

SCHEDULE OF PAYMENTS & RECEIPTS - 01/04/23 to 05/05/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials	
HTC 20466		3rd April 23	DALC	NALC Affiliation Fee, DALC service charge & DALC Affiliation Fee	£1,430.87				
HTC 20467		1st April 23	Clerk & Councils Direct	Local Councils Update Subscription Renewal	£80.00				
HTC 20468		31st March 23	The Beehive	Room Hire March 23 - Inv 0260	£375.00				
HTC 20469		5th April 23	Honiton Primary School	Cost of Living Crises Grant	£1,400.00		PAID		
HTC 20470		5th April 23	Littletown Primary School	Cost of Living Crises Grant	£1,400.00		PAID		
HTC 20471		5th April 23	Core Office IT	Monthly Billing for March - inv 11256	£1,590.00		DDR		
HTC 20472		5th April 23	Core Office IT	Hosted Exchange Archiving Service - inv 11257	£290.04		DDR		
HTC 20473		31st July 22	Parkinson Partnership	Hour - additional advice on Beehive VAT	£100.00		Missed payment		
HTC 20474		5th April 23	South West Councils	Membership Subscription to SW Councils April 23 - March 24	£582.00				
HTC 20475		3rd April 23	Debt Management Office	Loan repayment due 1st April 2023 - PW501388, PW501626 & PW503686	£29,537.41		DD		
HTC 20476		18th April 23	Top to Bottom Cleaning	Office Cleaning - w/c 07/03 - 14/03 & 21/03	£129.60				
HTC 20477		17th April 23	Fernbank Advertising Ltd	Production of 4 posters - election	£158.40				
HTC 20478		17th April 23	Onecom Ltd	Billing Period March 23	£121.85		DD		
HTC 20479		21st April 23	Top to Bottom Cleaning	Office Cleaning - w/c 28/03 - 03/04	£64.80				
HTC 20480		21st April 23	Zurich	Kings Coronation - Insurance	£225.84		PAID		
HTC 20481		26th April 23	EDDC	Payroll Charges April 2023	£15,370.24				
HTC 20482		27th April 23	Top to Bottom Cleaning	Office Cleaning - w/c 10.04.23 - 17.04.23	£86.40				
HTC 20483		1st April 23	The Beehive	Service Charge for the period 01.04.23 to 30.06.23	£2,500.00				
HTC 20484		19th April 23	Brooklands Events	Kings Coronation - Marquee & staging	£1,766.40		PAID		
HTC 20485		19th April 23	EDDC	Kings Coronation - various	£341.50		PAID		
HTC 20486		21st April 23	Progen Power	Kings Coronation - Generator	£545.62		PAID		
HTC 20487		21st April 23	Event Hire Solutions Ltd	Kings Coronation - Portable toilets x 5	£426.00		PAID		
HTC 20488		25th April 23	Honiton Hot Pennies Ceremony Committee	Sponsorship of Honiton Hot Pennies Ceremony	£300.00				
HTC 20489		28th April 23	Core Office IT	Help Desk (Regular Work) & Secure Wipe of Old Data Storage Inv 11278	£318.00				
HTC 20490		28th April 23	Rialtas	Omega Cashbook Annual Support and Maintenance Licence - 29/09/23-31/03/24 & Pro-rated Difference 01/04/23-28/09/23	£358.52				
HTC 20491		21st April 23	Rialtas	Year End Omega 2023	£906.00				

