

Chigwell Parish Council – F&G meeting 04 07 2023

APPENDIX

	31.05.2023	Bank Stmt	30.06.2023	Bank Stmt
Unity Trust Bank – Current A/c	£136,610.29	YES	£104,590.74	YES
BARCLAYS Saving A/c	£457,576.47	YES	£458,530.48	YES
CAMBRIDGE BANK	£86,164.77	NO	£86,164.77	NO
HSBC BANK	£18,170.89	NO	£18,162.89	NO
Barclays Current-Unpresented CHQ under investigation	£470.00		£470.00	
Credit balance By Credit Notes	£2,119.10		£3,402.97	
Unpresented CHQ/Key Damage Deposits	£1,140.00		£1,065.00	
Total Banks and Cash	£702,251.52		£672,386.85	

APPENDIX

RECEIPTS	May 2023	June 2023
Receipts	£6,770.00	£10,314.01
Precept		
VAT Claim	£8,299.78	
Total	£15,069.78	£10,314.01

Amount of VAT will claim for Q1 2023 is £7,897.10

PAYMENTS	May 2023	June 2023
Payments	£46,391.07	£36,267.68
Grants approved & paid	£4,920.00	£3,911.00
Total	£51,311.07	£40,178.68

Cemetery outstanding invoices in total £1,015.00

Allotments outstanding invoices in total £200.00

Epping District Council fund for Social Space £200

APPENDIX

A list of payments **due in July 2023** in total **£57,021.94**

A list of payments **made in June 2023** in total **£ 7,645.69.**

APPENDIX

The Payroll Cost for June 2023 **£19,140.79**

APPENDIX

<i>Income</i>	<i>Budget</i>	<i>Actual</i>	<i>Variance</i>
Cemetery Income	75,250.00	10,135.00	-65,115
Booking Hall Income	17,000	4,207	-12,793
Allotments Income	1,580.00	1,300	-280.00
<i>Expenditure</i>	<i>Budget</i>	<i>Actual & committed</i>	<i>Variances</i>
C. Admin-Premises	28,052	4,943.48	23,108.52
D. Admin Office IT	14,330	2,882.61	11,447.39
E. Admin Communication	8,250	400	7,850
F. Finance Costs	7,400	2,464.00	4,936
G. Admin Other	28,500	10,499.05	18,000.95
H. Planning	500		500
I. Village Plan	2,000		2,000
J. Envir-Allotments	5,950	139.52	5,810.48
K Envir-Highways	41,000	14,169	26,831.00
L Victory Hall Costs	23,992	9,262.74	14,729.26
M. Grants Donation	25,000	8,831.00	16,169.00
N Borrowing costs	7,702		7,702
O Community Services	16,500		16,500
R Cemetery premises	12,700	8,064.70	4,635.30
S Cemetery Office IT	3,681.20	818.32	2,862.88
T Cemetery Utilities	5,700	4,181.75	1,518.25
U Cemetery Equipment	29,880	9,591.68	20,288.32
VA Cemetery Site	28,200	4,195.00	24,005.00
VB Open Space	69,300	1,552.16	67,747.84
W Climate Change Action	14,500		14,500
X Personnel Costs	363,040.46	80,083.90	282,956.56
Z Projects	7,270		7,270
ZB Projects	1500	2,275.10	(775.10)
Creditors a/c	43,221.40	31,402.40	11,819
Allotments key deposit a/c	456.51		456.51
VH Key deposit a/c	3600		3600

Chigwell Parish Council
BANK ACCOUNTS

HSBC - 40-30-25 Account Number	£18,162.89
Barclays - Current - Account Number	£470.00
Cambridge Counties Bank - 60-95-£	£86,164.77
Barclays - Account Number 704719	£458,530.48
United Trust - Investment	
A Cash paid Control a/c	
VH/Allotments rent/deposit Cash Co	£1,065.00
Control account for Credit Note	£3,402.97
Unity Current Account T2	£104,590.74
Unity T Bank-Lloyds Debit Card Co	
Total in Banks	672,386.85
Cash	
GRAND TOTAL (Banks and Cash)	£672,386.85

Chigwell Parish Council
Uncashed receipts\transfers in (All banks)
(Upto 30/06/2023)

Voucher	Date	Cheque No.	Description	Total	Bank
32	05/05/2022	100179	Transfer of Exclusive right of Burial	80.00	Barclays - Current - Acco
242	02/09/2022	000918	Cemetery	60.00	Barclays - Current - Acco
243	02/09/2022	022541	Cemetery	165.00	Barclays - Current - Acco
244	02/09/2022	022542	Cemetery	165.00	Barclays - Current - Acco
Total-----				470.00	

Chigwell Parish Council
RECEIPTS LIST 01 06 2023- 30-06-2023

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VA	Total
107	CPC Gravel Lane Allotme	01/06/2023	GL18A	VH/Allotments rent/d 045986		23/24 Allotment Fee		X	20.00		20.00
103	CPC Limes Farm Rent	02/06/2023	LF23	Unity Current Accour BACS		23/24 Allotment Fee		X	40.00		40.00
110	C Cremated remains Ext	02/06/2023	INV378	Unity Current Accour BACS		Cemetery Income		X	150.00		150.00
110	C Cremated remains Ext	02/06/2023	INV378	Unity Current Accour BACS		Cemetery Income		X	150.00		150.00
105	CPC Gravel Lane Allotme	05/06/2023	GL1A	Unity Current Accour BACS		23/24 Allotment Fee		X	20.00		20.00
106	CPC Gravel Lane Allotme	05/06/2023	GL1B	Unity Current Accour BACS		23/24 Allotment Fee		X	20.00		20.00
104	CPC Gravel Lane Allotme	05/06/2023	GL20	Unity Current Accour BACS		23/24 Allotment Fee		X	20.00		20.00
108	Burial Fees	05/06/2023	CHQ028933	VH/Allotments rent/d 045987		Cemetery Income	T Cribb & Sons	X	1,180.00		1,180.00
109	CPC Limes Farm Rent	05/06/2023	LF25	VH/Allotments rent/d 045982		23/24 Allotment Fee		X	40.00		40.00
111	CPC Gravel Lane Allotme	05/06/2023	GL3	Unity Current Accour BACS		23/24 Allotment Fee		X	20.00		20.00
112	Receipt in advance	05/06/2023		Unity Current Accour BACS		VH Booking Fee in advance		X	780.00		780.00
152	Bank Interest	05/06/2023		Barclays - Account 1150		Bank interest 6March/4Jul	Barclays Bank	X	954.01		954.01
115	VH Income - casual	06/06/2023	V0383	Unity Current Accour BACS		VH Book Fee Sep 23	V0383	X	180.00		180.00
114	Burial Fees	07/06/2023	INV380	Unity Current Accour BACS		Cemetery Income		X	550.00		550.00
113	C Cremated remains Ext	07/06/2023	INV379	Unity Current Accour BACS		Cemetery Income		X	235.00		235.00
116	VH Deposit	08/06/2023	V0352	Unity Current Accour BACS		Refunded VH Key and dar	V0352	X	-250.00		-250.00
117	Memorial Fees	09/06/2023		Unity Current Accour BACS		Cemetery Income	Daniel Robinson & Sons	X	150.00		150.00
120	Burial Fees	10/06/2023	CHQ001586	VH/Allotments rent/d 045988		Cemetery Income	H. L. Hawes & Son Ltd	X	590.00		590.00
119	Receipt in advance	12/06/2023		Unity Current Accour BACS		Refunded pay in advance		X	-780.00		-780.00
118	VH Deposit	12/06/2023	V0359	Unity Current Accour BACS		Refunded VH Key and dar	V0359	X	-250.00		-250.00
121	Memorial Fees	12/06/2023	CHQ116766	VH/Allotments rent/d 045983		Cemetery Income	Duncan Memorials Ltd	X	65.00		65.00
134	Unallocated CHEQUE -Ct	12/06/2023		Unity Current Accour BACS		Waiting response from Ce	GRAVE 5	X	60.00		60.00
129	Burial Fees	13/06/2023		Unity Current Accour BACS		Cemetery Income	Woodford Green Funeral	X	1,540.00		1,540.00
130	Burial Fees	13/06/2023		Unity Current Accour BACS		Cemetery Income	Woodford Green Funeral	X	1,300.00		1,300.00
122	VH Income - casual	13/06/2023	V0380	Unity Current Accour BACS		Booking VH Jul 2023	V0380	X	180.00		180.00
125	Memorial Fees	14/06/2023		VH/Allotments rent/d #78 (10 05 23)		Cemetery Income	Gary Green Memorials	X	100.00		100.00
124	Unallocated CHEQUE -Ct	14/06/2023		VH/Allotments rent/d Adjustment		Closed unallocated CHQ #	Gary Green Memorials	X	-100.00		-100.00
128	VH Deposit	14/06/2023		VH/Allotments rent/deposit Cash Control		V0369 Refunded Deposit	V0369	X	-250.00		-250.00
123	VH Income - casual	14/06/2023	V0384	VH/Allotments rent/d 045984		Booking VH Jul 2023	V0384	X	210.00		210.00
126	VH Deposit	16/06/2023	V0351	VH/Allotments rent/d 045990		Refunded VH Key and dar	V0351	X	250.00		250.00
127	VH Deposit	16/06/2023	V0376	VH/Allotments rent/d 045991		Refunded VH Key and dar	V0376	X	250.00		250.00
133	Telecomms Mast income	19/06/2023		Unity Current Accour DD		Cemetery	Cluttons	X	1,500.00		1,500.00
135	CPC Gravel Lane Allotme	20/06/2023		Unity Current Accour BACS		23/24 Allotment Fee		X	20.00		20.00
140	VH Income - regular	20/06/2023	V0XXX	Unity Current Accour BACS		Booking VH June/July		X	180.00		180.00
139	Unallocated CHEQUE -Ct	20/06/2023		Unity Current Accour BACS		Awaiting Form to approve	Leverton Brothers	X	65.00		65.00

132	VH Deposit	20/06/2023	V0376	VH/Allotments rent/d Voucher	Refunded VH Key and dar	V0376	X	-250.00	-250.00
131	Key Deposit	20/06/2023	LF3	VH/Allotments rent/d 045993	LF3 Allotment		X	10.00	10.00
131	CPC Limes Farm Rent	20/06/2023	LF3	VH/Allotments rent/d 045993	LF3 Allotment		X	40.00	40.00
141	VH Income - regular	20/06/2023	V0385	Unity Current Accour BACS	Booking VH	V0385	X	310.00	310.00
136	CPC Limes Farm Rent	21/06/2023		VH/Allotments rent/d 045995	LF27		X	40.00	40.00
136	Key Deposit	21/06/2023		VH/Allotments rent/d 045995	LF27		X	10.00	10.00
138	Transfer - Exclusive Rigt	21/06/2023		Unity Current Accour BACS	Cemetery Income		X	60.00	60.00
138	Unallocated CHEQUE -Ct	21/06/2023		Unity Current Accour BACS	Cemetery Income		X	5.00	5.00
137	Memorial Fees	22/06/2023		Unity Current Accour BACS	Cemetery Income		X	150.00	150.00
148	VH Deposit	23/06/2023	V0357	Unity Current Accour BACS	Refunded VH Key and dar	Daniel Robinson & Sons V0357	X	-250.00	-250.00
147	VH Income - casual	23/06/2023		Unity Current Account T2	Cancelled Booking refund	V0342	X	-150.00	-150.00
142	VH Deposit	23/06/2023	V0377	VH/Allotments rent/d Voucher	Refundable key deposit	V0377	X	-250.00	-250.00
146	VH Income - casual	23/06/2023	V0359	Unity Current Accour BACS	Cancelled Booking refund	V0359	X	-120.00	-120.00
145	Unallocated CHEQUE -Ct	23/06/2023	Bank stmt 21/0	Unity Current Accour BACS	REFUNDED OVERPAY		X	-5.00	-5.00
143	VH Deposit	26/06/2023	V0333	Unity Current Accour BACS	VH Key and damage depc	V0333	X	250.00	250.00
144	VH Income - casual	26/06/2023	V0387	Unity Current Accour BACS	Booking VH Jul 2023	V0387	X	210.00	210.00
149	VH Deposit	26/06/2023	V0356	VH/Allotments rent/d 045996	VH Key and damage depc	V0356	X	250.00	250.00
150	VH Deposit	27/06/2023	V0351	VH/Allotments rent/d Voucher	Refunded VH Key and dar	V0351	X	-250.00	-250.00
151	VH Income - casual	27/06/2023	V0388	Unity Current Accour BACS	VH Book Jan 24	V0388	X	250.00	250.00
153	VH Deposit	30/06/2023	V0374	Unity Current Accour BACS	VH Key and damage depc	V0374	X	250.00	250.00
154	VH Deposit	30/06/2023	V0384	VH/Allotments rent/d 045997	VH Key and damage depc	V0384	X	250.00	250.00
155	Unallocated CHEQUE -Ct	30/06/2023	CHQ000730	VH/Allotments rent/d 045998	Cemetery Income		X	65.00	65.00
156	VH Income - casual	30/06/2023	V0392	VH/Allotments rent/d 045999	Book Fee Oct 23	V0392	X	250.00	250.00
Total								10,314.01	10,314.01

