

SCHEDULE OF PAYMENTS & RECEIPTS - 06/04/22 to 04/05/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20090		7th April 22	The Beehive	Room Hire 06.04.22 Inv 2022	£75.00			
HTC 20091		7th April 22	Information Commissioners Office	Data Protection Renewal Fee	£40.00			
HTC 20092		7th April 22	Core Office IT	Managed Support for March	£609.60			
HTC 20093		11th April 22	Wendy House Marketing	Meetings, preparation of agenda & bios & facebook posts for Yes1 event	£1,080.00		PAID	
HTC 20094		11th April 22	SLCC	Training Seminar Fee (Clerk)	£102.00			
HTC 20095		12th April 22	The Beehive	Tirard room fee - full council meeting	£75.00			
HTC 20096		8th April 22	Voiceover IP	Billing period to 30/04/22	£117.40			
HTC 20097		5th Dec 21	Ricoh	Rental Charges Dec 21 to 28 Feb 22	£253.04			
HTC 20098		13th April 22	South West Councils	Annual Subscription 22/23	£558.00			
HTC 20099		9th March 21	Core Office IT	Monthly Billing Feb 21- missed payment Inv 9617	£397.32			
HTC 20100		6th April 21	Core Office IT	Monthly Billing March 21- missed payment Inv 9689	£448.92			
HTC 20101		2nd June 21	Core Office IT	Monthly Billing May 21 - missed payment Inv 9812	£535.32			
HTC 20102		12th July 21	Core Office IT	Monthly Billing June 22 - missed payment Inv 9883	£492.12			
HTC 20103		31st Mar 22	The Beehive	Room Hire Inv 3175	£75.00			
HTC 20104		13th April 22	Wellers Hedleys	Charges regarding advice given on lease of The Beehive	£600.00			
HTC 20105		19th April 22	The Beehive	Hayward Room Hire Charge - TM mtg 14/04/22	£75.00			
HTC 20106		19th April 22	The Beehive	Tirard Room Hire Charge - Strategy Mtg 13/04/22	£75.00			
HTC 20107		29th March 22	The Drawing Office (SW) Ltd	Architectural Services - preparing site plan for Allotments	£636.00			
HTC 20108		31st Mar 22	Parkinson Partnership	Advice on Beehive VAT issues	£300.00			
HTC 20109		22nd April 22	EDDC	Payroll recharges - April 2022	£12,043.89			
HTC 20110		25th April 22	Archant	Advert fo Queens Platinum Jubilee Event	£303.60			
HTC 20111		26th April 22	The Beehive	Tirard Room hire charge - 25/4/22	£75.00			
HTC 20112		26th April 22	Clerks & Councils Direct	Subscription Renewal for Local Councils Update Publication	£75.00			
HTC 20113		27th April 22	Heloise Marlow	Barrier Tape for Market	£26.97			
HTC 20114		27th April 22	Dawn Reed	Magazine File Holder x 5	£18.26			
HTC 20115		27th April 22	Ottery Office & Computer Ltd	Pens, Paper, Notebooks & Storage Boxes	£109.50			
HTC 20116		28th April 22	The Beehive	Underwriting Deficit for March 2022	£3,869.97			

SCHEDULE OF PAYMENTS & RECEIPTS - 05/05/22 to 08/06/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20125		30th April 22	Top to Bottom Cleaning	Cleaning Premises - April 22	£172.80			
HTC 20126		10th May 22	The Beehive	Room Booking FC 9th May - Inv 3211	£75.00			
HTC 20127		9th May 22	DALC	Spring 22 CilCa Support Programme Inv 4011	£360.00			
HTC 20128		1st April 22	The Beehive	Service charge April to June Inv 3196	£2,500.00			
HTC 20129		12th May 22	The Beehive	Room Hire Tirard Room - Inv 3216	£75.00			
HTC 20130		9th May 22	EDDC	Litter Stations x 3 Jubilee Event	£165.00		PAID - 986954369	
HTC 20131		6th May 22	Rialtus	Year End online closedown	£720.00			
HTC 20132		6th April 22	Bullfinch Ltd	Queens Jubilee Beacon	£588.00		PAID - 929361243	
HTC 20133		7th April 22	Nub News	Democratic Officer Advert	£90.00		PAID 7th April - 64756676	
HTC 20134		7th April 22	Nub News	Market Assistant Advert	£90.00		PAID 7th April - 906803693	
HTC 20135		25th May 22	Archant	Midweek Herald	£123.60		PAID 19th May - 958660227	
HTC 20136		24th June 22	Combe Estate	Annual Water Charge (Allotments) - 24/06/22-23/06/23	£240.00			
HTC 20137		10th May 22	Voice Over IP	Billing Period ending 30/04/22	£119.00		DD	
HTC 20138		17th May 22	C Bowles	Milk, Washing-up Liquid & Batteries	£15.75			
HTC 20139		17th May 22	C Bowles	Stamps (1st & large 1st class)	£53.60			
HTC 20140		16th May 22	Core Office IT	Managed Support Service April 22	£595.20			
HTC 20141		16th May 22	Amberon Ltd	Management of Kings Road Jubilee road closure	£847.20		Paid 18th April - 265099835	
HTC 20142		18th May 22	Print & Stitch	Queens Jubilee Programmes	£384.00		Paid 18th April - 720568425	
HTC 20143		20th May 22	IAC Audit	Payments Review (6.4.22)	£462.00			
HTC 20144		23rd May 22	Roger Dyer	Pat Testing	£50.80			
HTC 20145		23rd May 22	Hope & May	Advise on personal data matters (4th invoice since 8th Feb 22 to date)	£4,091.40			
HTC 20146		20th May 22	Terry Darrant	Allotment Opening Ceremony Ribbon	£4.80			
HTC 20147		23rd May 22	MW Watkins	Paint red safety lines on front steps of the Beehive	£135.00			
HTC 20148		25th May 22	EDDC	Payroll Recharge - May 22	£11,295.21			
HTC 20149		26th May 22	The Beehive	Room Hire Hayward Room - Inv 3225	£75.00			

