

Balance Carried Forward 01.09.23

[illegible]

£0.00

| Expenditure | | | | |
|-------------|----------------|--------------------------|-----------|------------|
| Date | Payee | Budget Item | Cost | Minute Ref |
| 01.10.23 | Hannah Pickles | Clerk's Salary | | 262/22 |
| 17.10.23 | Nuneaton Signs | Grant Sign Purchase | £919.16 | 262/22 |
| 17.10.23 | LRALC | Training 19/3481 | £30.00 | 262/22 |
| 17.10.23 | HBBC | Bin Maintenance | £90.79 | 262/22 |
| 17.10.23 | LRALC | Clerk Training 19/3454 | £50.00 | 262/22 |
| 17.10.23 | Moore | External Audit | £252.00 | 262/22 |
| 17.10.23 | Screatons | Payroll Services | £19.20 | 262/22 |
| 17.10.23 | HMRC | PAYE/NIC | £16.80 | 262/22 |
| 21.10.23 | HSBC | Account Charges | £8.00 | 262/22 |
| 30.10.23 | Midland Signs | Grant Sign Purchase | £219.60 | 262/22 |
| 30.10.23 | Geoff Cantwell | Grass Cutting inv 772 | £282.84 | 262/22 |
| 30.10.23 | Geoff Cantwell | VAS Maintenance inv 775 | £140.00 | 262/22 |
| 30.10.23 | Geoff Cantwell | Rosebank Cutting Inv 774 | £61.25 | 262/22 |
| | | | £2,566.67 | |

£2,566.67

| | |
|--------------------------------|------------|
| Total Expenditure | £1,722.05 |
| Bank Balance After Expenditure | £14,617.01 |
| Total Income | |
| Closing Balance 31.08.23 | £14,617.01 |

Signed: Chairman of the Council.....
Date 9/11/23

Countersigned: Chairman of the Finance Committee..... Date 9/11/23

Date..... 9/11/23

Your Statement

Sutton Cheney Parish
Council
67 Broughton Road
Croft
Leicester
LE9 3EB



Account Summary

| | |
|-----------------|-----------|
| Opening Balance | 17,183.68 |
| Payments In | 0.00 |
| Payments Out | 2,566.67 |
| Closing Balance | 14,617.01 |

1 October to 31 October 2023

International Bank Account Number
GB55HBUK40320310784834

Branch Identifier Code
HBUKGB4145F

Account Name
Sutton Cheney Parish Council

Sortcode Account Number Sheet Number
40-32-03 10784834 515

Your BUSINESS CURRENT ACCOUNT details

| Date | Payment type and details | Paid out | Paid in | Balance |
|-----------|--|----------|---------|-----------|
| 30 Sep 23 | BALANCE BROUGHT FORWARD | | | 17,183.68 |
| 01 Oct 23 | BP Hannah Pickles Clerk Salary | | | |
| 17 Oct 23 | BP Nuneaton Signs Ltd INV 108649 | 919.16 ✓ | | 16,706.65 |
| | BP LRALC Training 19/3481 | 30.00 ✓ | | |
| | BP HINCKLEY/BOS NDOM 4003048726 | 90.79 ✓ | | |
| | BP LRALC Training 19/3454 | 50.00 ✓ | | |
| | BP Moore Audit 52284/979 | 252.00 ✓ | | |
| | BP SCREATONS PAYROLL Sept 23 | 19.20 ✓ | | |
| | BP HMRC PAYE/NIC SPLY 120PZ003715342406 | 16.80 ✓ | | 15,328.70 |
| 21 Oct 23 | DR TOTAL CHARGES TO 29SEP2023 | 8.00 | | 15,320.70 |
| 30 Oct 23 | BP Midland Signs 125035 Invoice | 219.60 ✓ | | |
| | BP GEOFF CANTWELL Invoice 772 GM | 282.84 ✓ | | |
| | BP GEOFF CANTWELL Invoice 775 VAS | 140.00 ✓ | | |
| | BP GEOFF CANTWELL Invoice 774 RB | 61.25 ✓ | | 14,617.01 |
| 31 Oct 23 | BALANCE CARRIED FORWARD | | | 14,617.01 |

