

compartment and grave space occupied.

### **Memorials continued**

In the main burial section headstones incorporating a vase, or a single memorial vase, are allowed as are in some circumstances joint memorials / bases for adjacent graves again the designs requiring approval before proceeding. Other moveable items will usually be prohibited. Plants, bulbs, trees, shrubs, kerbings and other decorative features on graves are not allowed under the Local Authorities Cemetery Order (LACO 1977) this is to ensure the Health and Safety of the general public, for maintenance / landscaping and to allow safe access to adjacent grave spaces owners, in the short term and protect memorial foundations longer term.

In the children's burial area additional items are permitted as long as they are not more than 1 ft in height. Plants and bulbs are also allowed, but not shrubs.

In the Cremation Plot the tablet has to be of a standard design, size and material. (The permitted design includes a pot holder).

### **Contravention of Regulations relating to memorials**

It is intended that the cemetery is a safe and pleasant environment both for employees and visitors and therefore whilst Louth Town Council sympathises with recently bereaved relatives they have a duty of care to ensure that the regulations are adhered to.

Upon identification of the contravention of any regulation but in particular the use of features, plants, bulbs, shrubs and kerbs the person(s) named on the interment forms will be contacted and allowed 28 days for the removal of the offending article(s), at the same time a notice will be placed on the interment plot. After this period of time has elapsed should the article(s) still be in place they will be removed by the cemetery staff, and a charge made at the discretion of the Town Clerk for the work incurred.

### **Safety Testing of Memorials**

As Louth Town Council have a statutory duty of care for employees and visitors under the Health and Safety at Work Act 1974, routine topple testing of memorials will take place to ensure that no hazards relating to those regulations are identified. Should any risks be identified, this will be given a classification and the action taken accordingly which may range from the immediate laying down of the memorial or securing to a post to notifying the monumental mason / grave owner that action is required. In all circumstances, every effort will be taken to notify the appropriate contacts, who will be given the opportunity to correct the defect.

### **Memorial Seats, Trees and Shrubs**

Locations in the cemetery have been identified where seats, trees or shrubs could be located in memory of an individual. Anyone wishing to do this should contact the Town Clerk.

### **Fees**

A list of the current fees relating to the cemetery is available from the local funeral directors, monumental masons or the Town Clerk's office or website.

### **Further Information**

Anyone who needs further details is asked to contact the Town Clerk Mrs. Lynda Phillips, at Louth Town Council, Sessions House, Eastgate, Louth, LN11 9AJ. (Tel: 01507 355895) or email on [clerk@louthtowncouncil.gov.uk](mailto:clerk@louthtowncouncil.gov.uk).

July 2019

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08-13-19 GF MINS

**MINUTES OF THE LOUTH TOWN COUNCIL GOVERNANCE AND FINANCE COMMITTEE  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 13<sup>ST</sup> AUGUST 2019**

**Present** Mrs. E. Ballard (EB), (in the chair).

**Councillors:** J. Baskett (JB), M. Bellwood (MB), L. Cooney (LMC), A. Cox (AC), S. Crew (SC), D. Ford (DF), D.J.E. Hall (DJEH), D. Hobson (DH), G. Horton (GEH), A. Leonard (AL), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), K. Norman (KN), J. Simmons (JS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

**Councillors not present:** Garrett (JG), Filer (HF) and D. Jackman (DJ).

The Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Mrs. M. Vincent were also present.

**147. Apologies for Absence**

Apologies for absence were received from Councillors JG, HF and DJ.

**148. Declarations of Interest / Dispensations**

Cllrs. AL, Mrs. JMS and DEW – Item 5 as a Trustees of the Hubbard's Hills Trust.

**149. Minutes**

It was **RESOLVED** that the notes of the Governance and Finance Committee meeting held on 21<sup>st</sup> May 2019 be approved as the Minutes.

NB: Cllr. GEH entered the meeting at 9:45pm.