HTC 20492		24th April 23	Section 19 Training Ltd	Provision of First Aid Cover for Coronation Big Lunch	£300.00				
HTC 20493		27th April 23	Corserv	Traffic Management for Community Events 22nd April 2023 - Lantra Awards TM Cards	£1,320.00				
HTC 20494		30th April 23	The Beehive	Room Hire (Tirard Room) April 23 Invoice 0397	£300.00				
HTC 20495		4th May 23	Cllr Serena Sexton	Combe Raleigh Village Hall - Hire for Cllr Elections	£20.00				
HTC 20496		4th May 23	Heloise Marlow	Expenses - AGM Biscuits	£14.70				
HTC 20497		9th May 23	George's Magic	Fee for Walk About Magic at the King's Coronation Event	£100.00				
HTC 20498		9th May 23	Scott Phillips	Live Performance fee for King's Coronation Event	£120.00				
			Market	Market-Income Cash/Cheques April 23		£1,592.00			
		5th April 23	EDDC	Information Desk		£2,526.00			
		3rd April 23	EDDC	Precept		£223,989.50			
		19th April 23	Honiton Community Complex	HTC Insurance Premium		£671.70			
				PAYMENT TOTAL	£62,579.19				
				INCOME TOTAL		£228,779.20			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 06/05/23 to 07/06/23								
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20499		4th May 23	Core Office IT	Monthly billing for April 23 - Inv 11325 - Hosted Mailbox & Exchange Archiving Service	£93.73		DD	
HTC 20500		4th May 23	Core Office IT	Monthly billing for April 23 - Inv 11324 - Managed IT Support	£1,509.60		DD	
HTC 20501		11th May 23	IAC Audit & Consultancy Ltd	Year End Audit 2022-23	£474.00			
HTC 20502		3rd May 23	A1 Print & Stitch	Hi Vis Safety Waistcoats	£84.00			
HTC 20503		16th May 23	Mike Harding Lighting Solutions Ltd	Removal for remaining Motifs x 13 Inv 3541	£715.92			
HTC 20504		31st March 23	Thirsty Work	Rental Charges 20.03.23 - 19.04.23	£49.80		DD - Paid 18th April 23	
HTC 20505		15th May 23	Honiton & Village News	Full page newsletter advert in the June Magazine	£165.00			
HTC 20506		18th May 23	Bertie Rawlings	Barrier Tape - Market	£59.94			
HTC 20507		15th May 23	Onecom Ltd	Billing period (end) 30th April 23	£121.85		DD	
HTC 20508		24th June 23	Combe Estate	Annual Water Charge 24/06/23-23/06/24	£240.00			
HTC 20509		24th May 23	MNR Mowers Ltd	Service Charges/Parts for Strimmer & Hedge Trimmer	£170.54			
HTC 20510		24th May 23	EDDC	Payroll - May 2023	£13,580.20			
HTC 20511		20th May 23	Fernbank Advertising Ltd	Fee for Printing King's Coronation Poster	£39.60			
HTC 20512		1st June 23	MNR Mowers Ltd	Mower, Bump feed head & stroke oil	£640.89			
HTC 20513		1st June 23	Vision ICT Ltd	Hosted email accounts June 23 - May 24 & Website Hosting & support for August 23 - July 24	£506.40			
HTC 20514		27th April 23	Top to Bottom Cleaning	W/C 10.04.23 - 24.04.23 Inv 1000	£129.60			
HTC 20515		6th June 23	Heloise Marlow	2nd Class Stamps (4 books of 8)	£24.00			
HTC 20516		6th June 23	Bertie Rawlings	High Speed Training Ltd - Risk Assessment Course	£37.20			
			Market	Market-Income Cash/Cheques May 23		£1,808.00		
			Allotments	Lease payment		£60.00		
		4th May 23	EDDC	CIL Contribution		£2,048.74		
		11th May 23	Chamber of Commerce	Donation for Events/Projects		£100.00		

		26th May 23	Honiton Community Complex	HTC Insurance Premium		£671.69
				PAYMENT TOTAL	£18,642.27	
				INCOME TOTAL		£4,688.43

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 08/06/23 to 05/07/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials	
HTC 20517		7th June 23	Core Office IT	Monthly billing for May 23 - Inv 11378 - Hosted Mailbox & Exchange Archiving Service	£83.64		DD		
HTC 20518		7th June 23	Core Office IT	Monthly billing for May 23 - Inv 11379 - Managed IT Support, monitoring & maintenance	£2,121.60		DD		
HTC 20519									
HTC 20520		8th June 23	Zurich Insurance Co Ltd	Insurance 01.07.23 - 30.06.24 Inv 524389367	£6,822.83		PAID - 398919324		
HTC 20521		12th June 23	Ottery Office & Computer Ltd	Copy paper, staples, notebooks & green paper	£99.40				
HTC 20522		13th June 23	Hope & May Ltd	To represent HTC in the UK as the GDPR Data Protection Officer Inv 1735	£2,851.20				
HTC 20523		14th June 23	Top to Bottom cleaning	Cleaning premises w/c 01.05.23 - 29.05.23	£216.00				
HTC 20524		30th April 23	Thirsty Work	Rental charges - 20.04.23 - 19.05.23	£22.74		DD		
HTC 20525		31st May 23	Thirstywork	Bottled Water, Cups and Rental Charges 20/05/23-19/06/23	£38.94		DD		
HTC 20526		31st May 23	Onecom Ltd	Billing Period (end) 31st May 23	£121.85		DD		
HTC 20527		10th June 23	Ricoh	Usage charge 01/03/23-31/05/23 & rental 01/06/23-31/08/23 - IM C3000	£274.81				
HTC 20528		10th June 23	Ricoh	Usage charge 01/03/23-31/05/23 - IM C350	£5.54				
HTC 20529		1st June 23	Gittisham Forge	Creation of Coronation Bench and tree guard within the Millennium Green	£2,000.00		PAID - 686661197		
HTC 20530		27th June 23	Carolyn Bowles	Stamps & Milk	£13.15				
HTC 20531		27th June 23	Gary Martin	Coverall, Stick-Fit Trade Pack & Diesel	£75.67				
HTC 20532		27th June 23	Gary Martin	Diesel, Wagon Rope & Petrol for Lawn Mower	£39.73				
HTC 20533		31st May 23	The Beehive	Room Hire 01.05.23 - 30.05.23 Inv 0499	£600.00				
HTC 20534		29th June 23	Heloise Marlow	Mayor Making - Various soft drinks	£68.90				
HTC 20535		30th June 23	EDDC	Payroll recharge - June 2023	£13,023.43				
HTC 20536		29th June 23	Anne-Marie Hathaway	Mayor Making - Finger Buffet	£500.00		PAID - 826320		
HTC 20537		29th June 23	J Hewitt Maintenance Services	Hanging Baskets - Bracket Test, Installation and watering	£5,832.00				
HTC 20538		29th June 23	Metcalfe Allen	Engingeer callout for Allhallows CCTV Camera	£132.00				
HTC 20539		29th June 23	Vision ICT	Admin Fee: GA4	£48.00				

