

| Date of invoices due to be paid/requiring approval | Invoice Number | Company/Recipient | Total Amount | Payment for | Date of Town Council Meeting expenditure approved by Town Council | Appendix 6 |
|--|----------------|-----------------------------|-----------------|-------------------------------------|--|------------|
| 13/10/2023 | 1076 | Cliff House | 1498.5 | Rent | | |
| 13/10/2023 | 1077 | Cliff House | 432.1 | Service charge | | |
| 23/11/2023 | DC2918 | Hi-Line | 192.43 | Tree Works at Bonfire Hill Cemetery | Oct 2023 TC Meeting | |
| 23/11/2023 | DC2917 | Hi-Line | 384.88 | Tree Works at The Berry | Oct 2023 TC Meeting | |
| 24/11/2023 | 1285 | Pittman Trees | 3906 | Tree Works at the allotments | Oct 2023 TC Meeting | |
| 24/11/2023 | 4125 | Simply Office Furniture Ltd | 126 | Office desk | Purchased as part of office refurb | |
| 28/11/2023 | 154881 | Actionwest Business Systems | 405 | Office laptop | Oct 2023 TC Meeting | |
| 04/12/2023 | 368 | Polaris Elect Services | 108 | PA system at Remembrance Parade | Within TC Del of Auth as less than £1k | |
| 19/12/2023 | | Dart Roofing | 600 | Fix Council Hall roof | Within TC Del of Auth as less than £1k | |
| 21/12/2023 | N/a | Staff/HMRC/NEST | 4746.89 | Salaries | HMRC - PAYE less as advised by payroll accountant that there is an overpayment in previous tax year of £470.34 | |
| 21/12/2023 | N/a | Sara Jones | 123.66 | Office supplies/subsistence/postage | | |
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| Total payments due | | | 12523.46 | | | |

12397.46

Approved at Town Council Meeting: 20/12/23

Auth signature: [Mark Goodey](#)

Mayor