November 2018 Expenditure

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| Date | Person | Amount | Description |
| 1st November 2018 | Waveney District Council | £113.00 | Triangle Market Business Rates |
| 1st November 2018 | Waveney District Council | £288.00 | Kensington Gardens Public Convenience Business Rates |
| 1st November 2018 | Waveney District Council | £168.00 | Pakefield Street Public Convenience Business Rates |
| 1st November 2018 | Cllr Alan Green | £50.00 | Travel Reimbursement for NALC Conference |
| 1st November 2018 | Shona Bendix | £369.25 | Car Hire for NALC Conference Reimbursement |
| 1st November 2018 | Ricoh UK Ltd | £244.24 + 48.85 VAT = £293.03 | Printer Hire 1/10/18 to 31/13/19 |
| 2nd November 2018 | Shona Bendix | £71.52 + £14.31 VAT = £85.83 | Reimbursement for Guillotine, petty cash box and stationery |
| 5th November 2018 | Suffolk County Council Pension Fund | £4991.55 | Staff Pensions October 2018 |
| 6th November 2018 | Shona Bendix | £16.95 + £3.39 VAT = £20.34 | Civic Reimbursement |
| 6th November 2018 | Sarah Foote | £56.51 + £11.90 VAT = £71.40 | Lowestoft Town Council Christmas Cards Reimbursement |
| 6th November 2018 | Mark Speller | £10.26 | Travel Expenses |
| 6th November 2018 | Cllr Alice Taylor | £196.38 | Reimbursement for .uk email hosting |
| 8th November 2018 | Archant | £3485.00 + £697.00 VAT = £4182.00 | Community Survey Costs |
| 8th November 2018 | Vertas | £129.00 | Hire of meeting room for Full Council Meeting 7th August 2018 |
| 8th November 2018 | Shona Bendix | £267.02 + £17.01 VAT = £284.03 | Reimbursement |
| 12th November 2018 | Vinyl Installation | £2200 + £440 VAT = £2640.00 | Hamilton House Exterior Window Graphics |
| 12th November 2018 | Alan Green | £36.45 | Travel Expenses |
| 12th November 2018 | Shona Bendix | £44.11 + £6.55 VAT = £50.66 | Office Expenses Reimbursement |
| 13th November 2018 | Waveney Norse | £120 + £24 VAT = £144.00 | Kensington Gardens Boat Club Door Repairs |
| 14th November 2018 | Lowestoft Players | £730.00 | Lowestoft Players Grant |
| 14th November 2018 | Shona Bendix | £45.13 + £2.32 VAT = £47.45 | Office Stationery and Expenses Reimbursement |
| 16th November 2018 | Claranet | £51.75 + £10.35 VAT = £62.10 | Website Domain 2/11/18 to 1/11/19 |
| 16th November 2018 | Hestia | £100 + £20 VAT = £120.00 | Sparrows Nest Beacon Lighting |
| 21st November 2018 | Shona Bendix | £90.00 | Staff Training |
| 21st November 2018 | Nicholsons Solicitors | £2597.47 + £514.67 VAT = £3112.14 | Professional Fees for Hamilton House Lease |
| 23rd November 2018 | Salaries | 10589.29 | November 2018 Salaries |
| 27th November 2018 | Shona Bendix | £92.00 | Office Expenses Reimbursement |
| 27th November 2018 | Sarah Foote | £31.41 | Office and Meeting Expenses Reimbursement |
| 27th November 2018 | Shona Bendix | £16.68 + £3.36 VAT =£20.14 | Stationery Reimbursement |
| 27th November 2018 | Waveney Norse | £1986.37 + £397.27 VAT = £2383.64 | Poppy Garden Plants |

Payments Scheduled

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| Date | Person | Amount | Description |
| 17th December 2018 | Waveney Norse | £10174.42 + £2034.88 VAT = £12209.30 | Belle Vue Park Poppy Garden Work |
| 17th December 2018 | Waveney Norse | £1526.27 + £305.25 VAT = £1831.52 | Town Hall Emergency Work |
| 21st December 2018 | Waveney Norse | £10174.42 + £2034.88 VAT = £12209.30 | Belle Vue Park Poppy Garden Installation |

Payments to Approve

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| Person | Amount | Description |
| Archant | £244.80 + £48.96 VAT = £293.76 | Gunton Warren Disposal of Land Advert for 2 weeks – Hard Copy |
| Archant | £405.00 + £81.00 VAT = £486.00 | Town Hall Advert for Tender for 2 weeks – Hard Copy and Website  |
| Sue Barnard | £10 | Reimbursement for Friends of Gainsborough Drive Meeting |

November 2018 Income

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| Date | Person | Amount | Description |
| 1st November 2018 | Shona Bendix | £144.75 | Reimbursement for cancelled order |
| 5th November 2018 | Tenant | £213.16 | Property Rent |
| 14th November 2018 | HMRC | £85327.40 | VAT Repayment |
| 20th November 2018 | Debt Management Office | £300434.711 | DMO Investment |