HTC 20540		30th June 23	Thirstywork	Bottled Water & Rental Charges 20/06/23-19/07/23	£92.34		DD		
HTC 20541		4th July 23	Heloise Marlow	2 Feather Flags for Honiton Show	£307.18				
HTC 20542		1st July 23	The Beehive	Service Charge for 01/07/23-30/09/23	£2,750.00				
HTC 20543		1st July 23	Vision LCT	Biennial Fee for Domain Renewal - Sept 2023-August 2025	£78.00				
HTC 20544		5th July 23	Core Office IT	Billing period for June Managed Support & hosted mailbox	£72.24		DD		
HTC 20545		5th July 23	Core Office IT	Billing for June Managed IT Support & Cloud Solution Managed Service	£1,797.60		DD		
HTC 20546		10th July 23	Heloise Marlow	Zoom Subscription	£287.76				
HTC 20547		10th July 23	Gary Martin	Town Orderly - Operation Costs	£1,397.77				
			Market	Market-Income Cash/Cheques May 23		£1,440.00			
		22nd June 23	Honiton & District Carnival	Payment for two to attend Event Management training		£264.00			
		29th June 23	Honiton Community Complex	HTC Insurance Premium		£386.27			
				PAYMENT TOTAL	£41,774.32				
				INCOME TOTAL		£2,090.27			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 06/07/23 to 09/08/23								
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20548		14th Jun 23	EDDC	HTC Election	£9,334.45			
HTC 20549		12th July 23	Dawn Reed	Document tubes x 2 for Twinning/Bunting	£22.61			
HTC 20550		11th July 23	Devon County Council	CIL Contribution Pedestrian Crossing Clapper Lane, Honiton	£27,500.00			
HTC 20551		13th July 23	Cllr Tony McCollum	Sign for the Allotments Gate "Do not Park in front of these gates"/ French Flag for Twinning	£18.99			
HTC 20552		13th July 23	Onecom Ltd	Billing Period (End) 30th June 2023	£121.85		DD	
HTC 20553		30th June 23	The Beehive	Room Hire June 23	£825.00			
HTC 20554		19th July 23	Eat Festivals	Honiton Gate to Plate 2 of 3 Event Support Inv 4851	£750.00			
HTC 20555		24th July 23	Taylor Signs	Gold Lettering for Mayoral Board	£66.00			
HTC 20556		31st March 23	The Beehive	Underwriting Loss for March 2023	£3,803.97			
HTC 20557		26th July 23	EDDC	Payroll recharges - July 2023	£13,026.49			
HTC 20558		27th July 23	Berties Rawlings	Toolstation - Barrier Tape	£59.94			
HTC 20559		28th July 23	Dawn Reed	Twining reception nibbles	£36.10			
HTC 20560		27th July 23	Stephen Hill	ID Badges & Lanyards for staff & Cllrs	£95.36			
HTC 20561		28th July 23	Core Office IT	Managed IT Support Inv 11452	£156.00		DD	
HTC 20562		31st July 23	The Beehive	July Room Bookings - Inv 0736	£675.00			
HTC 20563		31st July 23	The Beehive	Twining reception drinks - Inv 0737	£123.50			
HTC 20564		31st July 23	The Beehive	Cleaning of premises - July - Inv 0738	£120.00			
HTC 20565		1st August 23	DALC	Attendance of 5 participants on Webinar training	£450.00			
HTC 20566		31st July 23	Thirsty Work	Rental Charges 20.07.23 - 19.08.23 Inv 1132895	£22.74		DD	
HTC 20567		2nd August 23	Core Office IT	Monthly billing for July, Managed IT Support - Inv 11493	£1,797.60		DD	
HTC 20568		2nd August 23	Core Office IT	Monthly billing for July, Hosted Mailbox - Inv 11492	£72.24		DD	
HTC 20569		2nd August 23	Dawn Reed	Honiton Show - Hamper Raffle prize	£30.35			
HTC 20570		2nd August 23	Heloise Marlow	Paper for Twinning Charter	£16.79			
HTC 20571		2nd August 23	Heloise Marlow	Honiton Show Tickets & sweets	£114.88			
HTC 20572		7th August 23	Cllr Serena Sexton	Twining Visit Expenses	£1,139.11			
HTC 20573		8th August 23	Dave Retter	Twining Visit Expenses	£97.85			
HTC 20574		8th August 23	Worknest	Prepaid Hours for HR Support	£1,140.00			
HTC 20575		9th August 23	Jordan Hewitt Maintenance Services	Regular Ground Works for July and August 23	£1,860.00			