SCHEDULE OF PAYMENTS & RECEIPTS - 09/06/22 to 06/07/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20168		9th June 22	The Beehive	Room Hire - Inv 3237	£75.00			
HTC 20169		31st May 22	Top to Bottom Cleaning	Cleaning of Premises May 22	£216.00			
HTC 20170		9th June 22	Cathy's Bakehouse	Allotment Cake	£30.00			
HTC 20171		10th June 22	The Beehive	Room hire - Inv 3240	£75.00			
HTC 20172		9th June 22	Mousehole Nurseries	Town Flowers - Baskets, Troughs, Perennial Plants & Wild Seed	£2,330.22			
HTC 20173		13th June 22	Cllr Tony McCollum	Float Valve (allotments), Cable Plugs & Sockets (Jubilee Market)	£34.47			
HTC 20174		13th June 22	Cllr Steve Keene	Fuel for Hire Van, Flowers for Jubilee & Cable Ties	£73.07			
HTC 20175		14th June 22	The Beehive	Room Hire - Inv 3243	£75.00			
HTC 20176		9th June 22	Voice over IP	Billing Period to 31st May	£117.68		DD	
HTC 20177		15th June 22	Dawn Reed	2 Flags - Armed Forces Day & Devon Flag	£13.00			
HTC 20178		16th June 22	Mackarness Hall	Hall Booking - Beehive Consultation - Inv H220616-117	£90.00			
HTC 20179		16th June 22	Heloise Marlow	Planning Application Fee	£263.20		PAID 16.06.22	
HTC 20180		7th June 22	Ricoh	Model IM C3000 Rental June - Aug 22	£294.29			
HTC 20181		17th June 22	J Hewitt Maintenance Services	Inv 21 - Memorial Bench, Flowerbeds, Watering & Beehive maintenance	£5,436.00			
HTC 20182		17th June 22	J Hewitt Maintenance Services	Inv 20 - Hanging Baskets & troughs - Bracket test, Installation & watering	£5,644.80			
HTC 20183		16th June 22	Honiton & Village News	Advert for Charter Day	£145.00			
HTC 20184		20th June 22	Loaring Development Ltd	The Beehive Re-instatement Works	£2,178.00			
HTC 20185		21st June 22	Zurich Municipal	Annual Insurance Premium	£6,184.24			
HTC 20186		21st June 22	The Beehive	Room Hire 20th June - Inv 3246	£75.00			
HTC 20187		22nd June 22	The Beehive	Room Hire - Inv 3247	£75.00			
HTC 20188		20th June 22	Core Office IT	Managed Support Billing for May	£659.82			
HTC 20189		10th June 22	Ricoh UK Ltd	Rent charges IM 350 March - May	£47.58			
HTC 20190		22nd June 22	EDDC	Honiton Charter Day Event Deposit	£100.00			
HTC 20191		22nd June 22	EDDC	Honiton Charter Day Community Fee & Admin Fee	£78.00			
HTC 20192		28th June 22	EDDC	Payroll - June 2022	£12,575.91			
HTC 20193		30th June 22	Mackarness Hall	Charter Day plus Forecourt	£90.00			
HTC 20194		29th June 22	CRW Print Consultant	Honiton Charter Day Posters	£68.00			
HTC 20195		1st July 22	Beehive	New Service Charge - 1/7/22-30/09/22- inv 3258	£2,500.00			
HTC 20196		4th July 22	Aerial Photography Events & Promotions	Aerial & Ground Filming of the Jubilee Events (4th & 5th June)	£520.00			