Chigwell Parish Council
PAYMENTS LIST 01 06 2023-30 06 2023

Voucher	Code	Date	Minute	Bank	Cheque	Description	Supplier	VAT Type	Net	VAT	Total
159	Mobile comms	01/06/2023		Unity Current	Accour DD	Mobile phone charges mo	O2	S	25.45	5.09	30.54
159	C&OS Mobiles Comms	01/06/2023		Unity Current	Accour DD	Mobile phone charges mo	O2	S	25.45	5.09	30.54
162	Postage	01/06/2023		Unity Current	Accour DD	Cemetary Teleset postage	Francotyp Postalia Ltd	S	61.50	12.30	73.80
159	C&OS Mobiles Comms	01/06/2023		Unity Current	Accour DD	Mobile phone charges mo	O2	S	44.90	8.98	53.88
159	C&OS Mobiles Comms	01/06/2023		Unity Current	Accour DD	Mobile phone charges mo	O2	S	25.45	5.09	30.54
160	Telephone & Broadband	05/06/2023		Unity Current	Accour DD	Telephone & Broadband	BT	S	212.96	42.59	255.55
161	Postage	05/06/2023		Unity Current	Accour DD	Cemetary Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
166	Postage	08/06/2023		Unity Current	Accour DD	Cemetary Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
168	Other grants/Community	08/06/2023	FC 23 05 23	Ap Unity Current	Accour BACS	Grant Limes FC	LIMES FARM	X	3,911.00		3,911.00
164	Rent and Rates	12/06/2023		Unity Current	Accour DD	The charge for Main Office	Epping Forest DC	X	884.00		884.00
163	VH Rent & Rates	12/06/2023		Unity Current	Accour DD	The charge for Victory Ha	Epping Forest DC	X	541.00		541.00
165	C&OS Rent & Rates	12/06/2023		Unity Current	Accour DD	The charge for Cemetary	Epping Forest DC	X	175.00		175.00
167	Postage	12/06/2023		Unity Current	Accour DD	Cemetary Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
169	VH waste disposal	12/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	Rented Used Trailer	Ernest Doe & Sons Ltd	S	300.00	60.00	360.00
170	C&OS Property Maint.	12/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	Repaired leak on both toil	Paul Maran & Son	X	90.00		90.00
171	VH Maintenance	12/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	Repaired emersion heater	Paul Maran & Son	X	75.00		75.00
172	Property Maintenance	12/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	Lighting Replacement CPC	SLG Systems Ltd	S	253.00	50.60	303.60
173	Equipment Maintenance	12/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	Defibrillator Install The Lir	SLG Systems Ltd	S	360.00	72.00	432.00
175	Salaries, PAYE & NI - Ad	12/06/2023	F&G 060623	Unity Current	Accour BACS	Payroll Net Pay June 23	Chigwell Parish Council s	X	5,026.53		5,026.53
175	VH Salaries, PAYE & NI	12/06/2023	F&G 060623	Unity Current	Accour BACS	Payroll Net Pay June 23	Chigwell Parish Council s	X	603.05		603.05
175	C&OS Salaries, PAYE&NI	12/06/2023	F&G 060623	Unity Current	Accour BACS	Payroll Net Pay June 23	Chigwell Parish Council s	X	5,124.95		5,124.95
174	Advertising/recruitment	12/06/2023		Unity Current	Accour BACS	Employment of Permanen	Guardian News and Mad	S	975.00	195.00	1,170.00
178	Waste Disposal	13/06/2023	F&G 060623	Unity Current	Accour BACS	2x1100Ltr Bins Emptied 14	RWR (Commercial) Ltd	S	149.92	29.98	179.90
177	C&OS Waste Disposal	13/06/2023	F&G 060623	Unity Current	Accour BACS	3X1100Ltr Bins Emptied 14	RWR (Commercial) Ltd	S	237.90	47.58	285.48
181	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	7.28	1.46	8.74
181	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	7.28	1.46	8.74
181	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	3.50	0.69	4.19
179	General Expenses	13/06/2023	F&G 6/623//CA	Unity Current	Accour BACS	Business cardsx4 Names	CITY COPY CENTRE	S	140.00	28.00	168.00
176	Professional Fees	13/06/2023	F&G 060623	Unity Current	Accour BACS	Professionals Lawyer Fees	3PB Barristers	S	750.00	150.00	900.00
180	VH Maintenance	13/06/2023	CAC 22.(15/06/	Unity Current	Accour BACS	White Yellow Road line pa	Road and traffic manage	X	1,190.00		1,190.00
184	Telephone & Broadband	13/06/2023		Unity Current	Accour BACS	Cloud Voice monthly	BT	S	121.22	24.24	145.46
182	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	14.56	2.91	17.47
182	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	21.84	4.37	26.21
182	General Expenses	13/06/2023	CAC Item 89.23	Unity Current	Accour BACS	Badges design	R E Essex Ltd	S	6.50	1.30	7.80
183	Suspense Account	13/06/2023		Unity Current	Accour BACS	The overpay 2022_23 doc	R E Essex Ltd	X	-6.00		-6.00

185	Printing & Stationery	13/06/2023	CAC Item 22(1):Unity Current Accour BACS	Stationery	VIKING RAJA GROUP/Of	S	64.55	12.91	77.46
187	Salaries, PAYE & NI - Ad	15/06/2023	Unity Current Accour BACS	PAYE/NIC Month 1	HMRC	X	1,506.75		1,506.75
187	VH Salaries, PAYE & NI	15/06/2023	Unity Current Accour BACS	PAYE/NIC Month 1	HMRC	X	238.40		238.40
187	C&OS Salaries, PAYE&NI	15/06/2023	Unity Current Accour BACS	PAYE/NIC Month 1	HMRC	X	1,910.75		1,910.75
188	C&OS Superannuation	15/06/2023	Unity Current Accour BACS	Superannuation May 23	Essex Pension Fund	X	2,196.86		2,196.86
188	Pension Admin Charge	15/06/2023	Unity Current Accour BACS	Superannuation May 23	Essex Pension Fund	X	63.90		63.90
188	A-Superannuation	15/06/2023	Unity Current Accour BACS	Superannuation May 23	Essex Pension Fund	X	1,692.25		1,692.25
186	Telephone & Broadband	15/06/2023	F/G 07 06 2022Unity Current Accour DD	Telephone equipment lease	Shire Leasing	S	221.35	44.27	265.62
206	Gas	16/06/2023	Unity Current Accour DD	May 23 Gas628kWh*2.22	Crown Gas & Power	L	29.45	1.47	30.92
204	Postage	16/06/2023	Unity Current Accour DD	Cemetery Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
205	Postage	16/06/2023	Unity Current Accour DD	Cemetery Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
193	Licences	16/06/2023	Unity T Bank-Lloyds Debit Cai	Microsoft Services	MS Ireland Ops Ltd	S	28.20	5.64	33.84
194	Licences	16/06/2023	Unity T Bank-Lloyds Debit Cai	Microsoft Services	MS Ireland Ops Ltd	S	67.50	13.50	81.00
195	Licences	16/06/2023	Unity T Bank-Lloyds Debit Cai	Microsoft Services	MS Ireland Ops Ltd	S	6.60	1.32	7.92
196	Licences	16/06/2023	Unity T Bank-Lloyds Debit Cai	Microsoft Services	MS Ireland Ops Ltd	S	60.60	12.12	72.72
197	OS Construction Material	16/06/2023	Unity T Bank-Lloyds Debit Cai	Supplies to establish the c	L J Mead & Son	X	8.50		8.50
191	Licences	16/06/2023	Unity T Bank-Lloyds DEBIT C	Adobe subs Apr 23	Adobe Ireland	S	16.64	3.33	19.97
200	OS Construction Material	16/06/2023	Unity T Bank-Lloyds Debit Cai	Main supplies	Wickes	S	6.42	1.28	7.70
198	C&OS Gas Oil	16/06/2023	CAC 89.23 (11/ Unity T Bank-Lloyds Debit Cai	FS Unleaded 99.59l	Shell Chigwell	S	124.41	24.88	149.29
199	C&OS Gas Oil	16/06/2023	CAC 89.23 (11/ Unity T Bank-Lloyds Debit Cai	FS Unleaded 40.80l	Shell Chigwell	S	50.97	10.19	61.16
201	General Expenses	16/06/2023	CAC Item 22(1): Unity T Bank-Lloyds Debit Cai	64GB Digital Voice Record	Amazon Services Europe	S	32.49	6.50	38.99
192	VH Maintenance	16/06/2023	Unity T Bank-Lloyds Debit Cai	Fences for C Club Garden	TRADE UK / SCREWFIX I	S	103.33	20.67	124.00
192	VH Maintenance	16/06/2023	Unity T Bank-Lloyds Debit Cai	Fences for C Club Garden	TRADE UK / SCREWFIX I	S	-15.50	-3.10	-18.60
189	Bank charges	16/06/2023	Unity T Bank-Lloyds DD	Monthly Fee	UNITY TRUST-Lloyds De	X	3.00		3.00
190	Bank charges	16/06/2023	Unity T Bank-Lloyds Debit Card	Monthly Fee	UNITY TRUST-Lloyds De	X	3.00		3.00
202	VH Maintenance	16/06/2023	Unity T Bank-Lloyds Debit Cai	Cleaning Tool Sweeping K	Flintoff Ironmongers Lim	S	14.15	2.83	16.98
203	Property Maintenance	16/06/2023	Unity T Bank-Lloyds Debit Cai	Bathroom Hallway Wood C	Digitronic Essex Ltd	S	33.32	6.67	39.99
207	Property Maintenance	16/06/2023	CAC 22.(15/06/ Unity Current Accour BACS	Annual Alarm System Inst	Smiths Technical System	S	356.00	71.20	427.20
208	VH/Club Cleaning materi	16/06/2023	CAC Item 22(1):Unity Current Accour BACS	VH DOMESTIC SUPPLIES	VIKING RAJA GROUP/Of	S	47.86	9.57	57.43
211	VH-Heating	20/06/2023	Unity Current Accour DD	VH Gas-9619-May 23 101	BGB Services	L	65.25	3.26	68.51
210	VH - Electricity charges	21/06/2023	Unity Current Accour DD	VH Elect-9618- May 23 4	BGB Services	L	70.46	3.52	73.98
215	Bank charges	22/06/2023	HSBC - 40-30-25 Ac SO	Bank charges	HSBC	X	8.00		8.00
209	C&OS Equip. Maintenance	23/06/2023	CAC 22.(15/06/ Unity Current Accour BACS	Equipment maintenance V	Ernest Doe & Sons Ltd	S	166.11	33.22	199.33
212	C&OS Property Maint.	23/06/2023	CAC 20 (15 06 Unity Current Accour BACS	Flooring for Cemetery Offi	JT FLOORING	S	740.17	148.04	888.21
217	C&OS Electricity	26/06/2023	Unity Current Accour DD	2128kWh April;May23	SSE Southern Electric	S	1,254.81	250.96	1,505.77
217	C&OS Electricity	26/06/2023	Unity Current Accour DD	2128kWh April;May23	SSE Southern Electric	S	-20.18	-4.04	-24.22
214	Legal & Professional Fee	26/06/2023	F&G 05 07 22 F Unity Current Accour DD Regu	Risk Management Service:	Wirehouse Employment	S	134.00	26.80	160.80
213	Suspense Account	26/06/2023	Unity Current Accour DD	Duplicate payment by Sup	Ernest Doe & Sons Ltd	X	199.33		199.33
216	VH - Electricity charges	27/06/2023	Unity Current Accour DD	VH Elect-9693-134kWh*5	BGB Services	L	91.28	4.56	95.84
224	Allotments Water	28/06/2023	Unity Current Accour DD	LF 2534237 Allot Water A	Castle Water	S	40.05	8.01	48.06
225	Postage	30/06/2023	Unity Current Accour DD	Cemetery Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00
226	Postage	30/06/2023	Unity Current Accour DD	Cemetery Teleset postage	Francotyp Postalia Ltd	Z	10.00		10.00