1 October to 31 October 2023

Your Statement

Account Name
Sutton Cheney Parish Council

Sortcode **Account Number** **Sheet Number**
40-32-03 10784834 516

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

| Credit Interest Rates | | | Debit Interest Rates | | |
|--------------------------------|----------------|-------------------------|-----------------------------|----------------|-------------------------|
| | <i>balance</i> | <i>AER variable</i> | | <i>balance</i> | <i>EAR variable</i> |
| Credit interest is not applied | | | Debit interest | | |
| | | | 21.34% | | |

Interest

Credit Interest is calculated daily on the cleared credit balance and is paid monthly if applicable (this is not paid on all accounts, eg, Basic Bank Account, Bank Account and HSBC Advance). For personal current accounts (excluding Premier and Jade by HSBC Premier) overdraft interest is only charged on arranged overdrawn balances. Debit interest is calculated daily on the cleared debit balance of your account, it accrues during your charging cycle (usually monthly) and is deducted from your account following the end of your charging cycle.

Effective from 1 August 2017

Monthly cap on unarranged overdraft charges

1. Each current account will set a monthly maximum charge for:

- (a) going overdrawn when you have not arranged an overdraft; or
- (b) going over/past your arranged overdraft limit (if you have one).

2. This cap covers any:

- (a) interest and fees for going over/past your arranged overdraft limit;
- (b) fees for each payment your bank allows despite lack of funds; and
- (c) fees for each payment your bank refuses due to lack of funds.

The monthly cap on unarranged overdraft charges for the Bank Account, Current Account, Home Management Account, HSBC Advance Bank Account and Graduate Bank Account is £80.

The monthly cap on unarranged overdraft charges is not applicable to Bank Account Pay Monthly, Basic Bank Account, Student Bank Account, Amanah Bank Account and MyAccount as these accounts do not incur unarranged overdraft charges.

The introduction of the Monthly Maximum Charge will not affect any charging period that ended prior to 1st August 2017. Any notification of charges that are generated on or after 1st August 2017 will incorporate the new Monthly Maximum Charge cap.

The following references regarding debit cards only apply to personal customers, commercial customers please refer to your terms and conditions.

Your debit card

When you use your card abroad, your statement will show where the transaction took place, the amount spent in local currency and the amount converted into sterling. We also monitor transactions to protect you against your card being used fraudulently.

Unless you agree that the currency conversion is done at the point of sale or withdrawal and agree the rate at that time, for example with the shopkeeper or on the self-service machine screen, the exchange rate that applies to any non-sterling debit card payments (including cash withdrawals) is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made.

For non-Sterling (foreign currency) transactions we will charge a fee of 2.75% of the amount of the transaction. This fee will be shown as a separate line on your statement as a 'Non-Sterling Transaction Fee'.

Details of the current VISA Payment Scheme Exchange Rates can be obtained from the card support section of hsbc.co.uk (UK customers) or ciom.hsbc.com (Channel Islands and Isle of Man customers) or by calling us on the usual numbers. We will deduct the payment from your account once we receive details of the payment from the card scheme, at the latest, the next working day.

For cash machine withdrawals in a currency other than sterling we will charge a Non Sterling Cash Fee of 2% (minimum £1.75, maximum £5). This fee applies to all cash machines outside the UK, Channel islands and the Isle of Man and to cash machines in the UK, Channel Islands and Isle of Man if we convert the withdrawal to Sterling for you. HSBC Advance customers are exempt from this fee.

Some cash machine operators may apply a direct charge for withdrawals from their cash machines and this will be advised on screen at the time of withdrawal.

Recurring Transaction

A recurring transaction, sometimes called a continuous payment authority, is a series of payments collected with your agreement from your card by a retailer or supplier (for example, insurance cover). This is an agreement between you and the retailer. The Direct Debit Guarantee does not cover these transactions. If you wish to cancel a recurring transaction you can do this with the retailer or us. We can cancel the payment, however contacting the retailer allows you to also deal with the agreement you have with them and you can make other arrangements for the payment or cancellation of the goods or services. If you cancel with the retailer, we recommend you keep evidence of the cancellation. Once you have cancelled with the retailer or us, if the retailer does try to collect any future payments under the recurring transaction agreement, we will treat these as unauthorised. If we miss any of the cancelled transactions, please contact us.