			Market	Market-Income Cash/Cheques July 23		£818.00			
			Allotments	Lease payment		£60.00			
		29th June 23	Honiton Community Complex	HTC Insurance Premium		£671.69			
		20th July 23	HMRC	VAT Return		£8,290.74			
				PAYMENT TOTAL	£63,476.82				
				INCOME TOTAL		£9,840.43			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 10/08/23 to 06/09/23									
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials	
HTC 20576		10th August 23	DALC	E-learning (standards in public life)	£19.20				
HTC 20577		14th August 23	Onecom Ltd	Billing Period (End) 31st July 23	£144.35		DD		
HTC 20578		16th August 23	Honiton & Village News	One full page advert in the September magazine for HTC Newsletter	£165.00				
HTC 20579		29th June 23	Mulberry & Co	Professional Services - review of the management accounts Dec 22 - March 23 & period ending 31st May 23	£1,170.00				
HTC 20580		15th August 23	Carolyn Bowles	Purchase of Stamps	£29.00				
HTC 20581		22nd August 23	Heloise Marlow	Annual Canva Subscription	£129.90				
HTC 20582		23rd August 23	Metcalfe Allen Ltd	Engineer attended 28th July 2 x CCTV cameras were out.	£181.50				
HTC 20583		24th August 23	EDDC	Payroll recharge - August 2023	£12,766.09				
HTC 20584		24th August 23	The Festive Lighting Company Ltd	Refurbishment of festive lights	£1,551.60				
HTC 20585		24th August 23	Stephen Hill	SLCC - Course x 2	£72.00				
HTC 20586		21st August 23	Eat Festivals	Honiton Gate to Plate 3 of 3 Event Support Inv 4852	£750.00				
HTC 20587		16th August 23	Banks Construction	Trough repairs - Allotments	£391.00				
HTC 20588		29th August 23	Combe Garden Centre	Otter Moor Lane - Design & Supply of perrenial plants & shrubs + 55 bags of landscape bark	£880.45				
HTC 20589		25th July 23	Worknest Ltd	Prepaid hours of HR Support July to August 23	£570.00				
HTC 20590		31st August 23	The Beehive	Cleaning for August 23 - Inv 0844	£150.00				
HTC 20591		31st August 23	Core Office IT	5m HDMI cable	£30.00		DD		
HTC 20592		31st August 23	The Beehive	Room hire for August 23 - Inv 0845	£1,050.00				
HTC 20593		31st August 23	Thirstywork	Rental charges from 20.08.23 to 19.09.23 Inv 1155427	£22.74		DD		
HTC 20594		6th September 23	J Hewitt Maintenance Services	Cutting up tree and removal at Honiton Nature Reserve/Flower Beds at Otter Moor Lane/Maintenance various	£3,624.00				
HTC 20595		5th September 23	Stephen Hill	NALC - Training	£39.22				
		01 August 2023	Market	Market-Income Cash/Cheques August 23		£1,136.00			
		30th August 23	EDDC	Precept		£223,989.50			
				PAYMENT TOTAL	£23,736.05				
				INCOME TOTAL		£225,125.50			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 07/09/23 to 04/10/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20596		6th Sept 23	Core Office IT	Monthly Billing August 23 Managed IT Support - Inv 11561	£1,797.60		DD	
HTC 20597		6th Sept 23	Core Office IT	Monthly Billing August 23 Managed Support - Inv 11560	£72.24		DD	
HTC 20598		7th Sept 23	Roberts Audio Solutions	Hearing Loop Equipment	£16,790.04			
HTC 20599		7th Sept 23	Top to Bottom Cleaning Ltd	Cleaning for the office June 23	£172.80			
HTC 20600		13th Sept 23	Carolyn Bowles	Stationery - Sub Dividers	£7.00			
HTC 20601		14th Sept 23	Ottery Office & Computer Ltd	A4 Paper, A3 paper & pens	£104.23			
HTC 20602		19th Sept 23	Onecom Ltd	Billing Period (end)- 31st August 23	£144.35		DD	
HTC 20603		19th Sept 23	Ricoh	Usage charge 01/06/23-31/08/23 & rental 01/09/23-30/11/23 - IM C3000	£254.55			
HTC 20604		11th Sept 23	Ricoh	Usage charge 01.06.23 - 31.08.23 - IM 350	£5.54			
HTC 20605		21st Sept 23	Layzells Timber & Building Supplies	Dumpy 50/50 Yellow Sand for sandbags	£59.99			
HTC 20606		22nd Sept 23	EDDC	Payroll recharge - September 23	£12,863.04			
HTC 20607		27th Sept 23	Cllr S Sexton	Stationery for Away Day	£39.96			
HTC 20608		25th Sept 23	PKF Littlejohn LLP	Professional services - assurance review of Annual Governance & Accountability Return for Year ended 31st March 23	£1,260.00			
HTC 20609		28th Sept 23	The Beehive	Cleaning for September 23 - Inv 0959	£120.00			
HTC 20610		29th Sept 23	The Beehive	Room hire for September 23 - Inv 0960	£675.00			
HTC 20611		30th Sept 23	Thirstywork	Rental charges from 20/09/23-19/10/23, water & cups	£69.54		DD	
HTC 20612		29th Sept 23	H Marlow	Allotment Sign & Gold Stickers for Away Day	£52.99			
HTC 20613		28th Sept 23	Metcalfe Allen	Supply & Installation of a New 8 Port POE for two CCTV cameras	£225.60			
HTC 20614		1st Oct 23	The Beehive	Service Charge for 01/10/23-30/12/23 - Inv 0963	£2,750.00			
HTC 20615		4th Oct 23	Core Office IT	Monthly Billing for September Managed Support - Inv 11624	£72.24		DD	
HTC 20616		4th Oct 23	Core Office IT	Monthly Billing for September Managed IT Support - Inv 11625	£1,797.60		DD	