SCHEDULE OF PAYMENTS & RECEIPTS - 07/07/22 to 03/08/22								
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20210		7th July 22	The Beehive	Room Hire 5th July - 3262	£75.00			
HTC 20211		6th July 22	Lucy Wakefield T/A Barking Mad	Charter Day Purchases - laminating sheets, printed hi vis vest, barrier tape & EDDC licensing application fee	£110.30			
HTC 20212		30th June 22	Top to Bottom	Council Office cleaning for June 2022	£172.80			
HTC 20213		12th July 22	The Beehive	Room Hire 11th July - 3265	£75.00			
HTC 20214		8th July 22	EDDC	Charge for emptying dog bins	£1,080.00			
HTC 20215		6th July 22	Cllr T McCollum	Travel Expenses for visit to The Exchange, Sturminster Newton	£67.80			
HTC 20216								
HTC 20217		14th July 22	The Beehive	Room Hire 13th July - 3267	£75.00			
HTC 20218		19th July 22	Heloise Marlow	Zoom subscription	£287.76			
HTC 20219		7th July 22	Trudi Steer	Socials Marketing	£60.00			
HTC 20220		15th July 22	Breakthrough Communications	Tender documents Part A & B - carry out digital consultation on behalf of the Council	£6,276.00			
HTC 20221		20th July 22	The Beehive	Room Hire 19th July - Inv 3269	£75.00			
HTC 20222		18th July 22	Mulberry & Co	Professional Services - review service of the management accounts	£810.00			
HTC 20223		19th July 22	Core Office IT	Billable Services - Help Desk	£134.40			
HTC 20224		15th July 22	Cleaning Equipment Services Ltd	Steam Clean systems commercial cleaner - War Memorial	£1,140.00			
HTC 20225		20th July 22	Robert Fowles	Travel Expenses for visit to Watermark, Ivybridge	£61.60			
HTC 20226		22nd July 22	EDDC	Payroll Recharges - July 2022	£12,001.73			
HTC 20227		21st July 22	Lucy Wakefield	Charter Day - fee to Jewsons for hire of disabled toilet	£222.00			
HTC 20228		21st July 22	Core Office IT	Monthly billing for June	£665.52			
HTC 20229		25th July 22	Heloise Marlow	CILCA qualification fee	£410.00			
HTC 20230		1st July 22	Eat Festivals	Event support for Gate to Plate 2022	£1,000.00			
HTC 20231		21st July 22	Fenny Signs	Fee for adding Mayors name to Mayoral Board	£40.00			
HTC 20232		26th July 22	The Beehive	Room hire fee 25th July - 3273	£75.00			
HTC 20233		10th June 22	IAC Audit	2021-22 Year End Internal Audit Fee	£456.00			

				PAYMENT TOTAL	£31,633.86	
				INCOME TOTAL		£4,089.99

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 04/08/22 to 07/09/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20250		9th August 22	The Beehive	Room Hire 08/08/22 - Inv 3290	£75.00			
HTC 20251		15th June 22	Hope & May	Represent HTC in the UK as GDPR Data Protection Officer	£2,851.20			
HTC 20252		11th August 22	Alex	Key cut for Market storage shed	£5.30			
HTC 20253		31st July 22	IP Office Ltd	Billing Period end 31st July 22	£121.86		DD	
HTC 20254		10th August 22	Airside Medical Services	Charges for single use medical equipment (Charter Day)	£5.26			
HTC 20255		11th August 22	Trudi Steer	Marketing July 22	£75.00			
HTC 20256		6th August 22	Ottery Office & Computer Ltd	Badges & Copy paper	£244.04			
HTC 20257		17th March 22	Ottery Office & Computer Ltd	Missed payment no Invoice received - Paper & Files	£80.57			
HTC 20258		18th August 22	The Beehive	Room Hire - Inv 3293	£75.00			
HTC 20259		22nd August 22	Eat Festivals	Honiton Gate 2 Plate Event Support 2022	£1,000.00			
HTC 20260		23rd August 22	The Beehive	Room Hire 22.08.22 - Inv 3295	£75.00			
HTC20261		23rd August 22	Core Office IT	Managed support billing for July	£665.52			
HTC 20262		24th August 22	EDDC	Payroll recharges - August 2022	£11,214.92			
HTC 20263		25th August 22	C Plant Services Devon Ltd	Hire of Genie Cherry Picker to clean the War Memorial	£342.96			
HTC 20264		25th August 22	The Beehive	Room Hire - Inv 3301	£75.00			
HTC 20265		26th August 22	Rubicon West Estates Ltd	Improvements to sculpture housing and Maintenance	£2,668.20			
HTC 20266		31st August 22	The Beehive	Room Hire - Inv 3302	£75.00			
HTC 20267		1st September 22	The Beehive	Underwriting Deficit for July 2022 (to be considered later in Agenda)	£6,585.00			
HTC 20268		31st August 22	Thirsty Work	Rental charges - 20.08.22 - 19.09.22	£46.80		DD	
HTC 20269		5th September 22	EDDC	For Administration of Town Council Election	£6,633.53			
HTC 20270		31st August 22	Indeed	August 22 Job Advert for the Market Superintendent	£220.95			
HTC 20271		31st August 22	Top to Bottom Cleaning	August Cleaning Charges	£216.00			
			Market	Market - Income Cash/Cheques August 22		£1,800.00		
		5th August 22	EDDC	Deposit refund for Charter Day		£100.00	Received 5th Aug 22	
				PAYMENT TOTAL	£33,352.11			
				INCOME TOTAL		£1,900.00		

