

HOUGHTON REGIS TOWN COUNCIL
Corporate Services Committee
Minutes of the meeting held on
1st December 2025 7.00pm.

Present: Councillors: D Jones Chairman
E Billington
J Carroll
M Herber

Officers: Debbie Marsh Head of Corporate Services
Amanda Samuels Administration Officer

Public: 0

Apologies: Councillors: W Henderson
C Rollins

Absent: Councillor: E Costello

13436 APOLOGIES & SUBSTITUTIONS

Apologies were received from Cllr Henderson and Cllr Rollins.

13437 QUESTIONS FROM THE PUBLIC

None.

13438 DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

13439 MINUTES

To approve the Minutes of the meetings held on 1st September 2025.

Members requested a minor amendment to Minute 13330 to read December 2024.

**Resolved: To approve the Minutes of the meeting held on 1st September 2025
and for these to be signed by the Chairman.**

13440 INCOME AND EXPENDITURE REPORT

Members were provided with the income and expenditure report, highlighting significant variances, for Corporate Services Committee to date.

Members referenced the note from the Finance Officer regarding Professional Fees which indicated an overspend. This could ultimately be attributed to design costs for Project H and capitalised as part of the outfitting; therefore, the impact on general reserves would be limited.



13441 BANK AND CASH RECONCILIATION STATEMENTS

Members received the monthly bank and cash reconciliation statements for August, September and October 2025.

Resolved:

- 1. To approve the monthly bank and cash reconciliation statements for August, September and October 2025;**
- 2. For these along with the original bank statements to be signed by the Chair of Corporate Services Committee and the Council's RFO.**

13442 LIST OF PAYMENTS

Members were provided with a list of payments for the period August, September and October 2025 (inclusive).

13443 INVESTMENT REPORT

This report was provided in accordance with the approved Committee Functions, Financial Regulation 12 and Banking Arrangements, Investment Strategy & Investment Arrangements.

The Corporate Services Committee are to oversee and manage the financial obligations of the Council, including:

To receive quarterly reports on investments containing a forecast of capital expenditure, investment opportunities and a recommendation for further investment including where length and amount.

It was confirmed that a deposit had been made in the Government's Debt Management Account.

Resolved: To note the report.

13444 INVESTMENT WORKING GROUP

Members were provided with the minutes from the Investment Working Group meetings held on the 13th October 2025 and 12th November 2025.

Members were reminded that recommendations arising from draft minutes may be submitted to the Corporate Services Committee for consideration prior to the formal approval of the minutes.

A meeting had taken place with Arlingclose and the Investment Working Group had made a recommendation to Corporate Services to enter into a three-year contract for the provision of investment advice.

Resolved:

- 1) To agree to the Town Council entering into a three-year contract with Arlingclose Treasury Services;**

D.J.

- 2) **To recommend to Council the use of general reserves to fund this service for the remaining 2025/2026 financial year and to ensure suitable budgetary provision is made for future years.**

13445 EXISTING CONTRACTS

In accordance with the approved Committee Functions and Terms of Reference the Corporate Services Committee was required to annually review existing contracts.

Members were presented with a list of existing contracts and the following queries were raised:

- There was some question as to the accuracy of the quoted figure for Op Hana. The Head of Corporate Services confirmed this would be checked.
- Confirmation was requested regarding the current number of lone worker devices. The Head of Corporate Services confirmed that a third device had been approved but was yet to be purchased.
- Utilities appeared to have been underbudgeted. Members requested that suitable budget provision would be made in the 2026/2027 budget.

13446 BEDFORDSHIRE PENSION FUND – HRTC EMPLOYER RESULTS SCHEDULE

Members were provided with a summary of the preliminary results of the Bedfordshire Pension Fund actuarial valuation. The purpose of the valuation was to set appropriate pension contribution rates for each employer for the period from 1st April 2026 to 31st March 2029.

Members were requested to note the change to the contribution rates whereby the secondary rate was calculated as a percentage; however, from the 1st April 2026 onwards the secondary percentage rate was being replaced with a fixed sum.

Members were advised this change would be reflected in the draft 2026/2027 budget.

13447 VAT RETURN

In accordance with Financial Regulation 13.6 - The RFO shall ensure that VAT is correctly recorded in the council's accounting software and that any VAT Return required is submitted from the software by the due date.

For information Members were provided with a copy of the VAT Returns for quarter 2 for financial year 2025/2026.

13448 HEALTH & SAFETY AT WORK POLICY

Members were provided with the amended Health & Safety at Work Policy. Amendments had been made to reflect changes in line management responsibilities as well as referring to the Kitchen Garden.

OUT

Apart from these minor amendments it was considered this policy remained fit for purpose.

Resolved: To recommend to Town Council the adoption of the Town Councils Health & Safety at Work policy.

13449 SOCIAL MEDIA POLICY & IT POLICY UPDATES

Members were requested to review and recommend for approval the Town Council's Social Media and IT policies.

Members were provided with a report and revised policies.

Members highlighted that the last entry in section 5 'Prohibited Use' appeared to be missing some text. The Head of Corporate Services confirmed this would be amended and Members informed of the additional text.


Resolved:

- 1) To recommend to Town Council the adoption of the Town Councils Social Media Policy**
- 2) To recommend to Town Council the adoption of the Town Councils IT Policy**
- 3) To recommend these policies be presented to Town Council at the meeting to be held on the 15th December 2025**

13450 HR SOFTWARE

Members were provided with a report and requested to consider the purchase of HR administration software.

Members agreed that it was appropriate to invest in HR software considering the growing numbers in HRTC council staff. The Head of Corporate Services advised members that although a number of providers had been approached further due diligence was required. Members agreed the appointment of a provider be delegated to the Head of Corporate Services, for a contract not exceeding £3,500 per annum.

 In order to expedite this matter, members requested this item be placed on the Town Council agenda for the meeting to be held on the 15th December 2025.

Resolved:

- 1) To agree to the Town Council entering into a contract for the provision of HR administration software at a current cost of £3500.**
- 2) To request Town Council agrees to the use of General Reserves to fund this service and to request suitable budget provision is made during future budget setting processes.**



13451 EXCLUSION OF PRESS AND PUBLIC

Members voted on the exclusion of the press and public:

Proposed by: Cllr M Herber Seconded by: Cllr E Billington

Votes in favour: 4

Resolved: In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

13452 STAFF SALARIES 2026/2027

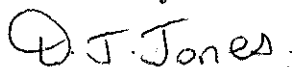
Financial Regulation 4.2 states: Budgets for salaries and wages, including employer contributions shall be reviewed by the relevant committee at least annually by December for the following financial year and the final version shall be evidenced by a hard copy schedule signed by the Clerk and the Chair of the relevant committee.