The following references apply to all customers

Dispute resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

The Financial Ombudsman Service does not apply to customers of our branches in the Channel Islands and Isle of Man, but you could be entitled to refer your complaint to the Channel Islands Financial Ombudsman in Jersey or Guernsey or the Financial Services Ombudsman Scheme in the Isle of Man. Please contact your branch for further details.

Telephone Banking Service

Customer representatives are available from 8am – 10pm everyday and 24 hours a day for HSBC Advance customers. Calls may be monitored or recorded for quality purposes. Alternatively for all your banking needs go to hsbc.co.uk (UK customers) or ciom.hsbc.com (Channel Islands and Isle of Man customers).

Disabled Customers



We offer a number of services such as statements in Braille or large print. Please contact us to let us know how we can serve you better.

Lost and stolen cards

If any of your cards issued by us are lost or stolen please call our 24-hour service immediately on **03456 007 010** or if you are calling from abroad, please call us on **44 1442 422 929**.

| | | | | | |
|------------------------------|-----------------|------|-------------------|-------------------|---|
| Pickles Hannah J | | | NI No: [REDACTED] | NI Rate: A | Tax Code: 399T |
| Month No: 6 | Employee No: 2 | | Dept: | Date: 28/09/2023 | |
| Payments | Qty | Rate | Amount | Deductions | Summary this Month |
| Basic Pay (11. | | | [REDACTED] | | Gross Taxable PAYE Tax NIC |
| | | | | | Total Payments Total Deductions Net Pay |
| Details | Gross Taxable | | [REDACTED] | Net Pay | [REDACTED] |
| To-date: | PAYE Tax NIC | | | | |
| Sutton Cheney Parish Council | | | | Payable by BACS | |

Dadlington and Sutton Cheney Finance Sign Off
Finance REF -

Signature 1:  Name A copson Date: 9/11/23
 Signature 2:  Name V Fritchard Date: 9/11/23
 Date Paid: 28/9/23 ^{HS} 01/10/23 Min Ref: 262/22



Nuneaton SIGNS Limited

VAT Reg No: 355 381 251
Company No: 07207123 Registered England & Wales

NUNEATON SIGNS LTD

Kelsey Close,
Attleborough Fields Industrial Estate,
Nuneaton, Warwickshire, CV11 6RS
Tel: 024 7634 1922 • Fax: 024 7664 1305

sales@nuneatonsigns.co.uk
www.nuneatonsigns.co.uk

SUTTON CHENEY PARISH COUNCIL
10 LITTLE MILL CLOSE
BARLESTONE
NUNEATON
CV13 0HW
FAO Joanne Lowe - 01455 699 618

QUOTATION

Page 1

| | |
|----------------|------------|
| Quotation No | 108649 |
| Quotation Date | 02/08/2022 |
| Order No | |
| Account Ref | CA100 |

PRO FORMA INVOICE

Payment is required by credit card / debit card or BACS transfer for the amount shown below before we can proceed with production / dispatch of your order. When your goods are delivered a VAT invoice will be sent to you.

| Qty | Ordered | Product Code | Description | Unit Price | Net Amount |
|-----|---------|--------------|--|------------|------------|
| | | M | SUTTON CHENEY PARISH COUNCIL suttoncheneypc@gmail.com TACM RA2 C/W Channel | | |
| 1 | RS | | S1 1630 x 1290mm | 193.01 | 193.01 |
| 1 | RS | | S2 1630 x 825mm | 123.44 | 123.44 |
| 4 | RS | | S3 1250 x 925mm | 106.13 | 424.52 |

Dadlington and Sutton Cheney Finance Sign Off Finance REF -

Signature 1:  Name A Copson Date: 9/11/23

Signature 2:  Name V Pritchard Date: 9/11/23

Date Paid: 17/10/23 Min Ref: 262/22

Deliver To :
As Above

| | | |
|------------------|---|--------|
| Total Net Amount | £ | 740.97 |
| Carriage | £ | 25.00 |
| Total VAT Amount | £ | 153.19 |
| Order Total | £ | 919.16 |

PAYMENT IN FULL FOR THIS ORDER IS REQUIRED BEFORE MANUFACTURE.
WE ACCEPT BACS TRANSFER, CREDIT CARD PAYMENTS OR CHEQUES.

BACS: HSBC BANK A/C NO. 32000660 / SORT CODE: 40-35-20 CHEQUES TO BE MADE PAYABLE TO NUNEATON SIGNS LTD.
Data Protection. For your rights & obligations under GDPR, please see Data Privacy Policy - <http://www.nuneatonsigns.co.uk/privacy-cookies-policy/>



LRALC Limited

Supporting Local Councils in Leicestershire & Rutland

Sutton Cheney PC
67 Broughton Road
Croft
Leicestershire
LE9 3EB

INVOICE

Invoice No: 19/3481

Invoice Date: 05/10/2023

Customer A/c No: SUTTON

Customer Ord No:

| Item Description | Qty | Unit Price | Total Price | % |
|---|-----|------------|-------------|----|
| Budgeting for Clerks & Finance Staff - September 2023 | 1 | 30.00 | 30.00 | 0% |

Dadlington and Sutton Cheney Finance Sign Off

Finance REF -

Signature 1:  Name *A. Copson* Date: *9/11/23*

Signature 2:  Name *V. Pritchard* Date: *9/11/23*

Date Paid: *17/10/23* Min Ref: *262/22*

Payment Due: 05/11/2023

| | |
|-------|-------|
| Net | 30.00 |
| VAT | 0.00 |
| Gross | 30.00 |

To pay by cheque, please make cheques payable to LRALC Limited and send to the address below.

To pay by BACS, please use the following:

Bank name: NatWest
Account number: 87193027
Sort code: 53-81-46

Jubilee Hall, Staddon Road, Anstey, Leics, LE7 7AY

0116 235 3800 | admin@leicestershireandrutlandalc.gov.uk | www.leicestershireandrutlandalc.gov.uk

Registered office as above. Registered in England No. 11323405

Hinckley & Bosworth Borough Council

Financial Services • Hinckley Hub • Rugby Road • Hinckley • Leics LE10 0FR
Telephone: 01455 238141 www.Hinckley-Bosworth.gov.uk
Debtors@Hinckley-Bosworth.gov.uk





CLIENT NUMBER: 00277150

INVOICE

Sutton Cheney Parish Council
FAO The Clerk
67 Broughton Road
Croft
Leicester
LE9 3EB

Hinckley & Bosworth Borough Council

Invoice No :- 4003048726
Invoice Date:- 01 Oct 2023
Invoice Due Date:- 01 Oct 2023
V.A.T REGISTRATION No. 115 3665 82

| INVOICE DETAILS | VAT RATE % | AMOUNT |
|--|------------|--------|
| For the emptying of 3 bins in the parish of Sutton Cheney | 20.00 | £75.66 |
| Dadlington and Sutton Cheney Finance Sign Off Finance REF - Signature 1:  Name <i>A Capson</i> Date: <i>9/11/23</i> Signature 2:  Name <i>V Pritchard</i> Date: <i>9/11/23</i> Date Paid: <i>17/10/23</i> Min Ref: <i>262/22</i> | | |
| SUB TOTAL | | £75.66 |
| VAT | | £15.13 |
| TOTAL DUE | | £90.79 |

Payment Instructions, see overleaf.



9826160817043048729

LRALC Limited

Supporting Local Councils in Leicestershire & Rutland

Sutton Cheney PC
67 Broughton Road
Croft
Leicestershire
LE9 3EB

INVOICE

Invoice No: 19/3454

Invoice Date: 26/09/2023

Customer A/c No: SUTTON

Customer Ord No:

| Item Description | Qty | Unit Price | Total Price | % |
|---|-----|------------|-------------|----|
| Clerks 2 training - 21st September 2023 | 1 | 50.00 | 50.00 | 0% |

Dadlington and Sutton Cheney Finance Sign Off Finance REF -

Signature 1:  Name A. Copson Date: 9/11/23

Signature 2:  Name V. Pritchard Date: 9/11/23

Date Paid: 17/10/23 Min Ref: 262/22

Payment Due: 26/10/2023

| | |
|-------|-------|
| Net | 50.00 |
| VAT | 0.00 |
| Gross | 50.00 |

To pay by cheque, please make cheques payable to LRALC Limited and send to the address below.

