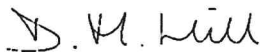


**TEWKESBURY TOWN COUNCIL
FINANCE COMMITTEE
THURSDAY 30TH JANUARY 2020**

To: Members of Finance Committee: Councillors T Walker, (Chairman), K Brennan, H Bowman, P Aldridge, C Danter, J Raywood and S Raywood

You are summoned to attend a meeting of the Finance Committee which will be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, on **Thursday 30th January 2020 commencing at 6.30pm**

Members of the public and press are welcome to attend.



Debbie Hill
Town Clerk
24th January 2020

AGENDA

1. To receive apologies
2. To receive declarations of interests
3. To receive dispensations
4. To approve the minutes of the Finance Committee meeting held on 13th January 2020
5. Matters arising from the minutes – for information only
6. To receive correspondence relating to the Finance Committee
7. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
8. To review the bank reconciliations for December 2019
9. To review finance reports
10. To consider and agree grant applications from outside bodies
11. To retrospectively approve the purchase of two chairs for the office at a cost of £308
12. To agree to replace the desktop computer in the Reception office due to failure of the motherboard rendering the computer unusable
13. To note that the Severn Ham Committee will be registering the title of the Severn Ham with HM Land Registry, incurring legal costs associated with this
14. To agree to pay Diversity Business Services Ltd by monthly standing order
15. To consider and agree a new photocopier contract
16. To agree a name for the new Remembrance Parade shield
17. To review draft Financial Regulations and agree the next steps
18. To agree the payments list

MINUTES

of the

Finance Committee meeting held on 13th January 2020 In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

Present: Cllrs K Brennan, P Aldridge, H Bowman, C Danter, J Raywood, S Raywood

In attendance: D Hill (Town Clerk) and one member of the public

F.19.113 To receive apologies

Apologies received from Cllr Walker (health)

F.19.114 To receive declarations of interest

None received.

F.19.115 To receive dispensations

None required.

F.19.116 To approve the Minutes of the Finance Committee meeting held on 28th November 2019

Subject to adding Cllr Bowman to attendance list, it was RESOLVED to approve the Minutes of the Finance Committee meeting held on 28th November 2019. Proposed by Cllr Aldridge, seconded by Cllr J Raywood.

F.19.117 Matters arising from the Minutes – for information only in relation to matters not on the agenda

F.19.046 Bank signatory change – to be reviewed as required

F.19.084 Civic Service Costs – **Action:** Town Clerk to follow up

F.19.091 Street & Alley Cleaning – carry forward to next meeting

F.19.100 - Mop Fair money has now been paid into Mayor's Charity Account

F.19.108 – Planning laptop is not covered by anti-virus software. **Action:** Town Clerk to liaise with Charlton Networks regarding appropriate cover.

F.19.118 To receive correspondence relating to the Finance Committee

None received.

F.19.119 Public Participation

A member of the public voiced concern over changes made to the draft Financial Regulations. In particular concerning the perceived moving of powers from Full Council to Committees such as the ability for any committee to suspend Financial Regulations. Other concerns surrounded the inclusion of payments lists within minutes, wording surrounding the use and protection of PINs and passwords and the lack of a separate bank account for the George Watson Hall Memorial Trust.

F.19.120 To review bank reconciliations for November 2019

The bank reconciliations were reviewed.