Members received an appendix containing the Salary Point number for financial year 2026-2027 for all Corporate Services staff.

Resolved: To receive the list of salary point numbers for all Corporate Services staff, along with pension contribution rates for financial year 2026-2027 and to recommend that these be noted and signed by the Chair.

The Chairman declared the meeting closed at 8pm

Dated this 2nd day of March 2026



Chairman

NATWEST CURRENT/RESERVE

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/08/2025	Police & Crime Commissioner fo	FP1	4,120.80	4,120.80		501			424-OP Hana Police Hire June
01/08/2025	Bowerbirdy Ltd	FP2	2,160.00	2,160.00		501			425-WOW Bike Package Carnival
01/08/2025	Bubbles Lighting Ltd	FP3	768.30	768.30		501			426-Generators Carnival/H Rock
01/08/2025	Caroline Nicholson	FP4	50.00	50.00		501			427-HR Carnival Prize
01/08/2025	Council HR and Governance Supp	FP5	336.00	336.00		501			428-Job evaluation two posts
01/08/2025	Cromwell Group (Holdings) Ltd	FP6	626.68	626.68		501			429-Cleaning products
01/08/2025	Gumbles Amusements Limited	FP7	250.00	250.00		501			431-Refund for 2 fun fair ride
01/08/2025	J Cross	FP8	200.00	200.00		501			432-Photograph HR Carnival
01/08/2025	Houghton Regis Consortium	FP9	90.00	90.00		501			433-Hire Farmstead CGF
01/08/2025	Lime Tree Primary Academy	FP10	50.00	50.00		501			434-Carnival Prize
01/08/2025	Mrs E Jones	FP11	20.00	20.00		501			435-1 ticket Mayor Bingo Night
01/08/2025	MT Fabricators	FP12	606.00	606.00		501			461-Repairs to Parkside gate
01/08/2025	Prestige Design & Workwear Ltd	FP13	126.00	126.00		501			463-Polo and jumper L
01/08/2025	Really Awesome Catering	FP14	91.20	91.20		501			438-Food & Drink Vouchers
01/08/2025	Reliance High Tech Ltd	FP15	14.26	14.26		501			439-Lone worker devices
01/08/2025	The Chiltern School	FP16	100.00	100.00		501			440-Carnival Prize
01/08/2025	South Beds Dial A Ride	FP17	100.00	100.00		501			441-Carnival Prize
01/08/2025	TACO Cat Rescue	FP18	50.00	50.00		501			442-Carnival Prize
01/08/2025	Trafalgar Cleaning Equipment L	FP19	412.50	412.50		501			443-Graffiti Remover
01/08/2025	Techies Limited	FP20	285.00	285.00		501			444-Two LED Monitors
01/08/2025	Zurich Municipal	FP21	112.00	112.00		501			445-Additional Insurance HRC
01/08/2025	1st/3rd HOUGHTON REGIS SCOUTS	FP22	100.00	100.00		501			446-Carnival Prize
01/08/2025	Broad Strokes Facepainting	FP23	50.00	50.00		501			459-Facepainting booking fee
01/08/2025	Dunstable Lock & Safe Co	FP24	320.64	320.64		501			460-Padlocks and keys
01/08/2025	Rialtas Business Solutions Ltd	FP25	151.20	151.20		501			462-Allotment/Cemetery trainin
01/08/2025	AMF Services (Bedford) Ltd	FP26	1,500.47	1,500.47		501			465-Service LK15 DXU
01/08/2025	John Curl	FP27	18.00	18.00		501			466-EX67 KKW puncture repairs
01/08/2025	Bedfordshire Pension Fund	BACS	20,863.93			525		20,863.93	Pensions - July 2025
01/08/2025	EE Limited	DD1	408.46	408.46		501			468-Mobile Phone Charges
04/08/2025	Techies Limited	SO1	191.89	191.89		501			560-Managed Silver Contract
04/08/2025	Techies Limited	SO2	399.96	399.96		501			833-Microsoft 365 charge
04/08/2025	Morrisons	POS	26.70			4222	304	26.70	Food and Drinks for HRocks
04/08/2025	BT Payment Services Ltd	DD2	342.00	342.00		501			469-Fixed Line Charges
05/08/2025	Cloudy Group	DD3	110.19	110.19		501			470-App Hosting Package

