

Heaton-with-Oxliffe Parish Council

30 May 2024 (2023-2024)

Listing of Payments & Receipts in each Code for All Cost Centres

(Between 01-04-2023 and 30-05-2024)

Cost Centre Banking

Code Number 3 Unity Trust Bank

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
17	30/06/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Unity Trust	Bank Account S Unity Trust Bank	Z	-18.00		-18.00	
36	30/09/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Unity Trust	Bank Account S Unity Trust Bank	X	-18.00		-18.00	
55	31/12/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Unity Trust	Bank Account S Unity Trust Bank	X	-18.00		-18.00	
71	31/03/2024		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Unity Trust	Bank Account S Unity Trust Bank	X	-18.00		-18.00	
									Subtotal for Code:	Unity Trust Bank	£-72.00	£-72.00
									Subtotal for Cost Centre:	Banking	-72.00	-72.00

Cost Centre Capital Expenditure

Code Number 22 Metal Name Bands for the Chairman In:

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
29	08/08/2023		Email Confir	Unity Trust		Email Confirmati Payment - Chairman Insignia Name Bai	Toye & Co	S	-235.60	-47.12	-282.72		
									Subtotal for Code:	Metal Name Bands for the Chai	£-235.60	£-47.12	£-282.72
									Subtotal for Cost Centre:	Capital Expenditure	-235.60	-47.12	-282.72

Cost Centre Events And Meetings

Code Number 4 Grosvenor Park School

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
2	21/04/2023		Meeting helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
7	22/05/2023		Meeting helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	E	-50.00		-50.00	
14	16/06/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	Z	-50.00		-50.00	
21	14/07/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	Z	-50.00		-50.00	
23	02/08/2023		Email Confir	Unity Trust		Email Confirmati Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
40	20/10/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
47	17/11/2023	052	Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
54	27/12/2023		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
58	11/01/2024	055	Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
63	26/02/2024		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
69	28/03/2024		Meeting Helc	Unity Trust		Unity Trust Bank Payment - Meeting Room Hire	Grosvenor Park School	X	-50.00		-50.00	
									Subtotal for Code:	Grosvenor Park School	£-500.00	£-500.00
									Subtotal for Cost Centre:	Events And Meetings	-500.00	-500.00

Cost Centre Expenses

Code Number 5 Parish Clerk

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	21/04/2023		Meeting helc	Unity Trust		Unity Trust Bank Payment - Parish Clerk Expenses	A Osmotherley	X	-35.00		-35.00
10	22/05/2023		Meeting helc	Unity Trust		Unity Trust Bank Payment - Parish Clerk Expenses	A Osmotherley	X	-35.00		-35.00

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13	16/06/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Salary	A Osmotherley	Z	-35.00	-35.00
19	17/07/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
25	02/08/2023	Email Confir	Unity Trust	Email Confirmati	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
34	29/09/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
39	20/10/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
46	17/11/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
53	27/12/2023	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
57	11/01/2024	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
61	26/02/2024	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00
68	28/03/2024	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk	Expenses	A Osmotherley	X	-35.00	-35.00

Subtotal for Code: Parish Clerk £-385.00 £-385.00

Code Number 7 Councillors

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
11	22/05/2023		Meeting helc	Unity Trust		Payment - Charity Payment	St Johns Hospice	X	-50.00		-50.00
									Subtotal for Code:	£-50.00	£-50.00
									Subtotal for Cost Centre:	-435.00	-435.00

Cost Centre Grounds Maintenance and General Repairs

Code Number 14 Maintenance to Seating Areas and Stoc

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	21/04/2023	P99	Meeting helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-128.00		-128.00
8	22/05/2023		Meeting helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	E	-149.00		-149.00
16	16/06/2023	p101	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	Z	-170.00		-170.00
20	14/07/2023		Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-198.00		-198.00
22	02/08/2023		Email Confir	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-156.00		-156.00
35	29/09/2023		Meeting Helc	Unity Trust		Meeting Held 28	A Osmotherley	X	-266.80		-266.80
41	20/10/2023	P105	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-142.00		-142.00
44	17/11/2023	P106	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-142.00		-142.00
51	27/12/2023	p107	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-128.00		-128.00
59	11/01/2024	p108	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-100.00		-100.00
64	26/02/2024	P109	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	X	-100.00		-100.00
66	28/03/2024	P110	Meeting Helc	Unity Trust		Payment - Maintenance of Seating Area	John Fairclough	E			
									Subtotal for Code:	£-1,679.80	£-1,679.80

Code Number 21 Repairs and maintenance to PRoW with

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
48	17/11/2023	050	Meeting Helc	Unity Trust		Payment - PRoW Local Delivery	Scherr Grosvenor Park School	X	-299.04		-299.04
									Subtotal for Code:	£-299.04	£-299.04

Code Number 26 General Repairs and Maintenance With

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
26	02/08/2023	cdi669726	Email Confir	Unity Trust		Payment - Supply and Fit 2no Litter Bin	Lancaster City Council	S	-889.88	-177.98	-1,067.86

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27	02/08/2023	Email Confir	Unity Trust	Email Confirmati	Payment - Surfacing to Portland Drive F Lancaster City Council		E	-1,587.99		-1,587.99	
							Subtotal for Code:	General Repairs and Maintenan	£-2,477.87	£-177.98	£-2,655.85
							Subtotal for Cost Centre:	Grounds Maintenance and Gen	-4,456.71	-177.98	-4,634.69