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 08/09/22 to 06/10/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount Inc. VAT	Income	Cheque No./ BACS/DD	Councillor Initials
HTC 20272		12th Sept 22	SLCC	Event Fee Word & PDF - Stephen Hill	£36.00			
HTC 20273		12th Sept 22	SLCC	Event Fee GDPR - Stephen Hill	£36.00			
HTC 20274		14th Sept 22	Tony McCollum	Red Ensign flag, Flowers for the Queen, Picture Frame	£35.00			
HTC 20275		14th Sept 22	NALC	Event fee - Working between the tiers - Stephen Hill	£51.71			
HTC 20276		12th Sept 22	IP Office Ltd	Billing Period - 31 August 22	£121.86		DD	
HTC 20277		14th Sept 22	Core Office IT	Dell Laptop - setup & configuration	£1,089.60			
HTC 20278		12th Sept 22	PKF Littlejohn LLP	Professional services rendered in connection with Limited Assurance review of Annual Governance & Accountability Return Yr ended 31st March 22	£960.00			
HTC 20279		15th Sept 22	Heloise Marlow	Expenses - Stamps 1st & 2nd	£14.54			
HTC 20280		1st Sept 22	The Beehive	Underwriting Deficit for July 2022 (to be considered later in the Agenda)	£6,585.00			
HTC 20281		15th Sept 22	The Beehive	Room Hire - Inv 3311	£75.00			
HTC 20282		15th Sept 22	The Beehive	Room Hire - Inv 3309	£75.00			
HTC 20283		16th Sept 22	Diabetes UK	Donation on behalf of Mayors Consort	£20.00			
HTC 20284		6th Sept 22	Ricoh Uk Ltd	Rent for period Sept 22 to 30 Nov 22	£262.87			
HTC 20285		14th Sept 22	Coram Construction Training	Chapter 8 training group booking	£1,320.00			
HTC 20286		16th Sept 22	Additional Needs Sports Group	Charter Day grant/charity donation	£775.51			
HTC 20287		15th Sept 22	Serena Sexton	Queen's book of condolence x 5	£149.75			
HTC 20288		22nd Sept 22	EDDC	Payroll recharge - September 22	£9,820.86			
HTC 20289		16th Sept 22	The Festive Lighting Company	Refurbishment Charges	£1,723.20			
HTC 20290		22nd Sept 22	The Beehive	Room Hire - Inv 3317	£75.00			
HTC 20291		22nd Sept 22	Hope & May	Represent HTC in the UK as GDPR Data Protection Officer Inv 1521	£2,851.20			
HTC 20292		29th Sept 22	The Beehive	Room Hire - Inv 3331	£75.00			
HTC 20293		29th Sept 22	The Beehive	Room Hire - Inv 3330	£75.00			
HTC 20294		30th Sept 22	Sidmouth Town Council	Coast Meets Country Project match funding	£3,000.00			
HTC 20295		27th Sept 22	Core Office IT	Monthly Billing for August	£665.52			
HTC 20296		28th Sept 22	Rialtus	Omega Cashbook only Annual Support & Maintenance Licence up to 5 users	£474.00			
HTC 20297		22nd Sept 22	The Beehive	Underwritten cost for March 22 in respect of the HTC Insurance Invoice for 2021/22 - Inv 3320	£250.64			
HTC 20298		22nd Sept 22	The Beehive	Further underwritten cost of July 22 in respect of HTC Insurance for 22-23 - Inv 3318	£335.85			
HTC 20299		22nd Sept 22	The Beehive	Further underwritten cost of April 22 in respect of HTC Insurance for 21-22 - Inv 3321	£310.79			
HTC 20300		30th Sept 22	Thirsty Work	Rental Charges Sept/Oct 22	£19.80			
HTC 20301		30th Sept 22	Layzells	Bag of Sand	£55.63			
HTC 20302		30th Sept 22	Tony McCollum	Jubilee flowers and Market Expenses	£77.97			

HTC 20303	30th Sept 22	Top to Bottom cleaning	Cleaning of Premises Sept 22	£172.80			
HTC 20304	4th Oct 22	The Beehive	Room Hire - Inv 3334	£75.00			
HTC 20305	1st Oct 22	The Beehive	New Service Charge from Oct to Dec 22 - Inv 3335	£2,500.00			
		Market	Market - Income Cash/Cheques September 22	£2,052.00			
		Charter Day	Various - fundraising	£665.51			
		Allotments	Lease renewal for Allotments 2022	£1,180.00			
		EDDC	Precept	£218,687.50			
			PAYMENT TOTAL	£34,166.10			
			INCOME TOTAL		£222,585.01		

