

Porlock Parish Council



Contact Details:
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 Somerset.
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Payments for approval Jan 2024:

Payment Number	Name	Description	Amount	Reference
	Clerk/RFO	Clerk/RFO Jan salary plus £40.50 for Dec mileage	*	
	Clerk/RFO	Travel time 3 hours in Dec	*	
	Admin Officer	Admin Officer Jan salary	*	
	OSC Caretaker	Caretaker Jan salary	*	
	OSC Cleaner	OSC Cleaner Jan salary	*	
	Library Officer	Library Officer Jan salary	*	
PAID	M Jones	Cleaning of OSC toilets £130 Cleaning of DH toilets £270 Resources £1.75 Dates:- 4/12 – 25/12	£401.75	
	Porlock Home & Hardware	Resources Dec	£31.77	
	HMRC	Monthly PAYE for month 9	£1454.90	
	Coomber Security	Fire maintenance 1/1/24-31/12/24 Inv228787	£123.60	
	Somerset Council	Electricity Porlock Library July 2019 (outstanding invoice)	£31.23	
PAID	WS Brass Band	LNS entertainment	£180	
	Sue McCanlis	Reimburse refreshments Wassail	£38.61	
	Porlock Rec Ground MC	Library stall at Porlock Country Fair Aug 24	£20	
	Lesley Thornton	LNS Santa outfits – reimburse	£34	
	Chris Gladstone	LNS Santa Festival Cups engraving	£36	
	Natalie Mackie	LNS Santa's Grotto – reimburse resources	£150	
	Browns Books	Books for library Fast Track Inv2746281	£63.60	

	TOTAL:		£2565.46	
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*Redacted/not incl in final total. See below - Late Night Shopping Budget

Direct Debit	Bright HR	HR support	£60.00	Direct Debit
Direct Debit	Octopus	Monthly payment for Library, Electricity supply	£129.32	Direct Debit
Direct Debit	Octopus	Monthly Payment for D H Toilets Electricity supply	£84.52	Direct Debit
Direct Debit	Octopus	Monthly Payment for OSC, Electricity supply	£45.00	Direct Debit
Direct Debit	BT	Telephone & Internet for Parish Office/Library	£218.68 tbc	Direct Debit
Direct Debit	Nest	Staff pensions	£226.73	Direct Debit
Direct Debit	Lloyds Bank	Credit card monthly bill Jan: Milk/refreshments £9.05 MS subs £5.99 Fire Warden Training £60 PO £1.95 Monthly fee £3	£79.99	Direct Debit

OCTOPUS / BT / NEST DD variable each month

Invoices are available on request for the above payments.

Other payments may be approved at Full Council as necessary.

Bank balance as at 31 December 2023: Unity current: £80,057.29

Bank balance as at 31 December 2023: Unity Instant Access: £100,391.78

Bank balance as at 31 December 2023: Nat West Allotment fund: £21,254.54

Petty cash balance as at 31 December 2023: £0.04

Receipts below:

Receipts 1 – 31 December 23:

1/12/23	Permit holder	16.18	High Bank car park permit fee
1/12/23	Permit holder	34.64	High Bank car park permit fee
1/12/23	Permit holder	16	High Bank car park permit fee
4/12/23	Permit holder	17	High Bank car park permit fee
4/12/23	*****	75	Memorial fees
5/12/23	Cash donations	5.70	OSC toilet donations
5/12/23	Cash donations	32.51	DH toilet donations
5/12/23	Cash donations	99.85	VH car park donations
5/12/23	Library fees	96.95	Library fees
18/12/23	Permit holder	14.83	High Bank car park permit fee
18/12/23	Somerset Council	8712.37	Refund business rates OSC
31/12/23	Instant Access interest	391.78	Bank interest
TOTAL:		9512.81	

LATE NIGHT SHOPPING DEC 2023 BUDGET (invoices pending)

Expenditure	Budget	Actual ex VAT as at 15/1/24
WS Brass Band	180	180
WS Morris Dancers	95	
Other musicians	100	75
Santa's Grotto	150	150
Face Painting	90	70
Santa Festival	30	36
WSFP advert	110	110
Posters & banners	300	224.45 (incl. glue 7.46)
Batteries for lights	340	331.01
Santa Dash	50	34
Refreshments/for performers	30	
Contingency & expenses	25	
	1500	1210.46