

Looe Town Council Accounts for Payment - November 2015									
Invoice Date	Direct Debit/ Cheque Date	Cheque No	Payee	Department	Description	Purpose of Expenditure	GrossTotal	Recoverable VAT	Net Amount
04.11.2015	06.11.2015	6934	CET	Looe Town Council	Window Cleaning Services in TIC/LTC	For November 2015	£8.00	£0.00	£8.00
04.11.2015	06.11.2015	6935	Lynda Sandford	Looe Town Council	10 hours Book-keeping Services	For October 2015	£225.00	£0.00	£225.00
28.09.2015	06.11.2015	6936	Aqua Jet Drainage	Public Conveniences	CCTV Survey	Hannafore Public Conveniences	£390.00	£0.00	£390.00
23.10.2015	06.11.2015	6937	Hudson Accounting Ltd	Looe Town Council	Interim Internal Audit	For 2015/16	£400.00	£0.00	£400.00
Cheque Cancelled									
31.10.2015	06.11.2015	6939	National Express Ltd	Tourist Info Centre	National Express Coach Tickets Sold	Customers in the Tourist Information Centre	£197.72	£0.00	£197.72
20.10.2015	06.11.2015	6940	Green Business Company Ltd	Amenities	Waterproof Yellow Paper	To use for Road Closure Notices	£89.07	£14.85	£74.22
17.10.2015	06.11.2015	6941	Jewson Ltd	Civc Expense	2 x Rolls of Masking Tape	For Lantern Making Workshop 17.10.15	£9.95	£1.66	£8.29
04.11.2015	06.11.2015	6942	Cash	LTC/TIC	Petty Cash £33.57 & TIC Post Float £10	For purchase of sundy items and postal float	£43.57	£0.00	£43.57
04.11.2015	06.11.2015	6943	Royal British Legion	Civc Expense	2 x Remembrance Wreaths (£50) and 1 x Posy (£12)	For Remembrance Sunday 8.11.2015	£62.00	£0.00	£62.00
03.11.2015	06.11.2015	6944	Hannafore Point Hotel	Mayor's Allowance	Deposit for Staff Xmas Dinner on 11th Dec 2015	9 members of staff £10 deposit each	£90.00	£0.00	£90.00
26.10.2015	06.11.2015	6945	National Assoc Local Councils	Looe Town Council	Local Councils Explained Oct 2013)	For Office Use	£54.99	£0.00	£54.99
22.10.2015	06.11.2015	6946	M & P Electrical (Cornwall) Ltd	Public Conveniences	Install a separate consumer unit for water pump	Hannafore Public Conveniences	£156.00	£26.00	£130.00
22.10.2015	06.11.2015	6947	East Looe Town Trust	Looe Town Council	Rental of Guildhall Building for Council Offices/TIC	Rent for the month of November 2015	£1,230.00	£205.00	£1,025.00
27.10.2015	13.11.2015	6948	Cornwall Council	Public Conveniences	Recovery of water/sewerage charges Millpool Pub Convs	For the period 28.9.15 - 26.10.15 Meter 4649-4719	£380.81	£0.00	£380.81
21.10.2015	13.11.2015	6949	South West Water Ltd	Public Conveniences	Water/Sewerage Charges Guildhall/Wlooe/Hann Pub Convs	Public Convs 30.6.15 - 19.10.2015	£7,622.43	£74.89	£7,547.54
01.11.2015	01.11.2015	D/Debit	Society of Local Council Clerks	Looe Town Council	Monthly subscription membership SLCC	Monthly payment for November 2015	£26.00	£0.00	£26.00
01.11.2015	01.11.2015	D/Debit	Aviva	Looe Town Council	Looe Town Council Insurance	Monthly payment for November 2015	£341.85	£0.00	£341.85
30.10.2015	20.11.2015	D/Debit	Print Copy Scan	LTC/TIC	Photocopying for LTC Office Use and Tourist Info	For the period 29.9.2015 - 30.10.2015	£68.46	£11.41	£57.05
24.10.2015	14.11.2015	D/Debit	Eden Project	Tourist Info Centre	Eden Tickets Sold in the Tourist Info Centre	For the period 28.9.15 - 24.10.15	£444.53	£0.00	£444.53
23.10.2015	11.11.2015	D/Debit	British Gas	Public Conveniences	Electricity Charges Public Convs Marine Drive	For the Period 29 September - 23 October 2015	£18.46	£0.87	£17.59
28.10.2015	16.11.2015	D/Debit	British Gas	Public Conveniences	Electricity Charges Public Convs West Looe, PL13 2EU	For the period 29.September - 23 October 2015	£10.30	£0.49	£9.81
23.10.2015	11.11.2015	D/Debit	British Gas	Public Conveniences	Electricity Charges The Store, West Looe	For the Period 29 September - 23 October 2015	£5.98	£0.67	£5.31
