

Report to the Policy & Resources Committee 2nd March 2023

Income & Expenditure Summary

Highlighted Nominal Codes – Differences since last meeting

- 1) Training Deputy TC attended Cemetery Course
- 2) Maintenance TH Lift Repairs and Kitchen Deep Clean
- 3) Service Agreements *Breakdown Provided Below

Further expected expenditure shortly (uncertain as to which financial year this will be);

- OSR Windows £5423.70
- New Fire Exit Door to Car Park £4262.64
- Damp Proofing to Lodge £5404.76 (other expected related to this circa £2500)
- Audience Seating Socket £297.85
- Legionella Monthly Monitoring £1816.00 (p/a)
- Water Softener Replacement £3152 (existing ceased up)
- Radiator Valve Replacement £1274

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27/02/2023		Malmesbury Town Council			Page 1	
14:45 Nominal Ledger Details						
Nominal A/c 4123 Service Agreements Incl Window Centre 101 Central Council				Annual Budget	45,000.00	
				Committed Exp	0.00	
Month	Date	Reference	Source	Transaction	Debit	Credit
Opening Balance					0.00	0.00
1	01/04/2022	1356	Journal	Absolut Cleaning Serv Extra		137.36
1	01/04/2022	1356	Journal	Absolut Cleaning Serv Extra		24.23
1	12/04/2022	BC	Cashbook	ABSOLUTELY CLEANING	24.23	
1	12/04/2022	BC	Cashbook	ABSOLUTELY CLEANING -	137.36	
1	19/04/2022	BC	Cashbook	TOWN HALL CLEANING	1,508.62	
1	29/04/2022	BC	Cashbook	PHS GROUP	497.87	
2	20/05/2022	BC	Cashbook	ABSOLUTELY CLEANING-	137.36	
2	20/05/2022	BC	Cashbook	ABSOLUTELY CLEANING-	306.85	
2	20/05/2022	BC	Cashbook	TOWN HALL CLEANING	1,970.34	
3	01/06/2022	BC	Cashbook	FIRE ALARM INSPECTIONS	174.83	
3	01/06/2022	BC	Cashbook	INTERNAL ALARM INSPECTION	234.93	
3	01/06/2022	BC	Cashbook	SERVICES FOR REDCARE	427.45	
3	01/06/2022	BC	Cashbook	PHS GROUP HYGIENE	498.71	
3	09/06/2022	BC	Cashbook	PUBLIC WC'S	1,054.10	
3	09/06/2022	BC	Cashbook	TH & CEMETREY WC'S CLEAN	1,469.42	
3	09/06/2022	BC	Cashbook	WINDOW CLEANING TO TH	137.36	
3	17/06/2022	BC	Cashbook	TOWN HALL CLEANING	1,970.34	
4	01/07/2022	BGC	Cashbook	BARONMEAD INT'L LTD	345.00	
4	01/07/2022	BC	Cashbook	ABSOLUTELY CELANING JUNE	137.36	
4	01/07/2022	BC	Cashbook	HYGIENE PRODUCTS &	498.71	
4	01/07/2022	BC	Cashbook	SERVICE - GAS DETECTION	427.81	
4	01/07/2022	BC	Cashbook	EMERGENCY CALL OUT	158.70	
4	01/07/2022	BC	Cashbook	CALL OUT CAFE DOORS	139.00	
4	08/07/2022	BC	Cashbook	LIFT REPAIR	158.70	
4	08/07/2022	BC	Cashbook	PAT TESTING	234.97	
4	27/07/2022	BC	Cashbook	PHS GROUP	498.71	
4	27/07/2022	BC	Cashbook	JULY TOWN HALL CLEANING	1,970.34	
5	05/08/2022	05/08/2022	Cashbook	ENTRANCE WINDOWS	137.36	
5	05/08/2022	BC	Cashbook	CALL OUT TO ALARMS	91.00	
5	12/08/2022	BC	Cashbook	RJ LIFTS REPAIRS AND	835.00	
5	12/08/2022	BC	Cashbook	TOWN HALL CLEANING	2,107.89	
5	12/08/2022	BC	Cashbook	GAS SAFETY INSPECTION	169.95	
5	12/08/2022	BC	Cashbook	DEEP CLEAN SERVICE	696.00	
5	12/08/2022	BC	Cashbook	FIRE EXTINGUISHERS	385.50	
5	19/08/2022	BC	Cashbook	NEW AIR FILTERS IN KITCHEN	181.18	
5	19/08/2022	BC	Cashbook	INV 6281 CCTV NEW SOCKET	62.50	
5	19/08/2022	BC	Cashbook	WORKS AND GAS CERT 78792	420.32	
5	26/08/2022	BC	Cashbook	HYGIENE PRODUCTS ETC	498.71	
6	02/09/2022	BC	Cashbook	HEARING LOOP	130.00	
6	12/09/2022	BC	Cashbook	46810 CLEANING &	2,140.97	
6	12/09/2022	BC	Cashbook	46709 CREDIT NOTE RED		68.44
6	12/09/2022	BC	Cashbook	WIMNDOW CLEANING AUG 22	137.36	
6	12/09/2022	BC	Cashbook	LEGIONELLA RISK ASSESS	665.00	
6	13/09/2022	1386	Journal	DATAWEIGHT SYSTEM FROM		100.00

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Nominal Ledger Details

Nominal A/c 4123 Service Agreements Incl Window			Annual Budget		45,000.00	
Centre 101 Central Council			Committed Exp		0.00	
Month	Date	Reference	Source	Transaction	Debit	Credit
6	16/09/2022	BC	Cashbook	RJ LIFTS	1,066.10	
6	16/09/2022	BC	Cashbook	INSTALL POWER LOOP RELAY	478.55	
6	26/09/2022	BC	Cashbook	HYGIENE PRODUCTS AND	498.71	
7	01/10/2022	BC	Cashbook	NEW BATTERIES	82.66	
7	07/10/2022	BC	Cashbook	HEARING LOOP WORKS	1,161.50	
7	14/10/2022	BC	Cashbook	47103 WINDOW CLEANING 2	137.36	
7	14/10/2022	BC	Cashbook	46970 CLEANING AND HAND	2,232.67	
7	14/10/2022	BC	Cashbook	47076 CR NOTE		17.11
7	21/10/2022	BC	Cashbook	SANITARY BINS AND MATS	520.63	
7	21/10/2022	BC	Cashbook	FIRE EQUIPMENT SERVICE	427.45	
7	28/10/2022	BC	Cashbook	ANN GAS SAFETY CERT	1,601.68	
8	11/11/2022	BC	Cashbook	TOWN HALL CLEANING	1,970.34	
8	11/11/2022	BC	Cashbook	WINDOW CLEANING	137.36	
8	11/11/2022	BC	Cashbook	CR NOTE 47182 REDUCED		402.08
8	11/11/2022	BC	Cashbook	INV 219005	1,066.10	
8	17/11/2022	DC	Cashbook	PAYROLL SOFTWARE	869.99	
8	21/11/2022	BC	Cashbook	HYGIENE PR CLEANING ETC	597.56	
8	21/11/2022	BC	Cashbook	SUPPLY AND FIT VARIOUS	1,972.00	
9	11/11/2022	BC	Cashbook	CORRECTION R J LIFTS		1,066.10
9	09/12/2022	BC	Cashbook	CALL OUT TO COOKER	125.00	
9	09/12/2022	BC	Cashbook	CLEANING AND	2,122.79	
9	14/12/2022	BC	Cashbook	LIFT REPAIRS	1,408.16	
9	14/12/2022	BC	Cashbook	CORRECTION TO R J LIFTS		1,408.16
9	19/12/2022	DD	Cashbook	FUELCARD PAYMENT	55.90	
9	23/12/2022	DD	Cashbook	HYGIEBE GOODS AND	586.35	
9	23/12/2022	BC	Cashbook	WINDOW CLEANING	137.36	
10	09/01/2023	BC	Cashbook	ATTEND FIX SWITCH INV 27803	221.46	
10	09/01/2023	BC	Cashbook	CLEAN TOWNHALL	245.00	
10	09/01/2023	BC	Cashbook	CLEANING AND	2,172.04	
10	09/01/2023	BC	Cashbook	SAFETY	180.07	
10	25/01/2023	BC	Cashbook	ABSOLUTELY CLEANING 47384	137.36	
11	03/02/2023	BC	Cashbook	INTERNAL ALARM INSPECTION	241.98	
11	03/02/2023	BC	Cashbook	ANNUAL MAINTENANCE	2,987.00	
11	03/02/2023	BC	Cashbook	CR NOTE 47858		153.99
11	03/02/2023	BC	Cashbook	INV 47409	325.09	
11	03/02/2023	BC	Cashbook	INV 47830	137.36	
11	10/02/2023	BC	Cashbook	CLEANING TOWN HALL	1,970.34	
11	10/02/2023	BC	Cashbook	ADJUSTMENT - TH CLEANING	325.09	
11	17/02/2023	BC	Cashbook	SERVICE STAIRCLIMBER	345.00	
11	23/02/2023	BC	Cashbook	CALLOUTS JAN 23	65.00	
11	23/02/2023	BC	Cashbook	SERVICE AGREEMENT MATS	474.30	
				Account Totals	52,860.92	3,377.47
				Net Balance Month 12	49,483.45	

Claire Mann
Town Clerk
February 2023