

Cley Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Cley Loo - Utilities	06/04/2021		Community Account 1	online	Utility Charge Toilet (water & €	Cley Village Hall	E	51.29		51.29
3	Open Spaces – Allotment wa	06/04/2021		Community Account 1	online	Allotment Water	Wave	E	74.48		74.48
11	Admin - Travel	06/04/2021		Community Account 1		Mileage	Richard Allen Expenses	E	32.85		32.85
6	Admin - Stamps & Stationery	06/04/2021		Community Account 1	GH credit card	Stamps	Gemma Harrison expenses	E	11.79		11.79
9	Admin - Subscriptions	06/04/2021		Community Account 1		NALC Annual Subscription	NALC	E	126.02		126.02
8	Open Spaces – Traffic Manaç	06/04/2021		Community Account 1		Signage - Parking and Litter	Graphic Edge	E	80.00		80.00
12	Open spaces – Grass Cutting	06/04/2021		Community Account 1		Grass Cutting	Kevin Richardson	E	140.00		140.00
2	Admin - Phone, IT, Conferen	06/04/2021		Community Account 1	online	Powwownow	Powwownow	S	10.00	2.00	12.00
4	Cley Loo – Consumables	06/04/2021		Community Account 1	online	Cley Loo - Consumables - Toile	Anglian Chemicals	S	73.56	14.71	88.27
5	Admin – Website	06/04/2021		Community Account 1	GH credit card	Wix Website	Wix Website	S	72.00	14.40	86.40
10	Open Spaces – Allotment Ma	06/04/2021		Community Account 1		Rods and Hacksaw Blades	Screwfix	S	7.99	1.59	9.58
7	Open Spaces – Assets	06/04/2021		Community Account 1	online	Defib Electrodes	Community Heartbeat Trust	S	39.00	7.80	46.80
13	Open Spaces – Assets	08/04/2021		Community Account 1		Seeds	Boston Seeds	S	38.82	7.76	46.58
23	Open Spaces – Assets	12/04/2021		Community Account 2		Newgate Green Works	Norfolk County Council	E	2,957.06		2,957.06
20	Salaries - Parish Clerk	28/04/2021		Community Account 1	online	Clerk Salary	Gemma Harrison - Salary	E	289.94		289.94
22	Salaries - Cleaner	28/04/2021		Community Account 2		Cleaner Salary	Don Harrod	E	173.87		173.87
14	Open Spaces – Allotment Rei	04/05/2021		Community Account 1		Allotment Rent	Brown and Co	E	700.00		700.00
21	Admin - HMRC	04/05/2021		Community Account 1		PAYE	HMRC	E	112.60		112.60
17	Admin - Training	04/05/2021		Community Account 1		Training - Planning	NALC	S	30.00	6.00	36.00
15	Admin - Legal Fees	04/05/2021		Community Account 1		Legal Advice	Birketts	S	125.00	25.00	150.00
18	Admin – Community Engagem	04/05/2021		Community Account 1		Printing of leaflets	Cheverton Printers	L	170.00	4.00	174.00
16	Open Spaces – Glass Collecti	04/05/2021		Community Account 1		Glass collection	Country Style Recycling	S	17.40	3.48	20.88
19	Admin – Community Engagem	04/05/2021		Community Account 1		Condolence Images	Royal Images	S	74.00	14.80	88.80
25	Admin – Community Engagem	13/05/2021		Community Account 1		Leaflets	Rose Villa Publications	S	20.00	4.00	24.00
31	Admin - HMRC	13/05/2021		Community Account 1		PAYE	HMRC	E	112.60		112.60
29	Salaries - Parish Clerk	01/06/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	E	289.74		289.74
24	Salaries - Cleaner	01/06/2021		Community Account 2		Cleaner Salary	Don Harrod	E	173.87		173.87
28	Admin - HMRC	01/06/2021		Community Account 1		PAYE	HMRC	E	112.80		112.80
30	Admin - Legal Fees	01/06/2021		Community Account 1		Legal Advice	Birketts	S	250.00	50.00	300.00
26	Cley Loo – Consumables	01/06/2021		Community Account 1		Cley Loo - Floor Cleaner	Anglian Chemicals	S	12.00	2.40	14.40
27	Cley Loo – Consumables	01/06/2021		Community Account 1		Cley Loo - Air Freshener and R	Anglian Chemicals	S	17.84	3.57	21.41
33	Admin - Payroll Provider	10/06/2021		Community Account 1		Payroll	MW Bookkeeping	Z	16.75		16.75
34	Admin - Payroll Provider	10/06/2021		Community Account 1		Payroll	MW Bookkeeping	Z	16.75		16.75
32	Open spaces – Grass Cutting	10/06/2021		Community Account 1		Grass Cutting	Kevin Richardson	Z	280.00		280.00