- F.19.121 To review finance reports for November 2019**
The finance reports for November 2019 were reviewed. **Actions:** Town Clerk to establish why all expenditure on the budget report is described as indirect expenditure. **Action:** Town Clerk to check what invoice 1108 relates to.
- F.19.122 To consider and agree grant applications from outside bodies**
None received.
- F.19.123 To agree a process for petty cash withdrawals**
Petty cash withdrawals will be added to future finance agendas as appropriate. If petty cash is required between meetings, then an email will be sent to all members of the Finance Committee.
- F.19.124 To agree to transfer a total of £14,456.34 from the 32-day account to the main account**
It was RESOLVED to transfer £14,456.34 from the 32-day notice account to the main account. Proposed by Cllr Danter, seconded by Cllr Aldridge. **Action:** Town Clerk to process the transfer.
- F.19.125 To agree a process and the timing of payments to GAB Services**
It was RESOLVED to pay GAB Services by monthly standing order the monthly cost of the annual contract on the 14th day of each month. Any additional authorised work undertaken will be paid on receipt of the appropriate invoice. Proposed by Cllr Aldridge, seconded by Cllr Brennan. **Action:** Town Clerk to liaise with Finance Assistant to set up the standing order.
- F.19.126 To agree a recommendation to Full Council for the budget for Financial Years 2020/21, 2021/22 and 2022/23 and the precept request for 2020/21**
The draft committee budgets were discussed and reviewed and the use of general reserves was also discussed. It was noted that all committees had undertaken thorough budget preparation and as such it was agreed not to make any further changes to the budget and to refer the matter to Full Council for further discussion with the precept showing an increase of around 11%.
- F.19.127 To consider and agree a new photocopier contract**
Deferred until the next meeting.
- F.19.128 To review draft Financial Regulations and agree to recommend adoption to Full Council**
Amendments were made to sections 11.1 a) ii), 18.2, 6.10 and 4.1. It was agreed to recommend adoption to Full Council.
- F.19.129 To consider the business case and agree the purchase of a screen for the Court Room**
The committee considered the business case but could not agree on the current proposal to purchase a display screen for the Court Room. Requirements to be re-considered such as the option of a mobile screen.

F.19.130 To consider a request from Cllr Brennan to purchase an additional shield for Remembrance Parade

This request was supported. **Action:** Town Clerk to arrange purchase as it is assumed the shield will be within the Clerk's delegated authority.

F.19.131 To agree the payments list

It was RESOLVED to approve the payments list to the value of £10,559.12.

Proposed by Cllr Danter, seconded by Cllr Aldridge.

There being no further business the meeting closed at 8.35pm

Signature of Chairman upon approval of the minutes 13th January 2020

DRAFT

**Bank Reconciliation Statement as at 10/01/2020
for Cashbook 1 - Lloyds - Business Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Bank Current A/c	31/12/2019	18	287,312.59
			<u>287,312.59</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
20/11/2019	HMRC	HMRC	1,736.76
12/12/2019	HMRC	HMRC	412.18
13/12/2019	PENSIONS	Gloucester County Council	6.80
30/12/2019	Std Ord	Inty Cascade	52.50
			<u>2,208.24</u>
			285,104.35
<u>Receipts not Banked/Cleared (Plus)</u>			
30/04/2019	Square		23.40
31/10/2019	WH Water		6.73
30/12/2019	501218		75.00
			<u>105.13</u>
			285,209.48
		Balance per Cash Book is :-	284,890.82
		Difference Excluding Adjustments is :-	318.66
<u>Adjustments to Reconciliation</u>			
20/06/2018	2285	Expenses	1.66
31/03/2019	DD	Staff Costs	172.00
31/03/2019	2371	Comminity Grants	145.00
			<u>318.66</u>
		Unreconciled Difference is :-	<u>0.00</u>

Bank Reconciliation Statement as at 10/01/2020
for Cashbook 2 - Lloyds - Mayor's Charity A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Mayor's Charity	19/12/2019	1	1,231.76
			<u>1,231.76</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,231.76
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,231.76
		Balance per Cash Book is :-	1,231.76
		Difference is :-	0.00