To pay by BACS, please use the following:

Bank name: NatWest
Account number: 87193027
Sort code: 53-81-46

Jubilee Hall, Staddon Road, Anstey, Leics, LE7 7AY
0116 235 3800 | admin@leicestershireandrutlandalc.gov.uk | www.leicestershireandrutlandalc.gov.uk
Registered office as above. Registered in England No. 11323405



Sutton Cheney Parish Council
67 Broughton Road
Croft
Leicestershire
LE9 3EB

Moore East Midlands
Oakley House
Headway Business Park
3 Saxon Way West
Corby, NN18 9EZ

T 01536 461900

Rutland House
Minerva Business Park
Lynch Wood
Peterborough, PE2 6PZ

T 01733 397300

www.moore.co.uk

Invoice No.: 320088
Date: 25 September 2023
Ref: 52284/979

Payment Terms: 30 Days
VAT Number: 120 4315 30

DESCRIPTION OF SERVICES

Fixed rate fee in relation to completing the 2022/23 External Auditor's limited assurance review.

FEE

210.00

Net Fee

210.00

VAT @ 20.0%

42.00

Total Fee

£ 252.00

Dadlington and Sutton Cheney Finance Sign Off Finance REF –

Signature 1:  Name A copson Date: 9/11/23

Signature 2:  Name V Pritchard Date: 9/11/23

Date Paid: 17/10/23 Min Ref: 262/22

PAYMENT DETAILS

BACS payments to Barclays Bank, account no. 83808459, sort code: 20-67-40.
Please make cheques payable to Moore and send to Oakley House, 3 Saxon Way West, Corby NN18 9EZ
We also accept all major debit and credit cards.

Partners: Geoff Norman FCCA, Andy Hancock FCCA, Carolyn Rossiter FCA, Mohamed Mavani FCA, Matthew Grief CTA TEP, Nick Bairstow FCA, April Foster FCCA, John Harvey FCCA ACA, Jen Nixon FCCA MAAT, Tim Woodgates CTA FCCA, Michelle Watson FCCA. Associates: Paul Nash FCCA, Robert Pluck FCCA, Gemma Roger ACA, Simon Reid FCA, Amanda Eddy FCA, Lorna Bloor FCCA. Registered to carry on audit work in the UK, regulated for a range of investment business activities; and licensed to carry out the reserved legal activity of non-contentious probate in England and Wales by the Institute of Chartered Accountants in England and Wales. An independent member firm of Moore Global Network Limited – members in principal cities throughout the world. This firm is not a partner or agent for any other Moore firm and is a separate partnership with offices in Corby, Peterborough and Northampton.

Screatons Ltd.

CHARTERED ACCOUNTANTS

FORMER ATHERSTONE COLLEGE, RATCLIFFE ROAD, ATHERSTONE, WARWICKSHIRE, CV9 1LF

TELEPHONE: ATHERSTONE (01827) 715264 FAX: (01827) 715303

www.screatons.co.uk info@screatons.co.uk

Hannah Pickles
Sutton Cheney Parish Council

02-Oct-23

INVOICE

£.p.

| | | |
|-----|---|--------------|
| To: | Completion of payroll processing for the hours worked in September 2023 for the 2023/2024 PAYE year. | 16.00 |
| | VAT @ 20% | 3.20 |
| | | <u>19.20</u> |

To pay by BACS our bank details are:-



Account Number 28557560

Sort Code 30-84-79

Please quote your name as a reference.

If you wish to pay by credit/debit card, please
contact us on the above telephone number.

