

**NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE**

**Tuesday 16<sup>th</sup> JULY 2024, 7-8 PM**

**Supporting Document A**

**INCOME** [Details for item 42/24-25(3)]:

• **Income – Market Pitch Fees:**

Company	Reason	Market date(s)	Date received in account	Amount
Beautiful Things of Cambridge	Trader Pitch fee	JUN 24	29/07/2024	£25.00
The Cambridge Dog Company	Trader Pitch fee	MAY 24	02/08/2024	£15.00
Victoria Rose Artisan Bakery	Trader Pitch fee	JUN 24	02/08/2024	£15.00
Clare's Refill Station	Trader Pitch fee	JUL 24	05/08/2024	£15.00
Spinney Abbey Farm	Trader Pitch fee	JUL 24	05/08/2024	£15.00
Granola Queen	Trader Pitch fee	JUL 24	05/08/2024	£15.00
Kuya's Catering	Trader Pitch fee	JUL 24	05/08/2024	£23.00
Cambridge Samosa Company	Trader Pitch fee	JUL 24	07/08/2024	£23.00
Kenwood Developments	Trader Pitch fee	JUL 24	20/08/2024	£23.00
Cambridge Luxury Bakes	Trader Pitch fee	MAY 24	23/08/2024	£61.00
Cambridge Luxury Bakes	Trader Pitch fee	JUN 24	23/08/2024	£23.00
Beautiful Things of Cambridge	Trader Pitch fee	JUL 24	29/08/2024	£25.00
Sustainable Northstowe	Trader Pitch fee	JUL 24	05/09/2024	£15.00

• **Income – Other:**

Origin	Reason	Date received	Amount
Cambridgeshire ACRE	Community Hub Grant Funding, retrospective payment for October 2023	11/07/'24	£200.00
Sustainable Northstowe	Financial Support for Community Lounge - for costs of environmentally friendly paint & brushes for activities during Big Green Week in Jun '24.	26/07/'24	£30.00

**EXPENDITURE** [Details for item 42/24-25(4)]:

**[RETROSPECTIVE] - PAYMENTS MADE / DIRECT DEBIT:**

i)	EE Limited - Mobile phones staff - JUL '24 (cashd 17/07/'24)	£46.46
ii)	EE Limited - Mobile phones staff – AUG '24 (cashd 19/08/'24)	£46.46
iii)	Lloyds Bank - Credit card; period: JUN '24 (Microsoft 365 subscription; Community Lounge activity materials; books for office; card fee) (cashd 16/07/'24)	£893.08
iv)	Lloyds Bank - Credit card; period: JUL '24 (Community Lounge refreshments; Defibrillator accessories; card fee) (cashd 16/08/'24)	£44.92
v)	TPT Pensions Trust - staff pension contributions for JUL '24 (cashd 24/07/'24)	Confidential
vi)	TPT Pensions Trust - staff pension contributions for AUG '24 (cashd 21/08/'24)	Confidential

**[RETROSPECTIVE] - PAYMENTS MADE / OTHER:**

vii)	Grant awarded to Northstowe Arts [as per Finance & Governance Committee 16 <sup>th</sup> July 2024, item 32/24-25] (cashd 24/07/'24)	£2,930.00
viii)	Staff salaries (Clerk; Deputy Clerk) - AUG '24 (cashd 28/08/'24)	Confidential
ix)	HMRC – period 5, 6 AUG – 5 SEP '24 (cashd 19/08/'24)	Confidential
x)	South Cambs DC - Rent NTC office – AUG '24 (cashd 19/08/'24)	£250.00
xi)	South Cambs DC - Hire Assembly Room(s), for markets - AUG '24 (cashd 19/08/'24)	£117.00
xii)	South Cambs DC - Hire Assembly Room, The Cabin, Community Lounge - AUG '24 (cashd 19/08/'24)	£110.00
xiii)	CBS Office Solutions – Printing costs – JUL '24 (cashd 19/08/'24)	£14.82
xiv)	Phoenix Events (East) Ltd. – Market support – AUG '24 (cashd 19/08/'24)	£134.40

**NEW PAYMENTS:**

xv)	Staff salaries (Clerk; Deputy Clerk) - SEP '24 (payment date 25/09/'24)	Confidential
xvi)	HMRC – period 6, 6 SEP – 5 OCT '24	Confidential
xvii)	South Cambs DC - Rent NTC office – 1-14 <sup>th</sup> SEP '24	£125.00
xviii)	South Cambs DC - Rent NTC office – 15-30 <sup>th</sup> SEP '24	£125.00
xix)	South Cambs DC - Hire Assembly Room, The Cabin, Council meetings - SEP '24	£139.50
xx)	South Cambs DC - Hire Assembly Room, The Cabin, Community Lounge - SEP '24	£120.00
xxi)	PKF Littlejohn LLP - Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024	£504.00
xxii)	SLCC Enterprises – Job Advertisement, Gold Package, 4 weeks	£416.40
xxiii)	CBS Office Solutions – Printing costs – AUG '24	£13.86