		7,667	4.2%	
4503 Communications & Exhibitions	717	1,500	783		783	47.8%	
4505 Civic Receptions	11	2,500	2,489		2,489	0.4%	
4510 Christmas Expenses	513	3,000	2,487		2,487	17.1%	
4515 Mayor's Allowance	1,524	2,000	476		476	76.2%	
4516 Civic Gesture	90	500	410		410	18.0%	
4517 Members Allowance	100	7,000	6,900		6,900	1.4%	
4525 Newsletter & Publications	1,344	13,125	11,781		11,781	10.2%	
4535 Surveys & Consultations	0	1,000	1,000		1,000	0.0%	
4536 Member's Grant Scheme	0	8,000	8,000		8,000	0.0%	
Policy & Resources :- Indirect Expenditure	4,632	46,625	41,993	0	41,993	9.9%	0
Net Income over Expenditure	103	(31,125)	(31,228)				
<u>600 Precept</u>							
1600 Precept	471,237	0	(471,237)			0.0%	
Precept :- Income	471,237	0	(471,237)				0
Net Income	471,237	0	(471,237)				

Detailed Income & Expenditure by Budget Heading 30/06/24

Month No: 3

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>900 EMR Movement</u>							
8000 CapIn - Environment	6,956	0	(6,956)			0.0%	3,791
9004 CapIn - Community	540	0	(540)			0.0%	540
EMR Movement :- Income	<u>7,496</u>	<u>0</u>	<u>(7,496)</u>				<u>4,331</u>
9001 CapEx - Environment	1,836	0	(1,836)		(1,836)	0.0%	1,836
9002 CapEx - Community	3,036	0	(3,036)		(3,036)	0.0%	3,036
EMR Movement :- Indirect Expenditure	<u>4,872</u>	<u>0</u>	<u>(4,872)</u>	<u>0</u>	<u>(4,872)</u>		<u>4,872</u>
Net Income over Expenditure	<u>2,624</u>	<u>0</u>	<u>(2,624)</u>				
7000 plus Transfer from EMR	4,872						
7001 less Transfer to EMR	4,331						
Movement to/(from) Gen Reserve	<u>3,165</u>						
Grand Totals:- Income	527,927	115,700	(412,227)			456.3%	
Expenditure	215,653	991,939	776,286	0	776,286	21.7%	
Net Income over Expenditure	<u>312,274</u>	<u>(876,239)</u>	<u>(1,188,513)</u>				
plus Transfer from EMR	14,157						
less Transfer to EMR	4,331						
Movement to/(from) Gen Reserve	<u>322,101</u>						

Heading	Budget	% Over	Amount Over	Reason
Dog and Bench Scheme	1,200	79	957	Offset against income of 1,650
I.T	4000	2	81	Extra software program used for posters and Voice
Charges	500	4	520	More cash banked increases bank charges. Also increase in land registry searches
Sundry Expenses	1500	243.5	3652	Paying back unspent Neighbourhood Plan Grant
Photocopying	3000	25.5	764	Inflationary increase & event printing
Whetmead LNR	2,000	177%	3,549	Offset against receiving S106 Funds of 2,880 & 1,660 for steps
Telephone	1800	15.3	275	Inflationary increases
Audit & Legal	10000	41.6	4164	Increase in legal bills due to land negotiations
Staff Conferencing	6500	4.2	271	New staff member required training in February before new budget
Payroll Charges	900	35.7	321	Councillors allowances & Event marshals run through payroll now
Easter Trail	1650	62.5	1032	2024-2025 Easter in this year as well
Christmas Events	3200	99.1	3171	Offset against £4291 extra income
Equipment Supplies	8000	108.7	8696	£10,000 used from EMR for new mower
Tree Maintenance	5000	22.9	1145	£733 used from EMR
James Cooke Wood	5000	438.2	21908	Offset against S106 funding for boardwalk
River Walk	3000	57.4	1722	£2650 offset against S106 funding for bee haven
Whetmead LNR	4709	259.1	12201	£13,875 offset by S106 for steps & lecterns
Witham in Bloom	12700	17.8	2255	Extra testing required & supplier costs increased
Waste Disposal	1200	17.9	214	£947 for trade waste licence should have been in Town Hall code
Mayor's Allowance	2,171	9%	171	Carried over from previous Civic Year
River Walk Signage	3,000	25%	756	Offset against Councillor Grant of 1,138
Witham Festival	23,000	12%	2,815	Offset against receipts of 4,215

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
323 EMR- Streetlighting Sinking Fu	2,000.00	2,000.00	4,000.00
324 EMR- Tree Maintenance	0.00	3,267.50	3,267.50
325 EMR - Riverwalk Cycleways	60,000.00	-14,558.00	45,442.00
326 EMR - Neighbourhood Plan	0.00	3,000.00	3,000.00
333 EMR - Community Safety /CCTV	20,000.00	-10,000.00	10,000.00
335 EMR - Highways Devolution	27,772.64		27,772.64
340 EMR - Land Improvement	40,000.00		40,000.00
346 EMR - Equipment Replacement	30,000.00	-10,000.00	20,000.00
350 EMR - Street Furniture Renew	20,000.00	-20,000.00	0.00
355 EMR - Major Repairs & Renewals	4,370.00	10,630.00	15,000.00
358 EMR - J C Wood Imp Plan	50,000.00	-40,000.00	10,000.00
359 EMR - Whetmead Imp Plan	12,150.00	-12,150.00	0.00
360 EMR - Election Expenses	3,744.10	-930.67	2,813.43
362 Allotment Control Accoun	11,440.03	-1,156.31	10,283.72
363 EMR - Safer Streets	0.00	77,853.19	77,853.19
364 Charter Market Control Account	0.00	813.10	813.10
390 Events Control Account	4,955.59	5,016.48	9,972.07
	286,432.36	-6,214.71	280,217.65

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 EMR- Town Hall Development	0.00	20,000.00	20,000.00
322 EMR- Acquisitions	0.00	20,000.00	20,000.00
323 EMR- Streetlighting Sinking Fu	4,000.00	2,000.00	6,000.00
324 EMR- Tree Maintenance	3,267.50	4,000.00	7,267.50
325 EMR - Riverwalk Cycleways	45,442.00	-5,442.00	40,000.00
326 EMR - Neighbourhood Plan	3,000.00	3,000.00	6,000.00
333 EMR - Community Safety /CCTV	10,000.00	20,000.00	30,000.00
335 EMR - Highways Devolution	27,772.64		27,772.64
340 EMR - Land Improvement	40,000.00		40,000.00
346 EMR - Equipment Replacement	20,000.00	-10,000.00	10,000.00
355 EMR - Major Repairs & Renewals	15,000.00	6,990.00	21,990.00
358 EMR - J C Wood Imp Plan	10,000.00		10,000.00
360 EMR - Election Expenses	2,813.43	4,186.57	7,000.00
362 Allotment Control Account	10,283.72	2,465.15	12,748.87
363 EMR - Safer Streets	77,853.19	-15,869.31	61,983.88
364 Charter Market Control Account	813.10	540.00	1,353.10
390 Events Control Account	9,972.07	-128.00	9,844.07
	280,217.65	51,742.41	331,960.06

Back to Agenda