

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Finance and General Purposes</u>								
<u>101 Administration - Central Costs</u>								
1076 Precept	278,787	557,574	557,574	0			100.0%	
Administration - Central Costs :- Income	278,787	557,574	557,574	0			100.0%	0
4012 Software, IT and Support	692	4,225	7,000	2,775		2,775	60.4%	
4014 Website	90	203	1,000	797		797	20.3%	
4016 Photocopier	0	891	3,500	2,609		2,609	25.5%	
4019 Recruitment	0	0	500	500		500	0.0%	
4020 Advertising	0	0	500	500		500	0.0%	
4027 Equipment	45	133	1,000	867		867	13.3%	
4030 Telephone	348	2,113	4,000	1,887		1,887	52.8%	
4035 Postage	91	104	700	596		596	14.8%	
4040 Printing and Stationery	76	325	1,800	1,475		1,475	18.1%	
4048 Subscriptions	150	2,564	2,640	76		76	97.1%	
4050 Insurance	0	7,494	7,500	6		6	99.9%	
4900 Contingency	35	35	2,000	1,965		1,965	1.8%	
Administration - Central Costs :- Indirect Expenditure	1,528	18,087	32,140	14,053	0	14,053	56.3%	0
Net Income over Expenditure	277,259	539,487	525,434	(14,053)				
<u>105 Corporate Management</u>								
4000 Salaries	12,287	65,176	145,000	79,824		79,824	44.9%	
4008 Travel and Subsistance	37	360	2,100	1,740		1,740	17.2%	
4010 Conferences and Training	624	824	2,500	1,676		1,676	33.0%	
4125 Bank Charges	34	184	1,000	816		816	18.4%	
4130 Accountancy/Corporate Gov.	416	2,248	2,200	(48)		(48)	102.2%	
4131 Internal Audit	0	275	600	325		325	45.8%	
4132 External Audit	0	0	1,500	1,500		1,500	0.0%	
4135 Legal and Professional	0	1,535	500	(1,035)		(1,035)	307.1%	
4140 Employment/Health & Safety	0	480	2,140	1,660		1,660	22.4%	
Corporate Management :- Indirect Expenditure	13,398	71,083	157,540	86,457	0	86,457	45.1%	0
Net Expenditure	(13,398)	(71,083)	(157,540)	(86,457)				
<u>110 Democratic Services</u>								
4200 Elections	0	0	1,500	1,500		1,500	0.0%	
4210 Mayor's Allowance	0	0	4,000	4,000		4,000	0.0%	
4211 Mayor Making	0	0	1,100	1,100		1,100	0.0%	
4212 Civic Events	0	0	1,500	1,500		1,500	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2020

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4215 Civic Regalia	0	0	1,000	1,000		1,000	0.0%	
4220 Civic Officers	0	0	1,200	1,200		1,200	0.0%	
Democratic Services :- Indirect Expenditure	0	0	10,300	10,300	0	10,300	0.0%	0
Net Expenditure	0	0	(10,300)	(10,300)				
<u>115 Grants</u>								
1065 Small Grants Received	0	482	0	(482)			0.0%	
Grants :- Income	0	482	0	(482)				0
4235 General Grants	1,000	2,932	10,000	7,068		7,068	29.3%	
4236 Community Centre	0	0	8,000	8,000		8,000	0.0%	
4237 Grange Court	7,000	7,000	7,000	0		0	100.0%	
4238 Youth Funding	0	1,750	9,000	7,250		7,250	19.4%	
4239 CAB Grant	0	8,000	8,000	0		0	100.0%	
4241 Small Grants Expenditure	59	448	0	(448)		(448)	0.0%	
Grants :- Indirect Expenditure	8,059	20,130	42,000	21,870	0	21,870	47.9%	0
Net Income over Expenditure	(8,059)	(19,648)	(42,000)	(22,352)				
<u>125 Corn Square</u>								
1400 Income-Room Hire	742	3,570	17,000	13,430			21.0%	
1403 Income Flat	975	2,920	13,000	10,080			22.5%	
Corn Square :- Income	1,717	6,489	30,000	23,511			21.6%	0
4180 Cleaning	398	2,588	2,400	(188)		(188)	107.8%	
4181 Window Cleaning	0	46	600	554		554	7.7%	
4182 Electricity	362	836	3,500	2,664		2,664	23.9%	
4183 Gas	119	900	3,500	2,600		2,600	25.7%	
4185 Business Rates	1,010	6,065	11,500	5,435		5,435	52.7%	
4186 Water Rates	76	456	1,800	1,344		1,344	25.3%	
4187 Repairs and Renewals	122	2,804	3,500	696		696	80.1%	
4188 Fixtures and Fittings	75	774	2,500	1,726		1,726	31.0%	
4700 Loan Repayments	0	13,636	27,734	14,098		14,098	49.2%	
Corn Square :- Indirect Expenditure	2,162	28,105	57,034	28,929	0	28,929	49.3%	0
