

EXPENSES FOR JACK STEEL, Parish Clerk

MONTH: February meeting 2019

	Item	Net £	VAT £	Total £
STATIONERY				
	Keys/key ring			£10.50
	Printer paper			£4.00
				£2.00
	Sub-total			£16.50

VILLAGE HALL				
	Paper towels/toilet rolls	£21.28	£4.26	£25.54
	Light bulbs			£14.00
	Cleaning materials / batteries			£3.34
	Purchase wall clock	£7.81	£1.56	£9.37
	Sub-total			£52.25

OTHER EXPENSES				
	Tea/milk (HS2 meeting)			£2.11
	Broadband contribution 2 months			£20.00
	Car Insurance contribution 2 months			£8.50
	Sub-total			£30.61

TOTAL				
Sub-Total				£99.36
				£99.36

Date paid:

Cheque No.:

Cheque signed by: