

HITCHAM PARISH COUNCIL CASH BOOK 01.04.19 - 31.03.20 (Details taken from bi-monthly meeting reports)

Account: TSB Bank a/c 01251018

INCOME

2018/19	Bal B/F	as at 31.03.19		8,534.54				
03.04.19		Babergh Di	x	3,750.00	First half of preceptr			
08.04.19		Babergh Di	x	2,300.99	Construction Industry Levy April'19			
06.09.19		Babergh Di	x	3,750.00	Second Precept payment			
14.10.19		Babergh District Council		3,571.96	CIL payment			

21,907.49

£21,907.49

EXPENSES

Items still unreconciled at 31.3.19		Recon						
14.01.19	319	Avenue East		£100.00	S137 donation			
11.03.19	327	SALC	x	£30.00	Clerk's election briefing 21.2.19			
11.03.19	326	Hitcham Vi	x	£144.00	Hall hire July'18-May'19			
				£274.00				£274.00
Items drawn following 11.03.19 meeting								
25.03.19	331	Baberth Dis	x	£198.19	2018/19 dog & litter bins emptying			
19.04.19	332	Cicero Con	x	£24.00	Neighbourhood Planning Seminar, 30.4.19			
				£222.19				£222.19
Items approved for payment at 13.05.19 meeting								
13.05.19	333	SALC	x	£319.21	Annual SALC subscription 2019/20			£319.21

Items approved for payment at 08.07.19 meeting								
08.07.19	334	SALC	x	£27.60	Councillors' briefing 17.6.19 Mr Marshall attended			
08.07.19	335	Mrs D Neur	x	£300.00	Clerk's salary April-June 2019			
08.07.19	336	HMRC 120	x	£75.00	Clerk's PAYE April-June 2019			
08.07.19	337	Transfer to	x	£1,000.00	to cover maintenance costs (1/3rd budget)			
				£1,402.60				£1,402.60
Issued post 8.7.20 meeting with Parish Council agreement								
23.07.19	338	Defibrillator	x	£1,250.00	2nd defibrillator (Keeping Hearts Beating)			
28.07.19	339	Mr Paul Ma	x	£50.00	annual SID battery recharging cover cost			
				£1,300.00				£1,300.00
Items for approval for payment on 9.9.19								

09.09.19	340	Information	x	£40.00	annual GDPR fee from 6.9.19		
09.09.19	342	Mrs D Neuf	x	£300.00	Clerk's salary July-Sept'19		
09.09.19	343	HMRC 120	x	£75.00	Clerk's PAYE JulySept"19		
09.09.19	344	Ladywell A	x	£30.00	Clerk's operation & RTI filing		
09.09.19	345	Business S	x	£480.20	Parish Protect insurance premium 1.10.19 - 31.9.20		
09.09.19	346	SALC	x	£174.00	Annual internal audit fee year ending 31.3.19		
09.09.19	341	Mrs D Neuf	x	£50.00	Printing by Avis of 340 copies of Village footpath map		
09.09.19	348	Babergh Di	x	£104.78	May;19 Parish Council election cost		

£1,253.98

£1,253.98

Payment made post 11.11.19 meeting:HMRC invoice received late & payment required prior to Jan'20 meeting

15.12.19	349	HMRC	x	£75.00	Clerks PAYE Oct-Dec'19		£75.00
----------	-----	------	---	--------	------------------------	--	---------------

Items for approval for payment on 13.01.20							
13.01.20	350	Mrs D Neuf	x	£300.00	Clerk's salary Oct-Dec;19		
13.01.20	351	Babergh Di	x	£60.22	Play Area inspection 2019		
19.02.20	352	East Anglia	x	£100.00)		
19.02.20	353	Homestart	x	£100.00)		
19.02.20	354	Stowmarke	x	£100.00)		
19.02.20	355	Avenue Ea	x	£100.00)		
19.02.20	356	St Elizabeth	x	£100.00) S137 donations		
19.02.20	357	St Nicolas	x	£100.00)		
19.02.20	358	Mid Suffolk	x	£100.00)		
19.02.20	359	East Anglia	x	£100.00)		
19.02.20	360	Headway S	x	£100.00)		
19.02.20	361	Suffolk Acc	x	£100.00)		

£1,360.22

£1,360.22

Items for approval for payment on 09.03.20 + end of year expenses							
09.03.20	362	Mrs D Neuf	x	£300.00	Clerk's salary Jan-March'20		
09.03.20	363	HMRC120F	x	£75.00	Clerk's PAYE Jan-March'20		
09.03.20	364	Monks Elei	x	£21.80	Part cost of Speedwatch gun battery		
09.03.20	365	Mill House	x	£60.00	Annual website hosting fee		
09.03.20	366	Babergh Di	x	£196.80	Litter/dog bins emptying 2019		
09.03.20	367	Hitcham Village Hall		£96.00	2019-20 village hall meeting hire		
09.03.20	368	Mrs D Neuf	x	£42.31	Clerk's expenses: ink cartridge/stamps		

09.03.20	369	Hitcham Pa	x	£1,500.00	Annual grounds maintenance contribution	
22.03.20	370	Hitcham P	Transfer	£1,000.00	account top up	
30.03.20	371	Gipping Press Ltd		£66.00	Village Covid-19 leaflet printing cost	

£3,357.91

£3,357.91

Chq 319 lost in post (wrong address) £100.00

2019/20 Total expenses **-£9,565.11**

£12,442.38

Unreconciled chqs 367 £96.00

371 £66.00 **£162.00**

Closing bank balance @ 31.3.20 **£12,604.38**

HITCHAM COMMUNITY PLAY AREA CASH BOOK - 01.04.19 - 31.03.20 (Details taken from bi-monthly meeting reports)

Account: TSB Bank a/c 01253444

INCOME

2019/20		Closing balance as at	£201.42	
08.07.19		Transfer from x	£1,000.00	1/3rd budget to cover maintenance costs
22.03.20		Transfer from Hitcham	£1,000.00	Account top up from main Hitcham PC a/c
			£2,201.42	

£2,201.42

EXPENSES

Item still unreconciled from 11.03.19 meeting				
11.03.19	139	Ean's Gard	x	£150.00 Play area grass cutting & disposal

Items approved for payment at 08.07.19 meeting				
08.07.19	140	Tye Farm C	x	£179.17 Play Area maintenance May-July'19

Items for approval for payment on 9.9.,19				
11.09.19	141	Tye Farm Cx		£143.33 Play Area maintenance Aug/Sept'19

Items for approval for payment on 11.11.19				
22.11.19	SO	G H Squirr	x	£300.00 Village Hall field annual rental
15.12.19	142	Tye Farm Cx		£143.33 Play Area Maintenance Oct/Nov'19

Items for approval for payment on 13.01.20				
13.01.20	143	Tye Farm Cx		£143.33 Play Area maintenance Dec'19/Jan'20

Items for approval for payment on 09.03.20				
23.03.20	145	Tye Farm Contracting		£143.33 Play Area maint Feb/March

£1,202.49

-£1,202.49

£998.93

Unreconciled chq 145

£143.33

Balance as at 31.03.20

£1,142.26