

ELMSWELL PARISH COUNCIL Appendices to Agenda for Meeting 15th December 2025**Appendix B****Authorised Payments made and cheques issued since 01.11.25**

1.	03.11.25	Finch Services Ltd	Footpath link	9750.00*
2.	03.11.25	Stradbroke Bakery	Wesley sandwiches / rolls	43.22
3.	03.11.25	Casper's Catering	Wesley cakes	279.65
4.	07.11.25	Gompels	Toilet rolls / dishwasher liquid	60.59*
5.	07.11.25	Coastline Graphics	Blackbourne door manifestations	140.50*
6.	07.11.25	MSDC	Blackbourne premises licence	295.00
7.	07.11.25	BWMA	Office rent 2025	6523.00
8.	07.11.25	Casper's Catering	Wesley cakes	221.95
9.	07.11.25	Stradbroke Bakery	Wesley sandwiches / rolls	60.28
10.	07.11.25	Chapel Pond Foods	Wesley milk, butter, water/ bar consumables	634.91*
11.	07.11.25	Greene King	Tavern consumables	22.98*
12.	13.11.25	H.A.R.T	Cemetery / Blkb field / Town Field maintenance	750.00
13.	13.11.25	KCS	Photocopies	61.46*
14.	13.11.25	F & E Coffee	Wesley coffee etc	208.40
15.	13.11.25	Casper's Catering	Wesley cakes	265.25
16.	13.11.25	Stradbroke Bakery	Wesley sandwiches / rolls	60.28
17.	13.11.25	Greene King	Tavern consumables	1272.40*
18.	07.11.25	Screwfix**	General maintenance – raw bolts	6.82*
19.	07.11.25	Amazon**	Blackbourne light bulbs	31.26*
20.	07.11.25	Screwfix**	Blackbourne security light bulb	10.32*
21.	07.11.25	Amazon**	Wesley Coffee Shop consumables	14.29
22.	07.11.25	Next Day Coffee**	Wesley Coffee Shop consumables	94.75*
23.	07.11.25	Screwfix**	Tavern radiators	274.59*
24.	07.11.25	Amazon**	Wesley Coffee Shop consumables	5.90
25.	07.11.25	Amazon**	Light bulbs / USB splitter	26.34*
26.	07.11.25	Amazon**	Paint for village sign lettering	2.24*
27.	07.11.25	Amazon**	Diary	5.82*
28.	07.11.25	Amazon**	Office wall planners	47.62*
29.	07.11.25	Amazon**	Diary	3.58*
30.	07.11.25	Amazon**	Cover boxes for electric charging points	33.32*
31.	07.11.25	Amazon**	Batteries	9.84*
32.	07.11.25	Catering 24**	Wesley Coffee Shop consumables	104.89*
33.	07.11.25	St Nicholas Hospice**	Tavern furniture	500.00
34.	13.11.25	E.on	Tavern electricity	333.46
35.	21.11.25	Anglian security & Fire	Blackbourne alarm service	160.00*
36.	24.11.25	Gompels	Toilet rolls / salt / paper towels	65.40*
37.	24.11.25	Online playgrounds	Blackbourne play area gate repair	102.00*
38.	24.11.25	Wave	Wesley water	117.81*
39.	24.11.25	Casper's Catering	Wesley cakes	499.75
40.	24.11.25	Stradbroke Bakery	Wesley sandwiches / rolls	170.32
41.	25.11.25	Wave	Blackbourne water	383.45
42.	25.11.25	Vertas	Blackbourne grass	665.73*
43.	25.11.25	Connected Ecology	Turners' field ecological appraisal	2200.00*
44.	25.11.25	Wave	Cemetery water	115.29
45.	25.11.25	Needham Market Aerials	Tavern CCTV	2518.50*
46.	25.11.25	H R Strood Contracts Ltd	Tavern refurbishment	60064.56*
47.	25.11.25	Anglian Security & Fire	Tavern alarm	1250.00*
48.	28.11.25	UK Power Networks	Tavern refurbishment	5062.12*
49.	01.11.25	MSDC	Cemetery / allotment rates	95.00
40.	01.11.25	MSDC	Tavern rates	162.00
41.	01.11.25	MSDC	Tavern rates (upstairs)	543.00
42.	03.11.25	Zen	Blackbourne broadband	50.00*
43.	03.11.25	PWLB	Loan repayments x 3	45007.44
44.	05.11.25	Co-op	Bank service charge	7.00
44.	05.11.25	Co-op	Bank charges – commission on transactions	31.38
45.	05.11.25	Co-op	Bank charges – giro transactions	4.00
46.	07.11.25	PWLB	Loan repayment x 1	8013.63
47.	14.11.25	Gradwell	Telephone	23.27*
48.	17.11.25	Smartestenergy	Blackbourne electricity	1088.04
47.	17.11.25	Smartestenergy	Wesley electricity	491.58
48.	17.11.25	Smartestenergy	Bowls electricity	28.91
49.	20.11.25	Clear Business	Wesley phone / broadband	45.98*
50.	28.11.25	Wages	November	16465.77
51.	28.11.25	Nest Pensions	Pension contribution	462.63
			TOTAL net of VAT (VAT applied & reclaimed *)	168049.47
			(Barclaycard **)	overpage...