Cost Centre Income

Code Number 1 Precept

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	11/04/2023	CR011223	Meeting helc	Unity Trust	Unity Trust Bank	Receipt - Precept	Lancaster City Council	E	11,667.60		11,667.60
							Subtotal for Code:	Precept	£11,667.60		£11,667.60

Code Number 19 PRoW Local Delivery Scheme

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	09/11/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Receipt - PRoW Local Delivery Scheme	Lancaster City Council	X	800.00		800.00
							Subtotal for Code:	PRoW Local Delivery Scheme	£800.00		£800.00
							Subtotal for Cost Centre:	Income	12,467.60		12,467.60

Cost Centre PAYE

Code Number 8 HMRC

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	22/08/2023		Meeting Helc	Unity Trust	HMRC VTR	Receipt - HMRC VAT Rebate	HMRC	E	117.78		117.78
							Subtotal for Code:	HMRC	£117.78		£117.78
							Subtotal for Cost Centre:	PAYE	117.78		117.78

Cost Centre Professional Fees and Services

Code Number 9 Scribe

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	21/04/2023		Meeting helc	Unity Trust	Unity Trust Bank	Payment - Scribe Accounts Annual Soft	Scribe	S	-172.80	-34.56	-207.36
							Subtotal for Code:	Scribe	£-172.80	£-34.56	£-207.36

Code Number 10 Zurich Council Insurance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
70	28/03/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Zurich Council Insurance	Zurich Insurance	X			
							Subtotal for Code:	Zurich Council Insurance			

Code Number 11 NALC and LALC

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	21/04/2023		Meeting helc	Unity Trust	Unity Trust Bank	Payment - LALC and NALC Annual Sub	Lancashire Association of Local Coun	X	-358.04		-358.04
							Subtotal for Code:	NALC and LALC	£-358.04		£-358.04

Code Number 13 Audit Fees internal and external

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
15	16/06/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Internal Audit Professional S	Bob Bailey	Z	-108.00		-108.00
							Subtotal for Code:	Audit Fees internal and externa	£-108.00		£-108.00

Heaton-with-Oxcliffe Parish Council

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Listing of Payments & Receipts in each Code for All Cost Centres

(Between 01-04-2023 and 30-05-2024)

Code Number 20 IT Support

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
28	02/08/2023		Email Confir	Unity Trust	Email Confirmati	Payment - IT Support	Bowker IT Ltd	S	-286.99	-57.40	-344.39
30	14/08/2023		Email Confir	Unity Trust	Email Confirmati	Payment - IT Support	Zen	S	-12.98	-2.60	-15.58
31	29/09/2023	926558	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - IT Support	Bowker IT Ltd	S	-36.00	-7.20	-43.20
32	29/09/2023	926229	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - IT Support	Bowker IT Ltd	S	-36.00	-7.20	-43.20
Subtotal for Code: IT Support									£-371.97	£-74.40	£-446.37

Code Number 28 Election Charges

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	06/02/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Receipt - Uncontested Election Charge	Lancaster City Council	X	96.00		96.00
43	20/10/2023	ddi000521	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Uncontested Election Charge	Lancaster City Council	S	-480.00	-96.00	-576.00
Subtotal for Code: Election Charges									£-384.00	£-96.00	£-480.00
Subtotal for Cost Centre: Professional Fees and Services									-1,394.81	-204.96	-1,599.77

Cost Centre Salaries

Code Number 15 Parish Clerk Monthly Pay

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	21/04/2023		Meeting helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
9	22/05/2023		Meeting helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
12	16/06/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	Z	-541.67		-541.67
18	14/07/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
24	02/08/2023		Email Confir	Unity Trust	Email Confirmati	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
33	29/09/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
38	20/10/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-541.67		-541.67
45	17/11/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-914.70		-914.70
52	27/12/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-594.96		-594.96
56	11/01/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-594.96		-594.96
62	26/02/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-594.96		-594.96
67	28/03/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Parish Clerk Salary	A Osmotherley	X	-594.96		-594.96
Subtotal for Code: Parish Clerk Monthly Pay									£-6,491.27		£-6,491.27
Subtotal for Cost Centre: Salaries									-6,491.27		-6,491.27

Cost Centre Web Site

Code Number 27 Web Site Hosting

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
37	16/10/2023		Meeting Helc	Unity Trust	Zen Web Hosting	Payment - Zen Website Hosting	Zen	S	-6.49	-1.30	-7.79
42	16/10/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Zen Website Hosting	Zen	X	-7.79		-7.79
49	17/11/2023	926969	Meeting Helc	Unity Trust	Unity Trust Bank	Payment - IT Support	Bowker IT Ltd	S	-24.00	-4.80	-28.80
50	16/11/2023		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Zen Website Hosting	Zen	S	-6.49	-1.30	-7.79
60	15/01/2024		Meeting Helc	Unity Trust	Unity Trust Bank	Payment - Zen Website Hosting	Zen	S	-6.49	-1.30	-7.79

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65	15/02/2024	Meeting Hel	Unity Trust	Unity Trust Bank	Payment - Zen Website Hosting	Zen	X	-7.79		-7.79
72	15/03/2024	Meeting Hel	Unity Trust	Unity Trust Bank	Payment - Zen Website Hosting	Zen	S	-6.49	-1.30	-7.79
				Subtotal for Code:		Web Site Hosting		<u>£-65.54</u>	<u>£-10.00</u>	<u>£-75.54</u>
				Subtotal for Cost Centre:		Web Site		<u>-65.54</u>	<u>-10.00</u>	<u>-75.54</u>
TOTALS								£-1,065.55	£-440.06	£-1,505.61