229	Allotments Water	30/06/2023	Control account for C Credit ba	GL Water up to Jul 23	Castle Water	Z	43.42	43.42
221	Water	30/06/2023	Unity Current Accour DD	Water 6m3 for 03-05/23	Thames Water	X	41.92	41.92
219	C&OS Equip. Purchase	30/06/2023	CAC76.23-M11/ Unity Current Accour BACS	Vinyl Visitor Chair for VH/i	Office furniture online	S	196.00	1,176.00
223	Accounting Software fee	30/06/2023	Unity Current Accour DD	May 23 Pension Reporting	MHR International UK Lir	S	5.00	30.00
222	Accounting Software fee	30/06/2023	Unity Current Accour DD	Payroll Service charge Api	MHR International UK Lir	S	14.00	84.00
227	VH-Water	30/06/2023	Credit Note	VH 2019-23 Recalculated	Clear Business	Z	-1,329.83	-1,329.83
228	VH-Water	30/06/2023	Control account for C Credit ba	VH 10.25(m3) Water 18/4	Clear Business	Z	64.66	64.66
228	VH-Water	30/06/2023	Control account for C Credit ba	VH 10.25(m3) Water 18/4	Clear Business	Z	-62.12	-62.12
218	Suspense Account	30/06/2023	FC 14.(26/06/2 Unity Current Accour BACS	To supply&install repairs 1	Southern Security Syster	X	-90.00	-90.00
218	C&OS Security	30/06/2023	FC 14.(26/06/2 Unity Current Accour BACS	To supply&install repairs 1	Southern Security Syster	S	2,633.33	3,160.00
231	Bank charges	30/06/2023	Unity Current Accour SO	Bank service charge	UNITY TRUS BANK	X	58.35	58.35
230	Bank charges	30/06/2023	Unity Current Accour SO	CASH&CHEQUE CHARGES	UNITY TRUS BANK	X	7.90	7.90
220	Accounting Software fee	30/06/2023	Unity Current Accour BACS	Accounting Scribe softwar	Starboard Systems Limitr	S	412.80	2,476.80
Total							37,555.90	40,178.68

104 105 106

107 108 109 110 111 112

CHIGWELL PARISH COUNCIL

A list of payments made in June

Reviewed and signed by:

Reviewed and signed by:

	INV/PO No	Description	Minutes	Supplier	Paid date	Net Amount	VAT	Total
08/06/23	ORD-2194554PO914	Employment service of Permanent Cler/RFO	Signed Authority X/58 to spend- Authorisation Slip	GUARDIAN NEWS and MEDIA Ltd	12/06/23	975.00	195.00	1,170.00
15/06/23	PO919	Flooring for Cemety Office	CAC 20.(15/06/23)	JT FLOORING	23/06/23	740.17	148.04	888.21
23/06/2023	INV389	Refunded overpay	X/191	CEMETERY	23/06/2023	5.00	0.00	5.00
23/06/2023	V0359	Booking Cancellation	A/E/61	Victory Hall	23/06/2023	120.00	0.00	120.00
23/06/2023	V0342	Booking Cancellation	A/E/61	Victory Hall	23/06/2023	150.00	0.00	150.00
23/03/2023	V0357	Key&Damage deposit	V0357	Victory Hall	23/06/2023	250.00	0.00	250.00
30/06/2023	INV1754PO946	Emergency-Cemetery Black Gate repair work	FC 14.(26/6/23)	SOUTHERN SECURITY SYSTEM	30/06/2023	2,543.33	526.67	3,070.00
01/06/2023	307072/PO913	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	01/06/2023	61.50	12.30	73.80
30/03/2023	24489182/PO912	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	05/06/2023	10.00	0.00	10.00
02/06/2023	24490962/PO915	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	08/06/2023	10.00	0.00	10.00
06/06/2023	24492503/PO916	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	12/06/2023	10.00	0.00	10.00
12/06/2023	24495639/PO928	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	16/06/2023	10.00	0.00	10.00
12/06/2023	24495645/PO929	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	16/06/2023	10.00	0.00	10.00
06/06/2023	1389849/PO927	Main office Gas 628kWh*2.222p	C/12	CROWN GAS&POWER	16/06/2023	29.45	1.47	30.92
06/06/2023	881614550/PO932	VH Gas May 23-101.4kWh*3.986	L/173	BGB Services	20/06/2023	65.25	3.26	68.51
07/06/2023	825626189/PO931	VH Electricity May 23-441kWh*13.990p	L/190	BGB Services	21/06/2023	70.46	3.52	73.98
13/06/2023	875218156/PO934	VH Electricity May 23-134kWh*58.899p	L/190	BGB Services	27/06/2023	91.28	4.56	95.84
09/06/2023	111879511/0011/PO950	Cemetery Electricity 2128kWh April-May 23	T/102	SSE Southern Electric	26/06/2023	1,234.63	246.92	1,481.55
12/06/2023	8435965 PO955	Water 28/02/23-10/6/23 LF Allotments water (Annual Bill £211.78)	C/14	Thames Water	30/06/2023	41.92	0.00	41.92
28/06/2023			J/49	CASTLE WATER	28/06/2023	40.05	8.01	48.06
26/06/2023	24502264/PO956	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	30/06/2023	10.00	0.00	10.00
26/06/2023	24502287/PO957	Cemetery teleset postage monthlv	D/19	FRANCOTYP POSTALIA LTD	30/06/2023	10.00	0.00	10.00
22/06/2023	PO942	Bank service charge	G/38	UNITY TRUST BANK	30/06/2023	7.90	0.00	7.90
In total						6,495.94	1,149.75	7,645.69

CHIGWELL PARISH COUNCIL

A list of payments made in June

Reviewed and signed by:

Reviewed and signed by:

	INV/PO No	Description	Minutes	Supplier	Paid date	Net Amount	VAT	Total		
08/06/23	ORD-2194554/PO914	Employment service of Permanent Cler/RFO	Signed Authority to spend- Authorisation Slip	X/58	GUARDIAN NEWS and MEDIA Ltd	12/06/23	BACS	975.00	195.00	1,170.00
15/06/23	PO919	Flooring for Cemety Office	CAC 20.(15/06/23)	R/97	JT FLOORING	23/06/23	BACS	740.17	148.04	888.21
23/06/2023	INV389	Refunded overpay		X/191	CEMETERY	23/06/2023	BACS	5.00	0.00	5.00
23/06/2023	V0359	Booking Cancellation	V0359	A.E/61	Victory Hall	23/06/2023	BACS	120.00	0.00	120.00
23/06/2023	V0342	Booking Cancellation	V0342	A.E/61	Victory Hall	23/06/2023	BACS	150.00	0.00	150.00
23/03/2023	V0357	Key&Damage deposit	V0357	Y/128	Victory Hall	23/06/2023	BACS	250.00	0.00	250.00
30/06/2023	INV1754/PO946	Emergency-Cemetery Black Gate repair work	FC 14.(26/6/23)	R/98	SOUTHERN SECURITY SYSTEM	30/06/2023	BACS	2,543.33	526.67	3,070.00
01/06/2023	307072/PO913	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	01/06/2023	DD	61.50	12.30	73.80
30/05/2023	24489182/PO912	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	05/06/2023	DD	10.00	0.00	10.00
02/06/2023	24490962/PO915	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	08/06/2023	DD	10.00	0.00	10.00
06/06/2023	24492503/PO916	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	12/06/2023	DD	10.00	0.00	10.00
12/06/2023	24495639/PO928	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	16/06/2023	DD	10.00	0.00	10.00
12/06/2023	24495645/PO929	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	16/06/2023	DD	10.00	0.00	10.00
06/06/2023	1389849/PO927	Main office Gas 628kWh*2.222p		C/12	CROWN GAS&POWER	16/06/2023	DD	29.45	1.47	30.92
06/06/2023	881614550/PO932	VH Gas May 23-1014kWh*3.986		L/173	BGB Services	20/06/2023	DD	65.25	3.26	68.51
07/06/2023	825626189/PO931	VH Electricity May 23-441kWh*13.990p		L/190	BGB Services	21/06/2023	DD	70.46	3.52	73.98
13/06/2023	875218156/PO934	VH Electricity May 23-134kWh*58.899p		L/190	BGB Services	27/06/2023	DD	91.28	4.56	95.84
09/06/2023	111879511/0011/PO950	Cemetery Electricity 2128kWh April-May 23		T/102	SSE Southern Electric	26/06/2023	DD	1,234.63	246.92	1,481.55
12/06/2023	8435965 PO955	Water 28/02/23-10/6/23		C/14	Thames Water	30/06/2023	DD	41.92	0.00	41.92
28/06/2023		LF Allotments water (Annual Bill £211.78)		J/49	CASTLE WATER	28/06/2023	DD	40.05	8.01	48.06
26/06/2023	24502264/PO956	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	30/06/2023	DD	10.00	0.00	10.00
26/06/2023	24502287/PO957	Cemetery teleset postage monthly		D/19	FRANCOTYP POSTALIA LTD	30/06/2023	DD	10.00	0.00	10.00
22/06/2023	PO942	Bank service charge		G/38	UNITY TRUST BANK	30/06/2023	DD	7.90	0.00	7.90
In total						6,495.94	1,149.75	7,645.69		

CHIGWELL PARISH COUNCIL
A list of payments due in JULY 2023

Approved by

Approved by

INV/PO No		Minutes			Due date	Net Amount	VAT	Total
16/06/23	Claim Form				ASAP	450.00		£450.00
23/06/23	Claim Form				ASAP	150.00		£150.00
30/06/23	Claim Form				ASAP	100.00		£100.00
19/06/23	M069GHPO966				ASAP	198.88	39.78	£238.66
30/06/23	PO962Q5785A	CAC 32.(15/6/23) 0	R/10	SHAW&SONS LIMITED	ASAP	710.00	142.00	£852.00
17/05/23	INV1PO873	CAC 89.23	L/63	CLINIK ADVANCED Ltd	ASAP	550.00		£550.00
30/06/23	3627PO961	CAC 31.(15/6/23)	L/63	BISHOP CARPENTRY	ASAP	3542.31		£3,542.31
26/05/23	1375119435PO895		L/63	TRADE UK/Screwfix	ASAP	76.55	15.33	£91.88
10/06/23	2023-095PO918	CAC22.(15/6/23)	G/39	CITY COPY CENTRE	ASAP	40.00	8.00	£48.00
13/06/23	2-03326830PO954	FC	L/19	ENGIE	ASAP	12.28	0.61	£12.89
13/06/23	2-03326828PO953	FC	L/19	ENGIE	ASAP	35.64	1.78	£37.42
12/06/23	2-03313262PO952	FC	C/13	ENGIE	ASAP	23.83	1.19	£25.02
13/06/23	2-03326829	FC	T/10	ENGIE	ASAP	72.96	3.65	£76.61
24/06/23	M0001373446		R/10	Epping Forest DC	04/07/23	750.00		£750.00
06/06/23	Payroll Report	F&G		Essex Pension Fund	15/07/23	3,895.44		£3,895.44
06/06/23	Payroll Report	F&G		HMRC	15/07/23	4,228.86		£4,228.86
30/06/23	Payroll Report			CPC staff	11/07/23	10,326.86		£10,326.86
26/06/23	E230051/PO937		C/15	RWR	ASAP	149.92	29.98	£179.90
26/06/23	E230050/PO936		T/10	RWR	ASAP	237.90	47.58	£285.48

07/06/23	2564031PO939	Cleaning Domestic materials for VH/Cclub		L/17 9	VIKING RAJA GROUP OFFICE Deport International UK Ltd	07/07/23	BAC S	318.12	63.62	£381.74
08/06/23	HL9363PO930	Final Internal Audit report 2022/23	FC	F/31	HEELIS&LODGE	11/07/23	BAC S	255.00		£255.00
27/06/23	355486PO941	Supplies for Open space works		VB/1 10	AM GARDEN MACHINERY	15/07/23	BAC S	69.58	13.92	£83.50
20/06/23	1962PO923	TREE WORKS CEMETERY	CAC 34.(15/6/23)	VA/1 40	CEDAR TREE CARE	26/07/23	BAC S	795.00	159.00	£954.00
20/06/23	1960PO921	Tree Works Tomswood Hill	CAC 29.(15/6/23)	VA/1 40	CEDAR TREE CARE	26/07/23	BAC S	395.00	79.00	£474.00
20/06/23	1961PO922	Removal Elaeagnus	CAC 28.(15/6/23)	VA/1 40	CEDAR TREE CARE	27/07/23	BAC S	695.00	139.00	£834.00
30/06/23	QPO970	NEW BUS SHELTER	FC 26/6/23	K/13 8	LITTLETHORPE LT		BAC S	14,169.00	2,833.80	£17,002.80
06/06/23	ORDER/PO908	Phoenix Fire Commander	CAC 22.(15/6/23)	U/10 9	SAFE.CO.UK		BAC S	1,364.35	272.87	£1,637.22
20/06/23	3613791PO920	5 Tables with 6 seats (vh/Cclub&Cemetery)	CAC 17.(15/6/23)		NBB Recycled Furniture	20/07/23	BAC S	2,025.00	405.00	£2,430.00
27/06/23	PO947	Repair Black Gate for Cemetery	FC 14.(26/6/23)	R/98	Southern Security Systems		BAC S	1,316.67	263.33	£1,580.00
06/06/23	1382278446PO945	New key box for VH		L/65	TRADE UK/Screwfix Direct	31/07/23	BAC S	39.41	7.88	£47.29
06/06/23	1382278454PO944	Battery for smoke alarm		R/97	TRADE UK/Screwfix Direct	31/07/23	BAC S	13.33	2.66	£15.99
05/06/23	1381858147PO943	Battery for smoke alarm		L/63	TRADE UK/Screwfix Direct	31/07/23	BAC S	13.33	2.66	£15.99
30/06/23	311498PO964	Annual Digital Communicator inspection-Cemetery		S/93	Essex Security Services	31/07/23	BAC S	285.00	57.00	£342.00
10/07/23		VH/Cclub charge for property			Epping Forest District Council	10/07/23	DD	541.00		£541.00
10/07/23		Cemetery charge for property			Epping Forest District Council	10/07/23	DD	175.00		£175.00
30/06/23	3301PO	Cemetery MUCK AWAY			GRABTec	ASAP	BAC S	2,310.00	462.00	£2,772.00