Appendix C Income since 01.11.25

1.	04.11.25	Travel Stop	Station rent	270.83
2.	07.11.25	EYFC	Grove Lane grass	70.00*
3.	13.11.25	Andrew Bingham	Cemetery fee	757.00
4.	17.11.25	BWMA	Contribution	2000.00
5.	18.11.25	BWMA	Hire income	20000.00
6.	28.11.25	Square	Wesley coffee shop card – November	5430.99*
7.	28.11.25	Square	Bar card – November	552.33*
8.	05.11.25	Blackbourne bar	Bar cash	86.00*
9.	13.11.25	Blackbourne bar	Bar cash	429.87*
10.	05.11.25	Wesley Coffee Shop	Wesley coffee shop – cash	441.42*
11.	13.11.25	Wesley Coffee Shop	Wesley coffee shop – cash	341.96*
12.	20.11.25	Wesley Coffee Shop	Wesley coffee shop - cash	323.08*
13.	27.11.25	Wesley Coffee Shop	Wesley coffee shop – cash	<u>377.58*</u>
				31081.06

Appendix D Payments for noting or authorisation

1.	16.11.25	Clerk's reimbursements	Tavern furniture	5.00
2.	20.11.25	Clerk's reimbursements	Tavern furniture	80.00
3.	13.11.25	Clerk's reimbursements	Coffee shop consumables	14.59
4.	06.12.25	Clerk's reimbursements	Coffee shop consumables	<u>10.90</u>
				110.49 (a)

Appendix E**Liquidity as at close of business 28.11.25**

Balance at Bank as at 28.11.25	88,294.78
Deposit account as at 28.11.25	282,063.67
Deposit account 95 day as at 28.11.25	<u>321,455.20</u>
	691,813.65 (b) <i>To be verified at meeting from statements</i>

Less cheques not yet presented:

Gardening Club 206025	<u>140.42</u>
	140.42 (c)

Plus income not yet presented:

0.00 (d) *To be verified at Meeting from computer printout***Balance (b – c+ d)**Balance as per computer 691,673.23 **691,673.23 (e)** *To be verified at Meeting***SUBSEQUENT TRANSACTIONS**

Plus income as yet un-presented

Wesley Coffee Shop	440.60
Blackbourne bar cash	<u>132.45</u>
	573.05 (f)

Less payments as yet un-presented;

MSDC	150.80
P Dow	89.18
F&E Coffee	129.60
MSDC	295.00
Haydens	657.66
Donani Design	2470.00
Chapel Pond Foods	<u>496.82</u>
	4289.06 (g)

Less total payments, if authorised, as at (a) 110.49 (a)

In summary

Balance as at (e)	691673.23
Add in (f)	573.05
Less (g)	4289.06
Less (a)	110.49
	<u>Notional Balance 687,846.73</u>