Net Income over Expenditure	(445)	(21,615)	(27,034)	(5,419)				
<u>130 Tourist Information</u>								
1010 Income-Commission	36	37	1,400	1,363			2.6%	
1510 Income-Coach trips	0	21	8,000	7,979			0.3%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1511 Income-Books & Maps	445	943	4,900	3,957			19.2%	
1512 Income-Cards	127	174	1,400	1,226			12.4%	
1513 Income-Souvenirs	231	351	6,600	6,249			5.3%	
1514 Income-Food/Drinks	195	313	4,500	4,187			7.0%	
1515 Income-Craft	171	195	2,400	2,205			8.1%	
1516 Income-Advertising	0	0	300	300			0.0%	
1519 Income-Green Sacks	1,092	2,983	0	(2,983)			0.0%	
Tourist Information :- Income	<u>2,297</u>	<u>5,017</u>	<u>29,500</u>	<u>24,483</u>			17.0%	<u>0</u>
3000 Cost of Sales	1,273	2,010	18,000	15,990		15,990	11.2%	
3010 Costs-Coach Trips	0	21	8,000	7,979		7,979	0.3%	
4000 Salaries	4,416	23,876	50,000	26,124		26,124	47.8%	
4028 Green Sacks Purchase	800	3,200	0	(3,200)		(3,200)	0.0%	
Tourist Information :- Indirect Expenditure	<u>6,489</u>	<u>29,107</u>	<u>76,000</u>	<u>46,893</u>	<u>0</u>	<u>46,893</u>	38.3%	<u>0</u>
Net Income over Expenditure	<u>(4,192)</u>	<u>(24,090)</u>	<u>(46,500)</u>	<u>(22,410)</u>				
Finance and General Purposes :- Income	282,800	569,563	617,074	47,511			92.3%	
Expenditure	31,636	166,511	375,014	208,503	0	208,503	44.4%	
Movement to/(from) Gen Reserve	<u>251,164</u>	<u>403,051</u>						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Environment and Services</u>								
<u>201 Open Spaces</u>								
4000 Salaries	15,565	78,583	171,000	92,417		92,417	46.0%	
4006 Uniforms	0	1,260	1,400	140		140	90.0%	
4027 Equipment	0	395	3,000	2,605		2,605	13.2%	
4187 Repairs and Renewals	56	257	3,000	2,743		2,743	8.6%	
4300 Maintenance	17	322	8,000	7,678		7,678	4.0%	
4305 Play Areas	248	376	0	(376)		(376)	0.0%	
4320 Vehicle Maintenance	291	1,313	3,000	1,687		1,687	43.8%	
4321 Vehicle Fuel	326	1,540	3,000	1,460		1,460	51.3%	
4350 Street Cleaning	0	0	500	500		500	0.0%	
4351 Waste	93	2,864	7,000	4,136		4,136	40.9%	
4355 Tree Management	0	1,560	2,500	940		940	62.4%	
4356 Solar Panel Installation	0	0	3,000	3,000		3,000	0.0%	
4370 Leominster in Bloom	0	0	0	(0)		(0)	0.0%	
4999 Reallocated Labour Costs	0	(397)	0	397		397	0.0%	
Open Spaces :- Indirect Expenditure	16,595	88,074	205,400	117,326	0	117,326	42.9%	0
Net Expenditure	(16,595)	(88,074)	(205,400)	(117,326)				
<u>202 Depot</u>								
4050 Insurance	0	498	0	(498)		(498)	0.0%	
4180 Cleaning	0	244	900	656		656	27.1%	
4182 Electricity	311	311	800	489		489	38.9%	
4185 Business Rates	196	393	2,100	1,707		1,707	18.7%	
4186 Water Rates	0	0	550	550		550	0.0%	
4187 Repairs and Renewals	462	4,493	3,055	(1,438)		(1,438)	147.1%	
4188 Fixtures and Fittings	1,818	2,094	1,000	(1,094)		(1,094)	209.4%	
Depot :- Indirect Expenditure	2,787	8,033	8,405	372	0	372	95.6%	0
Net Expenditure	(2,787)	(8,033)	(8,405)	(372)				
<u>203 Allotments</u>								
1120 Income-Allotments	1,238	1,482	5,000	3,518			29.6%	
Allotments :- Income	1,238	1,482	5,000	3,518			29.6%	0
4025 Miscellaneous	0	567	500	(67)		(67)	113.4%	
4184 Rent	113	727	1,500	773		773	48.4%	
4186 Water Rates	34	204	500	296		296	40.8%	
4300 Maintenance	190	620	1,000	380		380	62.0%	
Allotments :- Indirect Expenditure	337	2,118	3,500	1,382	0	1,382	60.5%	0
Net Income over Expenditure	900	(636)	1,500	2,136				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>205 Market</u>								
1402 Income-Market	760	760	16,000	15,240			4.8%	
Market :- Income	<u>760</u>	<u>760</u>	<u>16,000</u>	<u>15,240</u>			4.8%	0
4005 Market Management	0	989	6,000	5,011		5,011	16.5%	
4020 Advertising	0	0	1,000	1,000		1,000	0.0%	