35	Admin - Phone, IT, Conferen	10/06/2021		Community Account 1		Powwownow	Powwownow	S	10.00	2.00	12.00
36	Open Spaces – Assets	03/07/2021		Community Account 1		Strimmer and Helmets	North Norfolk Garden Machin	S	266.67	53.33	320.00

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39	03/07/2021		Community Account 1		Grass Cutting	Kevin Richardson	Z	280.00		280.00
40	03/07/2021		Community Account 1		Payroll	MW Bookkeeping	Z	16.75		16.75
45	03/07/2021		Community Account 1		Water Bill Allotments	Wave	Z	107.98		107.98
38	03/07/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	Z	289.74		289.74
37	03/07/2021		Community Account 2		Cleaner Salary	Don Harrod	Z	205.87		205.87
42	03/07/2021		Community Account 1		Loo Equipment - Soap	Anglian Chemicals	S	16.13	3.23	19.36
43	03/07/2021		Community Account 1		Loo Equipment	Anglian Chemicals	S	6.16	1.23	7.39
44	03/07/2021		Community Account 1		Loo Equipment	Anglian Chemicals	S	38.99	7.80	46.79
41	03/07/2021		Community Account 1		Tax - Salaries	HMRC	E	120.80		120.80
50	02/08/2021		Community Account 1		Internal Audit	Di Dann	E	40.00		40.00
51	02/08/2021		Community Account 1		PAYE	HMRC	E	130.00		130.00
46	02/08/2021		Community Account 2		Utility Charge Toilet (water & e	Village Hall	E	117.13		117.13
47	02/08/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	E	289.94		289.94
48	02/08/2021		Community Account 2		Cleaner Salary	Don Harrod	E	243.13		243.13
49	02/08/2021		Community Account 1		Payroll	MW Bookkeeping	E	16.75		16.75
52	03/08/2021		Community Account 1		Toilet Consumables	Anglian Chemicals	S	127.84	25.57	153.41
53	03/08/2021		Community Account 1		Toilet Consumables	Anglian Chemicals	S	127.84	25.57	153.41
57	24/08/2021		Community Account 1		Grass Cutting	Kevin Richardson	Z	280.00		280.00
56	24/08/2021		Community Account 1		Glass collection	Country Style Recycling	S	56.56	11.31	67.87
54	24/08/2021		Community Account 1		Powwownow	Powwownow	S	10.00	2.00	12.00
55	24/08/2021		Community Account 1		Powwownow	Powwownow	S			
58	27/08/2021		Community Account 1		Payroll	MW Bookkeeping	Z	16.75		16.75
60	27/08/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	E	289.74		289.74
61	27/08/2021		Community Account 2		Cleaner Salary	Don Harrod	E	248.40		248.40
59	27/08/2021		Community Account 1		PAYE	HMRC	E	131.60		131.60
62	06/09/2021		Community Account 2		unblocking of Drains	Chris Lubbock	S	100.00	20.00	120.00
63	08/09/2021		Community Account 1		Emptying of Bins	NNDC	S	531.80	106.36	638.16
67	09/09/2021		Community Account 2		Cleaner Salary	Richard Allen Expenses	X	70.00		70.00
64	01/10/2021		Community Account 2		Cleaner Salary	D Harrod	X	240.60		240.60
65	01/10/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	X	289.74		289.74
66	01/10/2021		Community Account 1		PAYE	HMRC	X	17.00		17.00
71	07/10/2021		Community Account 1		Loo Equipment	Anglian Chemicals	S	45.05	9.01	54.06
74	14/10/2021		Community Account 1		Grass Cutting	Kevin Richardson	X	280.00		280.00
73	14/10/2021		Community Account 1		Allotment Rent	Brown and Co	X	700.00		700.00
77	14/10/2021		Community Account 1		Land Registry Deeds	Old Rectory Farm	X			
78	14/10/2021		Community Account 1		PC Insurance	Gallagher	X	593.03		593.03
75	14/10/2021		Community Account 1		External Auditor	PKF Littlejohn	S	200.00	40.00	240.00
69	14/10/2021		Community Account 1		Bottle Collection	Country Style Recycling	S	27.00	5.40	32.40
70	14/10/2021		Community Account 1		Training	NALC	S	40.00	8.00	48.00

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72	Admin - Payroll Provider	14/10/2021		Community Account 1		Payroll	MW Bookkeeping	X	16.75		16.75
68	Cley Loo - Utilities	14/10/2021		Community Account 1		Utility Charge Toilet (Water an	Cley Village Hall	E	313.01		313.01