NATWEST CURRENT/RESERVE

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
07/08/2025	Post Office	POC	44.89			221		44.89	Petty Cash
07/08/2025	Transfer to Mayors Account	DPC	7.00			1097	304	7.00	V Smith overpayment
08/08/2025	Wave Utilities	DD1	83.61	83.61		501			450-Water charges
08/08/2025	Anglian Water	DD2	903.58	903.58		501			451-Water charges
08/08/2025	Anglian Water	DD3	278.17	278.17		501			456-Water charges
11/08/2025	Anglian Water	DD4	4.96	4.96		501			471-Water Charges
11/08/2025	Yu Energy	DD5	148.78	148.78		501			472-Gas Charges
11/08/2025	Yu Energy	DD6	28.05	28.05		501			473-Gas Charges
11/08/2025	Yu Energy	DD7	10.05	10.05		501			474-Gas Charges
11/08/2025	Yu Energy	DD8	34.12	34.12		501			475-Gas Charges
11/08/2025	British Gas	DD9	930.48	930.48		501			476-Electric Charges
11/08/2025	Morrisons	POS	64.57			4101	307	64.57	Food Mayors Afternoon Tea
11/08/2025	Amazon	POS	14.95		2.50	4023	190	12.45	Protective phone cases/screens
12/08/2025	Pozitive Energy	DD1	9.18	9.18		501			520-Gas Charges
14/08/2025	Amazon	POS	12.30		2.05	4222	304	10.25	Helix Metal Sharpener
14/08/2025	Amazon	POS	15.98		2.66	4222	304	13.32	180 Colouring Pencils
14/08/2025	Amazon	POS	12.90		2.16	4222	304	10.74	Eco-friendly Wheelie Bin Liner
15/08/2025	Castle Water	DD10	9.11	9.11		501			477-Water Charges
15/08/2025	AKM South Ltd	FP1	220.00	220.00		501			487-Pizza for Skate Jam
15/08/2025	Bird on the Hand	FP2	750.00	750.00		501			488-Bird show Family Fun Day
15/08/2025	Broad Strokes Facepainting	FP3	300.00	300.00		501			489-Facepainting Open-Air Thea
15/08/2025	Central Bedfordshire Council	FP4	5,765.00	5,765.00		501			491-Tithe Farm Est Rent
15/08/2025	Dignity Funerals	FP5	81.00	81.00		501			492-Refund Invoice 545€
15/08/2025	Fantastic Fireworks Ltd	FP6	750.00	750.00		501			493-Deposit Firework Display
15/08/2025	George Browns Hire	FP7	32.48	32.48		501			494-Machinery repairs to Sept
15/08/2025	HR Solutions	FP8	270.30	270.30		501			495-HR Retainer
15/08/2025	Latent Digital Solutions Ltd	FP9	108.23	108.23		501			496-Service Charge Photocopier
15/08/2025	Louise A Senior	FP10	36.70	36.70		501			497-Items Mayors Afternoon Tea
15/08/2025	Independent Water Networks	FP11	26.21	26.21		501			498-Water Charges Allotments
15/08/2025	MCS Contract Cleaning Limited	FP12	2,442.00	2,442.00		501			499-Toilet Cleaning Bedford Sq
15/08/2025	Cllr Michelle Herber	FP13	33.45	33.45		501			500-Vinyl Banner Mayoral Event
15/08/2025	AMRO Catering & Events Ltd	FP14	64.80	64.80		501			501-Drink Open-Air Theatre
15/08/2025	Rushden Town Council	FP15	15.00	15.00		501			502-Ticket Mayor Rushden Feast
15/08/2025	Setsquare Creative Solutions L	FP16	834.00	834.00		501			503-Website Survey Banners
15/08/2025	Strawberry Fieldz Ltd	FP17	1,200.00	1,200.00		501			504-Sound system, stage HRocks
15/08/2025	Techies Limited	FP18	7.20	7.20		501			505-Microsoft 365 Backup
15/08/2025	Right Fuelcard Company Ltd	FP19	233.23	233.23		501			506-Fuel for Company vehicles

NATWEST CURRENT/RESERVE

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
15/08/2025	Trade UK Account	FP20	66.47	66.47			501		507-Materials to buy Sept 25
15/08/2025	DE Signs & Labels Ltd	FP21	260.64	260.64			501		509-Change Web detail Vehicles
15/08/2025	B R Boatwright	FP22	960.00	960.00			501		511-Remove green waste
15/08/2025	Clear Fitness	FP23	270.00	270.00			501		512-Buggy Exercise
15/08/2025	Chloe Barr	FP24	6.00	6.00			501		513-Refund HRocks Stal
15/08/2025	The Friends of Houghton Hall P	FP25	415.60	415.60			501		514-HHP Kitchen Garder Mainten
15/08/2025	Houghton Regis Memorial Hall F	FP26	1,000.00	1,000.00			501		515-Memorial Hall Gates
15/08/2025	Made By Cooper Ltd	FP27	348.00	348.00			501		516-Embroidered Patches HRocks
15/08/2025	Preston Bissett Nurseries & Co	FP28	1,770.00	1,770.00			501		517-Winter plants
15/08/2025	Scutum South East Ltd	FP29	210.00	210.00			501		518-Alarm Service Contact Pavi
15/08/2025	William Tookey	FP30	400.00	400.00			501		519-Host HRocks
15/08/2025	HMRC	FP31	17,361.25	17,361.25			501		467-PAYE/NI - July 2025
15/08/2025	Mayors Appeal Fund	TFR	5.00				4106 307	5.00	x5 Raffle Tickets at Mayor's A
15/08/2025	Amazon	POS	11.97		1.99	4042	190	9.98	Wireless Mouse for S Gelsthorp
15/08/2025	Amazon	POS	12.48		2.08	4222	304	10.40	Vinyl Numbers and Letters
15/08/2025	Haws Watering Cans	POS	324.93		54.17	4039	263	270.76	Watering Cans and Roses
15/08/2025	Bankline	BLN	45.20			4051	101	45.20	Bankline fees
18/08/2025	Scottish Power	DD13	35.75	35.75			501		480-Electric Charges
18/08/2025	Scottish Power	DD14	104.37	104.37			501		481-Electric Charges
18/08/2025	Scottish Power	DD15	122.62	122.62			501		482-Electric Charges
18/08/2025	Scottish Power	DD16	43.28	43.28			501		483-Electric Charges
18/08/2025	Scottish Power	DD2	20.71	20.71			501		521-Electric Charges
18/08/2025	Scottish Power	DD3	27.20	27.20			501		522-Electric Charges
18/08/2025	Haymarket Business Media Ltd	POS	1,230.00		205.00	4059	263	1,025.00	Community Gardener Advert
18/08/2025	BNP Paribas	BACS	1,326.00			4851	299	1,326.00	Finance Charge - 2 mowers
19/08/2025	Castle Water - 2597749	DD11	36.79	36.79			501		478-Water Charges
19/08/2025	Castle Water - 2597769	DD12	67.93	67.93			501		479-Water Charges
19/08/2025	Morrisons	POS	53.10			4020	263	53.10	Tea, coffee, toilet paper
20/08/2025	Post Office	POS	8.31			4222	304	8.31	3 x post to Skylight Cinema
20/08/2025	Geocaching HQ	POS	30.99			4024	263	30.99	Geocaching 1-Year subscription
20/08/2025	Amazon	POS	19.98		3.33	4020	190	16.65	Cimitech wireless keyboard
21/08/2025	Yorkshire Gas and Power	DD4	192.52	192.52			501		523-Electric Charges
25/08/2025	Biffa Waste Services Ltd	DD17	4,765.97	4,765.97			501		484-Skip General Waste
25/08/2025	Biffa Waste Services Ltd	DD18	60.82	60.82			501		485-General Waste
26/08/2025	Amazon	POS	10.04		0.76	4227	302	9.28	Music Colouring Book
26/08/2025	Amazon	POS	10.73		1.79	4227	302	8.94	Music Themed Stationer
26/08/2025	Amazon	POS	9.65		1.61	4227	302	8.04	Haribbo Mini Bags Multipack
26/08/2025	Amazon	POS	22.94		3.83	4227	302	19.11	Guitar Plushie/Music