**150. Financial Reports**

The Committee considered the items listed below and **RESOLVED** to accept and approve them as follows:

- a. Receipts and Payments – Cashbooks 1 and 2 – Months 1 to 3
  - i) Month 1 (April) Cash Book 1 Receipts £163,854.01 Payments £26,135.55
  - ii) Month 2 (May) Cash Book 1 Receipts £911.85 Payments £14,336.84
  - iii) Month 3 (June) Cash Book 1 Receipts £1,934.14 Payments £16,100.01
  - iv) Month 1 (April) Cash Book 2 Receipts £100.00 Payments £204.95
  - v) Month 2 (May) Cash Book 2 Receipts £150.00 Payments £109.75
  - vi) Month 3 (June) Cash Book 3 Receipts £220.00 Payments £93.12
- b. Income and Expenditure Report (Budget Variance Report) as at Month 3 to 30<sup>th</sup> June 2019.
- c. Earmarked Reserves Report
- d. Balance Sheet as at Month 3 to 30<sup>th</sup> June 2019 and Cashbook 1 and 2 Bank Reconciliations which reconcile to account statements (checked by FOG) showing balances as follows:
  - i) Lloyds Treasurers Account (balance at 30<sup>th</sup> June 2019) – £302,917.40
  - ii) Petty Cash (balance as at 30<sup>th</sup> June 2019) – £220.85
  - iii) Lloyds Deposit Account (balance as at 21<sup>st</sup> March 2019) – £69,439.71
  - iv) National Savings and Investment Account (balance as at 1<sup>st</sup> May 2019) – £109,650.53

**151. Hubbard's Hills**

A discussion took place and it was agreed that a meeting of FOG should be convened at which the working group should be provided with the accounts of Hubbard's Hills, the Chairman should attend and a discussion should ensue about future projects and budget requirements.

**152. Next Meeting**

The Committee noted that the date of the next scheduled Governance and Finance Committee meeting was 22nd October 2019.

The Meeting Closed at 9.54pm.

Signed \_\_\_\_\_ (Chairman) Dated \_\_\_\_\_

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Date: 11/10/2019

## Louth Town Council Current Year

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Time: 12:05

## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 4

## Receipts for Month 4

## Nominal Ledger Analysis

| Receipt Ref                     | Name of Payer          | £ Amnt Received   | £ Debtors   | £ VAT       | A/c  | Centre | £ Amount          | Transaction Detail |
|---------------------------------|------------------------|-------------------|-------------|-------------|------|--------|-------------------|--------------------|
| <b>Balance Brought Fwd :</b>    |                        | <b>369,031.25</b> |             |             |      |        | <b>369,031.25</b> |                    |
| 500164                          | Banked: 02/07/2019     | <b>681.80</b>     |             |             |      |        |                   |                    |
| 1851                            | Leakes Memorials       | 252.80            |             |             | 1011 | 401    | 252.80            | Memorial           |
| 1850                            | LV Andrews             | 107.00            |             |             | 1010 | 401    | 107.00            | Inter Ashes        |
| 1849                            | Leakes Memorials       | 158.00            |             |             | 1011 | 401    | 158.00            | Memorial           |
| 1851                            | Leakes Memorials       | 63.00             |             |             | 1011 | 401    | 63.00             | Add Ins            |
| 1853                            | Kettles                | 101.00            |             |             | 1011 | 401    | 101.00            | Memorial           |
|                                 | Int Banked: 09/07/2019 | <b>2.76</b>       |             |             |      |        |                   |                    |
|                                 | Int Lloyds Bank        | 2.76              |             |             | 1190 | 101    | 2.76              | Interest           |
| BACS                            | Banked: 16/07/2019     | <b>150.00</b>     |             |             |      |        |                   |                    |
| BACS                            | Masons                 | 150.00            |             |             | 1000 | 401    | 150.00            | JB Mowing Licence  |
| <b>Total Receipts for Month</b> |                        | <b>834.56</b>     | <b>0.00</b> | <b>0.00</b> |      |        | <b>834.56</b>     |                    |
| <b>Cashbook Totals</b>          |                        | <b>369,865.81</b> | <b>0.00</b> | <b>0.00</b> |      |        | <b>369,031.25</b> |                    |

