



**RFO's Report To Council**  
16th April - 20th May 2019

- 1) Bank payments made since last Council meeting or to be approved at this meeting.
- 2) List of receipts banked since last Council meeting.
- 3) Payments made from petty cash since last Council meeting.

Approved: Council minute no. 91/19  
Date: 20/05/19

Chairman \_\_\_\_\_

**1) Bank payments made since last Council meeting or to be approved at this meeting.**

<u>Main Account</u>			Gross	VAT	Net
<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	£	£	£
3123	L McDonald	HALC travel exp	30.95	1.30	29.65
3124	Amberol Ltd	Liss in Bloom	200.40	33.40	167.00
3125	Vision ICT Ltd	renewal gov.uk domain	66.00	11.00	55.00
3126	Altis Ind Ltd	repairs to Honda mower	129.89	21.65	108.24
3127	M Effenberg	village planters	119.96	0.00	119.96
3128	R Hargreaves	present	60.00	10.00	50.00
3129	Liss Electrical Services Ltd	replace light at groundsman's hut	90.00	15.00	75.00
3130	CASH	petty cash	100.00	0.00	100.00
3131	D Bowery	RFO Consultancy	1158.75	0.00	1158.75
3132	The Play inspection Co Ltd	operational playground inspection	240.00	40.00	200.00
3133	HMRC	tax and Ni April	551.42	0.00	551.42
3134	HCC Pension Fund	pension costs April	1292.53	0.00	1292.53
3135	HCC	grounds maintenance costs	87.15	14.53	72.62
3136	U-Do DIY	supplies	42.46	7.07	35.39
3137	Petersfield Town Council	grass Newman Collard	720.00	120.00	600.00
<u>Direct Debit payments</u>					
DD	Sodexo	Staff Cost (April)	100.00	0.00	100.00
DD	Sodexo	Staff cost (May)	6.00	1.20	4.80
DD	BT	Mobile phone	10.20	8.50	1.70
DD	BT	May	101.64	16.94	84.70
<u>Payments by bank transfer</u>					
Trf	Amberol Ltd	hanging baskets	184.20	30.70	153.50
Trf	Zurich Municipal	insurance Land Rover	458.91	0.00	458.91
Trf	Zurich Municipal	insurance pavilion	777.50	0.00	777.50
Trf	Hampshire Grounds	grass Liss Forest	210.00	0.00	210.00
Trf	JD Starling	printing drainage plans Anders Ash Rd	57.12	9.52	47.60
Trf	HALC	annual fees	1062.00	0.00	1062.00
Trf	Woodman Tree Services	Liss Forest rec ground	320.00	0.00	320.00
Trf	S Smith	expenses	24.30	0.56	23.74
Trf	Vision ICT	email	43.20	7.20	36.00
Trf	HALC Ltd	HR Consultancy Fee	180.00	30.00	150.00
Trf	Lightatouch	Internal audit	321.67	0.00	321.67
Trf	EHDC	newsletter printing	321.10	0.00	321.10
			<u>9067.35</u>	<u>378.57</u>	<u>8688.78</u>

<u>Charities Account</u>			£	£	£
<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>			
1571	Prestige Doors	hatch repair	150.00	25.00	125.00

1572	B Cleary	window cleaning	60.00	0.00	60.00
1573	South Coast Domestics	emergency call out oven	75.00	0.00	75.00
1574	My Sparkling Home	Village Hall clean	222.00	0.00	222.00
1575	HCC Council Pension Fund	Pension April	152.46	0.00	152.46
1576	HCC	village hall supplies	51.13	8.52	42.61
1577	EHDC	village hall bin licence	68.00	0.00	68.00
1579	U-Do DIY	supplies	62.45	10.41	52.04
1580	HCC	village hall supplies	44.83	7.47	37.36
1581	HCC	village hall supplies	31.18	5.20	25.98

Direct Debit payments

DD	Castle Water		Allotment supply Lower Green	88.09	0.00	88.09
DD	British Gas	23-Apr	Village Hall electric supply 2/3-1/4	249.94	41.65	208.29
DD	British Gas		Village Hall electric	183.04	30.50	152.54
DD	British Gas		Village Hall gas	832.47	138.74	693.73

