

**ELMSWELL PARISH COUNCIL Appendices to Agenda for Meeting 19<sup>th</sup> January 2026****Appendix B****Authorised Payments made and cheques issued since 01.12.25**

1.	01.12.25	MSDC	Play Area Inspections x 2	127.60*
2.	01.02.25	Top Garden Services	Cemetery / Cr. Mill grass contract	485.46*
3.	01.12.25	P Dow	Clerk's reimbursements authorised 17.11.25	199.68
4.	01.12.25	Donani Design	Tavern Architect fee	2470.00*
5.	01.12.25	F & E Coffee	Coffee machine service	108.00*
6.	03.12.25	Connected Ecology	Turners' field biodiversity assessment	1000.00*
7.	03.12.25	Haydens	Crown Mill tree work	548.05*
8.	03.12.25	Chapel Pond Foods	Wesley milk, butter, water/ bar consumables	432.07*
9.	03.12.25	F & E Coffee	Coffee shop consumables	214.90
10.	05.12.25	Loopee Loo	Tavern site portaloos hire	337.00*
11.	05.12.25	Greene King	Tavern / Blackbourne bar consumables	376.99*
12.	07.12.25	Amazon**	Computer armrest	11.27*
13.	07.12.25	The Lighting Company**	Tavern wall lanterns	180.00
14.	07.12.25	Next Day Coffee**	Wesley Coffee Shop consumables	95.96
15.	07.12.25	Broadband Buyer**	Tavern broadband	1441.38*
16.	07.12.25	Amazon**	Tavern site warning sign	14.98*
17.	07.12.25	Amazon**	Tavern site warning sign	14.98*
18.	07.12.25	Amazon**	HDMI adaptor	3.91*
19.	07.12.25	Screwfix**	Tavern furniture - varnish / sandpaper	20.81*
20.	07.12.25	Screwfix**	Tavern dust sheet roll	4.24*
21.	07.12.25	Screwfix**	Tavern heater timers	24.95*
22.	07.12.25	Microsoft**	Office 365 subscription	115.20*
23.	07.12.25	Amazon**	Tavern plastic sheeting	14.87*
24.	12.12.25	Gompels	Paper towels / salt / sponges	52.48*
25.	12.12.25	Casper's Catering	Wesley cakes	336.55
26.	12.12.25	Stradbroke Bakery	Wesley sandwiches / rolls	60.28
27.	12.12.25	Greene King	Tavern / Blackbourne bar consumables	234.40*
28.	12.12.25	Nisbets	Tavern consumables (plastic glasses)	46.94*
29.	12.12.25	Earl Soham Brewery	Tavern consumables	68.98*
30.	16.12.25	ElmsWild	Grant – recycling	200.00
31.	18.12.25	Gompels	Toilet rolls / bin liners / paper towels	87.18*
32.	18.12.25	Nisbets	Wesley paper towel rolls	106.09*
33.	18.12.25	Emmerson Engineering	Bowls mower service	200.00
34.	18.12.25	Suffolk.cloud	Website hosting / support	120.00
35.	18.12.25	S Gage	IT support	128.00
36.	18.12.25	Clarkes of Walsham	Tavern plywood	34.20*
37.	18.12.25	P Dow	Clerk's reimbursements authorised 15.12.25	110.49
38.	18.12.25	Casper's Catering	Wesley cakes	269.18
39.	18.12.25	Stradbroke Bakery	Wesley sandwiches / rolls	64.18
40.	19.12.25	Needham Marker Aerials	Tavern CCTV	2518.50*
41.	19.12.25	Anglian Security & Fire	Tavern alarm	1250.00*
42.	19.12.25	F & E Coffee	Coffee shop consumables	208.40
43.	29.12.25	Rougham Estate	Crown Mill Christmas tree	264.29
44.	29.12.25	HMRC	PAYE	2506.48
45.	29.12.25	ElmsWild	Town Field maintenance / rent	435.00
46.	29.12.25	H R Strood Contracts Ltd	Tavern refurbishment	74500.67*
47.	29.12.25	Wave	Tavern water	297.99*
48.	18.12.25	Stradbroke Bakery	Wesley sandwiches / rolls	27.30
49.	01.12.25	MSDC	Cemetery / allotment rates	95.00
50.	01.12.25	MSDC	Tavern rates	162.00
51.	01.12.25	MSDC	Tavern rates (upstairs)	543.00
52.	03.12.25	Zen	Blackbourne broadband	50.00*
53.	05.12.25	Co-op	Bank service charge	7.00
54.	05.12.25	Co-op	Bank charges – commission on transactions	32.60
55.	05.12.25	Co-op	Bank charges – giro transactions	3.20
56.	15.12.25	Gradwell	Telephone	25.85*
57.	15.12.25	Smartestenergy	Blackbourne electricity	1666.25
58.	15.12.25	Smartestenergy	Wesley electricity	847.76
59.	12.12.25	Smartestenergy	Bowls electricity	32.19
60.	18.12.25	Clear Business	Wesley phone / broadband	45.98*
61.	28.11.25	Wages	December	13053.80
62.	28.11.25	Nest Pensions	Pension contribution	441.47
			TOTAL net of VAT (VAT applied & reclaimed *)	109375.98
			(Barclaycard **)	<b>overpage...</b>