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Date: 11/10/2019

## Louth Town Council Current Year

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Time: 12:05

## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 4

## Payments for Month 4

## Nominal Ledger Analysis

| Date       | Payee Name                     | Reference | £ Total Amnt | £ Creditors | £ VAT  | A/c  | Centre | £ Amount  | Transaction Detail       |
|------------|--------------------------------|-----------|--------------|-------------|--------|------|--------|-----------|--------------------------|
| 02/07/2019 | Louth Building Supplies        | 8438      | 133.17       |             | 22.19  | 4520 | 401    | 16.67     | Cem Equip                |
|            |                                |           |              |             |        | 4520 | 401    | 30.01     | Cem Equip                |
|            |                                |           |              |             |        | 4520 | 401    | 55.97     | Cem Equip                |
|            |                                |           |              |             |        | 4520 | 401    | 8.33      | Cem Equip                |
| 02/07/2019 | Siemens Financial Services Ltd | 8439      | 204.32       |             | 34.05  | 4304 | 401    | 170.27    | Photocopier lease        |
| 02/07/2019 | Easy Clean Marshchapel Ltd     | 8440      | 259.20       |             | 43.20  | 4285 | 401    | 216.00    | Cleaning                 |
| 02/07/2019 | A P Services                   | 8441      | 54.00        |             | 9.00   | 4307 | 401    | 45.00     | Boiler repair            |
| 02/07/2019 | KRL Group Ltd                  | 8442      | 159.85       |             | 26.64  | 4304 | 401    | 133.21    | Photocopying             |
| 02/07/2019 | D Salkeld                      | 8443      | 50.00        |             |        | 4280 | 401    | 50.00     | Watering                 |
| 02/07/2019 | SCIS UK Ltd                    | 8444      | 135.36       |             | 22.56  | 4020 | 101    | 112.80    | Office 365 Licence       |
| 15/07/2019 | Chubb Fire                     | 8445      | 1,015.81     |             | 169.30 | 4302 | 401    | 846.51    | Fire and security        |
| 15/07/2019 | Louth Tractors                 | 8446      | 489.27       |             | 81.56  | 4520 | 401    | 407.71    | Cem Maintenance/supplies |
| 15/07/2019 | Glendale Countryside Ltd       | 8447      | 2,610.05     |             | 435.01 | 4223 | 401    | 1,653.00  | Grasscutting             |
|            |                                |           |              |             |        | 4530 | 401    | 522.04    | Grasscutting             |
| 15/07/2019 | Mr. R. Johnson                 | 8448      | 300.00       |             |        | 4003 | 401    | 300.00    | Grave Digging            |
| 15/07/2019 | Louth Building Supplies        | 8449      | 9.50         |             | 1.58   | 4520 | 401    | 7.92      | Cem Maintenance/Supplies |
| 15/07/2019 | Staff Costs                    | 8450      | 1,402.84     |             |        | 4001 | 401    | 1,402.84  | Staff Costs              |
| 15/07/2019 | Staff Costs                    | 8451      | 1,248.74     |             |        | 4001 | 401    | 1,248.74  | Staff Costs              |
| 15/07/2019 | Staff Costs                    | 8452      | 1,815.46     |             |        | 4001 | 501    | 1,815.46  | Staff Costs              |