		1st Sept 23	Market	Market-Income Cash/Cheques September 23		£1,026.00			
		8th Sept 23	PSV Claims Bureau	Claim for damage to Bus Shelter		£4,900.00			
		01/09/2023	Allotments	Lease renewal for Allotments 2023		£280.00			
				PAYMENT TOTAL	£39,334.31				
				INCOME TOTAL		£6,206.00			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 05/10/23 to 08/11/23

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC20617		21st Sept 23	Bertie Rawlings	Caterpillar Steel toe Boots	59.99		PAID 13.10.23	
HTC 20618		5th Oct 23	Bertie Rawlings	Waterproof Jacket & Trousers (Market)	£63.54			
HTC 20619		5th Oct 23	J Hewitt Maintenance Services	Grounds Maintenance Works, Skip Waste Removal (Dowell Street) & Additional Watering of Hanging Baskets - Inv 45	£2,004.00			
HTC 20620		14th Sept 23	A1 Print & Stitch	Aluminium composite Sign for the Allotments	£48.00			
HTC 20621		1st Oct 23	Stephen Hill	Indeed Sept 23 Sponsored Jobs	£188.24			
HTC 20622		7th Sept 23	Stephen Hill	Fee for Attendance at SLCC National Conference 2023	£180.00			
HTC 20623		23rd Aug 23	Stephen Hill	Fee For SLCC Event - 21.11.23	£36.00			
HTC 20624		7th Sept 23	Stephen Hill	Fee for SLCC Event	£108.00			
HTC 20625		23rd Aug 23	Stephen Hill	Fee for SLCC Event - 16.1.24	£36.00			
HTC 20626		11th Oct 23	Tony McCollum	Shovel, Strimmer fuel, signs	£44.39			
HTC 20627		30th Sept 23	The Beehive	Underwriting for April - August 23	£23,423.00		PAID 12.10.23	
HTC 20628		27th Sept 23	DALC	DALC AGM, Conference & Exhibition 2023	£108.00			
HTC 20629		11th Oct 23	Onecom Ltd	Billing Period End 30th September 23	£144.35		DD	
HTC 20630		19th Oct 23	Nettl Business Store	Profoma Invoice - 5584137 - Railway bridge graphics	£3,590.40		PAID 20.10.23	
HTC 20631		19th Oct 23	Nettl Business Store	Profoma Invoice - 5658957 - Honiton Attractions Station Map	£1,328.40		PAID 20.10.23	
HTC 20632		19th Oct 23	Nettl Business Store	Proforma Invoice - 5584134 - Honiton Station shed signs	£916.80		PAID 20.10.23	
HTC 20633		2nd Oct 23	United Kingdom Debt Management Office	Loan repayment due 1st Oct 2023 - PW501388, PW501626 & PW503686	£29,537.41		DD	
HTC 20634		20th Oct 23	Honiton & Village News	One quarter page advert in the Nov magazine re: Christmas Market	£50.00			
HTC 20635		26th Oct 23	EDDC	Payroll recharges - October 2023 & Admin charges	£12,335.24			
HTC 20636		24th Oct 23	EDDC	Fee for emptying of 3 x dog bins - 3 x per week 2023/24	£1,188.00			
HTC 20637		30th Oct 23	Carolyn Bowles	Fees for Land Registry Title Register Searches	£33.00			
HTC 20638		31st Oct 23	Peter Gent	Tidy and strim Allotments	£406.25			
HTC 20639		31st Oct 23	Ottery Office & Computer Ltd	Paper, Dividers, Year Planner & Notebooks	£87.26			
HTC 20640		31st Oct 23	The Beehive	Room Hire for October 23 - Inv 1101	£975.00			

