

### March Payments to be Authorised

| Code  | Bank                       | Description                          | Supplier                        | Total    |
|---|----------------------------|--------------------------------------|---------------------------------|----------|
| Phone & Broadband                             | 1. NatWest Current - Admin | Phone                                | EE Mobile                       | 28.38    |
| IT Services/ Computer maintenance and support | 1. NatWest Current - Admin | Microsoft 365 / emails               | InReach Group                   | 708.48   |
| Newsletter and Marketing                      | 1. NatWest Current - Admin | Newsletter                           | Hogsty End Handbook             | 36.00    |
| Clerk PAYE                                    | 1. NatWest Current - Admin | HMRC Tax                             | HMRC - Inland Revenue           | 408.20   |
| Bookings Manager PAYE                         | 1. NatWest Current - Admin | HMRC Tax                             | HMRC - Inland Revenue           | 60.00    |
| WSTC - NI contributions                       | 1. NatWest Current - Admin | HMRC Tax and NI                      | HMRC - Inland Revenue           | 335.02   |
| Bookings Manager NI                           | 1. NatWest Current - Admin | HMRC Tax and NI                      | HMRC - Inland Revenue           | 66.24    |
| Clerk NI                                      | 1. NatWest Current - Admin | HMRC Tax and NI                      | HMRC - Inland Revenue           | 296.82   |
| Clerk NI                                      | 1. NatWest Current - Admin | HMRC Tax and NI                      | HMRC - Inland Revenue           | 296.82   |
| CCTV  | 1. NatWest Current - Admin | CCTV camera                          | Crimewave Ltd                   | 900.00   |
| Office Supplies and Sundries                  | 1. NatWest Current - Admin | Office Sundries                      | ESPO                            | 12.72    |
| Subscriptions                                 | 1. NatWest Current - Admin | Membership and subs                  | B-BRUA                          | 5.00     |
| Bookings Manager's Salary                     | 1. NatWest Current - Admin | Salaries                             | Bookings Manager                | 1,222.76 |
| Clerk's Salary                                | 1. NatWest Current - Admin | Salaries                             | WSTC Clerk                      | 2,384.10 |
| Caretaker's Salary                            | 1. NatWest Current - Admin | Salaries                             | Caretaker                       | 637.00   |
| Cleaner's Salary                              | 1. NatWest Current - Admin | Salaries                             | Cleaner                         | 156.01   |
| WSTC - Pension Contributions                  | 1. NatWest Current - Admin | Pension                              | Bucks CC Pension Fund           | 700.42   |
| Clerk's Pension                               | 1. NatWest Current - Admin | Pension                              | Bucks CC Pension Fund           | 181.38   |
| Utilities - Memorial Hall                     | 2. NatWest Halls           | Electricity                          | SSE Swalec                      | 74.42    |
| Utilities - Summerlin Centre                  | 2. NatWest Halls           | Electricity                          | SSE Swalec                      | 32.49    |
| Equipment & Supplies - The Sports Hall        | 2. NatWest Halls           | sports hall equipment                | Demma                           | 1,825.20 |
| Maintenance and Repairs - Summerlin Centre    | 2. NatWest Halls           | lay entrance hall floor in Summerlin | Ian Ward Flooring               | 1,032.52 |
| Cleaning - Summerlin Centre                   | 2. NatWest Halls           | Cleaning                             | Emma Fryer                      | 156.00   |
| Maintenance & Repairs - Memorial Hall         | 2. NatWest Halls           | Boiler repairs                       | Plumbing & Gas Solutions Ltd    | 72.00    |
| Equipment & Supplies - The Sports Hall        | 2. NatWest Halls           | lockers and benches                  | MS Storage Equipment Limited    | 2,708.56 |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon Huni Ltd                 | 19.61    |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon EU s.a.r.l.              | 29.57    |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon Smith's Merchandise Ltd  | 12.62    |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon Smith's Merchandise Ltd  | 11.19    |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon EU s.a.r.l.              | 1.63     |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Amazon Services Europe s.a.r.l. | 13.49    |
| Maintenance & Repairs - Memorial Hall         | 2. NatWest Halls           | Electrical repairs                   | B Kent Electrical Ltd           | 162.00   |
| Maintenance and Repairs - Summerlin Centre    | 2. NatWest Halls           | Electrical repairs                   | B Kent Electrical Ltd           | 218.40   |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | ESPO                            | 8.88     |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | ESPO                            | 17.16    |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | ESPO                            | 46.14    |
| Maintenance & Repairs - Memorial Hall         | 2. NatWest Halls           | Halls Maintenance                    | ESPO                            | 126.00   |
| Cleaning - Memorial Hall                      | 2. NatWest Halls           | Cleaning materials                   | Krystal Hygiene                 | 16.90    |
| Gardening - Summerlin Centre                  | 2. NatWest Halls           | Summerlin Gardening                  | Graham Dean                     | 121.40   |
| Utilities - Summerlin Centre                  | 2. NatWest Halls           | Gas bill                             | Total Gas & Power               | 235.02   |
| Utilities - Memorial Hall                     | 2. NatWest Halls           | Gas bill                             | Total Gas & Power               | 115.04   |

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| Summerlin Centre                             | 2. NatWest Halls       | Intruder alarm                 | Tickfords                           | 789.00           |
| Street Lighting                              | 3. NatWest Environment | Electricity                    | SSE Swalec                          | 10.26            |
| Grounds Maintenance                          | 3. NatWest Environment | Tree works                     | Steve Dear Tree Services Ltd        | 432.00           |
| Grounds Maintenance                          | 3. NatWest Environment | Grounds Maintenance            | RTM Landscapes                      | 780.00           |
| Grounds Maintenance                          | 3. NatWest Environment | Grounds Maintenance            | RTM Landscapes                      | 108.00           |
| Litter and Dog Bins, Window/Shelter Cleaning | 3. NatWest Environment | Litter picking & bins/dog bins | Marcus Young Environmental Service: | 230.40           |
| Litter and Dog Bins, Window/Shelter Cleaning | 3. NatWest Environment | Litter picking & bins/dog bins | Marcus Young Environmental Service: | 144.00           |
| Litter and Dog Bins, Window/Shelter Cleaning | 3. NatWest Environment | Litter picking & bins/dog bins | Marcus Young Environmental Service: | 96.00            |
| Litter and Dog Bins, Window/Shelter Cleaning | 3. NatWest Environment | Litter picking & bins/dog bins | Marcus Young Environmental Service: | 144.00           |
| Street Lighting                              | 3. NatWest Environment | Electricity                    | SSE Swalec                          | 193.10           |
| Cleaning - The Institute                     | 4. NatWest Institute   | Cleaning                       | Nicky Slater                        | 144.00           |
|  |                        |                                | <b>Total</b>                        | <b>18,562.35</b> |