| 15/07/2019 | Staff Costs                    | 8453      | 976.25       |             |        | 4001 | 501    | 976.25    | Staff Costs              |
| 15/07/2019 | HM Revenue and Customs         | 8454      | 1,550.70     |             |        | 4001 | 401    | 396.03    | PAYE/NIC                 |
|            |                                |           |              |             |        | 4001 | 501    | 617.49    | PAYE/NIC                 |
|            |                                |           |              |             |        | 4002 | 401    | 234.17    | PAYE/NIC                 |
|            |                                |           |              |             |        | 4002 | 501    | 303.01    | PAYE/NIC                 |
| 15/07/2019 | LCC Pension Fund               | 8455      | 1,421.92     |             |        | 4001 | 401    | 87.31     | Superannuation           |
|            |                                |           |              |             |        | 4001 | 501    | 224.55    | Superannuation           |
|            |                                |           |              |             |        | 4002 | 401    | 325.17    | Superannuation           |
|            |                                |           |              |             |        | 4002 | 501    | 784.89    | Superannuation           |
| 15/07/2019 | Petty Cash                     | 8456      | 125.00       |             |        | 220  |        | 125.00    | Petty Cash               |
| 22/07/2019 | Louth Building Supplies        | 8457      | 182.02       |             | 30.34  | 4520 | 401    | 151.68    | Cem Equip                |
| 22/07/2019 | Onecom Ltd                     | 8458      | 78.77        |             | 13.13  | 4304 | 401    | 65.64     | 2 x Phone & wifi         |
| 22/07/2019 | Lincolnshire Assoc Local Counc | 8459      | 21.60        |             | 3.60   | 4027 | 401    | 18.00     | Training                 |
| 22/07/2019 | Amberol Ltd                    | 8460      | 928.80       |             | 154.80 | 4280 | 401    | 774.00    | Planter                  |
| 22/07/2019 | Pubic Works Loan Board         | 8461      | 10,256.71    |             |        | 4309 | 601    | 10,256.71 | Loan Repayment           |
| 22/07/2019 | D Salkeld                      | 8462      | 140.00       |             |        | 4280 | 401    | 140.00    | Watering                 |
| 22/07/2019 | GBM Waste Management           | 8463      | 120.00       |             | 20.00  | 4532 | 401    | 100.00    | Cem Skip                 |
| 22/07/2019 | Rialtas Business Solutions     | 8464      | 565.20       |             | 94.20  | 4027 | 401    | 471.00    | Training                 |
| 23/07/2019 | Corona Energy                  | DD        | 115.14       |             | 5.48   | 4303 | 401    | 109.66    | SH Gas                   |
| 30/07/2019 | KRN                            | 8465      | 662.17       |             | 110.36 | 4280 | 401    | 551.81    | Floral enhancement       |
| 30/07/2019 | Lincolnshire Assoc Local Counc | 8466      | 17.50        |             |        | 4020 | 101    | 17.50     | Quarterly LCR mag        |
| 30/07/2019 | D Salkeld                      | 8467      | 140.00       |             |        | 1007 | 401    | 140.00    | Watering                 |
| 30/07/2019 | Allinson Print and Supplies    | 8468      | 525.42       |             | 87.57  | 4520 | 401    | 437.85    | 3 x floor standing       |