10/07/23		Office charge for property			Epping Forest District Council	10/07/23	DD	884.00		£884.00
21/06/23	M023 WE	Cloud voice		D/21	BT	ASAP	DD	122.55	24.51	£147.06
29/06/23	1394517PO963	Main Office Gas		C/12	CROWN GAS & POWER	09/07/23	DD	11.03	0.55	£11.58
27/06/23	875218155	VH Elect monthly		L/19	British Gas		DD	15.66	0.78	£16.44
26/06/23	SL0126686PO940	June23 pension report		F/34	MHR International Uk	26/07/23	DD	25.00	5.00	£30.00
04/05/23	INV1/PO873	Treatments for mice	F&G	L/63	CLINIKIL ADVANCED Ltd	30/06/23	BAC S	550.00		£550.00
Total due in July 2023								£51,939.46	£5,082.48	£57,021.94

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

A. B - Other Income

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
2	Bank Interest	500.00	954.01	454.01						454.01 (90%)
3	Photocopy/fax income									(N/A)
4	Miscellaneous		45.00	45.00						45.00 (N/A)
87	Telecomms Mast income	3,000.00	1,500.00	-1,500.00						-1,500.00 (-50%)
164	VAT refunded									(N/A)
SUB TOTAL		3,500.00	2,499.01	-1,000.99						-1,000.99 (-28%)

A. C - Cemetery Income

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
80	Memorial Fees	3,000.00	730.00	-2,270.00						-2,270.00 (-75%)
81	Burial Fees	46,000.00	6,640.00	-39,360.00						39,360.00 (-85%)
82	Burial Plot Fees	20,000.00	1,770.00	-18,230.00						18,230.00 (-91%)
83	Dedications	500.00		-500.00						-500.00 (-100%)
84	Memorial Bench Fees	3,000.00		-3,000.00						-3,000.00 (-100%)
85	Transfer - Exclusive Rights	750.00	300.00	-450.00						-450.00 (-60%)
86	C&OS Misc. Income	2,000.00		-2,000.00						-2,000.00 (-100%)
165	Garden of Remembrance - De									(N/A)
167	C Cremated remains Extende		695.00	695.00						695.00 (N/A)
SUB TOTAL		75,250.00	10,135.00	-65,115.00						-65,115.00 (-86%)

A. D - Allotments Income

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
46	Allotments income									(N/A)
168	CPC Limes Farm Rent	1,000.00	720.00	-280.00						-280.00 (-28%)
183	CPC Gravel Lane Allotments	580.00	580.00							(0%)
SUB TOTAL		1,580.00	1,300.00	-280.00						-280.00 (-17%)

A. E - Hire of Parish Hall

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
60	VH Income - regular	5,000.00	2,050.00	-2,950.00						-2,950.00 (-59%)
61	VH Income - casual	10,000.00	1,840.00	-8,160.00						-8,160.00 (-81%)
163	Community Hall - INCOME	2,000.00	192.00	-1,808.00						-1,808.00 (-90%)
166	VH Income - Recovery damage		125.00	125.00						125.00 (N/A)
SUB TOTAL		17,000.00	4,067.00	-12,933.00						-12,933.00 (-76%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

A. General Income

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
1	Precept	298,000.00	149,000.00	149,000.00						49,000.00 (-50%)
SUB TOTAL		298,000.00	149,000.00	149,000.00						149,000.00 (-50%)

C. Admin - Premises

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
11	Rent and Rates				9,852.00	2,647.75		2,647.75	7,204.25	7,204.25 (73%)
12	Gas				400.00	76.87	11.03	87.90	312.10	323.13 (80%)
13	Electricity				3,500.00	-173.65	23.83	-149.82	3,649.82	3,673.65 (104%)
14	Water				250.00	41.92		41.92	208.08	208.08 (83%)
15	Waste Disposal				750.00	299.84	149.92	449.76	300.24	450.16 (60%)
16	Property Maintenance				2,000.00	1,515.97		1,515.97	484.03	484.03 (24%)
17	Cleaning materials/services				10,000.00				10,000.00	10,000.00 (100%)
26	Security				1,300.00	350.00		350.00	950.00	950.00 (73%)
SUB TOTAL					28,052.00	4,758.70	184.78	4,943.48	23,108.52	23,293.30 (83%)

D. Admin - Office & IT

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
18	Printing & Stationery				1,000.00	136.56		136.56	863.44	863.44 (86%)
19	Postage				400.00	328.85		328.85	71.15	71.15 (17%)
20	Photocopying costs				2,000.00	502.82		502.82	1,497.18	1,497.18 (74%)
21	Telephone & Broadband				3,500.00	903.82	321.43	1,225.25	2,274.75	2,596.18 (74%)
22	Mobile comms				330.00	50.90	25.45	76.35	253.65	279.10 (84%)
23	IT				2,400.00				2,400.00	2,400.00 (100%)
24	Equipment Maintenance				1,200.00	360.00		360.00	840.00	840.00 (70%)
25	Equipment Purchases				2,000.00				2,000.00	2,000.00 (100%)
41	Licences				1,500.00	252.78		252.78	1,247.22	1,247.22 (83%)
SUB TOTAL					14,330.00	2,535.73	346.88	2,882.61	11,447.39	11,794.27 (82%)

E. Admin - Communicati

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
27	Website Costs				2,500.00	400.00		400.00	2,100.00	2,100.00 (84%)
28	Social Media				2,500.00				2,500.00	2,500.00 (100%)
29	Parish Magazine				2,500.00				2,500.00	2,500.00 (100%)
30	Leaflets				750.00				750.00	750.00 (100%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL		8,250.00	400.00	400.00	7,850.00	7,850.00 (95%)
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F. Finance and Governance

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
31 Internal Audit				1,500.00		255.00	255.00	1,245.00	1,500.00 (100%)
32 External Audit				1,900.00				1,900.00	1,900.00 (100%)
33 Internal Control									(N/A)
34 Accounting Software fees				4,000.00	2,184.00	25.00	2,209.00	1,791.00	1,816.00 (45%)
35 Accounting Services									(N/A)
SUB TOTAL				7,400.00	2,184.00	280.00	2,464.00	4,936.00	5,216.00 (70%)

G. Admin - Other

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
36 Insurance				8,000.00	8,038.40		8,038.40	-38.40	-38.40 (-0%)
37 Legal & Professional Fees				1,500.00	402.00		402.00	1,098.00	1,098.00 (73%)
38 Bank charges				500.00	92.25		92.25	407.75	407.75 (81%)
39 General Expenses				1,000.00	321.69	40.00	361.69	638.31	678.31 (67%)
40 Sundry Expenses									(N/A)
42 Annual Subscriptions				2,500.00	150.00	1,454.71	1,604.71	895.29	2,350.00 (94%)
59 Elections				10,000.00				10,000.00	10,000.00 (100%)
124 Purchase plan				5,000.00				5,000.00	5,000.00 (100%)
SUB TOTAL				28,500.00	9,004.34	1,494.71	10,499.05	18,000.95	19,495.66 (68%)

H. Planning

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
43 Professional Fees									(N/A)
44 Other Planning Costs				500.00				500.00	500.00 (100%)
159 Sub-contractor									(N/A)
SUB TOTAL				500.00				500.00	500.00 (100%)

I. Village Plan

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
45 General costs				2,000.00				2,000.00	2,000.00 (100%)
SUB TOTAL				2,000.00				2,000.00	2,000.00 (100%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

J. Envir - Allotments

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
47	Allotments Property Maintena				4,000.00				4,000.00	4,000.00 (100%)
48	Allotments security				100.00	16.00		16.00	84.00	84.00 (84%)
49	Allotments Water				100.00	123.52		123.52	-23.52	-23.52 (-23%)
50	Allotments Waste Disposal				500.00				500.00	500.00 (100%)
51	Allotments - Other Expenditur				250.00				250.00	250.00 (100%)
52	Allotments - Tree Maintenanc				1,000.00				1,000.00	1,000.00 (100%)
53	Allotments - Misc. Expenditur									(N/A)
SUB TOTAL					5,950.00	139.52		139.52	5,810.48	5,810.48 (97%)

K. Envir - Highways

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
54	HW Equipment purchase				2,500.00				2,500.00	2,500.00 (100%)
55	CCTV				7,000.00				7,000.00	7,000.00 (100%)
56	Street Lighting									(N/A)
57	Street Furniture				3,000.00				3,000.00	3,000.00 (100%)
79	HW Community Bus (consult/									(N/A)
131	Waste Disposal				500.00				500.00	500.00 (100%)
135	HW Vehicle activated signs				3,000.00				3,000.00	3,000.00 (100%)
136	HW Cycle parking-VH				10,000.00				10,000.00	10,000.00 (100%)
138	HW Bus stop maintenance				15,000.00		14,169.00	14,169.00	831.00	15,000.00 (100%)
SUB TOTAL					41,000.00		14,169.00	14,169.00	26,831.00	41,000.00 (100%)

L. Victory Hall Costs

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
63	VH Maintenance				5,000.00	2,260.89	4,182.29	6,443.18	-1,443.18	2,739.11 (54%)
64	VH Consumables									(N/A)
65	VH Security				1,000.00	225.00	39.41	264.41	735.59	775.00 (77%)
66	VH Misc. Expenses				500.00				500.00	500.00 (100%)
67	VH Rent & Rates				6,492.00	1,618.00		1,618.00	4,874.00	4,874.00 (75%)
68	VH Utilities				5,000.00				5,000.00	5,000.00 (100%)
69	VH waste disposal				1,000.00	665.00		665.00	335.00	335.00 (33%)
70	VH Legal/Professional Fees				5,000.00				5,000.00	5,000.00 (100%)
172	VH-Water					-1,299.74		-1,299.74	1,299.74	1,299.74 (N/A)
173	VH-Heating					300.82		300.82	-300.82	-300.82 (N/A)
179	VH/Club Cleaning materials/s					167.43	318.12	485.55	-485.55	-167.43 (N/A)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

SUB TOTAL				23,992.00	4,659.34	4,603.40	9,262.74	14,729.26	19,332.66 (80%)
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M. Grants & Donations

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
71 s137 -1972 LGA									(N/A)
72 s106 Expenditure									(N/A)
73 Other grants/Community gran				25,000.00	8,831.00		8,831.00	16,169.00	16,169.00 (64%)
74 CIL Grant Expenditure									(N/A)
75 s19(3) MPA 1976									(N/A)
76 Donations									(N/A)
SUB TOTAL				25,000.00	8,831.00		8,831.00	16,169.00	16,169.00 (64%)

N. Borrowing costs

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
77 Capital Repayments				4,293.00			4,293.00		4,293.00 (100%)
78 Interest Payments				3,409.00			3,409.00		3,409.00 (100%)
SUB TOTAL				7,702.00			7,702.00		7,702.00 (100%)

O. Community Services

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
123 Specials Constables				9,000.00			9,000.00		9,000.00 (100%)
133 Speedwatch									(N/A)
134 Sustrans consult				7,500.00			7,500.00		7,500.00 (100%)
SUB TOTAL				16,500.00			16,500.00		16,500.00 (100%)

P. Cemet. & OS - Premis

Code Title	Receipts			Payments					Net Position
	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
96 C&OS Cleaning Materials				300.00			300.00		300.00 (100%)
97 C&OS Property Maint.				5,000.00	1,355.17	13.33	1,368.50	3,631.50	3,644.83 (72%)
98 C&OS Security				2,000.00	2,633.33	1,316.67	3,950.00	-1,950.00	-633.33 (-31%)
100 C&OS General Expenses				300.00	15.40	710.00	725.40	-425.40	284.60 (94%)
101 C&OS Rent & Rates				5,100.00	1,270.80	750.00	2,020.80	3,079.20	3,829.20 (75%)
SUB TOTAL				12,700.00	5,274.70	2,790.00	8,064.70	4,635.30	7,425.30 (58%)

Q. Cemet. & OS - Office/

Receipts	Payments	Net Position
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Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