76	Open Spaces – Allotment wa	14/10/2021		Community Account 1		Water Bill Allotments	Wave	E	47.94		47.94
82	Salaries - Parish Clerk	30/10/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	X	289.74		289.74
81	Salaries - Cleaner	30/10/2021		Community Account 2		Cleaner Salary	D Harrod	X	248.40		248.40
83	Admin - HMRC	30/10/2021		Community Account 1		PAYE	HMRC	X	131.60		131.60
89	Admin - Phone, IT, Conferen	11/11/2021		Community Account 1		Powwownow	Powwownow	S	10.00	2.00	12.00
84	Admin – Room Hire	11/11/2021		Community Account 1		Village Hall Hire - Defib trainin	Village Hall	X	20.00		20.00
86	Open spaces – Grass Cutting	11/11/2021		Community Account 1		Fuel - Grass Cutting	Blakeney Garage	S	13.27	2.66	15.93
88	Cley Loo – Consumables	11/11/2021		Community Account 1		Toilet Consumables	Anglian Chemicals	S	38.99	7.80	46.79
90	Open Spaces – Assets	11/11/2021		Community Account 1		Paint for Phonebox	Blyth and Wright	S	52.46	10.49	62.95
79	Admin - Subscriptions	11/11/2021		Community Account 1		Scribe	Starboard Systems	S	288.00	57.60	345.60
85	Admin - Legal Fees	11/11/2021		Community Account 1		Legal Advice	Birketts	S	718.00	143.60	861.60
80	Open Spaces – Footpaths	11/11/2021		Community Account 1		Signage	Graphic Edge	E	78.60		78.60
87	Admin - Payroll Provider	11/11/2021		Community Account 1		Payroll	MW Bookkeeping	E	16.75		16.75
92	Salaries - Parish Clerk	25/11/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	E	289.94		289.94
93	Salaries - Cleaner	25/11/2021		Community Account 2		Cleaner Salary	D Harrod	E	181.87		181.87
91	Admin - HMRC	25/11/2021		Community Account 1		PAYE	HMRC	E	114.60		114.60
95	Admin - Payroll Provider	09/12/2021		Community Account 1		Payroll	MW Bookkeeping	X	16.75		16.75
99	Open Spaces – Assets	09/12/2021		Community Account 1		Paint Brushes	Starlings	S	1.67	0.33	2.00
94	Open Spaces – Traffic Manaç	09/12/2021		Community Account 1		Sam2	Westcotec	S			
98	Admin - Phone, IT, Conferen	09/12/2021		Community Account 1		Powwownow	Powwownow	S	10.00	2.00	12.00
97	Open Spaces – Allotment Ma	09/12/2021		Community Account 1		Allotment Hedge Cutting	Kevin Richardson	X	300.00		300.00
96	Open spaces – Grass Cutting	09/12/2021		Community Account 1		Grass Cutting	Kevin Richardson	X	280.00		280.00
101	Admin - HMRC	22/12/2021		Community Account 1		PAYE	HMRC	X	112.80		112.80
102	Donations - Other	22/12/2021		Community Account 1		Cley Christmas Tree	Edgefield Nurseries	X	100.00		100.00
105	Open Spaces – Traffic Manaç	22/12/2021		Community Account 2		Sam2	Westcotec	S	3,200.00	640.00	3,840.00
106	Open Spaces – Traffic Manaç	22/12/2021		Community Account 2		Yellow Line Project Brief and D	Norfolk County Council	E	2,000.00		2,000.00
103	Admin - Subscriptions	22/12/2021		Community Account 1		ICO Annual Fee	ICO	E	35.00		35.00
104	Salaries - Cleaner	23/12/2021		Community Account 2		Cleaner Salary	D Harrod	X	173.87		173.87
100	Salaries - Parish Clerk	23/12/2021		Community Account 1		Clerk Salary	Gemma Harrison - Salary	Z	289.74		289.74
107	Open Spaces – Traffic Manaç	13/01/2022		Community Account 1		Waterproof Stickers	Cheverton Printers	S	68.00	13.60	81.60
112	Open Spaces – Glass Collecti	13/01/2022		Community Account 1		Glass collection	Country Style Recycling	S	57.00	11.40	68.40
111	Admin - Stamps & Stationery	13/01/2022		Community Account 1		Stamps	Gemma Harrison expenses	E	52.19		52.19
113	Admin - Subscriptions	13/01/2022		Community Account 1		BAHS Membership	BAHS	E	25.00		25.00
110	Admin – Room Hire	13/01/2022		Community Account 1		Village Hall Hire	Cley Village Hall	E	90.00		90.00
108	Donations - Other	13/01/2022		Community Account 1		Insurance Contribution	Cley Village Hall	E	245.00		245.00