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Date: 11/10/2019

## Louth Town Council Current Year

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## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 4

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|                          |            |      |          |            |
|--------------------------|------------|------|----------|------------|
| Total Payments for Month | 27,714.77  | 0.00 | 1,364.57 | 26,350.20  |
| Balance Carried Fwd      | 342,151.04 |      |          |            |
| Cashbook Totals          | 369,865.81 | 0.00 | 1,364.57 | 368,501.24 |

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Date: 11/10/2019

## Louth Town Council Current Year

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Time: 14:35

## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 5

## Receipts for Month 5

## Nominal Ledger Analysis

| <u>Receipt Ref</u>              | <u>Name of Payer</u>   | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u>   | <u>Transaction Detail</u> |
|---------------------------------|------------------------|------------------------|------------------|--------------|------------|---------------|-------------------|---------------------------|
| <b>Balance Brought Fwd :</b>    |                        | <b>342,151.04</b>      |                  |              |            |               | <b>342,151.04</b> |                           |
| 500165                          | Banked: 07/08/2019     | <b>2,842.00</b>        |                  |              |            |               |                   |                           |
| 1854                            | Kettles                | 458.00                 |                  |              | 1010       | 401           | 458.00            | Interment Bontoft         |
| 1855                            | Kettles                | 158.00                 |                  |              | 1011       | 401           | 158.00            | Memorial                  |
| 1856                            | Kettles                | 458.00                 |                  |              | 1010       | 401           | 458.00            | Interment                 |
| 1857                            | Kettles                | 644.00                 |                  |              | 1012       | 401           | 644.00            | EX/RT's                   |
| 1858                            | Leakes Memorials       | 158.00                 |                  |              | 1011       | 401           | 158.00            | Memorial                  |
| 1859                            | Ms Laking              | 966.00                 |                  |              | 1012       | 401           | 966.00            | EX/RT's                   |
|                                 | Int Banked: 09/08/2019 | <b>2.95</b>            |                  |              |            |               |                   |                           |
|                                 | Int Lloyds Bank        | 2.95                   |                  |              | 1190       | 101           | 2.95              | Interest                  |
| BGC                             | Banked: 14/08/2019     | <b>1,504.00</b>        |                  |              |            |               |                   |                           |
| BGC                             | Walkers LnCs Co op     | 1,504.00               |                  |              | 1010       | 401           | 107.00            | Ashes interment           |
|                                 |                        |                        |                  |              | 1010       | 401           | 107.00            | Ashes interment           |
|                                 |                        |                        |                  |              | 1010       | 401           | 214.00            | Ashes interment (non res) |
|                                 |                        |                        |                  |              | 1010       | 401           | 918.00            | Interment (non res)       |
|                                 |                        |                        |                  |              | 1011       | 401           | 158.00            | Memorial permission       |
| <b>Total Receipts for Month</b> |                        | <b>4,348.95</b>        | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>4,348.95</b>   |                           |
| <b>Cashbook Totals</b>          |                        | <b>346,499.99</b>      | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>342,151.04</b> |                           |

