

NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE
Tuesday 12th SEPTEMBER 2023, 8-9 PM
Supporting Document A

INCOME [Details for item 31/23-24(3)]:

• **Income – Market stall fees:**

Company	Reason	Market date	Date received in account	Amount
JSG Exotic Foods Cams Ltd	Trader Stall fee	26/03/2023	16/08/23	£25.00
The Health Gallery	Trader Stall fee	26/03/2023	16/08/23	£25.00
Ntsama Chilli Oils and Sauces	Trader Stall fee	26/03/2023	22/08/23	£15.00
Kokoraki Deli	Trader Stall fee	20/08/2023	29/08/23	£15.00

• **Income - Other**

Company	Reason	Date received in account	Amount
Cambridgeshire ACRE	Warm Hub, claim against venue hire costs July 2023.	16/08/23	£275.00

EXPENDITURE [Details for item 31/23-24(4)]:

RETROSPECTIVE PAYMENTS – DIRECT DEBIT:

- | | | |
|------|--|--------------|
| i) | Lloyds Bank – Credit card – June 2023 (monthly credit card fee; bookings Northstowe Secondary College rooms – x3; market materials: x2 A-Boards; A1 spring sign; wind speedometer; clickers x2; copies of keys for noticeboard & bollards The Green; ink for printer) (cashd 17/07/2023) | £485.55 |
| ii) | Lloyds Bank – Credit card – July 2023 (monthly credit card fee; phone cases) (cashd 16/08/2023) | £27.97 |
| iii) | TPT Pensions Trust - staff pension contributions for July '23 (cashd 28/07/23) | Confidential |
| iv) | TPT Pensions Trust - staff pension contributions for Aug '23 (cashd 23/08/23) | Confidential |
| v) | EE Limited – Mobile phones, costs set up & monthly fee (cashd 17/08/23) | £32.04 |

RETROSPECTIVE PAYMENTS – OTHER:

NB: below items approved on 18th August, as no Council meeting took place that month; as per [Financial regulations, 5.6b](#).

- | | | |
|-------|---|--------------|
| vi) | Staff salaries - Town Clerk & Deputy Clerk; for Aug 2023 (payment date 23/08/23) (<u>shared with Cllrs</u>). | Confidential |
| vii) | HMRC – period 5, 6 Aug. – 5 Sep. '23. | Confidential |
| viii) | Longstanton Village Hall Institute – Room hire for Council meeting 18th July. | £30.00 |
| ix) | SLCC – Annual Membership for Deputy Clerk [<i>as per resolution item 83-23/24(2), Full Council 27th June 2023</i>] | £237.00 |
| x) | Phoenix Events, market management - July [<i>as per resolution item 108-23/24(2), Full Council 25th July 2023</i>] | £144.00 |

NEW PAYMENTS:

- | | | |
|-------|--|--------------|
| xi) | Staff salaries - Town Clerk & Deputy Clerk; for Sep 2023 (payment date 27/09/23) (<u>shared with Cllrs</u>). | Confidential |
| xii) | HMRC – period 6, 6 Sep. – 5 Oct. '23. | Confidential |
| xiii) | Pathfinder Primary School – hire of hall for x3 winter markets Jan-Mar 2023, and Town Council meetings throughout spring and summer 2023 | £516.75 |
| xiv) | South Cambridgeshire District Council, hire of rooms at Temporary Community Centre – for Community Lounge; July – August | £650.00 |