92	C&OS Printing/Stationery	100.00	47.15		47.15	52.85	52.85 (52%)
93	C&OS Telephones	600.00	53.96	285.00	338.96	261.04	546.04 (91%)
94	C&OS Mobiles Comms	781.20	191.60	95.80	287.40	493.80	589.60 (75%)
99	C&OS Sundry Expenses	500.00	144.81		144.81	355.19	355.19 (71%)
105	C&OS Professional Fees	1,000.00				1,000.00	1,000.00 (100%)
106	C&OS Insurance-Vehicle	700.00				700.00	700.00 (100%)
SUB TOTAL		3,681.20	437.52	380.80	818.32	2,862.88	3,243.68 (88%)

I. Cemet. & OS - Utilities

Cemet. & OS - Utilities		Receipts			Payments				Net Position	
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
102	C&OS Electricity				2,000.00	3,064.11	72.96	3,137.07	-1,137.07	-1,064.11 (-53%)
103	C&OS Water				500.00				500.00	500.00 (100%)
104	C&OS Waste Disposal				3,200.00	806.78	237.90	1,044.68	2,155.32	2,393.22 (74%)
SUB TOTAL					5,700.00	3,870.89	310.86	4,181.75	1,518.25	1,829.11 (32%)

J. Cemet. & OS - Equipn

Cemet. & OS - Equipn		Receipts			Payments					Net Position
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
95	C&OS Protective Equip.				1,000.00				1,000.00	1,000.00 (100%)
107	C&OS Equip. Rental				4,380.00	4,380.00		4,380.00		(0%)
108	C&OS Equip. Maintenance				2,000.00	166.11		166.11	1,833.89	1,833.89 (91%)
109	C&OS Equip. Purchase				20,000.00	1,323.32	3,438.52	4,761.84	15,238.16	18,676.68 (93%)
118	C&OS Gas Oil				2,500.00	283.73		283.73	2,216.27	2,216.27 (88%)
SUB TOTAL					29,880.00	6,153.16	3,438.52	9,591.68	20,288.32	23,726.84 (79%)

K. A - Cemetery Costs

A - Cemetery Costs				Receipts			Payments			Net Position
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
139	C Grounds Maintenance				3,000.00		2,310.00	2,310.00	690.00	3,000.00 (100%)
140	C Tree Maintenance				3,000.00		1,885.00	1,885.00	1,115.00	3,000.00 (100%)
141	C Tree Purchase				2,000.00				2,000.00	2,000.00 (100%)
142	C Bench purchase				3,000.00				3,000.00	3,000.00 (100%)
143	C-Grave inspection				200.00				200.00	200.00 (100%)
144	C-Grave maintenance				3,000.00				3,000.00	3,000.00 (100%)
146	C-Construction material				2,000.00				2,000.00	2,000.00 (100%)
147	C-Planting				2,000.00				2,000.00	2,000.00 (100%)
148	C-Sub contractors				5,000.00				5,000.00	5,000.00 (100%)
149	C-Cycle/footpath maintenance				5,000.00				5,000.00	5,000.00 (100%)
SUB TOTAL					28,200.00		4,195.00	4,195.00	24,005.00	28,200.00 (100%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

V.B - Open Space (OS) C

		Receipts			Payments					Net Position
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
110	OS Grounds Maintenance				2,000.00		69.58	69.58	1,930.42	2,000.00 (100%)
111	OS Sub-Contractors				15,000.00				15,000.00	15,000.00 (100%)
112	OS Bench/Tree purchase				2,000.00	988.00		988.00	1,012.00	1,012.00 (50%)
113	OS Playground Inspections				600.00		221.00	221.00	379.00	600.00 (100%)
114	OS Playground Equipment				25,000.00				25,000.00	25,000.00 (100%)
115	OS Fitness equip maintenanc				1,500.00				1,500.00	1,500.00 (100%)
116	OS Tree Maintenance				2,000.00				2,000.00	2,000.00 (100%)
117	OS Festive Lighting				2,000.00				2,000.00	2,000.00 (100%)
119	OS Memorial Purchases				200.00				200.00	200.00 (100%)
122	OS Construction Materials				2,000.00	273.58		273.58	1,726.42	1,726.42 (86%)
137	OS Planting				5,000.00				5,000.00	5,000.00 (100%)
180	Active programme - Play in th									(N/A)
181	OS QE Meadows				6,000.00				6,000.00	6,000.00 (100%)
184	OS Grove Meadows				6,000.00				6,000.00	6,000.00 (100%)
SUB TOTAL					69,300.00	1,261.58	290.58	1,552.16	67,747.84	68,038.42 (98%)

V. Climate Change Activ

		Receipts			Payments					Net Position
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
155	CCA - Consultancy				3,000.00				3,000.00	3,000.00 (100%)
156	CCA - Remediation budget				5,000.00				5,000.00	5,000.00 (100%)
157	CCA - Air quality assessment									(N/A)
158	CCA - Re-wilding				6,500.00				6,500.00	6,500.00 (100%)
SUB TOTAL					14,500.00				14,500.00	14,500.00 (100%)

K. Personnel Costs

		Receipts			Payments					Net Position
Code	Title	Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
5	Salaries, PAYE & NI - Admin				125,414.46	20,077.29	9,429.80	29,507.09	95,907.37	05,337.17 (83%)
6	A-Superannuation				26,326.00	4,557.36	3,843.07	8,400.43	17,925.57	21,768.64 (82%)
7	Cllrs Training/Courses				1,500.00				1,500.00	1,500.00 (100%)
8	A-Travel expenses				200.00				200.00	200.00 (100%)
9	Chair's Allowance				550.00				550.00	550.00 (100%)
10	Member's Allowance				1,100.00				1,100.00	1,100.00 (100%)
58	Advertising/recruitment				1,000.00	975.00		975.00	25.00	25.00 (2%)
62	VH Salaries, PAYE & NI				11,100.00	2,406.63	433.22	2,839.85	8,260.15	8,693.37 (78%)
88	C&OS Salaries, PAYE&NI				132,500.00	19,114.04	9,161.55	28,275.59	104,224.41	13,385.96 (85%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

90	C&OS Training	1,500.00			1,500.00	1,500.00 (100%)
91	C&OS Travel Expenses	50.00			50.00	50.00 (100%)
120	Locum/Temp Fees	5,000.00	558.25	558.25	4,441.75	4,441.75 (88%)
130	A-Training/Courses	1,500.00			1,500.00	1,500.00 (100%)
160	Professional Fees	35,000.00	750.00	750.00	34,250.00	34,250.00 (97%)
161	Staff Welfare	1,000.00			1,000.00	1,000.00 (100%)
162	Councillor training					(N/A)
177	HMRC Charges/Fee					(N/A)
178	Pension Admin Charge		145.36	133.27	278.63	-278.63 -145.36 (N/A)
SUB TOTAL		363,040.46	52,818.81	27,265.09	80,083.90	282,956.56 110,221.65 (85%)

Y. Year-End Adjustments

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
121	Suspense Account		-20.00	-20.00		210.68		210.68	-210.68	-230.68 (N/A)
125	Creditors					31,402.40		31,402.40	-31,402.40	31,402.40 (N/A)
126	Accruals									(N/A)
127	Prepayments									(N/A)
128	Key Deposit		-25.00	-25.00						-25.00 (N/A)
129	VH Deposit		500.00	500.00						500.00 (N/A)
185	Receipt in advance									(N/A)
191	Unallocated CHEQUE -Ceme		320.00	320.00						320.00 (N/A)
SUB TOTAL			775.00	775.00		31,613.08		31,613.08	-31,613.08	-30,838.08 (N/A)

Z. Cemeterial & OS Projects

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
132	VH Victory Hall Project									(N/A)
150	COVID memorial - bulb planti				7,270.00			7,270.00		7,270.00 (100%)
151	OS-Remembrance Day decor									(N/A)
152	OS-Festive Lighting Grange P									(N/A)
153	OS-Festive Lighting Chigwell									(N/A)
154	OS-Tree Purchase									(N/A)
SUB TOTAL					7,270.00			7,270.00		7,270.00 (100%)

Z.B - Cost/Fund FOR PR

Code	Title	Receipts			Payments					Net Position
		Budget	Actual	Variance	Budget	Actual	Committed	Total	Variance	Net Position
145	C-Fence maintenance									(N/A)
169	WARM SPACE PROJECT 20				1,000.00			1,000.00		1,000.00 (100%)

Chigwell Parish Council

3 July 2023 (2023-2024)

Committed Spend

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

171	C-Sliding Gates								(N/A)
175	Warm Space 22/23 EFDC								(N/A)
176	Warm Space 22/23 EALC								(N/A)
182	Social Spaces - Apr-Sep 23 E								(N/A)
186	Social Spaces - Apr-Sep 23 C		344.63	33.15	377.78	-377.78	-344.63		(N/A)
187	Youth Unity -Play in the park s		1,800.00		1,800.00	-1,800.00	-1,800.00		(N/A)
188	Rotary Chigwell Fete								(N/A)
189	King Charles Coronation		97.32		97.32	-97.32	-97.32		(N/A)
SUB TOTAL			1,500.00	2,241.95	33.15	2,275.10	-775.10	-741.95 (-49%)	

Summary

NET TOTAL	395,330.00	167,916.01	227,413.99	744,947.66	136,184.32	59,782.77	195,967.09	548,980.57	81,349.35 (33%)
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Chigwell Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

Cost Centre C. Admin - Premises									
11 Rent and Rates									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
14	11/04/2023	Regular Payme	Unity Current Acco	DD	The charge for Main Office property	Epping Forest DC	X	879.75	87.
84	10/05/2023		Unity Current Acco	DD	The charge for Main Office property	Epping Forest DC	X	884.00	88.
164	12/06/2023		Unity Current Acco	DD	The charge for Main Office property	Epping Forest DC	X	884.00	88.
Subtotal for Code: Rent and Rates								£2,647.75	£2,647.75
12 Gas									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
97	15/05/2023	2023-2024/859	Unity Current Acco	DD	Gas-April 23 132@2.222p	Crown Gas & Power	L	47.42	4.
206	16/06/2023	2023-2024/927	Unity Current Acco	DD	May 23 Gas628kWh*2.222p	Crown Gas & Power	L	29.45	3.
Subtotal for Code: Gas								£76.87	£8.
13 Electricity									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
156	31/05/2023	Statement of A	Unity Current Acco	BACS	Miscellaneous credits and charges	SSE Southern Electric	X	-173.65	-17.
Subtotal for Code: Electricity								£-173.65	£-17.
14 Water									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
221	30/06/2023	2023-2024/938	Unity Current Acco	DD	Water 6m3 for 03-05/23	Thames Water	X	41.92	4
Subtotal for Code: Water								£41.92	£4
15 Waste Disposal									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
96	15/05/2023	2023-2024/816 F&G 11 05 2	Unity Current Acco	BACS	2x1100Ltr Bins Emptied Monthly	RWR (Commercial) Ltd	S	149.92	17.
178	13/06/2023	2023-2024/868 F&G 06062	Unity Current Acco	BACS	2x1100Ltr Bins Emptied Monthly	RWR (Commercial) Ltd	S	149.92	17.
Subtotal for Code: Waste Disposal								£299.84	£35.
16 Property Maintenance									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
133	19/05/2023	2023-2024/805 F&G 11 05 2	Unity Current Acco	BACS	Annual Maintenance	Chubb Fire & Security Ltd	S	873.65	1,04.
172	12/06/2023	2023-2024/893 CAC 22.(15)	Unity Current Acco	BACS	Lighting Replacement CPC basement	SLG Systems Ltd	S	253.00	30.
203	16/06/2023	2023-2024/926	Unity T Bank-LLOY	Debit Card	Bathroom Hallway Wood Organiser	Digitronic Essex Ltd	S	33.32	3.
207	16/06/2023	2023-2024/870 CAC 22.(15)	Unity Current Acco	BACS	Annual Alarm System Inspection	Smiths Technical Systems	S	356.00	42.
Subtotal for Code: Property Maintenance								£1,515.97	£1,81.
26 Security									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.	Date								
40	12/04/2023	2023-2024/738	Unity Current Acco	BACS	CCTV systems Annual service	RVTV Security	S	350.00	42.
Subtotal for Code: Security								£350.00	£42.
Subtotal for Cost Centre: C. Admin - Premises								4,756.70	5,19.

