

NORTHSTOWE TOWN COUNCIL - FINANCE AND GOVERNANCE COMMITTEE

Tuesday 19th NOVEMBER 2024, 7-8 PM

Supporting Document A

INCOME [Details for item 62/24-25(3)]:

• **Income – Market Pitch Fees:**

Company	Reason	Market date(s)	Date received in account	Amount
Cambridge Luxury Bakes	Trader Pitch fee	JUL 24	30/10/2024	£23.00
South View Apiary	Trader Pitch fee	AUG 24	28/10/2024	£15.00
Kuya's Catering	Trader Pitch fee	SEP 24	28/10/2024	£23.00
Clare's Refill Station	Trader Pitch fee	SEP 24	31/10/2024	£15.00
Beautiful things of Cambridge	Trader Pitch fee	SEP 24	04/11/2024	£15.00

• **Income – Other:**

Origin	Reason	Date received	Amount
Longstanton Parish Council	Donation towards the costs of the six month trial of the Mobile Food Hub, delivered by Hope CIC (see also Finance and Governance Committee 15 th Oct. '24 item 55/24-25(1)).	06/11/2024	£250.00

EXPENDITURE [Details for item 62/24-25(4)]:

[RETROSPECTIVE] - PAYMENTS MADE / DIRECT DEBIT:

i)	EE Limited - Mobile phones staff – OCT '24 (cashd 17/10/'24)	£46.46
ii)	Lloyds Bank - Credit card; period: SEP '24 (Market materials – chalk; footrest office; card fee) (cashd 16/10/'24)	£24.88
iii)	TPT Pensions Trust - staff pension contributions for OCT '24 (cashd 29/10/'24)	Confidential
iv)	ESPO – stationery order made in august 2024 (cashd 24/10/'24)	£500.22
v)	Unity Trust Bank – Bank charges; period 18 th Sep – 31 st oct 2024 (cashd 31/10/'24)	£4.35

[RETROSPECTIVE] - PAYMENTS MADE / OTHER:

vi)	Dor-2-Dor – Delivery of market leaflet door-to-door across Northstowe	£247.20
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NEW PAYMENTS:

vii)	Staff salaries - Nov '24 (payment date 27/11/'24)	Confidential
viii)	HMRC – period 8, 6 NOV – 5 DEC '24	Confidential
ix)	South Cambs DC - Rent NTC office – NOV '24	£250.00
x)	South Cambs DC - Hire Assembly Room, The Cabin, Council meetings – NOV '24	£94.50
xi)	South Cambs DC - Hire Assembly Room, The Cabin, Community Lounge - NOV '24	£120.00
xii)	South Cambs DC - Hire Assembly Room, The Cabin, Community Lounge/booking 14/11'24	£20.00
xiii)	South Cambs DC - Hire Assembly Rooms, the Cabin, for market – NOV '24	£195.00
xiv)	CBS Office Solutions – Printing costs – OCT '24	£15.52
xv)	Expenses, Assets and Estates Manager, incurred in period 14 th oct – 13 th November 2024	£94.90
xvi)	Posh Electrical Services – PAT Testing, carried out 4 th November 2024	£184.80
xvii)	Hope Against Poverty CIC – Mobile Food Hub six months trial period	£2,400