HTC 20641		27th Oct 23	The Beehive	Cleaning the premises October 23 - Inv 1100	£120.00				
HTC 20642		31st Oct 23	Thirsty Work	Rental Charges 20.10.23-19.11.23 Inv 1178390	£22.74		DD		
HTC 20643		30th Oct 23	The Festive Lighting Co	Replacement Bulbs for Xmas Lights	£88.80				
HTC 20644		6th Nov 23	Carolyn Bowles	Fees for Land Registry Applications for Copy Documents	£35.00				
HTC 20645		7th Nov 23	Core Office IT	Monthly Billing for October hosted mailbox - invoice 11666	£72.24		DD		
HTC 20646		7th Nov 23	Core Office IT	Monthly Billing for October Managed IT Support - invoice 11676	£1,797.60		DD		
		1st Oct 23	Market	Market-Income Cash/Cheques October 23		£1,044.00			
		28th Sept 23	Allotments	Lease renewal for Allotments 23		£160.00			
		1st Oct 23	Allotments	Lease renewal for Allotments 23		£800.00			
		1st Oct 23	Christmas Trees	Payment for Christmas Trees Oct 23		£480.00			
		1st Oct 23	Christmas Lights Sponsorship	Payment for sponsorship of Christmas Lights Oct 23		£700.00			
		25th Oct 23	Christmas Lights Sponsorship	Refund due to overpayment from MKM Building Supplies		-£100.00	REFUNDED 25.10.23		
				PAYMENT TOTAL	£79,027.65				
				INCOME TOTAL		£3,084.00			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 09/11/23 to 06/12/23									
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials	
HTC 20662		12th Nov 23	Royal British Legion Honiton	Fee for Remembrance Service Wreath	£30.00				
HTC 20663		15th Nov 23	IAC Audit & Consultancy Ltd	Provision of Internal Audit Services - Interim Audit 2023/24	£474.00				
HTC 20664		16th Nov 23	Bertie Rawlings	Red & White Barrier Tape (Toolstation)	£53.48				
HTC 20665		17th Nov 23	Honiton & Village News	1 x Full Page Advert in December Magazine	£140.00				
HTC 20666		16th Nov 23	A1 Print & Stitch	Christmas Light Sponsorship Boards	£24.00				
HTC 20667		16th Nov 23	Onecom Ltd	Billing Period End 31/10/23	£144.35		DD		
HTC 20668		21st Nov 23	Stephen Hill	SLCC Membership	£381.00				
HTC 20669		23rd Nov 23	EDDC	Payroll recharge for November 2023	£22,873.06				
HTC 20670		28th Nov 23	H Marlow	Canva Subscription Fee	£94.59				
HTC 20671		30th Nov 23	Thirstywork	Rental Charges 20/11/23-19/12/23, Water & Cups	£46.14		DD		
HTC 20672		5th Dec 23	Mark Regan	Fonefix Phone Charger Cable	£9.99				
HTC 20673		5th Dec 23	Core Office IT	Monthly Billing for November - Managed IT Support - Invoice 11720	£1,797.60		DD		
HTC 20674		5th Dec 23	Core Office IT	Monthly Billing for November - Hosted Mailbox - Invoice 11719	£72.24		DD		
HTC 20675		5th Dec 23	Cllr T McCollum	Screwfix - Safety Boots for Town Maintenance	£64.99				
			Market	Market-Income Cash/Cheques November 23		£1,596.00			
			Allotments	Lease renewal for Allotments 2023		£700.00			
			EDDC	CIL NP		£1,376.78			
			Christmas Trees	Payment for Christmas Trees Nov 23		£560.00			
			Christmas Lights Sponsorship	Payment for sponsorship of Christmas Lights Nov 23		£200.00			
				PAYMENT TOTAL	£26,205.44				
				INCOME TOTAL		£4,432.78			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 07/12/23 to 03/01/24									
HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials	
HTC 20676		30th Nov 23	The Beehive	Cleaning Fee 28/10/23-01/12/23 - Inv 1228	£150.00				
HTC 20677		30th Nov 23	The Beehive	Room Hire - Inv 1229	£675.00				
HTC 20678		12th Dec 23	Carolyn Bowles	2 Books First Class Stamps	£20.00				
HTC 20679		6th Dec 23	Ricoh	Usage Charge 01/12/23 - 30/11/23	£198.74				
HTC 20680		30th Nov 23	The Beehive	Underwriting Loss For October 2023 - Inv 1203	£5,000.00		PAID - 12.12.23		
HTC 20681		Dec-23	Honiton Community Complex	Annual Charity Subscription	£12.00		PAID - 13.12.23		
HTC 20682		6th Dec 23	Ricoh	Rental 01/12/23 - 29/02/24	£149.65				
HTC 20683		14th Dec 23	Onecom	Billing Period End 30/11/23	£338.15		DD		
HTC 20684		1st Jan 24	Eat Festivals	Gate to Plate Event Support 2024 - First Payment	£1,250.00				
HTC 20685		20th Dec 23	Carolyn Bowles	Stationary - Fineliner Pens and Drawing Pins	£12.49				
HTC 20686		20th Dec 23	Mark Regan	Travel Expenses and Laptop Bag	£52.04				
HTC 20687		20th Dec 23	The Beehive	Underwriting Loss For September 2023 - Inv 1034	£5,000.00		PAID - 19.12.23		
HTC 20688		20th Dec 23	The Beehive	Room Hire December 23	£375.00				
HTC 20689		22nd Dec 23	The Beehive	Cleaning of premises - December 23	£90.00				
HTC 20690		21st Dec 23	EDDC	Payroll recharges - December 2023	£15,508.47				
HTC 20691		13th Dec 23	MKM Ltd	Wood & screws	£89.44				
HTC 20692		31st Dec 23	Thirstywork	Rental Charges - 20/12/23-19/01/24	£22.74		DD		
HTC 20693		3rd Jan 24	Core Office IT	Monthly Billing for December IT support	£1,797.60		DD		
HTC 20694		3rd Jan 24	Core Office IT	Monthly Billing for December Managed Support	£72.24		DD		
HTC 20695		2nd Jan 24	DH Landscaping	Fee for supply and disposal of Christmas trees	£1,120.00				
			Market	Market-Income Cash/Cheques December 23		£830.00			
			Allotments	Lease renewal for Allotments 2023		£80.00			
			CIL	Underpayment 2018		£74.78			
				PAYMENT TOTAL	£31,933.56				
				INCOME TOTAL		£984.78			