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 07/10/22 to 09/11/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20306		4th October 22	Bertie Rawlings	Expenses - Barrier Tape	£19.98		PAID	
HTC 20307		5th October 22	Stephen Hill	Expenses - Job Advert with Indeed (market)	£63.00			
HTC 20308		30th September 22	The Beehive	Underwriting Loss for August 2022 - Inv 3339	£5,051.00			
HTC 20309		1st August 22	Stratton Creber Commercial	Fee for Professional Services: Valuation of the Beehive property for accounting purposes	£1,632.00		PAID 301323041	
HTC 20310		13th July 22	A1 Print & Stitch	Charter Day - Corex signs, stickers & Banners	£84.00			
HTC 20311		28th Sept 22	J Hewitt Maintenance Services	Grounds Maintenance Works Carried Out and Completed During July/August/Sept	£2,256.00		PAID 484423660	
HTC 20312		12th Oct 22	A1 Print & Stitch	Sweatshirt, Hi-vis jacket & Hi-vis Vest for market	£119.52			
HTC 20313		11th Oct 22	The Beehive	Room Hire 10/10/22 - inv 3340	£75.00			
HTC 20314		12th Oct 22	The Beehive	Room Hire 11/10/22 - inv 3342	£75.00			
HTC 20315		13th Oct 22	The Festive Lighting Co	Various coloured bulbs	£88.80			
HTC 20316		14th Oct 22	Onecom Ltd	Billing Period (End) 30th September 22 - inv IP055619	£121.86		DD	
HTC 20317		18th Oct 22	The Beehive	Room Hire 17/10/22 - inv 3347	£75.00			
HTC 20318		18th Oct 22	The Beehive	Room Hire 17/10/22 - inv 3346	£75.00			
HTC 20319		21st Oct 22	The Beehive	Room Hire - Inv 3351	£75.00			
HTC 20320		21st Oct 22	DALC	Attendance of Town Clerk at 2022 AGM & Conference	£42.00			
HTC 20321		12th Oct 22	Urban Earth	Fee for Allotments Landscape Scheme	£900.00			
HTC 20322		25th Oct 22	EDDC	Payroll recharge - October 2022	£12,778.96			
HTC 20323		25th Oct 22	The Beehive	Fee for Extra Set of Beehive Keys - inv 3359	£50.00			
HTC 20324		25th Oct 22	The Beehive	Room Hire 24/10/22 - inv 3358	£75.00			
HTC 20325		25th Oct 22	H Marlow	Barrier Tape for Market (Tool Station)	£59.94			
HTC 20326		26th Oct 22	The Beehive	Room Hire - Inv 3362	£75.00			
HTC 20327		25th Oct 22	Core Office IT	Monthly Billing for September - IT Support	£830.40			
HTC 20328		25th Oct 22	Core Office IT	Monthly Billing for September - Archiving Service	£307.92			

HTC 20329		26th Oct 22	Metcalfe Allen	Connect CCTV System to the new installed power source and annual routine service & inspection	£355.20			
HTC 20330		13th Oct 22	EDF Energy	Charge for Christmas Lights Unmetered Supply - 01/12/21-05/01/22	£380.50			
HTC 20331		27th Oct 22	The Beehive	Room Hire 26/10/22 - inv 3366	£75.00			
HTC 20332		4th Nov 22	Cllr R Fowles	Travel Expenses - Chapter 8 Training	£34.05			
HTC 20333		31st Oct 22	Millstream Taxis	Transportation of Mayor for Honiton Carnival Parade	£30.00			
HTC 20334		1st Nov 22	Cllr T McCollum	Petrol to test Xmas Lights, safety boots for Cllr Cloke (Chapter 8 Training), 2 chairs for Council Surgery & body cam for Market Superintendent	£95.26			
HTC 20335		29th Oct 22	Axminster Printing Co Ltd	Receipt Books for the Market	£276.00			
HTC 20336		29th Oct 22	Axminster Printing Co Ltd	Parking Permits for the Market	£252.00			
HTC 20337		26th Oct 22	Stephen Hill	Sack Truck Wheels (Market)	£102.60			
HTC 20338		31st Oct 22	The Beehive	Room Hire - Inv 3370	£75.00			
HTC 20339		31st Oct 22	The Beehive	Room Hire - Inv 3369	£75.00			
HTC 20340		31st Oct 22	Thirstywork	Bottled Water amd cups - Rental Charges	£59.10		DD	
HTC 20341		31st Oct 22	Top to Bottom Cleaning	Cleaning of Premises October 22	£172.80			
HTC 20342		3rd Nov 22	J Hewitt Maintenance Services	Phase 1 of Roundball Woods	£5,460.00			
HTC 20343		25th Oct 22	The Beehive	Underwriting Loss for September 2022 - Inv 3361	£378.00			
			Market	Market - Income Cash/Cheques October 22		£1,364.00		
			Christmas Trees	Payment of Christmas Trees		£580.00		
			Christmas Lights Sponsorship	Sponsorship of Christmas Lights		£600.00		
			Allotments	Lease renewal for Allotments 2022		£640.00		
			Honiton Community Complex	HTC Insurance Premium		£3,729.49		
				PAYMENT TOTAL		£32,750.89		
				INCOME TOTAL		£6,893.49		