**Appendix C Income since 01.12.25**

1.	01.12.25	MSDC	Grant re Tavern refurbishment	154217.97
2.	03.12.25	Travel Stop	Station rent	270.83
3.	04.12.25	Hanchets	Cemetery fee	79.00
4.	09.12.25	Resident	Cemetery fee	141.00
5.	15.12.25	BWMA	Contribution	2000.00
6.	30.12.25	Residents x 15	Allotments	708.00
7.	31.12.25	Square	Wesley coffee shop card – December	6500.93*
8.	31.12.25	Square	Bar card – December	2085.77*
9.	03.12.25	Blackbourne bar	Bar cash	110.37*
10.	10.12.25	Blackbourne bar	Bar cash	384.29*
11.	16.12.25	Blackbourne bar	Bar cash	165.54*
12.	23.12.25	Blackbourne bar	Bar cash	89.29*
13.	03.12.25	Wesley Coffee Shop	Wesley coffee shop – cash	367.17*
14.	10.12.25	Wesley Coffee Shop	Wesley coffee shop – cash	321.12*
15.	16.12.25	Wesley Coffee Shop	Wesley coffee shop - cash	377.62*
16.	23.12.25	Wesley Coffee Shop	Wesley coffee shop – cash	321.67*
				<u>168140.57</u>

**Appendix D Payments for noting or authorisation**

1.	12.12.25	Clerk's reimbursements	Carol Service consumables	78.00
2.	15.11.25	Clerk's reimbursements	Coffee shop consumables	<u>2.95</u>
				80.95 (a)

**Appendix E****Liquidity as at close of business 31.12.25**

Balance at Bank as at 31.12.25	58,312.22
Deposit account as at 31.12.25	357,063.67
Deposit account 95 day as at 31.12.25	<u>321,455.20</u>
	<u>736,831.09 (b) To be verified at meeting from statements)</u>

Less cheques not yet presented:

Nest dd	<u>441.47</u>
	441.47 (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 736,389.62 **736,389.62 (e) To be verified at Meeting****SUBSEQUENT TRANSACTIONS**

Plus income as yet un-presented	
Wesley Coffee Shop	341.25
Allotments x 6	<u>252.00</u>
	<u>593.25 (f)</u>
Less payments as yet un-presented;	
Stradbroke Bakery	11.34
Finch Services	18000.00
Casper's Catering	219.80
Vertas	798.88
Uniseed	480.00
Chapel Pond Foods	<u>560.76</u>
	<u>20070.78 (g)</u>

Less total payments, if authorised, as at (a) 80.95 (a)

**In summary**

Balance as at (e)	736389.62	
Add in (f)	593.25	
Less (g)	20070.78	
Less (a)	80.95	<b><u>Notional Balance 716,831.14</u></b>