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Date: 11/10/2019

## Louth Town Council Current Year

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Time: 14:35

## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 5

## Payments for Month 5

## Nominal Ledger Analysis

| Date                            | Payee Name                   | Reference | £ Total Amnt      | £ Creditors | £ VAT         | A/c  | Centre | £ Amount          | Transaction Detail           |
|---------------------------------|------------------------------|-----------|-------------------|-------------|---------------|------|--------|-------------------|------------------------------|
| 13/08/2019                      | Hubbard's Hills Trust        | 8469      | 22,500.00         |             |               | 4282 | 401    | 22,500.00         | 1st Maintenance Install      |
| 13/08/2019                      | Louth Tractors               | 8470      | 114.61            |             | 19.10         | 4520 | 401    | 95.51             | Repairs                      |
| 13/08/2019                      | KRL Group Ltd                | 8471      | 53.98             |             | 9.00          | 4304 | 401    | 44.98             | Copier support               |
| 13/08/2019                      | 1st Alert Drain Services     | 8472      | 95.00             |             |               | 4520 | 401    | 95.00             | Cem Maintenance              |
| 13/08/2019                      | Johnsons Grave Diggers       | 8473      | 300.00            |             |               | 4003 | 401    | 300.00            | Grave digging                |
| 13/08/2019                      | Staff Costs                  | 8474      | 1,402.84          |             |               | 4001 | 401    | 1,402.84          | Staff Costs                  |
| 13/08/2019                      | Staff Costs                  | 8475      | 1,248.54          |             |               | 4001 | 401    | 1,248.54          | Staff Costs                  |
| 13/08/2019                      | Staff Costs                  | 8476      | 1,815.66          |             |               | 4001 | 501    | 1,815.66          | Staff Costs                  |
| 13/08/2019                      | Staff Costs                  | 8477      | 976.25            |             |               | 4001 | 501    | 976.25            | Staff Costs                  |
| 13/08/2019                      | HM Revenue and Customs       | 8478      | 1,550.70          |             |               | 4001 | 401    | 396.23            | PAYE/NIC                     |
|                                 |                              |           |                   |             |               | 4001 | 501    | 617.29            | PAYE/NIC                     |
|                                 |                              |           |                   |             |               | 4002 | 401    | 234.17            | PAYE/NIC                     |
|                                 |                              |           |                   |             |               | 4002 | 501    | 303.01            | PAYE/NIC                     |
| 13/08/2019                      | LCC Pension Fund             | 8479      | 1,421.92          |             |               | 4001 | 401    | 87.31             | Superannuation               |
|                                 |                              |           |                   |             |               | 4001 | 501    | 224.55            | Superannuation               |
|                                 |                              |           |                   |             |               | 4002 | 401    | 325.17            | Superannuation               |
|                                 |                              |           |                   |             |               | 4002 | 501    | 784.89            | Superannuation               |
| 13/08/2019                      | Petty Cash                   | 8480      | 50.00             |             |               | 220  |        | 50.00             | Petty Cash                   |
| 15/08/2019                      | D Salkeld                    | 8481      | 120.00            |             |               | 4280 | 401    | 120.00            | Watering                     |
| 15/08/2019                      | Glendale Countryside Ltd     | 8482      | 2,610.05          |             | 435.01        | 4223 | 401    | 1,653.00          | Grass Cutting                |
|                                 |                              |           |                   |             |               | 4530 | 401    | 522.04            | Grass Cutting                |
| 15/08/2019                      | Anglian Water                | 8483      | 17.60             |             |               | 4303 | 401    | 17.60             | SH Water                     |
| 21/08/2019                      | Onecom Ltd                   | 8484      | 77.16             |             | 12.86         | 4304 | 401    | 64.30             | 2 x phone & wifi             |
| 21/08/2019                      | Allinson Print and Supplies  | 8485      | 122.71            |             | 20.45         | 4020 | 101    | 102.26            | Stationery                   |
| 21/08/2019                      | Npower                       | 8486      | 397.47            |             | 18.92         | 4200 | 401    | 57.78             | St James                     |
|                                 |                              |           |                   |             |               | 4505 | 401    | 147.29            | Cem Toilets/Chapels          |
|                                 |                              |           |                   |             |               | 4505 | 401    | 173.48            | Workshop                     |
| 27/08/2019                      | D Salkeld                    | 8487      | 140.00            |             |               | 4280 | 401    | 140.00            | Watering                     |
| 27/08/2019                      | Lincs Design Consultancy Ltd | 8488      | 900.00            |             | 150.00        | 9535 | 403    | 750.00            | Lincs Design Consultancy Ltd |
|                                 |                              |           |                   |             |               | 383  | 0      | -750.00           | Lincs Design Consultancy Ltd |
|                                 |                              |           |                   |             |               | 6000 | 403    | 750.00            | Lincs Design Consultancy Ltd |
| 27/08/2019                      | Npower                       | 8489      | 295.84            |             | 14.09         | 4200 | 401    | 281.75            | St. James' floodlights       |
| 27/08/2019                      | GBM Waste Management         | 8490      | 120.00            |             | 20.00         | 4532 | 401    | 100.00            | Cem Skip                     |
| 29/08/2019                      | Corona Energy                | DD        | 95.52             |             | 4.55          | 4303 | 401    | 90.97             | SH Gas                       |
| <b>Total Payments for Month</b> |                              |           | <b>36,425.85</b>  | <b>0.00</b> | <b>703.98</b> |      |        | <b>35,721.87</b>  |                              |
| <b>Balance Carried Fwd</b>      |                              |           | <b>310,074.14</b> |             |               |      |        |                   |                              |
| <b>Cashbook Totals</b>          |                              |           | <b>346,499.99</b> | <b>0.00</b> | <b>703.98</b> |      |        | <b>345,796.01</b> |                              |