Payments for Month 5

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
26/08/2025	Amazon	POS	43.67		1.00	4227	302	42.67	keyrings Stickers/inflatable Instrument
26/08/2025	Amazon	POS	169.85		28.30	4042	291	141.55	Chairs for Workshop
26/08/2025	Amazon	POS	22.79		4.00	4227	302	18.79	Party Favors Boxes
27/08/2025	Salaries - August 2025	BACS	54,941.58			520		54,941.58	Salaries - August 2025
28/08/2025	Diocese of St Albans	SO	60.00			4235	305	60.00	Diocese of St Albans
28/08/2025	Dunstable Food Bank	SO	120.00			4235	305	120.00	Dunstable Food Bank
28/08/2025	Central Bedfordshire	SO	60.00			4235	305	60.00	Central Bedfordshire
28/08/2025	Thornhill Primary	SO	60.00			4235	305	60.00	Thornhill Primary
28/08/2025	Houghton Regis Helpers	SO	60.00			4235	305	60.00	Houghton Regis Helpers
28/08/2025	Houghton Regis Baptist Church	SO	60.00			4235	305	60.00	Houghton Regis Baptist Church
28/08/2025	Jewels	SO	60.00			4235	305	60.00	Jewels
28/08/2025	Biggleswade Town Council	POS	5.00			4101	307	5.00	Ticket Biddleswade Charity Qui
29/08/2025	Payroll Options	DD19	264.35	264.35		501			486-Payroll Services 25/07/25
29/08/2025	AMF Services (Bedford) Ltd	FP1	512.20	512.20		501			524-Service Denis 610 machine
29/08/2025	Bedfordshire Pension Fund	FP2	63.66	63.66		501			525-Added Years July 2025
29/08/2025	Bedfordshire Rural Communities	FP3	2,475.00	2,475.00		501			526-Support Comm Govern Review
29/08/2025	Devonshires Solicitors LLP	FP4	5,836.20	5,836.20		501			527-Market Policy Advice
29/08/2025	Igne Group Limited	FP5	714.00	714.00		501			528-Hydrogeological Assessment
29/08/2025	Three Star (Luton) Ltd	FP6	144.00	144.00		501			529-9 wristbands Southend trip
29/08/2025	Trade UK Account	FP7	43.25	43.25		501			538-Tool clips and hooks
29/08/2025	Wryngwyrn Dark Age Warband	FP8	580.00	580.00		501			531-Heritage Day entertainment
29/08/2025	Cllr Michelle Herber	FP9	310.39	310.39		501			534-Mayor's Afternoon Tea exps
29/08/2025	Leighton-Linslade Town Council	FP10	25.00	25.00		501			535-Steam Train Evening tkt
29/08/2025	J Cross	FP11	65.00	65.00		501			537-Mayoral photograph
29/08/2025	Reliance High Tech Ltd	FP12	26.02	26.02		501			539-Lone worker devices Aug25
29/08/2025	Purple Chillli Ltd	FP13	201.60	201.60		501			540-Photo Booth for HRocks
29/08/2025	Anglia in Bloom	FP14	325.00	325.00		501			541-13 tickets for AiB awards
29/08/2025	Cromwell Group (Holdings) Ltd	FP15	103.58	103.58		501			542-Blue, standard, centrefeed
29/08/2025	Big in Brazil	FP16	300.00	300.00		501			543-HRocks Live Band
29/08/2025	Friends of Windsor Drive	FP17	800.00	800.00		501			544-Community Grant
29/08/2025	Post Office	POC	41.95			221		41.95	Petty Cash
Total Payments for Month			150,995.79	71,106.41	317.23			79,572.15	
Balance Carried Fwd			65,338.34						
Cashbook Totals			216,334.13	71,106.41	317.23			144,910.49	

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2025	EE Limited	DD1	464.81	464.81		501			613-Mobile Phone Charges
02/09/2025	Francotyp Postalia Ltd	DD1	90.00	90.00		501			546-Postbase Mini
02/09/2025	Post Office	POC	200.00			4222	304	200.00	Subsistence at Houghton Rocks
03/09/2025	BT Payment Services Ltd	DD2	342.00	342.00		501			547-Fixed Line Charges
03/09/2025	Ken from Memorial Hall	BACS	3.52			1091	190	3.46	Memorial Hall Printing
						4051	101	0.06	Sum Up Fees
03/09/2025	Techies Limited	SO1	399.96	399.96		501			833-Microsoft 365 charge
03/09/2025	Techies Limited	SO2	191.89	191.89		501			833-Microsoft 365 charge
03/09/2025	Ken from Memorial Hall	BACS	-3.52			1091	190	-3.46	Ken Memorial Hall Printing
						4051	101	-0.06	Sum Up Fees
04/09/2025	Morrisons	POS	11.40			4226	302	11.40	Snacks for Youth Council
04/09/2025	Bedfordshire Pensions	EBP	22,920.98			525		22,920.98	Pension - August 2025
05/09/2025	Cloudy Group	DD1	110.19	110.19		501			560-App Hosting Package
08/09/2025	Anglain Water	DD3	17.23	17.23		501			548-Water Charges
08/09/2025	Anglian Water	DD4	25.95	25.95		501			549-Water Charges
08/09/2025	Anglian Water	DD5	192.51	192.51		501			550-Water Charges
08/09/2025	Anglian Water	DD6	501.99	501.99		501			551-Water Charges
08/09/2025	Welch Fencing Limited	POS	233.02		38.84	4039	263	194.18	3-way slotted posts for HHP
10/09/2025	Yu Energy	DD6	72.85	72.85		501			565-Gas Charges
10/09/2025	Yu Energy	DD7	32.71	32.71		501			566-Gas Charges
10/09/2025	Yu Energy	DD8	35.72	35.72		501			567-Gas Charges
10/09/2025	Yu Energy	DD9	10.05	10.05		501			568-Gas Charges
11/09/2025	Pozitive Energy	DD1	9.18	9.18		501			604-Gas Charges
12/09/2025	Broad Strokes Facepainting	FP1	225.00	225.00		501			570-Additional Facepainting
12/09/2025	Daniel Briscombe (Tooth Marks)	FP2	200.00	200.00		501			571-HRocks Band Tooth Marks
12/09/2025	Dawn Gayle	FP3	50.00	50.00		501			572-HRocks Band
12/09/2025	D E Signs	DP4	170.40	170.40		501			575-Change date - 2 road signs
12/09/2025	Dunstable Lock & Safe Co	FP5	443.64	443.64		501			577-42 Cylinder/4 Detainer key
12/09/2025	Dunstable Town Council	FP6	52.50	52.50		501			578-Licence for stalls HRocks
12/09/2025	FPM Facility Services Ltd	FP7	894.00	894.00		501			579-Car Park Lining Moore Cres
12/09/2025	Kempston Town Council	FP8	25.00	25.00		501			580-Ticket Mayor/Charity Dinne
12/09/2025	Lamps & Tubes Illuminations Lt	FP9	1,965.60	1,965.60		501			581-Repair Festive Lighting
12/09/2025	Latent Digital Solutions Ltd	FP10	55.59	55.59		501			582-Photocopier Charge
12/09/2025	Lawrence McGee (Leech)	FP11	200.00	200.00		501			583-HRock Band - Leech
12/09/2025	MCS Contract Cleaning Limited	FP12	2,442.00	2,442.00		501			584-Public Toilet Cleaning
12/09/2025	Quantum Theatre	FP13	2,700.00	2,700.00		501			585-Two Theatre Shows HHP
12/09/2025	R T Machinery Ltd	FP14	51.00	51.00		501			586-Ransome Repair
12/09/2025	Techies Limited	FP15	7.20	7.20		501			587-Microsoft 365 Backup