Bank Reconciliation Statement as at 10/01/2020
for Cashbook 4 - Lloyds - 32 Day Notice A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Bank Savings A/c	29/11/2019	2	87,400.82
			<u>87,400.82</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			87,400.82
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			87,400.82
		Balance per Cash Book is :-	87,400.82
		Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Finance							
<u>Finance</u>							
Precept	0	301,288	301,288	0			
Interest Received	58	332	250	(82)			
Grants & Donations Received	0	40	1	(39)			
Other Income	0	28	1	(27)			
Finance :- Income	58	301,689	301,540	(149)			0
Professional Fees	0	798	3,500	2,702		2,702	
Mayors Allowance	0	1,500	1,500	0		0	
Bank Charges	12	135	60	(75)		(75)	
Audit Fees	0	1,192	2,000	808		808	
Legal Fees	0	9,065	12,000	2,935		2,935	
Subscriptions & Memberships	0	2,944	4,000	1,056		1,056	
Health & Safety	0	91	0	(91)		(91)	
Insurance	0	6,577	6,000	(577)		(577)	
Stationery & Consumables	0	880	1,600	720		720	
Contingency	0	0	6,000	6,000		6,000	
Telephone & Broadband	0	2,696	800	(1,896)		(1,896)	
Photocopier	530	(397)	2,500	2,897		2,897	
Website	0	300	350	50		50	
IT	15	6,526	3,800	(2,726)		(2,726)	
Publications	0	52	200	149		149	
Newsletter	0	0	500	500		500	
Events & Services	0	160	3,200	3,040		3,040	
Regalia	0	3,897	2,000	(1,897)		(1,897)	1,494
Civic	0	1,215	1,000	(215)		(215)	
Tourism & Marketing	0	79	380	302		302	
Town Crier	0	1,000	1,000	0		0	
Grants Paid	(145)	6,190	10,000	3,810		3,810	
Section 137 Expenditure	0	0	1	1		1	
Elections	0	0	1,000	1,000		1,000	
Equipment	0	1	0	(1)		(1)	
Sundries	16	151	1,000	849		849	
Finance :- Indirect Expenditure	428	45,051	64,391	19,340	0	19,340	1,494
Net Income over Expenditure	(370)	256,638	237,149	(19,489)			
plus Transfer from EMR	0	1,494					
Movement to/(from) Gen Reserve	(370)	258,132					

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Mayor's Charity							
Mayor's Charity Income	0	1,128	1	(1,127)			
Mayor's Charity :- Income	<u>0</u>	<u>1,128</u>	<u>1</u>	<u>(1,127)</u>			<u>0</u>
Mayor's Charity Expenditure	0	4,280	1	(4,279)		(4,279)	
Mayor's Charity :- Indirect Expenditure	<u>0</u>	<u>4,280</u>	<u>1</u>	<u>(4,279)</u>	<u>0</u>	<u>(4,279)</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(3,152)</u>	<u>0</u>	<u>3,152</u>			
Finance :- Income							
	58	302,817	301,541	(1,276)			
Expenditure	428	49,331	64,392	15,061	0	15,061	
Net Income over Expenditure	<u>(370)</u>	<u>253,486</u>	<u>237,149</u>	<u>(16,337)</u>			
plus Transfer from EMR	0	1,494					
Movement to/(from) Gen Reserve	<u>(370)</u>	<u>254,980</u>					
Building & Moorings							
Moorings							
Moorings Income	144	4,154	5,500	1,346			
Moorings :- Income	<u>144</u>	<u>4,154</u>	<u>5,500</u>	<u>1,346</u>			<u>0</u>
Maintenance	23	2,497	3,000	503		503	
Rates	69	1,080	1,500	420		420	
Mooring Leases	0	100	100	0		0	
Projects - Moorings	0	88	5,000	4,913		4,913	
Moorings :- Indirect Expenditure	<u>92</u>	<u>3,765</u>	<u>9,600</u>	<u>5,835</u>	<u>0</u>	<u>5,835</u>	<u>0</u>
Net Income over Expenditure	<u>52</u>	<u>389</u>	<u>(4,100)</u>	<u>(4,489)</u>			
Museum							
Maintenance	0	152	4,000	3,848	12,849	(9,001)	
Museum Projects	0	0	8,000	8,000		8,000	
Sundries	0	0	1,749	1,749		1,749	
Museum :- Indirect Expenditure	<u>0</u>	<u>152</u>	<u>13,749</u>	<u>13,597</u>	<u>12,849</u>	<u>749</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(152)</u>	<u>(13,749)</u>	<u>(13,597)</u>			
Town Hall							
Garden Income	0	70	50	(20)			
Town Hall Income	701	13,993	14,000	7			
Town Hall :- Income	<u>701</u>	<u>14,063</u>	<u>14,050</u>	<u>(13)</u>			<u>0</u>