Date: 15/10/2019

## Louth Town Council Current Year

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Time: 12:45

## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 6

## Receipts for Month 6

## Nominal Ledger Analysis

| <u>Receipt Ref</u>              | <u>Name of Payer</u>          | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u>   | <u>Transaction Detail</u> |
|---------------------------------|-------------------------------|------------------------|------------------|--------------|------------|---------------|-------------------|---------------------------|
| <b>Balance Brought Fwd :</b>    |                               | <b>310,074.14</b>      |                  |              |            |               | <b>310,074.14</b> |                           |
| 500166                          | Banked: 02/09/2019            | <b>1,667.00</b>        |                  |              |            |               |                   |                           |
| 1866                            | Leakes Memorials              | 158.00                 |                  |              | 1011       | 401           | 158.00            | Memorial                  |
| 1865                            | Leakes Memorials              | 158.00                 |                  |              | 1011       | 401           | 158.00            | Memorial                  |
| 1864                            | Kettles                       | 107.00                 |                  |              | 1010       | 401           | 107.00            | Inter Ashes               |
| 1864                            | Kettles                       | 107.00                 |                  |              | 1013       | 401           | 107.00            | Brass plaque              |
| 5001661863                      | Louth Cottage Gdns and Allots | 550.00                 |                  |              | 1001       | 401           | 550.00            | Rent                      |
| 1862                            | Alpha Memorials               | 158.00                 |                  |              | 1011       | 401           | 158.00            | Memorial                  |
| 1860                            | Kettles                       | 429.00                 |                  |              | 1012       | 401           | 322.00            | EX/RT                     |
|                                 |                               |                        |                  |              | 1010       | 401           | 107.00            | Ashes interment           |
|                                 | Int Banked: 09/09/2019        | <b>2.95</b>            |                  |              |            |               |                   |                           |
|                                 | Int Lloyds Bank               | 2.95                   |                  |              | 1190       | 101           | 2.95              | Interest                  |
| BGC                             | Banked: 30/09/2019            | <b>159,262.25</b>      |                  |              |            |               |                   |                           |
| BGC                             | ELDC                          | 159,262.25             |                  |              | 1176       | 101           | 159,262.25        | Precept                   |
| <b>Total Receipts for Month</b> |                               | <b>160,932.20</b>      | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>160,932.20</b> |                           |
| <b>Cashbook Totals</b>          |                               | <b>471,006.34</b>      | <b>0.00</b>      | <b>0.00</b>  |            |               | <b>310,074.14</b> |                           |

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## Louth Town Council Current Year