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
12/09/2025	Right Fuelcard Company Ltd	FP16	143.77	143.77		501			588-Fuel Charges
12/09/2025	The Safer Luton Partnership	FP17	100.00	100.00		501			589-First Aid HRocks
12/09/2025	Diverse FX	FP18	200.00	200.00		501			590-HRocks Band - Diverse FX
12/09/2025	J Wood (Cube Tuesdays)	FP19	150.00	150.00		501			591-HRocks Band/Cube Tuesdays
12/09/2025	Fantastic Fireworks Ltd	FP20	8,100.00	8,100.00		501			592-HR Fireworks Display
12/09/2025	HR Solutions	FP21	270.30	270.30		501			593-HR Retainer
12/09/2025	Zurich Municipal	FP22	112.00	112.00		501			594-Additional Insurance HRock
12/09/2025	Access Loo	FP23	570.00	570.00		501			595-Hire of an AccessoLoo
12/09/2025	Biggleswade Town Council	FP24	5.00	5.00		501			596-Mayor Charity Quiz Night
12/09/2025	Bubbles Lighting Ltd	FP25	778.80	778.80		501			597-Lighting Generators HRocks
12/09/2025	Central Bedfordshire Council	FP26	284.59	284.59		501			598-CCTV License for Cameras
12/09/2025	Falconeye Security Ltd	FP27	960.00	960.00		501			599-Security Services HRocks
12/09/2025	Fizzy Facepaints	FP28	300.00	300.00		501			600-Glitter Tattoos HRocks
12/09/2025	Independent Water Networks	FP29	26.21	26.21		501			601-Allotments Water Charges
12/09/2025	J Cross	FP30	300.00	300.00		501			602-Photograph HRocks
12/09/2025	Perfect Personalised Parties	FP31	1,050.00	1,050.00		501			603-Inflatables Family Fun Day
12/09/2025	HMRC	FP1	20,252.08	20,252.08		501			545-PAYE/NI August 2025
12/09/2025	CCLA Deposit Account	EBP	400,000.00					400,000.00	LA Deposit
12/09/2025	Amazon	POS	23.29		3.88	4227	302	19.41	Dry Floral Foam Blocks
12/09/2025	Amazon	POS	5.65		0.95	4227	302	4.70	Florist Wire for LLSG
12/09/2025	Amazon	POS	85.47		14.25	4222	304	71.22	A3 Waterproof Clipboard
12/09/2025	Amazon	POS	57.32		9.56	4042	190	47.76	Docking Station x 2
14/09/2025	Scottish Power	DD6	20.21	20.21		501			609-Electric Charges
15/09/2025	Scottish Power	DD4	35.75	35.75		501			563-Electric Charges
15/09/2025	Scottish Power	DD5	97.78	97.78		501			564-Electric Charges
15/09/2025	Bankline	BLN	54.20			4051	101	54.20	Bankline fees
16/09/2025	Castle Water	DD3	10.84	10.84		501			562-Water Charges
17/09/2025	Scottish Power	DD2	44.64	44.64		501			605-Electric Charges
17/09/2025	Scottish Power	DD3	109.38	109.38		501			606-Electric Charges
17/09/2025	Scottish Power	DD4	25.33	25.33		501			607-Electric Charges
17/09/2025	Castle Water - 2597769	DD5	29.87	29.87		501			608-Water Charges
17/09/2025	BNP Paribas leasing	DD	1,326.00			4851	299	1,326.00	Finance charge two mowers
17/09/2025	Castle Water - 2597749	DD1	38.52	38.52		501			610-Water Charges
18/09/2025	CCLA deposit account	EBP	300,000.00					300,000.00	LA deposit account
18/09/2025	Amazon	POS	93.56		15.60	4222	263	77.96	Freddos for Halloween at HHP
18/09/2025	Amazon	POS	11.25		1.90	4222	263	9.35	Halloween Sticker Sheets HHP
19/09/2025	Scottish Power	DD2	668.68	668.68		501			614-Electric Charges May/Sept

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
19/09/2025	Wheels Van Centres Vehicle Sol	FP1	32,388.00	32,388.00		501			617-Purchase of Transit Tipper
19/09/2025	Francotyp Postalia Ltd	DD1	10.00	10.00		501			618-Postage Download
19/09/2025	Post Office	POC	16.06			221		16.06	Petty Cash
19/09/2025	Kato Group BV	POS	304.34		50.72	4042	263	253.62	Swiss Tool plus Ratchet. PD35
22/09/2025	Biffa Waste Services Ltd	DD7	2,654.98	2,654.98		501			552-Skip General Waste
22/09/2025	Biffa Waste Services Ltd	DD8	60.82	60.82		501			553-General Waste
22/09/2025	Yorkshire Gas and Power	DD2	183.12	183.12		501			611-Electric Charges
22/09/2025	Banana-Print.co.uk	POS	43.90			4222	263	43.90	250x Halloween Trail Maps
24/09/2025	DVLA	POS	345.00			4037	261	345.00	Vehicle road tax LC23 YMJ
24/09/2025	Amazon	POS	18.93		3.16	4042	190	15.77	Laptop Stand/Riser CE & BN
26/09/2025	Everflow Utilities	DD3	1,477.55	1,477.55		501			615-Water Charges
26/09/2025	AMRO Catering & Events Ltd	FP1	61.80	61.80		501			635-Food/drink at Heritage Day
26/09/2025	Bedfordshire Pension Fund	FP2	63.66	63.66		501			619-Added Years August 2025
26/09/2025	Bee-Line	FP3	190.80	190.80		501			620-The Train Santa's Grotto
26/09/2025	Black Knight Historical	FP4	1,800.00	1,800.00		501			636-Reenactment Heritage Day
26/09/2025	John Curl	FP5	650.45	650.45		501			637-Service and MOT KY64 BGK
26/09/2025	Grove Theatre	FP6	600.00	600.00		501			621-LLSG Pantomine 30 seats
26/09/2025	Central Bedfordshire Council	FP7	16,759.00	16,759.00		501			45-Rates Moore Crescent
26/09/2025	Hospice at Home Volunteers	FP8	29.50	29.50		501			638-Mayor Home event 8th Oct
26/09/2025	Houghton Regis Helpers Communi	FP9	50.00	50.00		501			63-Donation for Afternoon Tea
26/09/2025	Houghton Regis Memorial Hall F	FP10	132.00	132.00		501			622-Hall Hire Mayors Civic Rec
26/09/2025	Kensworth Sawmills Ltd	FP11	2,381.92	2,381.92		501			623-Compost Bin HHP
26/09/2025	MT Fabricators	FP12	6,480.00	6,480.00		501			641-Fencing repairs at Thorn
26/09/2025	Origin Amenity Solutions	FP13	290.60	290.60		501			624-Winter materials cricket
26/09/2025	Perfect Personalised Parties	FP14	300.00	300.00		501			625-Remembrance & Xmas Lights
26/09/2025	Pete Rowe Building Services	FP15	222.00	222.00		501			626-Hot water system Moore Cre
26/09/2025	The Play Inspection Company Lt	FP16	1,542.00	1,542.00		501			627-Inspection App Licence
26/09/2025	Preston Bissett Nurseries & Co	FP17	3,500.00	3,500.00		501			628-Reports & Plans HHP garden
26/09/2025	Reliance High Tech Ltd	FP18	26.02	26.02		501			642-Lone worker devices
26/09/2025	Richard Browne	FP19	50.00	50.00		501			629-HRocks Performer
26/09/2025	Setsquare Creative Solutions L	FP20	360.00	360.00		501			630-Hosting per annum
26/09/2025	SLCC Enterprises Ltd	FP21	549.60	549.60		501			631-National Conf 2025 C Evans
26/09/2025	Spaldings Limited	FP22	2,648.52	2,648.52		501			644-Various tools and

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									PPE
26/09/2025	Techies Limited	FP23	2,446.67	2,446.67		501			633-Quarterly Telephone Bill
26/09/2025	UK Events and Tents	FP24	852.00	852.00		501			645-Marquee Santas Grotto
26/09/2025	Zurich Municipal	FP25	267.71	267.71		501			634-Increase Fidelity guarante
26/09/2025	Salaries - September 2025	BACS	52,971.91			520		52,971.91	Salaries - September 2025
26/09/2025	Amazon	POS	6.99			4222	263	6.99	Hot Glue Gun Sticks 7mm
26/09/2025	Post Office	POC	38.70				221	38.70	Petty Cash
29/09/2025	Amazon	POS	17.85		2.98	4226	302	14.87	Potion making for YC Halloween
29/09/2025	Amazon	POS	16.99		2.83	4226	302	14.16	Extension Lead Cube
29/09/2025	Amazon	POS	25.66		4.27	4226	302	21.39	Wireless mouse Laptop Charger
29/09/2025	HR Baptist Church	SO	60.00			4235	305	60.00	HR Baptist Church
29/09/2025	Jewels	SO	60.00			4235	305	60.00	Jewels
29/09/2025	Diocese of St Albans	SO	60.00			4235	305	60.00	Diocese of St Albans
29/09/2025	Dunstable Foodbank	SO	120.00			4235	305	120.00	Dunstable Foodbank
29/09/2025	Central Bedfordshire Council	SO	60.00			4235	305	60.00	Central Bedfordshire Council
29/09/2025	Thornhill Primary School	SO	60.00			4235	305	60.00	Thornhill Primary School
29/09/2025	Houghton Regis Helpers	SO	60.00			4235	305	60.00	Houghton Regis Helpers
30/09/2025	Payroll Options	DD2	259.12	259.12		501			561-Payroll Services 27/08/202
30/09/2025	PWLB	DD4	12,034.37	12,034.37		501			616-Interest loan Moore Cres
30/09/2025	Canva Pty Ltd	POS	270.00			4024	263	270.00	Canva Subscription
Total Payments for Month			917,563.40	137,984.93	148.94			779,429.53	
Balance Carried Fwd			67,852.20						
Cashbook Totals			985,415.60	137,984.93	148.94			847,281.73	