SCHEDULE OF PAYMENTS & RECEIPTS - 10/11/22 to 07/12/22

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20344		9th Nov 22	Ottery Office & Computer LTD	Paper, Notebooks, Dividers, Key cabinet and pens	£134.35			
HTC 20345		10th Nov 22	Kate Cloke	Lace - Frame engraving and postage	£15.55			
HTC 20346		14th Nov 22	HBH Electrical Ltd	Install new power supply for CCTV	£473.94			
HTC 20347		14th Nov 22	Onecom	Billing Period (end) 31st Oct 22 Inv IP056294	£123.64		DD	
HTC 20348		20th July 22	Stephen Hill	Expenses - Watermark & Exchange Lunches	£97.10		PAID 97344174	
HTC 20349		7th July 22	VoiceOver IP	Billing Period to 30/06/22	£121.85		DD	
HTC 20350		21st Nov 22	1064 Honiton Squadron Air Cadets	Platinum Jubilee underspend payment	£119.04		PAID 688199004	
HTC 20351		21st Nov 22	1st Honiton Scouts	Platinum Jubilee underspend payment	£119.04		PAID 575395162	
HTC 20352		21st Nov 22	Honiton Millennium Green	Platinum Jubilee underspend payment	£119.04		PAID 843283544	
HTC 20353		21st Nov 22	Parental Minds	Platinum Jubilee underspend payment	£119.04		PAID 120750547	
HTC 20354		21st Nov 22	CUB	Platinum Jubilee underspend payment	£119.04		PAID 748313819	
HTC 20355		21st Nov 22	Honiton Foodsave	Platinum Jubilee underspend payment	£119.04		PAID 815709091	
HTC 20356		21st Nov 22	Brocheck	Platinum Jubilee underspend payment	£119.04		PAID 414188611	
HTC 20357		21st Nov 22	Hon Hospital League of Friends	Platinum Jubilee underspend payment	£119.04		PAID 812408995	
HTC 20358		22nd Nov 22	Cllr S Sexton	Cakes, Coffee, Tea & Sugar for Beehive Warm Spaces Initiative	£19.35			
HTC 20359		22nd Nov 22	Core Office	Monthly Billing for October	£830.40		DDR	
HTC 20360		22nd Nov 22	Core Office	Hosted Exchange Archiving Service & Hosted Mailbox	£314.70		DDR	
HTC 20361		25th Nov 22	EDDC	Payroll - November 2022	£20,773.65			
HTC 20362		24th Nov 22	Brocheck	Cost of Living Crises Grant	£300.00		PAID - 828994005	
HTC 20363		24th Nov 22	The Family Church	Cost of Living Crises Grant	£500.00		PAID - 943766154	
HTC 20364		13th Nov 22	Royal British Legion Honiton	Wreath for Remembrance Service	£30.00			
HTC 20365		30th Nov 22	IAC	Interim Audit 2022-23	£474.00			
HTC 20366		30th Nov 22	Cllr T McCollum	RKL - hoe (Gen Maint), Bits & Bobs - brush (Gen Maint), Screwfix - Electric Plug & Cable Ties (Xmas Lights) & Padlock (Allotments)	£54.21			
HTC 20367		29th Nov 22	Mulberry & Co	Professional services rendered in connection with the provision of a review service of the management accounts	£720.00			

SCHEDULE OF PAYMENTS & RECEIPTS - 08/12/22 to 04/01/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount Inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20386		7th Dec 22	Honiton Library	Cost of Living Crises Grant	£500.00		PAID 989899383	
HTC 20387		30th Nov 22	Top to Bottom Cleaning	Inv 84 Cleaning for November 22	£216.00			
HTC 20388		9th Dec 22	CP Loukes	Xmas Carnival 2022 Photography	£170.00			
HTC 20389		12th Dec 22	NALC	Local Councils Awards Scheme - Registration Fee	£60.00			
HTC 20390		13th Dec 22	Hope & May	GDPR Data Protection Fee 20/12/22-19/03/2023	£2,851.20			
HTC 20391		14th Dec 22	Onecom	Billing Period end 30/11/22 - inv IPO56968	£121.91		DD	
HTC 20392		7th Dec 22	Ricoh	Copying charges for period 01/09/22-30/11/22 and rental for 01/12/22-28/02/23	£259.19			
HTC 20393		20th Dec 22	Top to Bottom Cleaning	Office Cleaning for December 2022	£129.60			
HTC 20394		21st Dec 22	Heloise Marlow	Planning application for Battishorne Way Allotments	£148.20			
HTC 20395		21st Dec 22	EDDC	Payroll December 2022	£12,520.22			
HTC 20396		12th Dec 22	Inspiring Connections	Cost of Living Crisis Grant - Operation Rudolph	£500.00		PAID 104353038	
HTC 20397		12th Dec 22	ECOE Ltd	Cost of Living Crisis Grant	£500.00		PAID 248157503	
HTC 20398		22nd Dec 22	Core Office IT	Monthly Billing for November	£830.40		DD	
HTC 20399		22nd Dec 22	Core Office IT	Hosted Exchange Archiving Service & Hosted Mailbox	£314.70		DD	
HTC 20400		31st Dec 22	Thirstywork	Rental Charges from 20/12/22 - 19/01/23	£19.80		DD	
HTC 20401		3rd Jan 23	The Community Church - Food Bank	Cost of Living Crises Grant	£1,200.00			
HTC 20402		3rd Jan 23	Honiton Community College	Cost of Living Crises Grant - Meal Vouchers	£2,000.00			
HTC 20403		3rd Jan 23	Honiton Community College	Cost of Living Crises Grant - Storage Container for Swap Shop	£1,500.00			
			Market	Market-Income Cash/Cheques Dec 22		£1,084.00		
			Christmas Trees	Payment of Christmas Trees		£200.00		
			Allotments	Lease - New plot holder		£80.00		
				PAYMENT TOTAL		£23,841.22		