Cost Centre D. Admin - Office & IT

Chigwell Parish Council

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18 Printing & Stationery									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Toi
Vchr.									
4	16/05/2023	PO745INV154	CAC 89.23	Unity T Bank-Lloy	Debit Card	Laminator for A3,A4,A5,A6	Amazon Services Europe	S	4:
141	26/05/2023	2023-2024/812		Unity Current Acco	BACS	Print Paper A4	VIKING RAJA GROUP/Office Deport I	S	3:
185	13/06/2023	2023-2024/904	CAC Item 2:	Unity Current Acco	BACS	Stationery	VIKING RAJA GROUP/Office Deport I	S	7
Subtotal for Code: Printing & Stationery									£16:
									£27.31
19 Postage									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Toi
Vchr.									
6	20/04/2023	2023-2024/741		Unity T Bank-Lloy	Debit Card	First aid kit	JAX	S	5
17	13/04/2023	2023-2024/792		Control account for	DD	Credit Note Teleset postage	Francotyp Postalia Ltd	Z	-10:
18	13/04/2023	2023-2024/790		Control account for	DD	Teleset Postage	Francotyp Postalia Ltd	Z	10:
19	13/04/2023	2023-2024/791		Control account for	DD	Teleset Postage	Francotyp Postalia Ltd	Z	1
20	13/04/2023	2023-2024/791		Unity Current Acco	DD	Teleset Postage	Francotyp Postalia Ltd	Z	9:
26	17/04/2023	2023-2024/794		Unity Current Acco	DD	FP lease 3 months	Francotyp Postalia Ltd	S	7:
161	05/06/2023	2023-2024/912		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
162	01/06/2023	2023-2024/913		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	S	7:
166	08/06/2023	2023-2024/915		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
167	12/06/2023	2023-2024/916		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
204	16/06/2023	2023-2024/928		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
205	16/06/2023	2023-2024/928		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
225	30/06/2023	2023-2024/956		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
226	30/06/2023	2023-2024/957		Unity Current Acco	DD	Cemetery Teleset postage month	Francotyp Postalia Ltd	Z	1:
Subtotal for Code: Postage									£36:
									£33.17
20 Photocopying costs									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Toi
Vchr.									
94	15/05/2023	2023-2024/814	F&G 11 05 2	Unity Current Acco	BACS	Quarterly Rental Copy Machine	Copy Klik Copiers	S	35:
94	15/05/2023	2023-2024/814	F&G 11 05 2	Unity Current Acco	BACS	Quarterly Rental Copy Machine	Copy Klik Copiers	S	18:
94	15/05/2023	2023-2024/814	F&G 11 05 2	Unity Current Acco	BACS	Quarterly Rental Copy Machine	Copy Klik Copiers	S	6:
Subtotal for Code: Photocopying costs									£60:
									£502.82
21 Telephone & Broadband									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Toi
Vchr.									
77	04/05/2023	2023-2024/824		Unity Current Acco	DD	Telephone & Broadband	BT	X	22:
90	15/05/2023	2023-2024/823		Unity Current Acco	BACS	Cloud Voice monthly	BT	S	14:
160	05/06/2023	2023-2024/883		Unity Current Acco	DD	Telephone & Broadband	BT	S	25:
184	13/06/2023	2023-2024/906		Unity Current Acco	BACS	Cloud Voice monthly	BT	S	14:
186	15/06/2023		F/G 07 06 2:	Unity Current Acco	DD	Telephone equipment lease	Shire Leasing	S	26:
Subtotal for Code: Telephone & Broadband									£1,03:
									£903.82
22 Mobile comms									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Toi
Vchr.									
78	04/05/2023	2023-2024/748		Unity Current Acco	DD	Mobile phone charges monthly	O2	S	3:
									£5.09

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159	01/06/2023	2023-2024/86C	Unity Current Acco	DD	Mobile phone charges monthly	O2	Subtotal for Code: Mobile comms		S	25.45	5.09	34	
										£50.90	£10.18	£6	
24 Equipment Maintenance													
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot		
Vchr.													
173	12/06/2023	2023-2024/894	CAC 22.(15/	Unity Current Acco	BACS	Defibrillator Install	The Limes Center	S	360.00	72.00	43:		
										£360.00	£72.00	£43:	
41 Licences													
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot		
Vchr.													
71	17/04/2023	2023-2024/82E		Unity T Bank-LLOY	Debit Card	Microsoft April 23	MS Ireland Ops Ltd	S	10.82	2.16	1:		
71	17/04/2023	2023-2024/82E		Unity T Bank-LLOY	Debit Card	Microsoft April 23	MS Ireland Ops Ltd	S	20.45	4.09	2:		
71	17/04/2023	2023-2024/82E		Unity T Bank-LLOY	Debit Card	Microsoft April 23	MS Ireland Ops Ltd	S	2.33	0.47	:		
71	17/04/2023	2023-2024/82E		Unity T Bank-LLOY	Debit Card	Microsoft April 23	MS Ireland Ops Ltd	S	27.00	5.40	3:		
98	23/04/2023	2023-2024/83Z		Unity T Bank-LLOY	Debit Card	Adobe subs Apr 23	Adobe Ireland	S	12.64	2.53	1:		
191	16/06/2023	2023-2024/903		Unity T Bank-LLOY	DEBIT CARD	Adobe subs Apr 23	Adobe Ireland	S	16.64	3.33	1:		
193	16/06/2023	2023-2024/86E		Unity T Bank-LLOY	Debit Card	Microsoft Services	MS Ireland Ops Ltd	S	28.20	5.64	3:		
194	16/06/2023	2023-2024/867		Unity T Bank-LLOY	Debit Card	Microsoft Services	MS Ireland Ops Ltd	S	67.50	13.50	8		
195	16/06/2023	2023-2024/86E		Unity T Bank-LLOY	Debit Card	Microsoft Services	MS Ireland Ops Ltd	S	6.60	1.32	.		
196	16/06/2023	2023-2024/864		Unity T Bank-LLOY	Debit Card	Microsoft Services	MS Ireland Ops Ltd	S	60.60	12.12	7:		
										£252.78	£50.56	£30:	
Subtotal for Cost Centre:										D. Admin - Office & IT	2,535.73	429.75	2,96:
E. Admin - Communications													
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot		
Vchr.													
132	18/05/2023	2023-2024/79E	F&G 11 05 2	Unity Current Acco	BACS	Website regeneration	Emergency work	S	125.00	25.00	15:		
132	18/05/2023	2023-2024/79E	F&G 11 05 2	Unity Current Acco	BACS	Website regeneration	Emergency work	S	75.00	15.00	9:		
132	18/05/2023	2023-2024/79E	F&G 11 05 2	Unity Current Acco	BACS	Website regeneration	Emergency work	S	200.00	40.00	24:		
										£400.00	£80.00	£48:	
Subtotal for Cost Centre:										E. Admin - Communications	400.00	80.00	48:
F. Finance and Governance													
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot		
Vchr.													
148	31/05/2023	2023-2024/781		Unity Current Acco	DD	MHR Payroll service charge	MHR International UK Limited	S	25.00	5.00	3:		
220	30/06/2023	2023-2024/871		Unity Current Acco	BACS	Accounting Scribe software	Annual Sub Starboard Systems Limited	S	2,064.00	412.80	2,47:		
222	30/06/2023	2023-2024/872		Unity Current Acco	DD	Payroll Service charge	Apr 23 MHR International UK Limited	S	70.00	14.00	8:		
223	30/06/2023	2023-2024/90E		Unity Current Acco	DD	May 23 Pension Reporting	MHR International UK Limited	S	25.00	5.00	3:		
										£2,184.00	£436.80	£2,62:	
Subtotal for Cost Centre:										F. Finance and Governance	2,184.00	436.80	2,62:
G. Admin - Other													

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36 Insurance									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat
Vchr.	Date								Toi
33	12/04/2023	2023-2024/746	Unity Current Acco	BACS	CPC INSURANCE 2023/24	ZURICH Municipal	X	6,233.43	6,233.43
53	25/04/2023	2023-2024/747	Unity Current Acco	BACS	CPC Motor Insurance	ZURICH Municipal	X	1,804.97	1,804.97
						Subtotal for Code: Insurance		£8,038.40	£8,038.40
37 Legal & Professional Fees									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat
Vchr.	Date								Toi
21	24/04/2023		Unity Current Acco	DD Regular payr	Risk Management Services	Wirehouse Employment Services	S	134.00	26.80
136	24/05/2023	F&G 05 07 £	Unity Current Acco	DD Regular payr	Risk Management Services	Wirehouse Employment Services	S	134.00	26.80
214	26/06/2023	F&G 05 07 £	Unity Current Acco	DD Regular payr	Risk Management Services	Wirehouse Employment Services	S	134.00	26.80
						Subtotal for Code: Legal & Professional Fees		£402.00	£80.40
38 Bank charges									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat
Vchr.	Date								Toi
72	17/04/2023	2023-2024/829	Unity T Bank-LLOYr	Debit Card	Debit Card service mnthly charge	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
76	03/04/2023	statement	Unity T Bank-LLOYr	Debit Card	debit card service charge	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
101	16/05/2023	2023-2024/833	Unity T Bank-LLOYr	Debit Card	debit card service charge	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
122	16/05/2023	2023-2024/839	Unity T Bank-LLOYr	Debit Card	debit card service charge	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
189	16/06/2023	DCard stateme	Unity T Bank-LLOYr	DD	Monthly Fee	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
190	16/06/2023	DCard stateme	Unity T Bank-LLOYr		Monthly Fee	UNITY TRUST-LLOYds	Debit Card a/c	X	3.00
215	22/06/2023	2023-2024/917	HSBC		Bank charges	HSBC	X	8.00	
230	30/06/2023	2023-2024/942	Unity Current Acco	SO	CASH&CHEQUE CHARGES	UNITY TRUS BANK	X	7.90	
231	30/06/2023	Bank statemen	Unity Current Acco	SO	Bank service charge	UNITY TRUS BANK	X	58.35	58.35
						Subtotal for Code: Bank charges		£92.25	£92.25
39 General Expenses									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat
Vchr.	Date								Toi
119	16/05/2023	2023-2024/841	Unity T Bank-LLOYr	Debit Card	Case for digital camera	Amazon EU UK Branch	S	8.26	1.65
120	16/05/2023	2023-2024/842	Unity T Bank-LLOYr	Debit Card	DIGITAL CAMERA	Amazon Services Europe	S	74.99	15.00
121	16/05/2023	2023-2024/843	Unity T Bank-LLOYr	Debit Card	MEMORY CARD for camera	Amazon EU UK Branch	S	4.99	1.00
179	13/06/2023	2023-2024/890	Unity Current Acco	BACS	Business cardsx4 Names	CITY COPY CENTRE	S	140.00	28.00
181	13/06/2023	2023-2024/877	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	7.28	1.46
181	13/06/2023	2023-2024/877	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	7.28	1.46
181	13/06/2023	2023-2024/877	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	3.60	0.69
182	13/06/2023	2023-2024/855	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	14.56	2.91
182	13/06/2023	2023-2024/855	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	21.84	4.37
182	13/06/2023	2023-2024/855	CAC Item 8£	Unity Current Acco	Badges design	R E Essex Ltd	S	6.50	1.30
201	16/06/2023	2023-2024/889	CAC Item 2£	Unity T Bank-LLOYr	64GB Digital Voice Recorder	Amazon Services Europe	S	32.49	6.50
						Subtotal for Code: General Expenses		£321.69	£64.34
42 Annual Subscriptions									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat
Vchr.	Date								Toi
87	11/05/2023	2023-2024/762	Annual FC 2	Unity Current Acco	Membership 23/24 Crematary & Cremat	IOCM	Z	95.00	

