

**STIFFKEY PARISH COUNCIL**  
**PAYMENTS OVER £100 FOR THE YEAR ENDED 31 MARCH 2017**

Date	Payment Method	Payee	Details	Net amount	VAT	Total
18/04/2016	Cheque	D Dann	Salary & expenses (Jan-March 2016)	£502.00	£0.00	£502.00
18/04/2016	Cheque	Stiffkey Village Hall	One off payment re insurance premium	£442.46	£0.00	£442.46
31/05/2016	Cheque	NNDC	Empty dog bins	£161.20	£32.24	£193.44
12/06/2016	Cheque	Came & Co	Insurance premium - PC insurance	£549.88	£0.00	£549.88
28/06/2016	Cheque	S Jackman	Website development	£160.00	£0.00	£160.00
28/06/2016	Cheque	Sure Computers	Purchase of laptop for clerk	£309.17	£61.83	£371.00
26/07/2016	Cheque	D Dann	Salary & expenses (Apr - Jun 2016)	£747.58	£7.96	£755.54
03/08/2016	Cheque	Thaxters	Fencing (allotment site)	£245.83	£49.16	£294.99
03/09/2016	Cheque	Mazars	Audit fee 2015/2016	£100.00	£20.00	£120.00
07/09/2016	Cheque	R Lane	Bookbinding	£135.00	£0.00	£135.00
30/09/2016	Cheque	T Jones	Light maintenance	£112.79	£22.56	£135.35
30/09/2016	Cheque	T Jackman	Assistance with website	£100.00	£0.00	£100.00
07/11/2016	Cheque	D Dann	Salary & expenses (Jul - Sept 2016)	£500.93	£0.00	£500.93
07/11/2016	Cheque	D Dann	Refund re Wix (website payment)	£95.91	£19.17	£115.08
<b>Totals</b>				<b>£4,162.75</b>	<b>£212.92</b>	<b>£4,375.67</b>

**Cheque issued during financial period but not presented until after year end**

Date	Payment Method	Payee	Details	Net amount	VAT	Total
04/01/2017	Cheque	D Dann	Salary & expenses (Oct - Dec 2016)	£437.56	£0.00	£437.56

STIFFKEY PARISH COUNCIL  
CASH BOOK (Business Premium Account)  
Y/E 31st March 2017

<b>Date</b>	<b>Details</b>	<b>Amount</b>	<b>Balance</b>
01/04/2016	Opening balance		£1,692.25
06/06/2016	Interest earned 7/3 to 5/6	£0.21	£1,692.46
05/09/2016	Interest earned 6/6 to 4/9	£0.21	£1,692.67
05/12/2016	Interest earned 5/9 to 4/12	£0.21	£1,692.88
05/03/2017	Interest earned 5/12 to 4/3	TBA	
31/03/2017	Closing balance		

**Note**

Last statement held dated 23/12/2016. Statement up to and including 31/3/2017 to be obtained.

STIFFKEY PARISH COUNCIL  
CASH BOOK (Community Account)  
Y/E 31st March 2017

Date	Ref No	Receipt	Payment	Transfers	Balance	Supplier	Detail	Receipt		Payment								
								Precept	Cem	Other	Salary	Admin	Lights	Open Spaces	Grant	S137	VAT	
			In Bank at 1st April 2016		£7,625.08													
11/04/2016	DD		£65.88			E ON	Electricity						£62.74					£3.14
07/04/2016		£2,500.00				NCF	Grant (LED)			£2,500.00								
29/04/2016		£2,485.00				NNDC Precept/Grant		£2,365.00		£120.00								
18/04/2016	195		£82.16			T T Jones	Lights Maint.						£68.47					£13.69
18/04/2016	196		£502.00			D Dann	Sal and Exp(Jan-Mar)		£376.20		£125.80							
18/04/2016	197		£442.46			SVH	Insurance								£442.46			
11/05/2016	DD		£63.75			E ON	Electricity						£60.71					£3.04
31/05/2016	199		£18.00			Glaven Valley Newsletter	Clerks advert				£18.00							
	198		CXD				Cheque cancelled											
31/05/2016	200		£30.00			S Andrew	Internal Audit				£30.00							
31/05/2016	201		£193.44			NNDC	Dog Bins empty						£161.20					£32.24
12/06/2016	202		£549.88			Came & Co	Insurance				£549.88							
13/06/2016	DD		£65.88			E ON	Electricity						£62.74					£3.14
28/06/2016	203		£160.00			S Jackman	Website development				£160.00							
26/06/2016	204		£371.00			Sure	Laptop				£309.17							£61.83
01/07/2016	205		£82.16			T T Jones	Lights Maint.						£68.47					£13.69
11/07/2016	DD		£63.75			E On	Electricity						£60.71					£3.04
12/07/2016		£572.00				NNDC	Grant(Allotments)			£572.00								
26/07/2016	206		£755.54			D Dann	Sal and Exp(Apr-Jun)		£539.55		£208.03							£7.96
12/08/2016	DD		£65.88			E ON	Electricity						£62.74					£3.14
03/08/2016	207		£294.99			Thaxters	Fencing (allotment site)							£245.83				£49.16
03/09/2016	208		£120.00			Mazars	Audit Fee 2015/16						£100.00					£20.00
03/09/2016	209		£45.00			J Lawrence	Bench repairs and rubbish removal							£45.00				
12/09/2016	DD		£65.88			E ON	Electricity						£62.74					£3.14
07/09/2016	210		£135.00			R Lane	Bookbinding				£135.00							
30/09/2016		£2,484.00				NNDC	Precept/Grant	£2,365.00		£119.00								
11/10/2016	DD		£74.04			EON	Electricity						£70.51					£3.53
30/09/2016	211		£135.35			T T Jones	Lights Maint.						£112.79					£22.56
30/09/2016	212		£27.00			Sure	Issue re e-mail				£22.50							£4.50
30/09/2016	213		£100.00			T Jackman	Assistance with website				£100.00							
11/11/2016	DD		£76.50			EON	Electricity						£72.86					£3.64
07/11/2016	214		£500.93			D Dann	Sal & exp to 30/9		£371.25		£129.68							
07/11/2016	215		£115.08			D Dann	Refund re Wix (website) pymnt				£95.91							£19.17
15/11/2017		£263.17				HMRC	VAT refd to 30/9/2016	£263.17										
12/12/2016	DD		£74.04			EON	Electricity						£70.51					£3.53
07/11/2016	216		£50.00			Lynx	Donation				£50.00							
01/12/2016	217		£52.47			NNDC	Printing news/survey				£47.70							£4.77
01/12/2016	218		£35.00			ICO	Annual renewal				£35.00							
01/12/2016	219		£18.00			RBL	Poppy wreath										£18.00	
12/01/2017	DD		£76.50			EON	Electricity						£72.86					£3.64
13/02/2017	DD		£76.50			EON	Electricity						£72.86					£3.64
13/03/2017	DD		£69.09			EON	Electricity						£65.80					£3.29
		£8,304.17	£5,653.15					£4,993.17		£3,311.00	£1,287.00	£2,016.67	£1,147.51	£452.03	£442.46	£18.00		£289.48

**BANK SUMMARY**

Opening balance					£7,625.08
Payments received		£8,304.17			
Payments made		<u>£5,653.15</u>			£2,651.02
Closing balance					£10,276.10

**Notes**

Cheques not presented by year end:-

Date	Chq No	Payee	Item	Amount
04/01/2017	220	T Jones	Light maintenance	£82.16
04/01/2017	221	D Dann	Salary/expenses	£437.56