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Maintenance	8	13,158	22,000	8,842		8,842	
Rates	0	3,712	4,000	288		288	
Water	0	519	675	156		156	
Electric	0	465	1,500	1,035		1,035	
Gas	0	1,172	2,500	1,328		1,328	
Garden Expenditure	0	430	250	(180)		(180)	
Equipment	0	136	0	(136)		(136)	
Sundries	0	0	1,166	1,166		1,166	
Town Hall :- Indirect Expenditure	8	19,592	32,091	12,499	0	12,499	0
Net Income over Expenditure	693	(5,529)	(18,041)	(12,512)			
War Memorial							
Fundraising	0	0	50	50			
Other Income	600	700	1	(699)			
War Memorial :- Income	600	700	51	(649)			0
Maintenance	0	0	250	250		250	
Sundries	0	0	1,166	1,166		1,166	
War Memorial :- Indirect Expenditure	0	0	1,416	1,416	0	1,416	0
Net Income over Expenditure	600	700	(1,365)	(2,065)			
Building & Moorings :- Income	1,445	18,917	19,601	684			
Expenditure	100	23,509	56,856	33,347	12,849	20,498	
Movement to/(from) Gen Reserve	1,345	(4,592)					
Environment & Amenities							
Play Parks							
Grants & Donations Received	2,000	40,000	1	(39,999)			
Warwick Place Improvements	0	0	15,000	15,000			
Play Parks :- Income	2,000	40,000	15,001	(24,999)			0
Projects	0	76,996	40,500	(36,496)		(36,496)	5,011
Maintenance - Derek Graham	0	3,289	2,000	(1,289)		(1,289)	2,066
Maintenance - Mitton	0	900	1,000	100		100	
Maintenance - Warwick Place	0	521	1,500	979		979	27,239
Play Parks :- Indirect Expenditure	0	81,706	45,000	(36,706)	0	(36,706)	34,316
Net Income over Expenditure	2,000	(41,706)	(29,999)	11,707			
plus Transfer from EMR	0	34,316					
Movement to/(from) Gen Reserve	2,000	(7,390)					

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Spring Gardens</u>							
Spring Gardens Income	163	2,384	3,000	616			
Spring Gardens :- Income	163	2,384	3,000	616			0
Maintenance	0	1,837	3,000	1,163		1,163	
Rates	300	2,995	3,000	5		5	
Water	0	963	2,000	1,037		1,037	
Electric	0	819	650	(169)		(169)	
Projects	0	0	2,000	2,000		2,000	
Spring Gardens :- Indirect Expenditure	300	6,614	10,650	4,036	0	4,036	0
Net Income over Expenditure	(137)	(4,230)	(7,650)	(3,420)			
<u>Gloucester Road</u>							
Gloucester Road Income	64	1,270	1,500	230			
Gloucester Road :- Income	64	1,270	1,500	230			0
Maintenance	0	729	1,750	1,021		1,021	
Rates	228	2,283	2,200	(83)		(83)	
Water	0	463	650	187		187	
Electric	0	403	400	(3)		(3)	
Gloucester Road :- Indirect Expenditure	228	3,879	5,000	1,121	0	1,121	0
Net Income over Expenditure	(164)	(2,608)	(3,500)	(892)			
<u>Cleaning & Consumables</u>							
Cleaning & Maintenance Equip	0	549	1,500	951		951	
Combined Consumables	0	611	2,500	1,889		1,889	
Hygiene Contract	0	827	1,200	373		373	
Cleaning & Consumables :- Indirect Expenditure	0	1,988	5,200	3,213	0	3,213	0
Net Expenditure	0	(1,988)	(5,200)	(3,213)			
<u>Outside Spaces</u>							
CCTV	0	0	6,000	6,000		6,000	
Tree Maintenance	0	0	3,000	3,000		3,000	
Street Furniture & Clock	0	1,474	4,000	2,526		2,526	
EmergencyPlan/Adverse Weather	0	0	1,000	1,000		1,000	
Youth Budget	0	2,386	1	(2,385)		(2,385)	2,385
Insurance - Arrivall	0	268	250	(18)		(18)	
Bus Shelter	0	1,395	1,000	(395)		(395)	
GIS	0	450	650	200		200	

