

Looe Town Council Accounts for Payment - December 2015									
Invoice Date	Direct Debit/ Cheque Date	Cheque No	Payee	Department	Description	Purpose of Expenditure	GrossTotal	Recoverable VAT	Net Amount
23.11.2015	4.12.2015	6963	Mr Mark Camp	Tourist Info Centre	Travel Expense	To visit Bude TIC on 6th November 2015	£52.25	£0.00	£52.25
23.11.2015	4.12.2015	6964	Mrs Anne Frith	Tourist Info Centre	Travel Expense to Trago Mills Ltd and Return	To purchase paint for TIC refurbishment	£16.50	£0.00	£16.50
17.11.2015	4.12.2015	6965	East Looe Town Trust	Looe Town Council	Rent for TIC and LTC Offices	For the month of December 2015	£1,230.00	£205.00	£1,025.00
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22.11.2015	4.12.2015	6967	Sunday Independent Limited	Looe Town Council	Advertisement	Looe Christmas Feature	£36.00	£6.00	£30.00
12.11.2015	4.12.2015	6968	Aquastorage System Cleansing Ltd	Public Conveniences	Legionella Risk Assessments Carried Out	In all Public Conveniences	£510.00	£85.00	£425.00
24.11.2015	4.12.2015	6969	Den McCarthy	Looe Town Council	Carry out Electrical Works in the Tourist Info Centre	For the refurbishment	£117.51	£0.00	£117.51
25.11.2015	4.12.2015	6970	SECTA	Tourist Info Centre	Membership	For the Period 1.12.15 - 31.11.2016	£45.00	£0.00	£45.00
26.11.2015	4.12.2015	6971	T & J Enterprises Ltd	Looe Town Council	Sundry Office Items purchased	From Guildhall Market, Fore Street, E Looe	£171.82	£0.00	£171.82
19.10.2015	4.12.2015	6972	Cormac Solutions Ltd	Amenities	Weed Spraying	Around all areas of Looe	£3,099.42	£516.57	£2,582.85
1.12.2015	4.12.2015	6973	Cornwall Council	Looe Town Council	Non Domestic Rates for the Month of December 2015	Pub Convs £631.00 W Looe Store £53.00	£684.00	£0.00	£684.00
30.11.2015	4.12.2015	6974	National Express Ltd	Tourist Info Centre	Coach Tickets Sold in the Tourist Information Centre	For November 2015	£96.30	£0.00	£96.30
16.11.2015	4.12.2015	6975	Grant Thornton	Looe Town Council	Audit of the 2015 Annual Return	Approved at F&GP Meeting 1.12.2015	£1,320.00	£220.00	£1,100.00
1.12.2015	4.12.2015	6976	Cash	Looe Town Council	Petty Cash	For provisions purchased for TIC and LTC use	£35.98	£0.00	£35.98
3.12.2015	02.12.2015	Bank Trnsfr	Lenovo	Looe Town Council	4 Computers, Keyboards and Mice	IT Equipment for Office and TIC use	£1,519.97	£253.33	£1,266.64
29.11.2015	20.12.2015	Direct Debit	Eden Project	Tourist Info Centre	Purchase of Eden Tickets Sold	For Customers in the Tourist Information Centre	£205.74	£0.00	£205.74
23.11.2015	10.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges Hannafore Public Conveniences	For the Period 24.10.2015 - 23.11.2015	£20.55	£0.97	£19.58
23.11.2015	10.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges Seafront Public Conveniences	For the Period 24.10.2015 - 23.11.2015	£2.28	£0.69	£1.59
23.11.2015	10.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges West Looe Gents Pub Convs	For the Period 6.11.2015 - 23.11.2015	£15.84	£0.41	£15.43
23.11.2015	21.11.2015	Debit Card	Trago Mills Ltd	Tourist Info Centre	Paint and Door Knobs for Tourist Information Centre	For Tourist Info Centre Refurbishment	£123.92	£20.65	£103.27
01.12.2015	01.12.2015	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
01.12.2015	01.12.2015	D/Debit	Aviva	Looe Town Council	Looe Town Council Insurance	Monthly payment for November 2015	£341.85	£0.00	£341.85
10.12.2015	10.12.2015	6977	Cornwall Council	Public Conveniences	Building Regulation Application Form	For Seafront Conversion of Ladies Facility	£240.00	£0.00	£240.00