Payment details checked:

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			Market	Market-Income Cash/Cheques January 24		£630.00			
			Christmas Trees	Late Payment for Christmas Trees Dec 23		£80.00			
			Christmas Lights Sponsorship	Late Payment for sponsorship of Christmas Lights Dec 23		£100.00			

				PAYMENT TOTAL	£32,120.96	
				INCOME TOTAL		£810.00

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 01/02/24 to 06/03/24

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20720		31st Jan 24	Thirstywork	Rental Charges 20/01/24-19/02/24	£22.74		DD	
HTC 20721		3rd Feb 24	National Allotment Society	Local Authority Membership Renewal	£66.00			
HTC 20722		31st Jan 24	The Beehive	Cleaning Fee - 02/01/24 - 02/02/24 Inv 1394	£135.00			
HTC 20723		5th Jan 24	Whitton & Laing	Terminal Schedule of Dilapidations & Quantitative Demand (The Beehive)	£1,980.00			
HTC 20724		6th Feb 24	Core Office	Monthly Billing for January - Managed Support & Hosted Mailbox	£72.24		DD	
HTC 20725		6th Feb 24	Core Office	Monthly Billing for January - Managed IT Support	£1,779.60		DD	
HTC 20726		7th Feb 24	Honiton Chamber of Commerce	Membership Fee 2024/25	£50.00		PAID - STO	
HTC 20727		5th Feb 24	MKM Ltd	Wood for steps and walkways - Roundball Wood	£68.17			
HTC 20728		7th Feb 24	Splintered Studios - Stephen Quick	Love War - Stage 1 - Planning - Street Art	£150.00			
HTC 20729		31st Jan 24	The Beehive	Room Hire Jan 24 - Inv 1403	£375.00			
HTC 20730		15th May 23	Honiton & District Agricultural Association	Fee for stand at Honiton Show 2023 (No invoice sent in May 23)	£192.00		PAID 14.02.24	
HTC 20731		14th Feb 24	Hope & May Ltd	GDPR Data Protection Officer	£250.65			
HTC 20732		7th Feb 24	Screwfix	Various tools for maintenance	£31.36			
HTC 20733		15th Feb 24	Metcalfe Allen	Annual routine inspection & Service of CCTV	£295.20			
HTC 20734		15th Feb 24	Screwfix	3 Packets Turbo Screws	£3.79			
HTC 20735		14th Feb 24	Onecom	Billing Period 31/01/24 - Inv No 7014212	£246.35		DD	
HTC 20736		22nd Feb 24	EDDC	Payroll recharges - February 2024	£14,994.18			
HTC 20737		21st Feb 24	Screwfix	Sanding Discs - Maintenance Tools	£3.99			
HTC 20738		21st Feb 24	Screwfix	Sander - Maintenance Tools	£49.99			
HTC 20739		26th Feb 24	Splintered Studios - Stephen Quick	Love War 2nd Plane Design	£150.00			
HTC 20740		23rd Feb 24	A1 Print & Stitch	3 x Street Market Advertising Banners	£86.40			
HTC 20741		27th Feb 24	Cllr T McCollum	Brittany Ferries Fee for outbound and return trip to France for Twinning Celebration	£98.00			
HTC 20742		26th Feb 24	Screwfix	White Spirit to clean noticeboards	£5.49			
HTC 20743		29th Feb 24	Thirstywork	Rental Charges - 20/02/24 to 19/03/24	£22.74		DD	
HTC 20744		4th Mar 24	MNR Mowers Ltd	Nylon Line	£16.99			