Dadlington and Sutton Cheney Finance Sign Off
Finance REF -

| | | | |
|--------------|--|------------------|---------------|
| Signature 1: |  | Name A copson | Date: 9/11/23 |
| Signature 2: |  | Name V Pritchard | Date: 9/11/23 |
| Date Paid: | 17/10/23 | Min Ref: | 262/22 |

Directors: Neil Screaton A.C.A., Brian Screaton F.C.A.
Registered Office: Former Atherstone College, Ratcliffe Road, Atherstone, Warwickshire, CV9 1LF
Registered Number: 06919261 VAT Number: 765 452 118
Registered in England & Wales

suttoncheneypc@gmail.com

From: Kim Pountney <kim@screatons.co.uk>
Sent: 22 September 2023 11:01
To: suttoncheneypc@gmail.com
Cc: valpritchard@hotmail.co.uk
Subject: Payroll
Attachments: Payslip Month 6 Sutton Cheney PC.pdf; Summary Month 6 Sutton Cheney PC.pdf

Hi Hannah,

Please find attached your payslip and the summary for month 6. Apologies for being earlier than usual (again); as with the last time, I'm off next week so thought I'd send it over earlier rather than later.

The PAYE for the quarter is £16.80. It's due for payment by the 19th October 2023 and the reference for the payment is 120PZ00371534 2406.

Kind regards,

Kim Pountney
Payroll Administrator

Screatons Ltd
CHARTERED ACCOUNTANTS
Atherstone College, Ratcliffe Road, Atherstone, CV9 1LF
Tel: 01827 715264
Fax: 01827 715303
www.screatons.co.uk

Dadlington and Sutton Cheney Finance Sign Off
Finance REF –

Signature 1:  Name *A Copson* Date: *9/11/23*

Signature 2:  Name *V Pritchard* Date: *9/11/23*

Date Paid: *17/10/23* Min Ref: *262/22*

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QUOTATION

DADLINGTON & SUTTON CHENEY PARISH COU
67 BROUGHTON ROAD

CROFT
LEICESTERSHIRE
LE39 3EB

XXXXXXX

125035

| | |
|------------------|------------|
| Order No. | 18/10/2023 |
| Invoice/Tax Date | |
| Cust. Order No. | AAA |
| Account No. | |

| Qty Ordered | Product Description | Unit Price | Net Price | VAT Amount |
|-------------|------------------------------------|------------|-----------|------------|
| 1.00 | ENTRANCE SIGN ART WORK SUPPLIED | 163.00 | 163.00 | 32.60 |

Dadlington and Sutton Cheney Finance Sign Off
Finance REF -

Signature 1:  Name A. Copson Date: 9/11/23

Signature 2:  Name V. Pritchard Date: 9/11/23

Date Paid: 30/10/23 Min Ref: 262/22.

TBC

| | |
|------------------|--------|
| Total Net Amount | 163.00 |
| Carriage | 20.00 |
| Total VAT Amount | 36.60 |
| Order Total | 219.60 |
| | |



G&G Signs
Est. 1984

G&G Signs, 15 Foxholes Road, Off Golf Course Lane, Leicester, LE3 1TH
T: 0116 254 4445 F: 0116 254 2020 www.ggstreetnameplates.com E: info@ggstreetnameplates.com

7 DAY
EXPRESS SERVICE
on street name plates

Dear Sirs,

We hereby confirm our bank details as follows:

Lloyds TSB
High Street Leicester Branch
7, High Street
Leicester
LE1 9FS

Account Name: Midland Signs (Leics) Limited T/A G & G Signs

Account Number: 03324897

Sort Code: 30-94-97

Iban : GB94 LOYD 3094 9703 3248 97
Swift Code : LOYDGB2L

VAT No : 399 6697 55

UTR 23820 06667

Yours sincerely

Mrs S Hallick

accounts@ggstreetnameplates.com

Registered Office:
15 Foxholes Road
Off Golf Course Lane
LEICESTER
LE3 1TH

Goods are supplied subject to Midland Signs Ltd standard terms of trading, a copy of which is available upon request.

Trading terms are strictly 30 days net.

Customers without a credit account will be issued a pro-forma invoice for payment prior to despatch of goods.

Company Reg. No. 1778323 VAT No. 399 6697 55



Copyright No. FHM 25823

STREET NAME PLATES • ROAD TRAFFIC SIGNS • CHAPTER 8 TEMP SIGNS
STREET FURNITURE • CORPORATE SIGNAGE • VEHICLE LIVERY