Chigwell Parish Council
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88	11/05/2023	2023-2024/783	Unity Current Acco	BACS	Membership 23/24 Allotment Society	The National Allotment Society	S	55.00	11.00	8
					Subtotal for Code:	Annual Subscriptions		£150.00	£11.00	£16
					Subtotal for Cost Centre:	G. Admin - Other		9,004.34	155.74	9,161
Cost Centre J. Envir - Allotments										
48 Allotments security										
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.										
91	15/05/2023	2023-2024/787		Unity Current Acco	BACS	Keys cutting for Limes Farm Allotments	Reimbursement 5	X	16.00	1
					Subtotal for Code:	Allotments security		£16.00	£16	£16
49 Allotments Water										
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.										
25	28/04/2023	2022-2023/721		Unity Current Acco	DD	Water Limes Farm 23/24	Castle Water	S	40.05	4
224	28/06/2023	2023-2024/955		Unity Current Acco	DD	LF 2534237 Allot Water April23-March2	Castle Water	S	40.05	4
229	30/06/2023	2023-2024/960		Control account for Credit balance		GL Water up to Jul 23	Castle Water	Z	43.42	4
					Subtotal for Code:	Allotments Water		£123.52	£16.02	£13
					Subtotal for Cost Centre:	J. Envir - Allotments		139.52	16.02	15
Cost Centre L. Victory Hall Costs										
63 VH Maintenance										
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.										
5	19/04/2023	2023-2024/742		Unity T Bank-Lloyr	Debit Card	VH/CClub TV Licence valid 31 03 24	TV LICENSING	X	159.00	15
30	12/04/2023	2023-2024/740		Unity Current Acco	BACS	VHall 3 Fire extinguisher Annual Service	Chubb Fire & Security Ltd	S	169.20	20
34	12/04/2023	2023-2024/735		Unity Current Acco	BACS	CClub 5 Fire extinguisher Annual Servis	Chubb Fire & Security Ltd	S	276.00	33
51	25/04/2023	2023-2024/743		Unity Current Acco	BACS	VH/Club Replace lock cylinder	Open 24/7 LOCKSMITHS	S	195.80	23
133	19/05/2023	2023-2024/805	F&G 11 05 2	Unity Current Acco	BACS	Annual Maintenance	Chubb Fire & Security Ltd	S	93.91	11
171	12/06/2023	2023-2024/875	CAC 22.(15)	Unity Current Acco	BACS	Repaired emersion heater by replacing	Paul Maran & Son	X	75.00	7
180	13/06/2023	2023-2024/892	CAC 22.(15)	Unity Current Acco	BACS	White Yellow Road line painting	Road and traffic management	X	1,190.00	1,190
192	16/06/2023	2023-2024/788		Unity T Bank-Lloyr	Debit Card	Fences for C Club Garden	TRADE UK / SCREWFIX DIRECT Lt	S	103.33	12
192	16/06/2023	2023-2024/788		Unity T Bank-Lloyr	Debit Card	Fences for C Club Garden	TRADE UK / SCREWFIX DIRECT Lt	S	-15.50	-3.10
202	16/06/2023	2023-2024/925		Unity T Bank-Lloyr	Debit Card	Cleaning Tool Sweeping Kitchen Floor	Flintoff Ironmongers Limited	S	14.15	2.83
					Subtotal for Code:	VH Maintenance		£2,260.89	£167.38	£2,428
65 VH Security										
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.										
124	18/05/2023	2023-2024/804	CAC 89.23 (Unity Current Acco	BACS	VH Replace cam lock	Open 24/7 LOCKSMITHS	S	225.00	27
					Subtotal for Code:	VH Security		£225.00	£45.00	£27
67 VH Rent & Rates										
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tot
Vchr.										
13	11/04/2023	Regular Payment		Unity Current Acco	DD	The charge for Victory Hall/Club proper	Epping Forest DC	X	536.00	53
83	10/05/2023			Unity Current Acco	DD	The charge for Victory Hall/Club proper	Epping Forest DC	X	541.00	54
163	12/06/2023			Unity Current Acco	DD	The charge for Victory Hall/Club proper	Epping Forest DC	X	541.00	54
					Subtotal for Code:	VH Rent & Rates		£1,618.00	£1,618	£1,618

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69 VH waste disposal									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
140	26/05/2023		Unity Current Acco	BACS	VH Skip	SHARP Brothers (Skips) Ltd	S	365.00	43
169	12/06/2023		Unity Current Acco	BACS	Rented Used Trailer	Ernest Doe & Sons Ltd	S	300.00	36
						Subtotal for Code: VH waste disposal		£665.00	£79
172 VH-Water									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
1	05/04/2023		Control account for DD		VH Water 5.5m3 Apr 23	Clear Business	Z	7.85	
3	17/04/2023		Unity Current Acco	DD	VH Water 5.5m3 Apr 23	Clear Business	Z	19.70	1
227	30/06/2023		Control account for Credit Note		VH 2019-23 Recalculated water charge	Clear Business	Z	-1,329.83	-1,32
228	30/06/2023		Control account for Credit balance		VH 10.25(m3) Water 18/4/23-01/6/23	Clear Business	Z	64.66	6
228	30/06/2023		Control account for Credit balance		VH 10.25(m3) Water 18/4/23-01/6/23	Clear Business	Z	-62.12	-6
						Subtotal for Code: VH-Water		£-1,299.74	£-1,29
173 VH-Heating									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
134	19/05/2023		Unity Current Acco	DD	VH Gas Apr 23-A/C9619- 4,541.62@3.1	BGB Services	S	235.57	28
211	20/06/2023		Unity Current Acco	DD	VH Gas-9619-May 23 1014kWh*3.986	BGB Services	L	65.25	6
						Subtotal for Code: VH-Heating		£300.82	£35
179 VH/Club Cleaning materials/services									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
128	18/05/2023		Unity Current Acco	BACS	Domestic items for VH/Club	VIKING RAJA GROUP/Office Depot I	S	119.57	14
208	16/06/2023		Unity Current Acco	BACS	VH DOMESTIC SUPPLIES	VIKING RAJA GROUP/Office Depot I	S	47.86	5
						Subtotal for Code: VH/Club Cleaning materials/s		£167.43	£20
190 VH - Electricity charges									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
63	03/05/2023		Unity Current Acco	DD	VH Elect 9621-a/c Standing charge	BGB Services	L	22.70	2
64	03/05/2023		Unity Current Acco	DD	VH Elec a/c 9693 189kWh*49.292p	BGB Services	L	160.24	16
135	23/05/2023		Unity Current Acco	DD	VH Elect A/c 9618 Apr 23 929kWh@13	BGB Services	S	145.62	17
149	31/05/2023		Unity Current Acco	DD	VH Elect A/c 9621 Apr 23 Est 68kWh@	BGB Services	L	52.09	5
150	31/05/2023		Unity Current Acco	DD	VH Elect A/c 9693 Apr 23 Est 293kWh@	BGB Services	L	179.55	18
210	21/06/2023		Unity Current Acco	DD	VH Elect-9618- May 23 441kWh*13.99	BGB Services	L	70.46	7
216	27/06/2023		Unity Current Acco	DD	VH Elect-9693-134kWh*58.899 May23	BGB Services	L	91.28	9
						Subtotal for Code: VH - Electricity charges		£721.94	£77
						Subtotal for Cost Centre: L, Victory Hall Costs		4,659.34	5,14
M. Grants & Donations									
73 Other grants/Community grants									
Code Number	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Tol
Vchr.	Date							Vat	
138	24/05/2023		Unity Current Acco		Grant Youth Unity CIC	Youth Unity CIC	X	4,920.00	4,92
168	08/06/2023		Grants applicat	FC 23 05 23	Grant Limes FC	LIMES FARM	X	3,911.00	3,91

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Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

R. Cemet. & OS - Premises Costs										Subtotal for Code: Other grants/Community gran				Subtotal for Cost Centre: M. Grants & Donations			
Cost Centre	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot					
97 C&OS Property Maint.																	
Vchr.																	
	125	18/05/2023	2023-2024/816	CAC 89.23 (Unity Current Acco	BACS	Replaced lighting circuit	SLG Systems Ltd	S	525.00	105.00	631					
	170	12/06/2023	2023-2024/874	CAC 22.(15/	Unity Current Acco	BACS	Repaired leak on both toilets	Paul Maran & Son	X	90.00		91					
	212	23/06/2023	2023-2024/919	CAC 20 (15	Unity Current Acco	BACS	Flooring for Cemetery Office	JT FLOORING	S	740.17	148.04	888					
Subtotal for Code: C&OS Property Maint.										£1,355.17				£253.04			
Subtotal for Cost Centre: M. Grants & Donations										8,831.00				8,831.00			
98 C&OS Security																	
Vchr.																	
	218	30/06/2023	2023-2024/946	FC 14.(26/01	Unity Current Acco	BACS	To supply&install repairs to BLACK Mai	Southern Security Systems	S	2,633.33	526.67	3,161					
Subtotal for Code: C&OS Security										£2,633.33				£526.67			
100 C&OS General Expenses																	
Vchr.																	
	104	16/05/2023	2023-2024/835		Unity T Bank-LLOYr	Debit Card	Supplies for customer service	Heritage in Stroud	S	17.45	3.49	21					
	114	16/05/2023	2023-2024/834		Unity T Bank-LLOYr	Debit Card	Supplies for customer service	Amazon EU UK Branch	S	15.40	3.09	11					
	115	16/05/2023	2023-2024/854		Unity T Bank-LLOYr	Debit Card	Supplies for customer service	Heritage in Stroud	S	-17.45	-3.49	-21					
Subtotal for Code: C&OS General Expenses										£15.40				£3.09			
101 C&OS Rent & Rates																	
Vchr.																	
	15	11/04/2023		Regular Payme	Unity Current Acco	DD	The charge for Cemetery property	Epping Forest DC	X	170.80		171					
	82	09/05/2023			Unity Current Acco	BACS	QTR Rent for a piece of Land at Chigwi	Epping Forest DC	X	750.00		751					
	85	10/05/2023			Unity Current Acco	DD	The charge for Cemetery property	Epping Forest DC	X	175.00		171					
	165	12/06/2023		Regular Payme	Unity Current Acco	DD	The charge for Cemetery property	Epping Forest DC	X	175.00		171					
Subtotal for Code: C&OS Rent & Rates										£1,270.80				£1,271			
Subtotal for Cost Centre: R. Cemet. & OS - Premises Cos										5,274.70				782.80			
S. Cemet. & OS - Office/IT Costs																	
Cost Centre	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot					
92 C&OS Printing/Stationery																	
Vchr.																	
	107	16/05/2023	2023-2024/846		Unity T Bank-LLOYr	Debit Card	Stationary	Wxclusive Deals Ltd	S	30.83	6.17	37					
	111	16/05/2023	2023-2024/850		Unity T Bank-LLOYr	Debit Card	AYSUM 3 Pack Metal Mesh Waste Pap	Amazon Services Europe	S	16.32	3.27	11					
Subtotal for Code: C&OS Printing/Stationery										£47.15				£9.44			
93 C&OS Telephones																	
Vchr.																	
	105	16/05/2023	2023-2024/844		Unity T Bank-LLOYr	Debit Card	YEALINK T41 1P PHONE	Clarion Communication Systems Ltd	S	53.96	10.79	64					
Subtotal for Code: C&OS Telephones										£53.96				£10.79			
94 C&OS Mobiles Comms																	
Vchr.																	
Subtotal for Code: C&OS Mobiles Comms																	
Subtotal for Cost Centre: S. Cemet. & OS - Office/IT Costs										5,274.70				782.80			

Chigwell Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

78	04/05/2023	2023-2024/749	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	25.45	5.09	31
78	04/05/2023	2023-2024/749	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	44.90	8.98	51
78	04/05/2023	2023-2024/749	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	25.45	5.09	31
159	01/06/2023	2023-2024/86C	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	25.45	5.09	31
159	01/06/2023	2023-2024/86C	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	44.90	8.98	51
159	01/06/2023	2023-2024/86C	Unity Current Acco	DD	Mobile phone charges monthly	O2	S	25.45	5.09	31
Subtotal for Code: C&OS Mobiles Comms									£38.32	£221

Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot
99 C&OS Sundry Expenses												
106	16/05/2023	2023-2024/84E	Unity T Bank-LLOY	Debit Card	Fellowes Paper Shredder		Amazon EU UK Branch		S	74.60	14.93	81
108	16/05/2023	2023-2024/847	Unity T Bank-LLOY	Debit Card	Main supplies		NOAHS BOX LTD		S	23.33	4.67	21
109	16/05/2023	2023-2024/84E	Unity T Bank-LLOY	Debit Card	Main supplies		YES ONLINE LIMITED		S	18.29	3.66	2
110	16/05/2023	2023-2024/84E	Unity T Bank-LLOY	Debit Card	Main supplies		Amazon EU UK Branch		S	4.99	1.00	1
112	16/05/2023	2023-2024/851	Unity T Bank-LLOY	Debit Card	Main supplies		Amazon EU UK Branch		S	6.11	1.23	21
113	16/05/2023	2023-2024/852	Unity T Bank-LLOY	Debit Card	Main supplies		BEN & BELT LTD		S	17.49	3.50	21
Subtotal for Code: C&OS Sundry Expenses										£144.81	£28.99	£171
Subtotal for Cost Centre: S. Cem. & OS - Office/IT Cost										437.52	87.54	521

Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot
102 C&OS Electricity												
62	02/05/2023	2022-2023/786	FY22/23	Unity Current Acco	DD		ACCRUALS A/C	SSE Southern Electric	S	1,829.48	365.89	2,191
217	26/06/2023	2023-2024/95C		Unity Current Acco	DD		2128kWh April/May/23	SSE Southern Electric	S	1,254.81	250.96	1,501
217	26/06/2023	2023-2024/95C		Unity Current Acco	DD		2128kWh April/May/23	SSE Southern Electric	S	-20.18	-4.04	-2
Subtotal for Code: C&OS Electricity										£3,064.11	£612.81	£3,671

Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot
104 C&OS Waste Disposal												
81	09/05/2023	2023-2024/786		Unity Current Acco	BACS		Waste Collections 1100	Recycling Bin at Epping Forest DC	X	174.98		171
81	09/05/2023	2023-2024/786		Unity Current Acco	BACS		Waste Collections 1100	Recycling Bin at Epping Forest DC	X	156.00		151
95	15/05/2023	2023-2024/81E	F&G 11 05 2	Unity Current Acco	BACS		3X1100Ltr Bins Emptied weekly/MNTH	RWR (Commercial) Ltd	S	237.90	47.58	281
177	13/06/2023	2023-2024/86E	F&G 06/062	Unity Current Acco	BACS		3X1100Ltr Bins Emptied weekly/MNTH	RWR (Commercial) Ltd	S	237.90	47.58	281
Subtotal for Code: C&OS Waste Disposal										£806.78	£95.16	£901
Subtotal for Cost Centre: T. Cem. & OS - Utilities Costs										3,870.89	707.97	4,571

Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot
107 C&OS Equip. Rental												
79	04/05/2023	2023-2024/853		Unity Current Acco	DD		Cemetery Equipment under lease agree	Novuna Business Finance	S	4,380.00	876.00	5,251
Subtotal for Code: C&OS Equip. Rental										£4,380.00	£876.00	£5,251

Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tot
108 C&OS Equip. Maintenance												

Chigwell Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

209	23/06/2023	2023-2024/888	CAC 22.(15)	Unity Current Acco	BACS	Equipment maintenance	Wheel&Tyre	Ernest Doe & Sons Ltd	S	166.11	33.22	19:
Subtotal for Code: C&OS Equip. Maintenance										£166.11	£33.22	£19:
109 C&OS Equip. Purchase												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Toi	
Vchr.												
102	16/05/2023	2023-2024/856	CAC 89.23 (Unity T Bank-LLOY	Debit Card	Post Box Black Royal Mail with Stand	Neil Tidmarsh	X	259.99		25:	
103	16/05/2023	2023-2024/861		Unity T Bank-LLOY	Debit Card	Wheelchair Ramp Equipment	MH STAR UK LTD	S	83.33	16.66	9:	
219	30/06/2023	2023-2024/857	CAC76.23-A	Unity Current Acco	BACS	Vinyl Visitor Chair for VH/CC/Cemetery. Office furniture online		S	980.00	196.00	1,17:	
Subtotal for Code: C&OS Equip. Purchase										£1,323.32	£212.66	£1,53:
118 C&OS Gas Oil												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Toi	
Vchr.												
8	16/05/2023	2023-2024/780	CAC 89.23 (Unity T Bank-LLOY	8	FS Unleaded 41.36l	Shell Chigwell	S	51.67	10.33	6:	
65	04/05/2023	2023-2024/803		Unity T Bank-LLOY	voided#65	OS Fuelsave Unleaded 45.37ltr	Shell Chigwell	S				
66	16/05/2023	PO803	CAC 89.23 (Unity T Bank-LLOY	Debit Card	OS Fuelsave Unleaded 45.37ltr	Shell Chigwell	S	56.68	11.33	6:	
198	16/06/2023	2023-2024/840	CAC 89.23 (Unity T Bank-LLOY	Debit Card	FS Unleaded 99.59l	Shell Chigwell	S	124.41	24.88	14:	
199	16/06/2023	2023-2024/862	CAC 89.23 (Unity T Bank-LLOY	Debit Card	FS Unleaded 40.80l	Shell Chigwell	S	50.97	10.19	6	
Subtotal for Code: C&OS Gas Oil										£283.73	£56.73	£34:
Subtotal for Cost Centre: U. Cemet. & OS - Equipment C										6,153.16	1,178.61	7,33:
V.B - Open Space (OS) Costs												
112 OS Bench/Tree purchase												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Toi	
Vchr.												
139	26/05/2023	2022-2023/733	CAC45.23(2	Unity Current Acco	BACS	Memorial Bench	FUTURFORM Ltd	S	938.00	187.60	1,12:	
139	26/05/2023	2022-2023/733	CAC45.23(2	Unity Current Acco	BACS	Memorial Bench	FUTURFORM Ltd	S	50.00	10.00	6:	
Subtotal for Code: OS Bench/Tree purchase										£988.00	£197.60	£1,18:
122 OS Construction Materials												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Toi	
Vchr.												
130	18/05/2023	2023-2024/811		Unity Current Acco	BACS	SUPPLIES main tool for OS work	AM Garden Machinery	S	69.58	13.91	8:	
131	18/05/2023	2023-2024/810		Unity Current Acco	BACS	SUPPLIES main tool for OS work	AM Garden Machinery	S	20.74	4.15	2:	
151	31/05/2023	2023-2024/807		Unity Current Acco	BACS	Main supplies	TRADE UK / SCREWFIX DIRECT Lt	S	104.82	20.95	12:	
152	31/05/2023	2023-2024/806		Unity Current Acco	BACS	Supplies for Cemetery Office	TRADE UK / SCREWFIX DIRECT Lt	S	33.32	6.66	3:	
153	31/05/2023	2023-2024/808		Unity Current Acco	BACS	Supplies for Cemetery Office	TRADE UK / SCREWFIX DIRECT Lt	S	30.20	6.05	3:	
197	16/06/2023	2023-2024/806		Unity T Bank-LLOY	Debit Card	Supplies to establish the outdoor bench	L J Mead & Son	X	8.50			
200	16/06/2023	2023-2024/863		Unity T Bank-LLOY	Debit Card	Main supplies	Wickes	S	6.42	1.28		
Subtotal for Code: OS Construction Materials										£273.58	£53.00	£32:
Subtotal for Cost Centre: V.B - Open Space (OS) Costs										1,261.58	250.60	1,51:
X. Personnel Costs												
5 Salaries, PAYE & NI - Admin												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Toi	
Vchr.												
28	11/04/2023	2023-2024/734		Unity Current Acco	BACS	Salary April 2023	Chigwell Parish Council staff	X	6,063.60		6,06:	
86	11/05/2023	2023-2024/858	F&G 11 05 2	Unity Current Acco	BACS	Salary-May 2023	Chigwell Parish Council	X	4,085.24		4,08:	

Chigwell Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2023 and 03-07-2023)

92	15/05/2023	2023-2024/735	F&G 11 05 2	Unity Current Acco	BACS	Tax Month 1 - April 23	HMRC	X	3,395.17	3,395.17		3,395.17
175	12/06/2023	2023-2024/906	F&G 06062	Unity Current Acco	BACS	Payroll Net Pay June 23	Chigwell Parish Council staff	X	5,026.53	5,026.53		5,026.53
187	15/06/2023	2023-2024/821		Unity Current Acco	BACS	PAYE/NIC Month 1	HMRC	X	1,506.75	1,506.75		1,506.75
Subtotal for Code: Salaries, PAYE & NI - Admin										£20,077.29		£20,077.29
6 A-Superannuation												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
93	15/05/2023	2023-2024/736	F&G 11 05 2	Unity Current Acco	BACS	Superannuation Apr 23	Essex Pension Fund	X	2,865.11	2,865.11	2,86	
188	15/06/2023	2023-2024/822		Unity Current Acco	BACS	Superannuation May 23	Essex Pension Fund	X	1,692.25	1,692.25	1,69	
Subtotal for Code: A-Superannuation										£4,557.36		£4,557.36
58 Advertising/recruitment												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
174	12/06/2023	2023-2024/914		Unity Current Acco	BACS	Employment of Permanent Clerk/RFO	Guardian News and Media Ltd	S	975.00	195.00	1,171	
Subtotal for Code: Advertising/recruitment										£975.00		£1,171.00
62 VH Salaries, PAYE & NI												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
28	11/04/2023	2023-2024/734		Unity Current Acco	BACS	Salary April 2023	Chigwell Parish Council staff	X	603.05		603	
86	11/05/2023	2023-2024/858	F&G 11 05 2	Unity Current Acco	BACS	Salary-May 2023	Chigwell Parish Council	X	811.53		811	
92	15/05/2023	2023-2024/735	F&G 11 05 2	Unity Current Acco	BACS	Tax Month 1 - April 23	HMRC	X	150.60		150	
175	12/06/2023	2023-2024/906	F&G 06062	Unity Current Acco	BACS	Payroll Net Pay June 23	Chigwell Parish Council staff	X	603.05		603	
187	15/06/2023	2023-2024/821		Unity Current Acco	BACS	PAYE/NIC Month 1	HMRC	X	238.40		238	
Subtotal for Code: VH Salaries, PAYE & NI										£2,406.63		£2,406.63
88 C&OS Salaries, PAYE&NI												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
28	11/04/2023	2023-2024/734		Unity Current Acco	BACS	Salary April 2023	Chigwell Parish Council staff	X	5,044.03		5,044	
86	11/05/2023	2023-2024/858	F&G 11 05 2	Unity Current Acco	BACS	Salary-May 2023	Chigwell Parish Council	X	5,356.10		5,356	
92	15/05/2023	2023-2024/735	F&G 11 05 2	Unity Current Acco	BACS	Tax Month 1 - April 23	HMRC	X	1,678.21		1,678	
175	12/06/2023	2023-2024/906	F&G 06062	Unity Current Acco	BACS	Payroll Net Pay June 23	Chigwell Parish Council staff	X	5,124.95		5,124	
187	15/06/2023	2023-2024/821		Unity Current Acco	BACS	PAYE/NIC Month 1	HMRC	X	1,910.75		1,910	
Subtotal for Code: C&OS Salaries, PAYE&NI										£19,114.04		£19,114.04
89 C&OS Superannuation												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
93	15/05/2023	2023-2024/736	F&G 11 05 2	Unity Current Acco	BACS	Superannuation Apr 23	Essex Pension Fund	X	2,038.02		2,038	
188	15/06/2023	2023-2024/822		Unity Current Acco	BACS	Superannuation May 23	Essex Pension Fund	X	2,196.86		2,196	
Subtotal for Code: C&OS Superannuation										£4,234.88		£4,234.88
120 Locum/Temp Fees												
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Tol	
Vchr.												
127	18/05/2023	2023-2024/813		Unity Current Acco	BACS	TemStaff Fee weekly	The Adecco Group	S	558.25	111.65	669	
Subtotal for Code: Locum/Temp Fees										£558.25		£558.25

RE: Financial transaction between Highwood and Chigwell Parish Councils

Lynne Ridley

Fri 09/06/2023 3:37 PM

To: Councillor C.JEFCOATE <[REDACTED]> Nathalie Boateng
<[REDACTED]>
Cc: Councillor R.CHAHAL HOLDEN <[REDACTED]>

Dear Councillor Jefcoate,

Having discussed this at length, Nathalie and I have agreed that this is not a Code of Conduct concern and it would be inappropriate for us to intercede.

However, I suggest that you conduct a forensic audit on your accounts internally and see if anything else comes to light. There may be an item in a previous statement or a note on your files which would explain this transfer of funds; or even within a subsequent statement.

Highwood does not fall within our district so this also removes any legitimate obligation for EFDC. It would however be entirely appropriate for your Finance portfolio holder to contact the Highwood Parish Council to ask for clarification and documentation to support the transaction.

There would of course be no charge for our support and advice, should it be required, on this matter.

Kind regards,

Lynne Ridley
Corporate and Data Protection Officer



From: Councillor C.JEFCOATE <[REDACTED]>
Sent: Thursday, June 8, 2023 9:44 AM
To: Nathalie Boateng <[REDACTED]>; Lynne Ridley
<[REDACTED]>
Cc: Councillor R.CHAHAL HOLDEN <[REDACTED]>
Subject: Financial transaction between Highwood and Chigwell Parish Councils
Importance: High

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Dear Nathalie and Lynne

I hope all is good with you. I wanted to flag with you a concern at Chigwell and I hope you might be able to advise or assist.

Last night I was looking for some financial information to answer a query from a Councillor

that led me to look at our March bank statement. On there I saw on 20 March 2023 we received a transfer of £1,225, described as a return of funds, from Highwood Parish Council.

We have no reason to be sending or receiving money from Highwood and have no link with them other than we shared a Clerk [REDACTED] at the time.

Internally this raises several questions. Although it may well have come about as a result of some sort of error, we need to establish how this return of funds was necessary as well as why Councillors were not notified and how has this been dealt with in our accounts and bank reconciliations. On the bank statements, I cannot see any payment out to Highwood, although the account was only opened by [REDACTED] in January.

I have told the Chair and we agree, apart from an internal review, there is also a duty to ensure we as a Council are confident Highwood have knowledge of this transaction, especially as it comes as a surprise to us. Normally I or the Chair would contact Highwood directly. However [REDACTED]

Are you able to advise how best to proceed; for example, would it be more appropriate your office raise the transaction directly with Highwood rather than us to ensure they have knowledge of it. I can see from their minutes that the recent bank reconciliations have been deferred and they have not seen a bank statement since December.

[REDACTED]

I appreciate you have told us any investigations will be chargeable but I am hoping this matter would not fall under that. If however, you would need to charge please let me know beforehand.

[REDACTED]

Kind regards

Celina

Councillor Celina Jefcoate

Chigwell Parish Council

Hainault Road

Chigwell, IG7 6QZ



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Epping Forest District Council
www.eppingforestdc.gov.uk



Safer spaces is a council-led programme to help kickstart the local economy and reopen high streets in the Epping Forest district [Click Here to have your say on social distancing and safer spaces](#)

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