01.10.2015	24.11.2015	D/Debit	British Gas	Public Conveniences	Electricity Charges for Millpool Public Convs	For the period 18 Sept to 30 Sept 15	£37.69	£0.80	£36.89
14.12.2015	15.12.2015	6978	Western Web	Neighbourhood Plan	Design, Publish and promote Web Site for Looe NP	Deposit to commence work	£180.00	£30.00	£150.00
04.12.2015	04.12.2015	Debit Card	Name Badges International	Looe Town Council	18 Name Badges for Councillors and Staff	Identification	£149.46	£24.91	£124.55
30.11.2015	20.12.2015	Direct Debit	Print Copy Scan	Looe Town Council	Photocopying for use in LTC Office and Tourist Info C	For the period from 30.10.2015 - 30.11.2015	£72.77	£12.13	£60.64
15.12.2015	23.12.2015	Direct Debit	EE Mobile	Amenities	Mobile Contract for Amenities Manager	For the month of December 2015	£38.40	£6.40	£32.00
06.12.2015	05.12.2015	Direct Debit	Intuit UK Limited	Looe Town Council	QB Premier & Payroll Monthly Service Plan	For the month of December 2015	£75.60	£12.60	£63.00
01.12.2015	18.12.2015	Direct Debit	Worldpay	Tourist Info Centre	Transaction Charges for Card Payments in TIC	Charges from 2.11.15 - 11.11.2015	£51.47	£8.40	£43.07
11.12.2015	31.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges for The Quay, West Looe Pub Conv	For the period 24 Nov 2015 - 8 Dec 2015	£7.39	£0.35	£7.04
09.12.2015	29.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges for Millpool Public Convs	For the period 27 Nov 2015 - 7 Dec 2015	£58.20	£9.70	£48.50
30.11.2015	17.12.2015	Direct Debit	British Gas	Public Conveniences	Electricity Charges for West Looe Public Convs	For the period 24 October 2015 - 23 November 2015	£5.83	£0.48	£5.35
10.12.2015	21.12.2015	6979	ADP Direct	Looe Town Council	1/8 Page Advertisement	In Crime Publication	£234.00	£39.00	£195.00
16.12.2015	21.12.2015	6980	Nicholsons	Public Conveniences	Gloves, Toilet Rolls and Hand Soap	For distribution to all Public Conveniences	£295.30	£49.22	£246.08
09.12.2015	21.12.2015	6981	Cormac Solutions Ltd	Public Conveniences	3 signs 'TOILETS'	For Guildhall, Millpool and W Looe Pub Convs	£309.10	£51.52	£257.58
09.12.2015	21.12.2015	6982	Chris Sandy TV	Tourist Info Centre	1 x Toshiba 32" TV and 1 TV Bracket	For advertising in the Tourist Info Centre	£220.00	£0.00	£220.00
30.11.2015	21.12.2015	6983	Lynda Sandford	Looe Town Council	8 hours Book Keeping Services	For the month of November 2015	£180.00	£0.00	£180.00
28.11.2015	21.12.2015	6984	British Telecom	LTC/TIC	Telephone and Internet Charges	For Looe Town Council, Tourist Info and CCTV	£580.51	£96.75	£483.76
30.11.2015	21.12.2015	6985	Jewson Limited	Tourist Info Centre	paint and Wood	For the refurbishment of the Tourist Info Centre	£94.54	£15.76	£78.78
21.12.2015	21.12.2015	6986	SLCC	Looe Town Council	Registration Fee of £250 for CILCA Training	For Mrs Laura Kellaway	£250.00	£0.00	£250.00
16.12.2015	21.12.2015	6987	CET	Looe Town Council	Window Cleaning Services for TIC/LTC	For the month of December 2015	£8.00	£0.00	£8.00
01.12.2015	21.12.2015	6988	Cory Environmental	Public Conveniences	2 x General Mixed Waste 11 Litre Bin Collections	For the period 01.12.2015 - 31.12.2015	£39.22	£6.54	£32.68
23.12.2015	23.12.2015	6989	Cash	LTC/TIC	To pay staff wages for December 2015	Due to wages account being closed prior to instruction	£6,143.86	£0.00	£6,143.86
							£18,942.27	£1,673.18	£17,269.09
Wages, Tax and NI		£12,643.73							
The Clerk is hereby authorised to pay the Accounts as listed and amounting to £18942.27									
Signed			Mayor						
Signed			Councillor						