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Grass Cutting	0	2,131	2,840	709		709	
Notice Boards	0	550	1	(549)	1,283	(1,832)	3,500
Outside Spaces :- Indirect Expenditure	0	8,654	18,742	10,088	1,283	8,805	5,885
Net Expenditure	0	(8,654)	(18,742)	(10,088)			
plus Transfer from EMR	0	5,885					
Movement to/(from) Gen Reserve	0	(2,769)					
<u>Memorial Benches</u>							
Memorial Benches	0	70	0	(70)		(70)	
Memorial Benches :- Indirect Expenditure	0	70	0	(70)	0	(70)	0
Net Expenditure	0	(70)	0	70			
Environment & Amenities :- Income	2,228	43,655	19,501	(24,154)			
Expenditure	528	102,911	84,592	(18,319)	1,283	(19,602)	
Net Income over Expenditure	1,700	(59,257)	(65,091)	(5,834)			
plus Transfer from EMR	0	40,201					
Movement to/(from) Gen Reserve	1,700	(19,056)					
<u>Planning</u>							
<u>Planning</u>							
CIL Income	0	0	140	140			
Planning :- Income	0	0	140	140			0
Comm & Display Equipment	11	11	2,500	2,489		2,489	
Outreach	14	147	500	353		353	
Planning :- Indirect Expenditure	25	158	3,000	2,842	0	2,842	0
Net Income over Expenditure	(25)	(158)	(2,860)	(2,702)			
Planning :- Income	0	0	140	140			
Expenditure	25	158	3,000	2,842	0	2,842	
Movement to/(from) Gen Reserve	(25)	(158)					
<u>Severn Ham</u>							
<u>Severn Ham</u>							
Hay Auction	0	167	190	23			

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Single Payment	0	14,491	13,000	(1,491)			
Wayleaves	0	383	695	312			
Fishing Rights	0	1,500	1,500	0			
Natural England (HLS Payment)	0	27,582	22,248	(5,334)			
Severn Ham :- Income	0	44,123	37,633	(6,490)			0
Maintenance	0	319	0	(319)	433	(752)	
Water	0	29	250	221		221	
Commoners Grazing Compensation	0	3,900	2,000	(1,900)		(1,900)	
Hay Sowing Project	0	550	10,000	9,450		9,450	
Volunteers (Rec & Prom)	0	0	2,000	2,000		2,000	
Auction Fees	0	400	450	50		50	
Weeding	0	0	2,500	2,500		2,500	
Tree Conservation	0	0	5,000	5,000		5,000	
Nesting Project	0	0	2,000	2,000		2,000	
Carver Knowles	0	200	2,250	2,050		2,050	
Cross Compliance Consultant	0	440	500	60		60	
Conservation Advisor	0	3,750	5,250	1,500		1,500	
Footpath Repairs	0	0	3,000	3,000		3,000	
Severn Ham Compensation	0	(14,113)	1	14,114		14,114	
Severn Ham :- Indirect Expenditure	0	(4,525)	35,201	39,726	433	39,293	0
Net Income over Expenditure	0	48,648	2,432	(46,216)			
Severn Ham :- Income	0	44,123	37,633	(6,490)			
Expenditure	0	(4,525)	35,201	39,726	433	39,293	
Movement to/(from) Gen Reserve	0	48,648					

Watson HallWatson Hall

Watson Hall Income	2,756	15,997	15,000	(997)			
Leases	0	20,135	20,150	15			
Tudor Bar Income	897	22,938	1	(22,937)			
Events Income	0	5,889	1	(5,888)			
Watson Hall :- Income	3,653	64,959	35,152	(29,807)			0
Health & Safety	0	315	0	(315)		(315)	
Events & Services	0	7,715	1	(7,714)	2,937	(10,651)	
Maintenance	20	10,374	8,000	(2,374)		(2,374)	
Water	0	502	500	(2)		(2)	
Electric	192	3,577	1,000	(2,577)		(2,577)	