HTC 20745		4th Mar 24	J Hewitt Maintenance Services	Cutting/Pruning of Hedge in Dowell Street Car Park - Inv 48	£720.00				
HTC 20746		5th Mar 24	Core Office	Monthly Billing for February - Managed IT Support	£1,671.60		DD		
HTC 20747		5th Mar 24	Core Office	Monthly Billing for February - Managed Support & Hosted Mailbox	£72.24		DD		
HTC 20748		5th Mar 24	Mark Regan	Screwfix - Pipe Shears	£9.99				
			Market	Market-Income Cash/Cheques January 24		£684.00			
		10th Jan 24	Magellan Systems Ltd	Office phones (received payment in Jan 24)		£100.00			
		14th Feb 24	University of Plymouth	Railway signage & Artwork		£4,363.00			
				PAYMENT TOTAL	£23,619.71				
				INCOME TOTAL		£5,147.00			

Payment details checked:

SCHEDULE OF PAYMENTS & RECEIPTS - 07/03/24 to 31/03/24

HTC REF	HTC Order No.	Invoice date	Payee	Description	Amount inc. VAT	Income	Cheque No./ BACS/DD	Councillor initials
HTC 20749		6th March 24	Cllr Tony McCollum	Float Valve for Allotments	£7.99			
HTC 20750		23rd Feb 24	The Beehive	Underwriting Loss for December 2023 & January 2024	£10,000.00		PAID 15.03.24	
HTC 20751		5th March 24	MKM Ltd	Premgrade - treated (Maintenance)	£13.76			
HTC 20752		7th March 24	Bertie Rawlings	Barrier tape for the Market	£51.90			
HTC 20753		29th Feb 24	The Beehive	Cleaning for February 24	£105.00			
HTC 20754		29th Feb 24	The Beehive	Room Hire - Tirard Room - Jan/Feb 24	£525.00			
HTC 20755		8th March 24	Ottery Office & Computer Ltd	Various - Paper, clipboards & pens	£53.98			
HTC 20756		11th March 24	Mark Regan	Petrol for Lawnmower	£5.00			
HTC 20757		4th March 24	Taylor Signs	Black PVC Replacement Board For HTC Noticeboard	£156.00			
HTC 20758		4th March 24	Taylor Signs	Permissive Path Signs	£44.10			
HTC 20759		6th March 24	Ricoh	Usage charge for 01/12/23-29/02/24 & rental for 01/03/24-31/05/24	£229.43			
HTC 20760		12th March 24	Cllr T McCollum	Honiton Lace Twinning Gift	£20.00			
HTC 20761		12th March 24	Screwfix	Washers & Joint Pliers	£22.58			
HTC 20762		13th March 24	Screwfix	Telescopic Lopper	£9.99			
HTC 20763		13th March 24	Gittisham Forge	Restoration of cast iron bench for Dowell Street	£1,825.00			
HTC 20764		18th March 24	Blamphayne Sawmill Ltd	Cotswold Bench for the Beehive	£219.02			
HTC 20765		14th March 24	Onecom	Billing Period 29/02/24 - Invoice 7031962	£246.35		DD	
HTC 20766		20th March 24	Heloise Marlow	Honiton Show - Pitch Fee	£192.00			
HTC 20767		25th March 24	Fernbank Ltd	Supply & Installation of a living roof bus shelter (No2) Inv 1134	£9,120.00			
HTC 20768		26th March 24	Dawn Reed	Dish Drainer, sugar container and Kettle	£45.98			
HTC 20769		26th March 24	EDDC	Payroll recharges - March 2024	£14,852.97			
HTC 20770		26th March 24	Screwfix	Cable ties	£2.59			
HTC 20771		27th March 24	Tozers	Fee for Disbursements re Transfer of Land at King Street Toilets	£500.00			
HTC 20772		31st March 24	Thirstywork	Rental Charges - 20/03/24-19/04/24	£22.74		DD	
HTC 20773		30th March 24	To An Fro Car & Van Hire Ltd	Rental for 2 days with collision Damage Waiver	£180.00			
HTC 20774		31st March 24	The Beehive	Room Hire March 24	£300.00			
HTC 20775		17th March 23	Hope & May	GDPR from 20th March 23 to 19th June 23	£2,851.20		Missed invoice not sent in 2023	
HTC 20776		13th Sept 23	Hope & May	GDPR from 20th Sept 23 to 19th Dec 23	£2,851.20		Missed invoice not sent in 2023	

HTC 20777		12th Dec 23	Hope & May	GDPR from 20th Dec 23 to 19th March 24	£2,851.20		Missed invoice not sent in 2023		
		01 March 2024	Market	Market-Income Cash/Cheques March 24		£594.00			
		Feb-24	HMRC	VAT Return up to Dec 23		£20,423.78			
		27th March 24	EDDC	Precept		£297,612.50			
				PAYMENT TOTAL	£47,304.98				
				INCOME TOTAL		£318,630.28			

Payment details checked: