A logo with trees and text

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**DRAFT Payments List for Authorisation – October 2025**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Amount** | **VAT** | **Payment Made?** |
| Staff | Staff Salaries, PAYE and Pensions for September 2025  plus backdated payrise from Apr 25 | £2879.75 | £0 | Yes |
| Joanne Lowe | Chalk Pens x 3 | 6.96 | £0 | No |
| Joanne Lowe | Printer Cartridges | 49.28 | £0 | No |
| Joanne Lowe | Stapler | 4.39 | £0 | No |
| The Flag Shop | Purchase of Leicestershire Flag | 6.66 | 1.33 | 24/9/2025 |
| Vodafone | Telephone & Broadband – Sept/Oct |  |  | DD - 1/10 |
| British Gas Lite | VH Gas Supply – September 25 | £65.55 | £4.82 | 18/09/2025 |
| East Midlands Security and Fire |  | £50 | £10 | No |
| Scribe | Bookings Software –October 2025 | £20 | £4 | DD – 15/10 |
| Burnt Oak | Grounds Maintenance - Sept 25 and Clearance of Wildflower Meadow | £620 | £124 | No |
| SLCC | Annual Membership | £188 | £0 | No |
| HBBC | Trade Waste Services – End of Q2 | £105.63 | £0 | DD – 1/10 |
| HBBC | Bin Maintenance – End of Q2 | £144.95 | £28.99 | No |
| Moore | External Audit – 24/25 | £1391.25 | £278.25 | No |
| Three | Mobile Phones x 2 – October 25 | £14.31 | £2.86 | DD – 2/10 |
| Water Plus | Water to Allotments – September 2025 | £89.04 | £0 | 24/09/2025 |
| Water Plus | Water to Village Hall – September 2025 | £50.39 | £7.34 | 23/09/2025 |
| Aqua | Legionella Control – September 2025 | £85 | £17 | No |
| The Workplace Depot | Concave Mirror | £24.99 | £5.00 | 1/10/2025 |
| Yu Energy | VH Electricity –September 2025 | £41.52 | £2.08 | DD – 9/10 |
|  |  |  |  |  |
|  | **TOTAL** | **£5,837.67** | **£485.67** |  |

I confirm that I have checked the invoices on request and that the above is true and accurate record

Signature of Chair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_