Payments by bank transfer

Trf	CS Catering Equipment Ltd		replacement cooker village hall	1607.42	267.90	1339.52
				<u>3878.01</u>	<u>535.39</u>	<u>3342.62</u>

chqs 1578, 1582 cancelled

West Liss Pavilion Development Account

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>			
145	See Signs Ltd	fit-out, barriers	73.00	12.17	60.83
146	Hampshire County Council	fit out kitchen eqpt	73.77	12.29	61.48
147	Waverley Contract and Supply Ltd	fit out	1,462.79	243.80	1,218.99
148	HCC	fit out	79.63	13.27	66.36
149	HCC	fit out	70.42	11.74	58.68
52	Petersfield Town Council	grass West Liss	288.00	48.00	240.00
53	HCC	fit out	69.05	11.51	57.54
54	CS Catering Equipment Ltd	fit out	66.60	11.10	55.50
55	Cash	pavilion petty cash	100.00	0.00	100.00

Direct Debit payments

DD	British Gas		electricity recreation ground	262.56	12.50	275.06
DD	British Gas		electricity pavilion	304.57	14.50	319.07
DD	PWLB		Loan payment pavilion	4,516.10	0.00	4,516.10

Payments by bank transfer

Trf	Style Seating		deposit for pavilion seats	3,058.56	509.76	2,548.80
Trf	S Smith		fire extinguisher for pavilion	185.94	30.97	154.97
Trf	Nisbets		kitchen eqpt - fit-out costs	894.31	149.05	745.26
Trf	Tildan Construction Ltd		Costs to stage 10	123,361.20	20,560.20	102,801.00
Trf	Tildan Construction Ltd		Costs to stage 11	64,980.00	10,830.00	54,150.00
Trf	Michael Weakley Associates		Fees to stage 10?			0.00
Trf	Sarah Smith		kitchen equipment	211.69	35.28	176.41
Trf	Style Seating		2nd installment pavilion	3,058.56	509.76	2,548.80
Trf	Mogo Direct Ltd		fit-out	1,441.97	240.33	1,201.64
Trf	British Gas		gas pavilion	252.43	12.02	240.41
Trf	S Smith		pavilion keys	8.99	0.00	8.99
Trf	S Smith		pavilion keys	8.46	1.42	7.04
				<u>204,828.60</u>	<u>33,269.67</u>	<u>171,612.93</u>

chqs 51 , 150 cancelled

2) List of receipts banked since last Council meeting.

£

Main Account

Deposit Account

EHDC	19/20 precept	144000.00
EHDC	19/20 precept - duplicated payment	144000.00
HMRC	Vat refund	960.09
EHDC	Village Hall rent	119.96
Interest		17.48
Walks leaflets		3.00
		<u>289100.53</u>

Charities Account - Village Hall & Allotments

Deposit Account

Rents		1289.86
Main Account -	Annual grants less charges	12426.30
HMRC	Vat refund	404.74
interest		0.70
		<u>14121.60</u>

West Liss Pavilion Development Account

Main Account	Annual grants less charges	22664.95
Main Account	For PWLB loan repayment	4516.10
Main Account	From reserves	15000.00
SDNP	Grant payment	9762.00
HMRC	Vat refund	26283.70
Rental receipts		5028.02
SDNP	CIL payment	1157.00
		<u>84411.77</u>

3) Payments made from petty cash since last Council meeting.

<u>Main Account</u>		Gross	VAT	Net
Voucher		£	£	£
<u>No.</u>				
3	stamps	12.20	0.00	12.20
4	Grounds - fuel & keys	42.20	7.03	35.17
5	Office-milk & w/up	4.30	0.00	4.30
6	admin costs, supplies for event	5.00	0.00	5.00
		<u>63.70</u>	<u>7.03</u>	<u>56.67</u>

Charities Account

<u>Voucher</u>		Gross	VAT	Net
<u>No.</u>		£	£	£
	No payments made	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Pavilion Account

<u>Voucher</u>		Gross	VAT	Net
<u>No.</u>		£	£	£
1	key cutting and kitchen materials	45.00	7.50	37.50
2	cleaning materials and hand wash	4.10	0.68	3.42
3	ribbon for ceremony	2.88	0.48	2.40
		<u>51.98</u>	<u>8.66</u>	<u>43.32</u>