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/10/2025	Grenke Leasing Ltd	DD1	153.36	153.36		501			647-Photocopier leasing Oct-De
01/10/2025	Morrisons	POS	35.02			4101	307	35.02	Food for Mayors afternoon tea
01/10/2025	Morrisons	POS	5.60			4227	302	5.60	Biscuits for LLSG Meeting
02/10/2025	BT Payment Services Ltd	DD2	342.00	342.00		501			648-Fixed line rental charges
02/10/2025	EE Limited	DD1	472.32	472.32		501			657-Mobile phone charges
02/10/2025	Post Office	POC	33.98			221		33.98	Petty Cash
03/10/2025	Bedfordshire Pension Fund	BACS	21,765.67			525		21,765.67	Pensions - September 2025
03/10/2025	Techies Limited	SO	399.96	399.96		501			833-Microsoft 365 charge
03/10/2025	Morrisons	POS	14.20			4226	302	14.20	Youth Council Snacks 01.10.25
03/10/2025	Viking Office UK Limited	POS	24.50		4.08	4222	304	20.42	Plastic Storage Box 9L x 4
03/10/2025	Poundstretcher	POS	8.99		1.50	4222	304	7.49	42 Litre Plastic Storage Box
06/10/2025	Anglian Water	DD3	28.13	28.13		501			649-Water Charges
06/10/2025	Anglian Water	DD4	26.35	26.35		501			650-Water Charges
06/10/2025	Anglain Water	DD5	69.50	69.50		501			651-Water Charges
06/10/2025	Anglian Water	DD6	147.94	147.94		501			652-Water Charges
06/10/2025	Wave Utilities	DD7	263.19	263.19		501			653-Water Charges
06/10/2025	Pozitive Energy	DD2	1,205.56	1,205.56		501			658-Electric charges July
06/10/2025	Pozitive Energy	DD3	2,582.51	2,582.51		501			659-Electric charges August
07/10/2025	ECL Plastics Ltd Direct Fundra	POS	19.80		3.30	4122	307	16.50	Non-tamper seal stickers
07/10/2025	Cloudy Group	DD1	110.19	110.19		501			694-App Hosting Package
09/10/2025	Pozitive Energy	DD2	8.89	8.89		501			695-Gas Charges
10/10/2025	BT Payment Services Ltd	DD4	550.84	550.84		501			660-BT Quarterly charges
10/10/2025	Association Democratic Service	FP1	66.00	66.00		501			661-ADSO New Member Fee 25/26
10/10/2025	AMF Services (Bedford) Ltd	FP2	1,610.61	1,610.61		501			664-Repair to Ransome Mower
10/10/2025	HR Solutions	FP3	270.30	270.30		501			665-HR Retainer
10/10/2025	Castle Water	FP4	20.76	20.76		501			666-Water Charges
10/10/2025	Dunstable Town Council	FP5	31.50	31.50		501			667-Licence for stalls HHP
10/10/2025	Fantastic Fireworks Ltd	FP6	150.00	150.00		501			668-VAT Payment
10/10/2025	Hertfordshire County Council	FP7	53.70	53.70		501			670-A4 Copier Paper
10/10/2025	Igne Group Limited	FP8	6,719.83	6,719.83		501			671-Borehole Installation HHP
10/10/2025	John Curl	FP9	36.88	36.88		501			672-Tool - baskets on railings
10/10/2025	Kensworth Sawmills Ltd	FP10	864.84	864.84		501			673-Treated sleepers HHP
10/10/2025	Latent Digital Solutions Ltd	FP11	65.92	65.92		501			674-Photocopier Service Charge
10/10/2025	MCS Contract Cleaning Limited	FP12	2,442.00	2,442.00		501			675-Toilet cleaning Bedford Sq

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
10/10/2025	Perfect Print	FP13	289.80	289.80		501			676-Receipt Books x 20
10/10/2025	Prestige Design & Workwear Ltd	FP14	684.00	684.00		501			677-Workwear for new starters
10/10/2025	Priory Press Ltd	FP15	373.20	373.20		501			678-Halloween Trail A2 boards
10/10/2025	Right Fuelcard Company Ltd	FP16	158.08	158.08		501			679-Fuel Charges
10/10/2025	Three Star (Luton) Ltd	FP17	450.00	450.00		501			680-38 seater coach The Howl
10/10/2025	Spaldings Limited	FP18	182.22	182.22		501			682-Variou tools & PPE
10/10/2025	Trade UK Account	FP19	411.14	411.14		501			690-Screwfix materials
10/10/2025	Dawn Gayle	FP20	200.00	200.00		501			691-HRocks Band Payment
10/10/2025	J Cross	FP21	100.00	100.00		501			692-Photography Heritage Day
10/10/2025	Techies Limited	FP22	7.20	7.20		501			693-Microsoft 365 Backup
10/10/2025	HMRC	FP23	18,815.67	18,815.67		501			656-PAYE/NI September 2025
10/10/2025	Yu Energy	DD3	9.72	9.72		501			696-Gas Charges
10/10/2025	Yu Energy	DD4	102.85	102.85		501			697-Gas Charges
10/10/2025	Yu Energy	DD5	44.27	44.27		501			698-Gas Charges
10/10/2025	Yu Energy	DD6	34.60	34.60		501			699-Gas Charges
10/10/2025	Amazon	POS	75.76		12.62	4222	304	63.14	65L/45L Plastic Storage Boxes
10/10/2025	Mead Open Farm The Howl	POS	1,260.25			4226	302	1,260.25	35 tickets to 'The Howl' Youth
10/10/2025	Morrisons	POS	16.00			4226	302	16.00	Water for Skate Jam
10/10/2025	Amphill Town Council	POS	5.40			4101	307	5.40	Ticket Duty Mayor Amphill CR
10/10/2025	Amphill Town Council	POS	15.00			4101	307	15.00	Ticket for Mayor Musicals Even
10/10/2025	Dunstable Town Council	POS	20.00			4101	307	20.00	Ticket for Mayor Bingo Night
14/10/2025	Amazon	POS	22.49		3.75	4020	190	18.74	Wireless Keyboard and Mouse
14/10/2025	Amazon	POS	13.88		2.32	4020	190	11.56	Wrist support mouse mats x2
14/10/2025	Scottish Power	DD	-3,534.05	-3,534.05		501			762- Electric Charges
15/10/2025	Pozitive Energy	DD7	2,866.69	2,866.69		501			700-Electric Charges
15/10/2025	Amazon	POS	28.34		4.72	4106	307	23.62	120 Plastic Champagne Flutes
15/10/2025	Amazon	POS	43.79		7.31	4106	307	36.48	Serviettes and Tumbler Cups
15/10/2025	Morrison	POS	25.20			4222	263	25.20	Items for Halloween Event
15/10/2025	Bankline	BLN	50.50			4051	101	50.50	Bankline Fee
15/10/2025	Amazon	POS	34.98			4226	302	34.98	Vintage Witch Dress
15/10/2025	Amazon	POS	36.08		6.02	4226	302	30.06	Deluxe Killer Clown Costume
16/10/2025	Your NRG Ltd	DD1	3,216.00	3,216.00		501			712-White Diesel Charges
16/10/2025	Amazon	POS	38.16			4226	302	38.16	Halloween Costumes
16/10/2025	Morrisons	POS	14.40			4226	302	14.40	Youth Council Snacks
16/10/2025	Castle Water	DD	29.57	29.57		501			Purchase Ledger
17/10/2025	Amazon	POS	39.38		1.67	4226	302	37.71	Halloween Hat and