09.11.2015	09.11.2015	D/Debit	British Gas	Public Conveniences	Electricity Charges for West Looe Public Convs	For the periof of 24th October - 5th November 2015	£7.10	£0.33	£6.77
15.11.2015	23.11.2015	D/Debit	EE	Amenities	Mobile Phone Contract Subscription	For the month of October 2015	£38.40	£6.40	£32.00
12.11.2015	30.11.2015	D/Debit	GDF Suez Marketing Ltd	Public Conveniences	Energy Charges for Guildhall Public Conveniences	For the period 1.10.15 - 31.10.15	£97.30	£4.63	£92.67
19.11.2015	20.11.2015	Bank Trnsfr	Handy Man and Van	Amenities	Slat Board for Refurbishment of Tourist Info Centre	To be placed on the walls for displaying stock	£45.00	£0.00	£45.00
06.11.2015	05.11.2015	D/Debit	Intuit UK Limited	Looe Town Council	Quickbooks Premier and Payroll Service Plan	For the month of November 2015	£75.60	£12.60	£63.00
01.11.2015	18.11.2015	D/Debit	Worldpay	Tourist Info Centre	Transaction Card Charges For October 2015	For Card Payments	£23.05	£2.56	£20.49
17.11.2015	17.11.2015	Debit Card	Trago Mills Ltd	Amenities	Paint, brushes , turpentine and sandpaper	For Tourist Information Centre Refurbishment	£190.15	£31.69	£158.46
11.11.2015	27.11.2015	6950	Brilliant Fish Education Group	Tourist Info Centre	Stock for Tourist Information Centre	Drawing and Colouring Pads for sale in TIC	£80.00	£0.00	£80.00
12.11.2015	27.11.2015	6951	Looe Boat Owners Assoc	Tourist Info Centre	Stock for Tourist Information Centre	Copies of Tide Tables for sale in TIC	£80.00	£0.00	£80.00
05.11.2015	27.11.2015	6952	Tormark	Tourist Info Centre	Stock for Tourist Information Centre	Variety of Books for Sale in TIC	£397.45	£0.00	£397.45
01.11.2015	27.11.2015	6953	Cory Environmental	Public Conveniences	2 x General Mixed Waste Collection	For all Public Conveniences	£39.22	£6.54	£32.68
07.11.2015	27.11.2015	6954	Post Office Limited	Public Conveniences	Sewerage and Water Charges for Seafront Pub Convs	For the Period 17 July 15 to 20 October 15	£5,309.09	£0.00	£5,309.09
18.11.2015	27.11.2015	6955	Nicholsons	Pub Convs/LTC	Toilet Rolls, Deodoriser, Pelican Pump, Blue Rolls	For Public Convs and Blue Roll for LTC/TIC Staff Toilet	£149.16	£24.86	£124.30
06.11.2015	27.11.2015	6956	Cornish Times Ltd	Looe Town Council	2 x Adverts in Cornish Times 06.11.2015	Looe Literary Festival & Tenders Invited	£147.00	£24.50	£122.50
18.11.2015	27.11.2015	6957	D J Bryan	Looe Town Council	Travel Expense to Trago Mills for Purchasing Paint	For the refurbishment of the TIC	£19.25	£0.00	£19.25
10.11.2015	27.11.2015	6958	Trelawney Fire & Security	Looe Town Council	To attend premises and check fault	4 CCTV Cameras - Radio Interference	£109.80	£18.30	£91.50
20.11.2015	27.11.2015	6959	WesternWeb Limited	Tourist Info Centre	Domain Name Renewal for 2 years	visit-southeastcornwall.co.uk	£31.20	£5.20	£26.00
27.11.2015	27.11.2015	6960	Hannafore Point Hotel	Mayor's Allowance	Final Balance of staff Xmas Meal	9 members of staff £13.95 each balance to pay	£125.55	£0.00	£125.55
27.11.2015	27.11.2015	6961	Post Office Limited	Looe Town Council	100 x 2nd class postage stamps	To use for post in Looe Town Council	£54.00	£0.00	£54.00
21.11.2015	27.11.2015	6962	Looe Development Trust	Coastal Comm Fund	Re-imbusement of expenditure for Xmas Lights	LTC hold Restricted Coastal Communities Fund	£7,913.02	£0.00	£7,913.02
Wages, Tax and NI		£14,559.87							
							£26,806.46	£473.45	£26,333.01
The Clerk is hereby authorised to pay the Accounts as listed and amounting to £26806.46 and for the transfer of £15,000 to the Wages Account.									
Signed			Mayor						
Signed			Councillor						