

**NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE**  
**Tuesday 10<sup>th</sup> OCTOBER, 8-9 PM**  
**Supporting Document A**

**INCOME** [Details for item 49/23-24(3)]:

- Income**

<b>Company</b>	<b>Reason</b>	<b>Date received in account</b>	<b>Paid In</b>
Greenbelt Group Ltd.	Sponsorship towards costs of Christmas tree 2023	31/10/23	£500.00
Cambridgeshire ACRE	Community Lounge - claim against venue hire costs for Sep. and Oct. 2023	20/10/23	£400.00
Cambridgeshire ACRE	Reimbursements refreshment costs Community Lounge in Sep/Oct. '23	07/11/23	£40.00

- Income – Market stall fees:**

<b>Company</b>	<b>Reason</b>	<b>Market date(s)</b>	<b>Date received in account</b>	<b>Paid In</b>
Cambridge Luxury Bakes	Trader Stall fees	Apr – Jul '23	12/10/23	£180.00
Sweetpea Market Garden	Trader Stall fees	Apr – Jul '23	20/10/23	£15.00
Artisan Cheese	Trader Stall fees	Apr – Jul '23	20/10/23	£15.00
Sustainable Northstowe	Trader Stall fees	Apr – Jul '23	20/10/23	£30.00
Raised in Rampton	Trader Stall fees	Apr – Jul '23	24/10/23	£15.00
Urban Chai	Trader Stall fees	Apr – Jul '23	30/10/23	£275.00
Clare's Refill Station	Trader Stall fees	August '23	06/10/23	£15.00
Cambridge Luxury Bakes	Trader Stall fees	August '23	12/10/23	£45.00
Sustainable Northstowe	Trader Stall fees	August '23	20/10/23	£15.00
Raised in Rampton	Trader Stall fees	August '23	24/10/23	£15.00
Urban Chai	Trader Stall fees	August '23	30/10/23	£69.00
The Health Gallery	Trader Stall fees	September '23	19/10/23	£25.00
Sustainable Northstowe	Trader Stall fees	September '23	20/10/23	£15.00
Clare's Refill Station	Trader Stall fees	September '23	20/10/23	£15.00
Tourmaline	Trader Stall fees	September '23	20/10/23	£15.00
Artisan Cheese	Trader Stall fees	September '23	23/10/23	£15.00
Raised in Rampton	Trader Stall fees	September '23	24/10/23	£25.00
South View Apiary	Trader Stall fees	September '23	24/10/23	£25.00
Purple Panda Pampering	Trader Stall fees	September '23	26/10/23	£15.00
Northstowe Foodies	Trader Stall fees	September '23	30/10/23	£10.00
Urban Chai	Trader Stall fees	September '23	30/10/23	£45.00
Northstowe Foodies	Trader Stall fees	October '23	30/10/23	£10.00
Victoria Rose Artisan Bakery	Trader Stall fees	October '23	02/11/23	£15.00
South View Apiary	Trader Stall fees	October '23	02/11/23	£15.00
Bamboo Stone	Trader Stall fees	October '23	02/11/23	£15.00
Artisan Cheese	Trader Stall fees	October '23	02/11/23	£15.00
Sourdough Hub	Trader Stall fees	October '23	02/11/23	£15.00
Handcrafted by Wendy	Trader Stall fees	October '23	02/11/23	£25.00
Ntsama Chili Oils	Trader Stall fees	October '23	03/11/23	£15.00
The Health Gallery	Trader Stall fees	October '23	03/11/23	£25.00
Prestige Doughnuts	Trader Stall fees	October '23	03/11/23	£15.00
Kezza's Chocolate Creations	Trader Stall fees	October '23	06/11/23	£15.00
Clare's Refill Station	Trader Stall fees	October '23	07/11/23	£15.00

**EXPENDITURE** [Details for item 49/23-24(4)]:**RETROSPECTIVE PAYMENTS – DIRECT DEBIT:**

i)	TPT Pensions Trust - staff pension contributions for Oct '23 (cashd 24/10/23)	Confidential
ii)	Lloyds Bank - Credit card – period: Sep 2023 (x2 monitors; head phones; defibrillator pads; postage costs; monthly credit card fee) (cashd 16/10/2023)	£442.61
iii)	CF Corporate Finance - Quarterly costs hire photocopier first quarter; costs include one-off start-up costs (cashd 06/10/2023)	£351.60
iv)	EE Limited - Mobile phones, monthly fee – Oct. '23 (cashd 17/10/23)	£26.40

**RETROSPECTIVE PAYMENTS – OTHER:**

v)	Royal British Legion – 2023 Poppy Appeal – Donation for provision of wreath <a href="#">(item 156/23-24, FC meeting 31<sup>st</sup> Oct. '23)</a>	£20.00
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**NEW PAYMENTS:**

vi)	Staff salaries - Town Clerk & Deputy Clerk; for Nov. 2023 (payment date 22/11/23)	Confidential
vii)	HMRC – period 8, 5 Nov. – 5 Dec. '23.	Confidential
viii)	Hiscox - Insurance upgrade ( <a href="#">item 159/23-24, FC meeting 31<sup>st</sup> Oct. '23</a> )	£26.88
ix)	CBS Office Solutions – Printing costs 15/09 – 31/10/2023	£10.78
x)	Phoenix Events (East) - Event management markets in Oct. '23.	£720.00
xi)	Phoenix Events (East) - Event management for 25 <sup>th</sup> Nov. '23 event <a href="#">(item 157/23-24(3), FC meeting 31<sup>st</sup> Oct. '23)</a> .	£153.60
xii)	South Cambs DC - Rent NTC office 16 <sup>th</sup> Oct – 15 <sup>th</sup> Nov. '23	£250.00
xiii)	South Cambs DC - Hire Assembly Room, The Cabin, Council meeting 25 <sup>th</sup> July '23	£49.50
xiv)	South Cambs DC - Hire Assembly Room, The Cabin, Council meetings in Oct. 2023	£112.50
xv)	South Cambs DC - Hire Assembly Room, The Cabin, Council meetings in Nov. 2023	£94.50
xvi)	South Cambs DC - Hire Assembly Rooms, for market on 22 <sup>nd</sup> October 2023	£180.00
xvii)	South Cambs DC - Hire Assembly Room(s), for markets in November 2023	£429.00
xviii)	South Cambs DC - Hire Assembly Rooms, The Cabin, Community Lounge, Sep. and Oct. '23	£400.00
xix)	South Cambs DC - Hire Assembly Rooms, The Cabin, Community Lounge, Nov. '23	£180.00