				INCOME TOTAL		£1,364.00

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 05/01/23 to 15/02/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20404		30th Nov 22	The Beehive	Underwriting Loss for October 2022 - inv 0012	£4,039.00		PAID	
HTC 20405		5th Jan 23	Core Office IT	Monthly Billing for December	£1,281.60		DD	
HTC 20406		5th Jan 23	Core Office IT	Hosted Exchange Archiving Service & Hosted Mailbox for December	£322.48		DD	
HTC 20407		23rd Dec 22	Gittisham Forge	Fabrication & Fitting of chain barrier for the War Memorial	£575.00		PAID	
HTC 20408		12th Jan 23	Onecom	Billing Period End 31st December 2022	£121.85		DD	
HTC 20409		4th Jan 23	The Hemporium	Fabric for New Mayoral Robes	£93.00			
HTC 20410		10th Jan 23	Eat Festivals	Honiton Gate to Plate (1 of 3) Event Support 2023	£1,500.00			
HTC 20411		18th Jan 23	Ottery Office & Computer Ltd	Monitor stand, paper, envelopes, Year Planner and wireless mouse	£123.64			
HTC 20412		19th Jan 23	The Beehive	Service Charge for period 01.01.23 to 31.03.23 - Inv 0031	£2,500.00			
HTC 20413		19th Jan 23	The Beehive	Room Bookings from 15.12.22 to 20.12.22 - Inv 0030	£600.00			
HTC 20414		19th Jan 23	The Beehive	Room Bookings from 07.11.22 to 31.11.22 - Inv 0029	£750.00			
HTC 20415		20th Jan 23	LHL Property Auditors Ltd	Business Rates Recovery Service	£3,327.17			
HTC 20416		5th Feb 23	Combe Estate	Rent for Allotments - 05/02/2023-04/02/2024	£900.00			
HTC 20417		19th Jan 23	Nub News	Town Orderly & Market Assistant Job Advert	£90.00		PAID	
HTC 20418		24th Jan 23	Mike Harding Lighting Solutions Ltd	Festive Light Insatllation and Removal of 23 lights (roadworks preventing the last of the lights to be removed)	£5,852.88			
HTC 20419		25th Jan 23	EDDC	Payroll recharges for January 2023	£11,087.04			
HTC 20420		26th Jan 23	Dawn Reed	1st Class Stamps x 12 & shredder oil	£19.89			
HTC 20421		26th Jan 23	Tony McCollum	Sackbarrow Wheels for Market Trolley	£46.89			
HTC 20422		25th Jan 23	D H Landscaping	Town Trees - Supply & Decorate - Collect & dispose of after Christmas	£1,040.00			
HTC 20423		31st Jan 23	The Beehive	Tea/Coffee for warm spaces - Inv 0071	£11.00			
HTC 20424		3rd Jan 23	Honiton Chamber of Commerce	Annual Subscription	£50.00		S/O	
HTC 20425		31st Jan 23	Thirsty Work	Rental Charges - 20.01.23 - 19.02.23	£19.80		DD	

HTC 20426		02/02/2023	The National Allotment Society	Membership Renewal 2023	£66.00			
HTC 20427		6th Feb 23	Top to Bottom Cleaning	Office Cleaning for January 2023	£216.00			
HTC 20428		8th Feb 23	Heloise Marlow	Various - Stamp, Barrier Tape, Flag, Market First Aid Kit, Training	£263.76			
HTC 20429		8th Feb 23	Stephen Hill	January 23 - Advertising Jobs on Indeed.com	£124.66			
HTC 20430		27th Jan 23	Tony McCollum	10" Wheels for sack Truck - Market	£25.90			
HTC 20431		13th Feb 23	Top to Bottom Cleaning	Office Cleaning for w/c 07/02/23 & 14/02/23	£86.40			
HTC 20432		17th Feb 23	C Sansom Ltd	Ramp Install - Lace Walk	£3,475.20			
			Market	Market-Income Cash/Cheques Jan 22		£468.00		
			Allotments	Lease - New plot holder		£140.00		
		7th Dec 22	Core Office IT	Refund due to overpayment		£307.92		
		7th Dec 22	Core Office IT	Refund due to overpayment		£830.40		
			HMRC	VAT Return		£17,805.40		
			EDDC	Room Rates Rebate		£7,921.84		
				PAYMENT TOTAL		£38,609.16		
				INCOME TOTAL		£27,473.56		