109	Cley Loo - Utilities	13/01/2022		Community Account 1		Utility Charge Toilet (water & €	Cley Village Hall	E	178.75		178.75
115	Admin - Subscriptions	18/01/2022		Community Account 1		Annual Membership	National Allotment Society	S	55.00	11.00	66.00

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114	Open Spaces – Allotment Ma	24/01/2022		Community Account 2		Mixed Hedging and Canes	Felthorpe Forest Nursery	S	237.50	47.50	285.00
118	Salaries - Cleaner	27/01/2022		Community Account 2		Cleaner Salary	D Harrod	X	173.67		173.67
116	Admin - HMRC	28/01/2022		Community Account 1		PAYE	HMRC	X	113.00		113.00
117	Salaries - Parish Clerk	28/01/2022		Community Account 1		Clerk Salary	Gemma Harrison - Salary	X	289.74		289.74
119	Open Spaces – Allotment Ma	04/02/2022		Community Account 2		wooden posts	Thaxters	S	33.00	6.60	39.60
120	Open Spaces – Allotment Ma	04/02/2022		Community Account 2		Mixed Hedging and Canes	Felthorpe Forest Nursery	S	47.50	9.50	57.00
121	Open Spaces – Traffic Manaç	04/02/2022		Community Account 2		Village Gates	Norfolk County Council	E	4,483.00		4,483.00
123	Admin – Community Engagem	10/02/2022		Community Account 1		Jubilee Hog Roast Deposit	H V Graves	E	100.00		100.00
122	Admin - Payroll Provider	10/02/2022		Community Account 1		Payroll	MW Bookkeeping	E	16.75		16.75
124	Open Spaces – Allotment Ma	15/02/2022		Community Account 1		Allotment Mixed Hedging	Felthorpe Forest Nursery	S	28.50	5.70	34.20
126	Admin - Payroll Provider	25/02/2022		Community Account 1		Payroll	MW Bookkeeping	E	16.75		16.75
127	Salaries - Parish Clerk	25/02/2022		Community Account 1		Clerk Salary	Gemma Harrison - Salary	E	289.74		289.74
128	Salaries - Cleaner	25/02/2022		Community Account 2		Cleaner Salary	Don Harrod	E	173.87		173.87
125	Admin - HMRC	25/02/2022		Community Account 1		PAYE	HMRC	E	112.80		112.80
129	Admin - Subscriptions	10/03/2022		Community Account 1		NALC Annual Subscription	NALC	E	129.80		129.80
131	Admin - Payroll Provider	10/03/2022		Community Account 1	duplicate entry	Payroll	MW Bookkeeping	E			
130	Cley Loo – Consumables	10/03/2022		Community Account 1		Loo Equipment	Anglian Chemicals	S	2.40	0.48	2.88
145	Open Spaces – Allotment wa	14/03/2022		Community Account 1		Allotment Water	Wave	E	77.55		77.55
140	Admin - Legal Fees	16/03/2022		Community Account 1		Legal Advice	Birketts	S	125.00	25.00	150.00
137	Open Spaces – Allotment Re	28/03/2022		Community Account 1		Allotment Rent	Brown and Co	E	700.00		700.00
132	Open Spaces – Allotment Ma	28/03/2022		Community Account 1		Grass Cutting Cley Allotments	DJ Starling	E	200.00		200.00
144	Admin – Community Engagem	28/03/2022		Community Account 1	BACS	GVN Full page advert allotmen	Glaven Valley News	E	110.00		110.00
138	Admin - Payroll Provider	28/03/2022		Community Account 1		Payroll	MW Bookkeeping	E	16.75		16.75
134	Salaries - Parish Clerk	28/03/2022		Community Account 1		Clerk Salary	Wix Website	E	348.18		348.18
133	Salaries - Cleaner	28/03/2022		Community Account 2		Cleaner Salary	Don Harrod	E	173.87		173.87
136	Cley Loo – Consumables	28/03/2022		Community Account 1		Cley Loo Soap	Anglian Chemicals	S	51.30	10.26	61.56
135	Admin – Website	28/03/2022		Community Account 1		Wix Website	Wix Website	S	78.00	15.60	93.60
143	Cley Loo – Maintenance	29/03/2022		Community Account 2		Painting the Curloo	Chris Lubbock	S	220.00	44.00	264.00
139	Admin - HMRC	30/03/2022		Community Account 1		PAYE	HMRC	E	127.20		127.20
142	Open spaces – Grass Cutting	30/03/2022		Community Account 1	BACS	Grass Cutting	Kevin Richardson	E	140.00		140.00
141	Open Spaces – Assets	30/03/2022		Community Account 1	BACS	Repair gate post and fence Pla	Kevin Richardson	E			
Total									32,105.57	1,549.44	33,655.01