Detailed Income & Expenditure by Budget Heading 24/01/2020

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Gas	0	698	2,500	1,802		1,802	
Projects	0	9,317	15,000	5,683		5,683	
Tudor Bar	0	10,942	1	(10,941)		(10,941)	
Bar Wages	462	2,789	0	(2,789)		(2,789)	
Equipment	100	1,171	0	(1,171)		(1,171)	
Tudor Bar Equipment	0	57	0	(57)		(57)	
Sundries	28	28	1,166	1,138		1,138	
Watson Hall :- Indirect Expenditure	802	47,488	28,168	(19,320)	2,937	(22,257)	0
Net Income over Expenditure	2,851	17,472	6,984	(10,488)			
Watson Hall :- Income	3,653	64,959	35,152	(29,807)			
Expenditure	802	47,488	28,168	(19,320)	2,937	(22,257)	
Movement to/(from) Gen Reserve	2,851	17,472					
Staffing							
Staffing							
Staff Salary	9,331	69,573	124,761	55,188		55,188	
PAYE and NI	(57)	12,771	0	(12,771)		(12,771)	
Pension	95	19,044	0	(19,044)		(19,044)	
Staff Travel	0	206	100	(106)		(106)	
Staff Other Expenses	0	793	0	(793)		(793)	
FM Contractor	0	23,719	24,225	506		506	
Payroll Processing	0	303	750	447		447	
Professional Fees	0	68	3,500	3,432		3,432	
Training	0	874	2,500	1,626		1,626	
Staffing :- Indirect Expenditure	9,369	127,351	155,836	28,485	0	28,485	0
Net Expenditure	(9,369)	(127,351)	(155,836)	(28,485)			
Staffing :- Income	0	0	0	0			
Expenditure	9,369	127,351	155,836	28,485	0	28,485	
Movement to/(from) Gen Reserve	(9,369)	(127,351)					
Grand Totals:- Income	7,383	474,472	413,568	(60,904)			
Expenditure	11,253	346,222	428,045	81,823	17,502	64,321	
Net Income over Expenditure	(3,869)	128,249	(14,477)	(142,726)			
plus Transfer from EMR	0	41,695					
Movement to/(from) Gen Reserve	(3,869)	169,944					

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
01/10/2019	1014	NP001	COTSWOLD CANARIES	393.75	0.00	393.75	393.75
05/11/2019	1069	TEW001	FULCHER	13.44	0.00	13.44	13.44
26/11/2019	1090	HOP001	HOPP	16.00	3.20	19.20	19.20
28/11/2019	1097	GLA001	GLADPRO	21.00	0.00	21.00	21.00
28/11/2019	1099	MOR001	MARMOR	94.00	0.00	94.00	94.00
10/12/2019	1104	INFER001	INFERNO	144.37	28.87	173.24	173.24
10/12/2019	1105	HOP001	HOPP	64.00	12.80	76.80	76.80
10/12/2019	1106	HAL001	SARHAL	48.75	0.00	48.75	48.75
12/12/2019	1108	TEW002	TTB	419.45	0.00	419.45	419.45
07/01/2020	1115	TADS001	TADS	576.00	115.20	691.20	691.20
07/01/2020	1116	TOX001	TOXTWI	227.50	0.00	227.50	227.50
07/01/2020	1117	CAM001	CAMRA	1,260.00	0.00	1,260.00	1,260.00
07/01/2020	1123	COMP001	COMPTON	47.50	0.00	47.50	47.50
16/01/2020	1127	TEW006	TEWKS XMAS LIGHTS	21.00	4.20	25.20	25.20
20/01/2020	1128	CAR001	CARAVAN & MTH CLUB	78.25	15.65	93.90	93.90
20/01/2020	1129	CRES001	CRESCENDO BB	47.50	0.00	47.50	47.50
20/01/2020	1131	HAL001	SARHAL	51.25	0.00	51.25	51.25
20/01/2020	1132	VEGEG	VEGAN EVENTS	92.50	0.00	92.50	92.50
20/01/2020	1133	TAS001	TEWKARTSOC	28.00	5.60	33.60	33.60
20/01/2020	1134	ERO001	EDROB	17.50	0.00	17.50	17.50
20/01/2020	1135	MIT001	MITTON MANOR	43.12	0.00	43.12	43.12
20/01/2020	1136	MILLS	MELMIL	18.50	0.00	18.50	18.50
20/01/2020	CN1007	TEW002	TTB	-191.62	0.00	-191.62	-191.62
TOTAL INVOICES				3,531.76	185.52	3,717.28	3,717.28