West Horsley
Parish Council

LIST OF PAYMENTS FOR AUTHORISATION AT THE MEETING ON 16 APRIL 2024

	Payee	Minute Ref.	Invoice No.	Account Name	Code	Description	Statutory		££ (inc VAT)
1	Surrey Community Action (dd)			Clerks' Salaries	4000	Clerk/Deputy Salaries, Tax & NIC	LGA 1972 s111	£	3,517.46
2	NEST (dd)			Clerks' Pensions	4000/4010	Pensions - employer (£69.50) and employee (£92.65)	LGA 1972 s111	£	162.15
3	GCI/Nasstar	22 170	EC20843289	IT Costs	4160	Office 365	LGA 1972 s111	£	72.72
4	Peach Property Care	22.111		Village Maintenance	4380	Village Warden for April 24	LGA 1972 s111	£	525.00
5	West Horsley Village Hall		R/23/262	Village Hall Hire	4100	Hall Bookings during March 24	LGA 1972 s111	£	80.17
6	Rialtas Business Solutions Ltd		SM30671	IT Costs	4160	Software support & maintenance agreement	LGA 1972 s111	£	230.40
7	NJM Guildford Ltd		SI049768				LGA 1972 s111	£	103.51
				Youth Council	4560	Good Neighbour Certificates £68.40			
				Youth Council	4560	Clothes Swap posters and flyers £20.40			
				Ad hoc printing	4540	Awards Evening/APM £12.96			
				Stationery	4180	Staple remover £1.75			
8	Surrey Community Action		INV-7234	Payroll	4120	Payroll for Jan-Mar 24 & Payroll for Year End	LGA 1972 s111	£	132.00
9	GCI/Nasstar		EC20842438	IT Costs	4160	Domain transfer for 24 months Feb24-Feb26	LGA 1972 s111	£	68.10
10	Surrey ALC	24.007	2752	Subscriptions	4150	NALC & SALC Subscriptions 2024/25	LGA 1972 s111	£	991.10
11	ICO (dd)		Z3489646	Information Commission	4130	Certificate for 24/25	LGA 1972 s111	£	35.00
12	Julia McClung		Expenses	Mailchimp	4163	Monthly fee	LGA 1972 s111	£	25.27
13	Amazon (cc)			Stationery	4180	Paper, printer ink, lever arch files and dividers	LGA 1972 s111	£	95.44
14	Vonage			Telephone	4170	Annual fee for Vonage	LGA 1972 s111	£	96.35
							TOTAL	**£**	**6,134.67**

Signatory 1:

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

Signatory 2:

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

West Horsley
Parish Council

LIST OF PAYMENTS AUTHORISED AT MEETING ON 19 MARCH 2024

	Payee	Minute Ref.	Invoice Reference	Account Name	Code	Description	Statutory Power		££ (inc VAT)
1	Surrey Community Action (dd)			Clerks' Salaries	4000	Clerk/Deputy Salaries, Tax & NIC	LGA 1972 s111	£	3,517.46
2	NEST (dd)			Clerks' Pensions	4000/4010	Pensions - employer (£69.50) and employee (£92.65)	LGA 1972 s111	£	162.15
3	GCI/Nasstar	22 170	EC20840149	IT Costs	4160	Office 365	LGA 1972 s111	£	72.72
4	Peach Property Care	22.111		Village Maintenance	4380	Village Warden for January 23	LGA 1972 s111	£	583.10
5	Mailchimp (cc)	23.028d)		IT Costs	4160	Monthly fee for Mailchimp	LGA 1972 s111		
6	West Horsley Village Hall		R/24/076	Village Hall Hire	4100	Hall Bookings during February 24	LGA 1972 s111	£	350.54
7	NJM Guildford Ltd		49626	Noticeboard Prints	4340	Posters for Community Awards and Litter Picks	LGA 1972 s111	£	27.60
8	SLCC Enterprises Ltd.		BK215042-1	Clerk Training	4620	Benefits of using a gov.uk domain	LGA 1972 s111	£	36.00
9	Vision ICT Ltd		17950	IT Costs	4160	Website hosting and support, SSL Certificate renewal	LGA 1972 s111	£	318.00
10	Elaine Best		Expenses	Chairman's Allowance	4200	Catering for Chairman's Christmas Reception	LGA 1972 s111	£	93.75
11	Mulberry & Co	23/210	51502	Councillor Training	4610	Planning Training for all Councillors - Steve Tilbury	LGA 1972 s111	£	540.00
12	Mulberry & Co		51477	Councillor Training	4610	Training for Cllr Mattock	LGA 1972 s111	£	60.00
13	Surrey Hills Society	24.007		Subscriptions	4150	Membership No 469 renewal	LGA 1972 s111	£	30.00
14	Julia McClung		Expenses					£	264.90
		23.146		Small Village Events	4540	EC Awards for five trophies (£213.60)	LGA 1972 s111		
				Stationery		Printer Ink for February (£12.50)	LGA 1972 s111		
		23/210		Cllr Training		Refreshments for cllr training sessions (£13.83)	LGA 1972 s111		
				IT Costs	4160	Mailchimp monthly fee (£24.97)	LGA 1972 s111		
15	Lavender Catering (paid 22/02)		INV-10598	Chairman's Allowance	4200	Deposit for Catering for Awards Presentation Evening	LGA 1972 s111	£	300.00
16	Trevor Allen			Tennis Court Admin	4420	Weekly checks Jan-Mar incl.	LGA 1972 s111	£	130.00
17	AJL Roadmarking Ltd	23.212	20478	Village Hall Car Park	4485/329	Re-painting of car parking space lines	LGA 1972 s111	£	1,320.00
18	Vanessa Buosi		Expenses				LGA 1972 s111	£	162.57
				Newsletter	4310	Dropbox for Newletter Copy Management (£39.96)			
				Stationery	4180	Printer Ink (£39.50)			
				Youth Council	4561	Various for Clothes Swap (£83.11)			
19	Lavender Catering	23.146	INV-10624	Small Village Events	4540	Catering for Awards for Service Presentation Evening	LGA 1972 s111	£	720.00
20	Coppard Civil Engineers	23.212	27712	Village Hall Car Park	4485/329	Car park works to enable diagonal parking bays	LGA 1972 s111	£	4,632.00
21	Lumley Designs	23.234	4204	Village Signage	4468	Plaque for Village Oak	LGA 1972 s111	£	125.00
22	Credit Card Annual Fee (cc)			Credit Card Fee	4181	Annual fee for credit card	LGA 1972 s111	£	32.00
						TOTAL		**£**	**13,320.79**