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									Costume
17/10/2025	Post Office	POC	29.74			221		29.74	Petty Cash
17/10/2025	BNP Paribas Leasing	DD	1,326.00			4851	299	1,326.00	Finance Charge tow mowers
19/10/2025	Scottish Power	DD8	107.44	107.44		501			702-Electric Charges
19/10/2025	Scottish Power	DD9	42.61	42.61		501			703-Electric Charges
19/10/2025	Scottish Power	DD10	181.73	181.73		501			704-Electric Charges
19/10/2025	Scottish Power	DD11	36.95	36.95		501			705-Electric Charges
19/10/2025	Scottish Power	DD4	20.79	20.79		501			715-Electric Charges
20/10/2025	PWLB	DD8	17,640.20	17,640.20		501			654-Interest loan Moore Cres
20/10/2025	Castle Water - 2597769	DD12	24.10	24.10		501			706-Water Charges
20/10/2025	Castle Water - 2597749	DD13	36.50	36.50		501			707-Water Charges
20/10/2025	Amazon	POS	26.98		4.50	4226	302	22.48	Grim Reaper Costume
20/10/2025	Morrisons	POS	110.65			4106	307	110.65	Drinks order Mayors Civic Rece
21/10/2025	Yorkshire Gas and Power	DD3	238.63	238.63		501			714-Electric Charges
21/10/2025	Scottish Power	DD5	225.31	225.31		501			716-Electric Charges
23/10/2025	Everflow Utilities	DD2	725.32	725.32		501			713-Water Charges
23/10/2025	Morrisons	POS	60.86			4222	304	60.86	Items Fireworks/Remembrance Da
24/10/2025	Really Awesome Catering	FP1	55.20	55.20		501			717-Food and Drink Vouchers
24/10/2025	Bedfordshire Pension Fund	FP2	63.66	63.66		501			718-Added Years September 2025
24/10/2025	Chapman Planning	FP3	1,400.00	1,400.00		501			721-NP Monitoring
24/10/2025	Clear Fitness	FP4	315.00	315.00		501			722-Buggy Exercise
24/10/2025	CM Caterers	FP5	425.00	425.00		501			723-Buffer Mayors Civic Receipt
24/10/2025	Down's Syndrome Association	FP6	2,224.00	2,224.00		501			724-Mayor's Charity Fundraisin
24/10/2025	Dunstable Town Council	FP7	15.00	15.00		501			725-Licence stalls Fireworks
24/10/2025	FMG Repair Services	FP8	1,708.12	1,708.12		501			726-Ford Ranger Excess/VAT
24/10/2025	Gala Tent	FP9	491.94	491.94		501			727-Gazebo Replacement Parts
24/10/2025	Houghton Regis Helpers Communi	FP10	50.00	50.00		501			728-Donation Remembrance Sunda
24/10/2025	Independent Water Networks	FP11	25.49	25.49		501			729-Water Charges Allotments
24/10/2025	Jessica Welch	FP12	50.00	50.00		501			730-Refund Deposit Hire of MC
24/10/2025	Joogleberry Ltd	FP13	600.00	600.00		501			731-Pianist Mayors Civic Recep
24/10/2025	Keech Hospice Care	FP14	2,225.47	2,225.47		501			732-Mayor's Charity Fundraisin
24/10/2025	Martin Rix Building Services	FP15	1,713.60	1,713.60		501			746-Moore Cres plumbing repair
24/10/2025	M Herber	FP16	443.59	443.59		501			735-Mayors Expenses
24/10/2025	Origin Amenity Solutions	FP17	1,171.20	1,171.20		501			736-Winter Materials Cricket
24/10/2025	Safesite Facilities Ltd	FP18	945.84	945.84		501			737-Fencing Firework Display

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
24/10/2025	S J S Irrigation	FP19	528.00	528.00		501			738-Annual Contract Bowls Club
24/10/2025	The Safer Luton Partnership	FP20	150.00	150.00		501			740-First Aid Xmas Carol Servi
24/10/2025	W TOOKEY	FP21	300.00	300.00		501			741-Host HR Fireworks Display
24/10/2025	Central Bedfordshire Council	FP22	2,717.80	2,717.80		501			742-Westbury CI Rent Sept-Dec
24/10/2025	Zurich Municipal	FP23	111.99	111.99		501			743-Additional Insurance Firew
24/10/2025	D E Signs	FP24	288.00	288.00		501			745-Council logo Transit Tippe
24/10/2025	Restore Datashred	FP25	136.08	136.08		501			747-Waste Paper Shredding
24/10/2025	Trade UK Account	FP26	155.80	155.80		501			748-Black Metal paint benches
24/10/2025	Pathways & Perspectives Course	FP1	20.00	20.00		501			749-2 x tickets for Mayor
24/10/2025	Post Office	POC	200.00			4222	304	200.00	Subsistence Firework Display
24/10/2025	Flitwick TC The Rufus Centre	POS	17.00			4101	307	17.00	1 ticket for Mayor Quiz Night
27/10/2025	Biffa Waste Services Ltd	DD14	76.02	76.02		501			708-Skip waste 23/08-26/0925
27/10/2025	Biffa Waste Services Ltd	DD15	2,654.98	2,654.98		501			709-Skip waste charges
27/10/2025	Scottish Power	DD1	31.50	31.50		501			750-Electric charges
27/10/2025	Salaries - October 2025	BACS	53,900.64			520		53,900.64	Salaries - October 2025
27/10/2025	Francotyp Postalia Ltd	DD1	250.00	250.00		501			765-Postage Download
28/10/2025	Dunstable Food Bank	SO	120.00			4235	305	120.00	Dunstable Food Bank
28/10/2025	Jewels	SO	60.00			4235	305	60.00	Jewels
28/10/2025	Diocese of St Albans	SO	60.00			4235	305	60.00	Diocese of St Albans
28/10/2025	Houghton Regis Baptist Church	SO	60.00			4235	305	60.00	Houghton Regis Baptist Church
28/10/2025	Central Bedfordshire Council	SO	60.00			4235	305	60.00	Central Bedfordshire Council
28/10/2025	Thornhill Primary School	SO	60.00			4235	305	60.00	Thornhill Primary School
28/10/2025	Houghton Regis Helpers	SO	60.00			4235	305	60.00	Houghton Regis Helpers
28/10/2025	Yu Energy	DD	-131.36	-131.36		501			764-Electric Charges
28/10/2025	Yu Energy	DD	-6.39	-6.39		501			767-Electric Charges 24/25
28/10/2025	Yu Energy	DD	-747.66	-747.66		501			769-Electric Charges 24/25
29/10/2025	Salaries - October 2025	BACS	265.68			520		265.68	Salaries - October 2025
29/10/2025	Morrison	POS	3.50			4227	302	3.50	LLSG meeting refreshments
31/10/2025	Payroll Options	DD16	238.60	238.60		501			710-Paydate 26/09/25 Employees
31/10/2025	Debt Management Deposit Fund	CHAPS	250,000.00			219		250,000.00	Deposit to DMADF
Total Payments for Month			413,178.51	83,110.09	51.79			330,016.63	
Balance Carried Fwd			61,347.17						
Cashbook Totals			474,525.68	83,110.09	51.79			391,363.80	