

Porlock Parish Council



Contact Details:
 Parish Office
 Old School Centre, West End Porlock,
 Somerset.
 TA24 8NP
 Office Tel: 01643 863350 Email:
clerk@porlockparishcouncil.gov.uk
<https://porlockparishcouncil.gov.uk>

Payments for approval Nov 2023:

Payment Number	Name	Description	Amount	Reference
	Clerk/RFO	Clerk/RFO Nov salary plus £122.85 for Oct mileage	*	
	Admin Officer	Admin Officer Nov salary	*	
	OSC Caretaker		*	
	OSC Cleaner	OSC Cleaner Nov salary	*	
	Library Officer	Library Officer Nov salary	*	
	M Jones	Cleaning of OSC toilets £130 Cleaning of DH toilets £257.50 Resources £ Dates:- 2/10 – 23/10	£387.50	
	A Binding	Contract (grass cutting)	£1584	
	Porlock Home & Hardware	Resources Oct incl cleaning materials	£84	
	Buyabattery	Batteries for Late Night Shopping	£397.20	
	Exmoor Skip Hire Ltd	Hire of skip at OSC	£262.66	
	HMRC	Monthly PAYE for month 7	£627.02	
	L Crabb	Maint floral displays 2/10 – 29/10	£166.72	
	A Toeman	Maint floral displays	£tbc	
	Viking Office Uk	Office supplies	£69.25	
	David Baker	Locksmith – Parish Office/Library doors	£120	
	Window Woman Minehead	Locksmith – Parish Office thumb turn locks with keys	£150	
	Somerset Council	High Bank Business Rates Bay 1: 26/4/23-30/6/23	£13.50	
	Somerset Council	High Bank Business Rates Bay 8: 26/4/23-31/8/23	£26.18	

	Somerset Council	High Bank Business Rates Bay 10: 19/9/23-31/3/24	£39.88	
	Somerset Council	High Bank Business Rates Bay 13: 1/4/21-31/3/23	£149.70	
	Somerset Council	High Bank Business Rates Bay 6: 31/1/22-31/3/23	£87.15	
	TOTAL:			

*Redacted/not incl in final total.

Direct Debit	Bright HR	HR support	£60.00	Direct Debit
Direct Debit	Octopus	Monthly payment for Library, Electricity supply	£108.43	Direct Debit
Direct Debit	Octopus	Monthly Payment for D H Toilets Electricity supply	£88.98	Direct Debit
Direct Debit	Octopus	Monthly Payment for OSC, Electricity supply	£65.18	Direct Debit
Direct Debit	BT	Telephone & Internet for Parish Office/Library	£217.30 tbc	Direct Debit
Direct Debit	Nest	Pension for Clerk	£94.53	Direct Debit
Direct Debit	Lloyds Bank	Credit card monthly bill Nov: Milk/refreshments £24.08 Post £6.20 Toilet rolls £113.94 MS subs £5.99 Key cutting: £40.50 Key safe: £17.48 Cleaning materials: £15.54 Halyard: £12.99 Phone for office: £25	£261.72	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 October 2023: Unity current: £193,575.22

Bank balance as at 31 October 2023: Nat West Allotment fund: £21,204.81

Petty cash balance as at 31 October 2023: £1.39

Receipts below:

Receipts 1 – 31 Oct 23:

2/10/23	Permit holder	16.18	High Bank car park permit fee
2/10/23	Permit holder	17.8	High Bank car park permit fee
2/10/23	Permit holder	34.64	High Bank car park permit fee
2/10/23	PVCIC	742.49	Rent & service charge Q3
2/10/23	Permit holder	16	High Bank car park permit fee
2/10/23	Cash donations	21.88	OSC toilet donations
2/10/23	Cash donations	66.35	DH toilet donations
2/10/23	Cash donations	215.20	VH car park donations
3/10/23	Permit holder	17	High Bank car park permit fee
5/10/23	Library fees	99.75	Library fees
9/10/23	Hedley Price	755	EROB & associated burial fees
11/10/23	*****	1185	EROB & associated burial fees
16/10/23	Permit holder	14.83	High Bank car park permit fee
TOTAL:		3202.12	