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 16/02/23 to 08/03/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20433		13th Feb 23	Onecom Ltd	Billing Period end of January 23	£121.85			
HTC 20434		26th Nov 20	PKF Littlejohn LLP	Professional services rendered in connection with Limited Assurance review of Annual Governance & Accountability Return Yr ended 31st March 20 (missed payment)	£960.00			
HTC 20435		16th Feb 23	Metcalfe Allen	Engineer attended on 16th Nov due to the CCTV switching off for the Christmas Lights. No power to the roof supply. Power was restored.	£120.00			
HTC 20436		17th Feb 23	Core Office IT	Monthly Billing for January	£1,371.60		DDR	
HTC 20437		17th Feb 23	Core Office IT	Hosted Exchange Archiving Service & Hosted Mailbox for January	£164.52		DDR	
HTC 20438		21st Feb 23	R. Dyer	Pat Testing - Kitchen Appliances	£20.00			
HTC 20439		22nd Feb 23	EDDC	Payroll recharges - Feb 2023	£11,301.08			
HTC 20440		27th Feb 23	Top to Bottom	Office Cleaning w/c 21/02/23 & 28/02/23	£86.40			
HTC 20441		28th Feb 23	Thirsty Work	Rental Charges 20th Feb-19th March 23	£19.80		DD	
HTC 20442		2nd March 23	Stephen Hill	Indeed Job Advert Feb 23	£141.34			
HTC 20443		2nd March 23	Breakthrough Communications	Monthly Social media support & content creation Dec 22 - Feb 23 & March 23-May 23	£3,204.00			
HTC 20444		28th Feb 23	The Beehive	Room Hire February 23	£525.00			
HTC 20445		6th Mar 23	Carolyn Bowles	Milk, Washing-up Liquid & Tipp-ex Correctors	£18.69			
HTC 20446		8th Mar 23	Heloise Marlow	Coronation Flag	£75.56			
			Market	Market-Income Cash/Cheques Feb 22		£720.00		
			Allotments	Lease - New plot holder		£80.00		
			Devon County Council	P3 Grant - Parish Paths		£600.00		
			EDDC	CIL Neighbourhood Contribution		£3,871.42		
				PAYMENT TOTAL	£18,129.84			
				INCOME TOTAL		£5,271.42		

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 09/03/23 to 31/03/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20447		8th March 23	J Hewitt Maintenance	Phase 2 of Roundball wood	£5,460.00			
HTC 20448		1st March 23	The Beehive	JLA 01.03.23 Citizens Advice East Devon Community Day Inv 3481	£160.00			
HTC 20449		13th March 23	Core Office IT	Hosted Exchange Archiving Service - Inv 11202	£171.42		DDR	
HTC 20450		13th March 23	Core Office IT	Monthly Billing for February - Inv 11201	£1,435.20		DDR	
HTC 20451		9th March 23	EDF Energy	Unmetered Supply charge for Christmas Lights	£814.26			
HTC 20452		6th March 23	Ricoh	Rent for period 1 March 23 IM C3000	£227.60			
HTC 20453		15th March 23	Tony McCollum	Container Keys - extra set for Gary	£14.00			
HTC 20454		10th Jan 23	Hemporium	Mayors Robes - Labour	£220.00			
HTC 20455		16th March 23	Core Office IT	Dell Laptop Configuration & Installation	£918.00			
HTC 20456		16th March 23	Fernbank Ltd	For the supply & installation of a Living Roof Bus Shelter (No 1) Inv 1089	£9,120.00			
HTC 20457		10th March 23	Ricoh Uk Ltd	B/W click charge for 1 Dec 22 to 28 Feb 23 Im 350	£16.22			
HTC 20458		15th March 23	M W Watkins	Make safe damaged Bus Stop	£80.00			
HTC 20459		20th March 23	A1 Print & Stitch	Banners x 2 - Elections	£75.60			
HTC 20460		21st March 23	EDDC	Honiton Coronation Big Lunch - Booking Allhallows	£40.00			
HTC 20461		22nd March 23	Tony McCollum	Waterproof Safety Boot - Town Orderly	£47.99			
HTC 20462		21st March 23	Thirsty Work	Rental charges March 23	£19.80		DD	
HTC 20463		28th Feb 23	Ottery Office & Computer Ltd	Cross cut shredder, Files, Paper, Pens ring Binders and Tip Ex	£248.92			
HTC 20464		22nd March 23	EDDC	Payroll recharges - March 2023	£11,080.86			
HTC 20465		29th March 23	The Beehive	Underwriting Loss for January 2023	£11,421.95		to be authorised later	
HTC 20466		31st March 23	J Hewitt Maintenance	Phase 3 of Roundball Wood - Inv 33	£5,460.00			
HTC 20467		31st March 23	J Hewitt Maintenance	Handrail at Woodhill View - Inv 32	£4,680.00			
HTC 20468		31st March 23	Onecom	Billing period end of February 23	£121.85		DD	
			Market	Market-Income Cash/Cheques March 23		£744.00		
		24th March 23	National Lottery Community Fund	Coronation big lunch		£2,000.00		
		30th March 23	The Beehive	Operating Profit May, June, Nov & Dec 22		£1,580.50		
				PAYMENT TOTAL	£51,833.67			
				INCOME TOTAL		£4,324.50		