



RFO's Report To Council  
19th November 2019 - 20th January 2020

- 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. 10/20  
Date: 20/01/20  
Chairman \_\_\_\_\_

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

**MAIN ACCOUNT**

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	VAT £	Net £
3160	JR Luff & Co	plants for Liss in Bloom	133.92	0.00	133.92
3161	Archer Signs and Panels Ltd	Xmas Fair road closure signage	175.14	29.19	145.95
3162	U-Do DIY	grounds supplies and LCR	94.33	15.72	78.61
3163	CPRE	annual donation	36.00	0.00	36.00
3164	Archer Signs and Panels Ltd	Xmas Fair road safety signs	291.54	48.59	242.95
3165	Travis Perkins Co Ltd	wood for Xmas tree signs	111.39	18.57	92.82
3166	Bestport Europe Ltd	hessian sand bags	6.99	1.17	5.82
3167	CASH	petty cash	200.00	0.00	200.00
3168	Mr and Mrs Jordan	reimbursement for LIB, plants etc	107.42	8.13	99.29
3169	C.L McDonald	mileage	29.25	0.00	29.25
3170	Travis Perkins Trading Co Ltd	rock salt	30.38	5.06	25.32
3171	JR Luff & Co	planters Liss in Bloom	19.20	3.20	16.00
3173	CASH	petty cash	250.00	0.00	250.00
3159	cancelled				
3172	cancelled				
<u>Direct Debit payments</u>					
DD	Sodexo	staff cost (Nov)	7.20	0.00	7.20
DD	Sodexo	staff cost Dec)	7.20	0.00	7.20
DD	BT	Council Office Broadband	29.60		29.60
DD	BNP Paribas Leasing	office copier	269.24		269.24
DD	Sage	Sage 10 payroll software (Nov)	13.20	2.20	11.00
DD	Sage	Sage 50 accounts (Nov)	76.80	12.80	64.00
DD	Veolia	bin collection Nov	579.66		579.66
DD	Veolia	bin collection Dec	383.88	63.98	319.90
DD	British Gas business	NCPF groundsmen hut electric Nov	23.75		23.75
DD	British Gas business	NCPF groundsmen hut electric Dec	31.08		31.08
DD	ICO	Data protection registration	35.00	0.00	35.00

DD	Apogee Corporation		352.85		
	<u>Payments by bank transfer</u>				
Trf	S Smith	mileage & office supplies	29.25	0.00	29.25
Trf	See Signs Ltd	bag dispenser stickers	30.00	0.00	30.00
Trf	RCD Hoare	machine hire hedge cutting	374.40	62.40	312.00
Trf	Viking Payments	new chair Asst Clerk	107.99	18.00	89.99
Trf	Hampshire Grounds	Liss Forest ( Nov)	84.00	14.00	70.00
Trf	Petersfield Town Council	grass cut Newman Collard, Oct	480.00	80.00	400.00
Trf	Petersfield Town Council	grass cut Newman Collard, Nov	240.00	40.00	200.00
Trf	Southern Water Services	Connection request fee	277.00		277.00
Trf	JRB Enterprise	dog waste bags (4800)	173.88	28.98	144.90
Trf	Office Furniture Online	desk for Asst Clerk	115.14	19.19	95.95
Trf	More 4 * \$	Landrover repair and insurance excess	400.11	41.69	358.42
Trf	HMRC	Tax and NI Nov	719.64	0.00	719.64
Trf	HMRC	Tax and NI Dec	586.53	0.00	586.53
Trf	Staff	Salaries Nov	4,871.93	0.00	4,871.93
Trf	Staff	Salaries Dec	4,451.57	0.00	4,451.57
Trf	Altis Industries		332.05		332.05
Trf	U-Do DIY		54.15		54.15
Trf	HCC Pension Fund	Pension Nov	1,298.34	0.00	1,298.34
Trf	HCC Pension Fund	Pension Dec	1,257.63	0.00	1,257.63
Trf	Play Inspection Co	playground inspection	240	23.41	216.59
Trf	Royal British Legion Liss	grant for Xmas Chairs	100.00	0.00	100.00
Trf	Liss Mens Shed	grant for start-up	150.00	0.00	150.00