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## Cashbook 1

User: LMP

## Lloyds TSB Current/Deposit

For Month No: 6

## Payments for Month 6

## Nominal Ledger Analysis

| <u>Date</u>                     | <u>Payee Name</u>          | <u>Reference</u> | <u>£ Total Amnt</u> | <u>£ Creditors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u> | <u>Transaction Detail</u> |
|---------------------------------|----------------------------|------------------|---------------------|--------------------|--------------|------------|---------------|-----------------|---------------------------|
| 10/09/2019                      | Louth Trophy Centre        | 8491             | 17.00               |                    |              | 4280       | 401           | 17.00           | Lovely Louth Engraving    |
| 10/09/2019                      | Anglian Water              | 8492             | 121.36              |                    |              | 4303       | 401           | 121.36          | SH Water                  |
| 10/09/2019                      | D Salkeld                  | 8493             | 140.00              |                    |              | 4280       | 401           | 140.00          | Watering                  |
| 10/09/2019                      | Glendale Countryside Ltd   | 8494             | 1,322.40            |                    | 220.40       | 4530       | 401           | 1,102.00        | Cem Grass Cutting         |
| 10/09/2019                      | SCIS UK Ltd                | 8495             | 36.00               |                    | 6.00         | 4020       | 101           | 30.00           | IT Maintenance            |
| 10/09/2019                      | GBM Waste Management       | 8496             | 240.00              |                    | 40.00        | 4532       | 401           | 200.00          | Cem Skip                  |
| 10/09/2019                      | Easy Clean Marshchapel Ltd | 8497             | 244.80              |                    | 40.80        | 4285       | 401           | 204.00          | Cleaning                  |
| 10/09/2019                      | Onecom Ltd                 | 8498             | 77.16               |                    | 12.86        | 4304       | 401           | 64.30           | 2 x phone and wifi        |
| 16/09/2019                      | Corona Energy              | DD               | 95.01               |                    | 4.52         | 4303       | 401           | 90.49           | SH Gas                    |
| 24/09/2019                      | British Gas                | 8499             | 95.56               |                    | 4.55         | 4505       | 401           | 91.01           | Cem Gas                   |
| 24/09/2019                      | Louth Building Supplies    | 8500             | 86.00               |                    | 14.33        | 4520       | 401           | 71.67           | Cem supplies              |
| 24/09/2019                      | Wilkin Chapman llp         | 8501             | 2,265.00            |                    | 377.50       | 9535       | 403           | 1,887.50        | Legal Advice              |
|                                 |                            |                  |                     |                    |              | 383        | 0             | -1,887.50       | Legal Advice              |
|                                 |                            |                  |                     |                    |              | 6000       | 403           | 1,887.50        | Legal Advice              |
| 24/09/2019                      | Onecom Ltd                 | 8502             | 77.00               |                    | 12.83        | 4304       | 401           | 64.17           | 2 x phone and wifi        |
| 24/09/2019                      | PKF Littlejohn LLP         | 8503             | 960.00              |                    | 160.00       | 4028       | 101           | 800.00          | External Audit            |
| 24/09/2019                      | AJ Embroidery              | 8504             | 120.48              |                    | 20.08        | 4210       | 401           | 100.40          | Lovely Louth Trophies     |
| 24/09/2019                      | Cllr. F. Treanor           | 8505             | 135.90              |                    |              | 4102       | 601           | 135.90          | Mileage                   |
| 24/09/2019                      | Staff Costs                | 8506             | 1,402.84            |                    |              | 4001       | 401           | 1,402.84        | Staff Costs               |
| 24/09/2019                      | Staff Costs                | 8507             | 1,248.54            |                    |              | 4001       | 401           | 1,248.54        | Staff Costs               |
| 24/09/2019                      | Staff Costs                | 8508             | 1,815.46            |                    |              | 4001       | 501           | 1,815.46        | Staff Costs               |
| 24/09/2019                      | Staff Costs                | 8509             | 976.45              |                    |              | 4001       | 501           | 976.45          | Staff Costs               |
| 24/09/2019                      | HM Revenue and Customs     | 8510             | 1,550.70            |                    |              | 4002       | 401           | 234.17          | PAYE/NIC                  |
|                                 |                            |                  |                     |                    |              | 4002       | 501           | 303.01          | PAYE/NIC                  |
|                                 |                            |                  |                     |                    |              | 4001       | 401           | 396.23          | PAYE/NIC                  |
|                                 |                            |                  |                     |                    |              | 4001       | 501           | 617.29          | PAYE/NIC                  |
| 24/09/2019                      | LCC Pension Fund           | 8511             | 1,421.92            |                    |              | 4001       | 401           | 87.31           | Superannuation            |
|                                 |                            |                  |                     |                    |              | 4001       | 501           | 224.55          | Superannuation            |
|                                 |                            |                  |                     |                    |              | 4002       | 401           | 325.17          | Superannuation            |
|                                 |                            |                  |                     |                    |              | 4002       | 501           | 784.89          | Superannuation            |
| <b>Total Payments for Month</b> |                            |                  | 14,449.58           | 0.00               | 913.87       |            |               | 13,535.71       |                           |
| <b>Balance Carried Fwd</b>      |                            |                  | 456,556.76          |                    |              |            |               |                 |                           |
| <b>Cashbook Totals</b>          |                            |                  | 471,006.34          | 0.00               | 913.87       |            |               | 470,092.47      |                           |

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Cashbook 2

User: LMP

Petty Cash

For Month No: 4

## Receipts for Month 4

## Nominal Ledger Analysis

| <u>Receipt Ref</u>              | <u>Name of Payer</u>       | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u> | <u>Transaction Detail</u> |
|---------------------------------|----------------------------|------------------------|------------------|--------------|------------|---------------|-----------------|---------------------------|
| <b>Balance Brought Fwd :</b>    |                            | <b>220.85</b>          |                  |              |            |               | <b>220.85</b>   |                           |
|                                 | Banked: 15/07/2019         | 125.00                 |                  |              |            |               |                 |                           |
| 8456                            | Lloyds TSB Current/Deposit | 125.00                 |                  |              | 201        |               | 125.00          | Petty Cash                |
| <b>Total Receipts for Month</b> |                            | 125.00                 | 0.00             | 0.00         |            |               | 125.00          |                           |
| <b>Cashbook Totals</b>          |                            | <u>345.85</u>          | <u>0.00</u>      | <u>0.00</u>  |            |               | <u>220.85</u>   |                           |