**MAIN ACCOUNT TOTAL**

19,668.63    536.28    18,779.50

**CHARITIES ACCOUNT**

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	VAT £	Net £
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nil

Direct Debit payments

DD	Castle Water Ltd	water Hill Brow Rd allotments Dec	8.81	0.00	8.81
DD	Castle Water Ltd	water Lower Green allotments Dec	14.25	0.00	14.25
DD	Castle Water Ltd	water Kelseys allotments Dec	46.95	0.00	46.95
DD	Castle Water Ltd	water Fernhills allotments Nov	26.45	0.00	26.45
DD	Castle Water Ltd	Village Hall water supply Dec	17.39	0.00	17.39
DD	British Gas	Village Hall electric Nov	191.74	9.13	182.61
DD	British Gas	Village Hall gas Nov	222.73	10.61	212.12
DD	British Gas	Village Hall electric Dec	268.50	12.79	255.71

Payments by bank transfer

Trf	Petersfield Town Council	grass cutting West Liss ( Nov)	288.00	48.00	240.00
Trf	Petersfield Town Council	grass cutting West Liss ( Nov)	144.00	24.00	120.00
Trf	B Cleary	window cleaning Village Hall (Nov)	30.00	0.00	30.00
Trf	U-Do DIY	supplies	30.87	5.15	25.72
Trf	Staff	Salaries Nov (Pavilion and VH)	682.75	0.00	682.75
Trf	Petersfield Town Council	grass cut West Liss, Sep	288.00	48.00	240.00
Trf	Hampshire Pension Fund	pension	152.46	0.00	152.46

**CHARITIES ACCOUNT TOTAL**

2,412.90    157.68    2,255.22

**LISS PAVILION DEVELOPMENT ACCOUNT**

<u>Chq. No.</u>	<u>Payee</u>	<u>Details</u>	Gross £	VAT £	Net £
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Direct Debit payments

DD	Business Stream	Pavilion waste water Nov	18.00	0.00	18.00
DD	BT Group PLC	pavilion phone & broadband	91.69	15.28	76.41
DD	Castle Water	pavilion water supply	8.72	0.00	8.72
DD	PWLB	Loan repayment	5,943.88	0.00	5,943.88
DD	Business Stream	pavilion waste water Dec	18.00	0.00	18.00

Payments by bank transfer

Trf	Business Stream	waste water pavilion Nov	37.15	0.00	37.15
Trf	British Gas	pavilion electric	206.76	9.84	196.92
Trf	British Gas	pavilion gas	150.01	7.14	142.87
Trf	Crystal Clear	pavilion window clean Sep and Nov 19	110.00	0.00	110.00
Trf	My Sparkling Home	pavilion cleaning Nov	236.00	0.00	236.00
Trf	U-Do DIY	supplies	9.50	1.58	7.92

Trf	My Sparkling Home	pavilion cleaning Dec	177.00	0.00	177.00
<b><u>PAVILION ACCOUNT TOTAL</u></b>			<u>7,006.71</u>	<u>33.84</u>	<u>6,972.87</u>

List of receipts banked since last Council meeting.

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Main Account

Current Account

NIL

Deposit Account

	interest Nov		9.10
	interest Dec		7.37
	NCPF Trust	2019 payment	1,000.00
	Triangle Coffee Bar Donation	LIB	90.00
	East Hants Comm	LIB	85.82
	M Jordan	LIB	209.30
	Southern Co-op	LIB	200.00
3.12.19	EHDC	tba	300.00
10.12.19	EHDC	tba	666.00
			<u>2,567.59</u>

Charities Account - Village Hall & Allotments

Current Account

rent	62.00
	<u>62.00</u>

Deposit Account

rent	1,216.20
allotment rent	418.90
interest Nov	0.28
interest Dec	0.19
	<u>1,635.57</u>

Liss Pavilion Development Account

rent Nov & Dec	1536.50
	<u>1536.50</u>

Payments made from petty cash since last Council meeting.

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