4021 Promotions	0	250	1,000	750		750	25.0%	
4048 Subscriptions	0	358	360	2		2	99.4%	
Market :- Indirect Expenditure	<u>0</u>	<u>1,597</u>	<u>8,360</u>	<u>6,763</u>	<u>0</u>	<u>6,763</u>	19.1%	0
Net Income over Expenditure	<u>760</u>	<u>(837)</u>	<u>7,640</u>	<u>8,477</u>				
<u>220 Central Area Toilets</u>								
4182 Electricity	0	0	750	750		750	0.0%	
4185 Business Rates	165	987	1,700	713		713	58.0%	
4186 Water Rates	0	443	1,500	1,057		1,057	29.5%	
4300 Maintenance	0	6	500	494		494	1.2%	
Central Area Toilets :- Indirect Expenditure	<u>165</u>	<u>1,436</u>	<u>4,450</u>	<u>3,014</u>	<u>0</u>	<u>3,014</u>	32.3%	0
Net Expenditure	<u>(165)</u>	<u>(1,436)</u>	<u>(4,450)</u>	<u>(3,014)</u>				
<u>225 The Grange Toilets</u>								
4182 Electricity	19	112	1,100	988		988	10.2%	
4186 Water Rates	0	556	2,000	1,444		1,444	27.8%	
4300 Maintenance	0	28	500	472		472	5.6%	
The Grange Toilets :- Indirect Expenditure	<u>19</u>	<u>696</u>	<u>3,600</u>	<u>2,904</u>	<u>0</u>	<u>2,904</u>	19.3%	0
Net Expenditure	<u>(19)</u>	<u>(696)</u>	<u>(3,600)</u>	<u>(2,904)</u>				
<u>250 Economic Development</u>								
4023 Newsletter	120	840	1,560	720		720	53.8%	
4047 Market Town Forum	0	0	250	250		250	0.0%	
4230 Events Fund	0	0	5,000	5,000		5,000	0.0%	
4370 Leominster in Bloom	0	298	5,000	4,702		4,702	6.0%	
4375 CCTV	2,759	8,276	11,035	2,759		2,759	75.0%	
4380 Festive Lights	0	16,242	16,000	(242)		(242)	101.5%	
Economic Development :- Indirect Expenditure	<u>2,879</u>	<u>25,656</u>	<u>38,845</u>	<u>13,189</u>	<u>0</u>	<u>13,189</u>	66.0%	0
Net Expenditure	<u>(2,879)</u>	<u>(25,656)</u>	<u>(38,845)</u>	<u>(13,189)</u>				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>260 Capital Projects</u>								
1080 Loan Funded Projects	0	1,022	10,000	8,978			10.2%	
1081 Funded From Earmarked Reserves	0	21	20,000	19,979			0.1%	
Capital Projects :- Income	<u>0</u>	<u>1,043</u>	<u>30,000</u>	<u>28,957</u>			<u>3.5%</u>	<u>0</u>
4027 Equipment	0	0	500	500		500	0.0%	
4305 Play Areas	0	0	9,500	9,500		9,500	0.0%	
4378 Signage Project	27	31,980	0	(31,980)		(31,980)	0.0%	
4700 Loan Repayments	0	7,603	14,000	6,397		6,397	54.3%	
4710 Capital Fund	0	0	85,000	85,000		85,000	0.0%	
4715 Secret Garden-Loan Funded	0	3,869	10,000	6,131		6,131	38.7%	
4716 Toilet Refurb-Reserve Funded	0	21	20,000	19,979		19,979	0.1%	
Capital Projects :- Indirect Expenditure	<u>27</u>	<u>43,474</u>	<u>139,000</u>	<u>95,526</u>	<u>0</u>	<u>95,526</u>	<u>31.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(27)</u>	<u>(42,431)</u>	<u>(109,000)</u>	<u>(66,569)</u>				
Environment and Services :- Income	1,998	3,284	51,000	47,716			6.4%	
Expenditure	22,809	171,084	411,560	240,476	0	240,476	41.6%	
Movement to/(from) Gen Reserve	<u>(20,812)</u>	<u>(167,799)</u>						

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Planning and Highways</u>								
<u>300 Planning and Highways</u>								
4240 Travel Fund	0	179	4,500	4,321		4,321	4.0%	
Planning and Highways :- Indirect Expenditure	0	179	4,500	4,321	0	4,321	4.0%	0
Net Expenditure	0	(179)	(4,500)	(4,321)				
Planning and Highways :- Income	0	0	0	0			0.0%	
Expenditure	0	179	4,500	4,321	0	4,321	4.0%	
Movement to/(from) Gen Reserve	0	(179)						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Earmarked Reserves</u>								
<u>901 Earmarked Reserves</u>								
9000 Election Reserve	0	3,105	16,150	13,046		13,046	19.2%	
9001 CCTV Reserve	0	0	4,500	4,500		4,500	0.0%	
9002 Town Centre Enhancements	0	0	20,000	20,000		20,000	0.0%	
9003 Equioment Rollong Programme	0	0	20,725	20,725		20,725	0.0%	
9004 Play Equipment Reserve	0	0	6,000	6,000		6,000	0.0%	
9005 Public Convienience Reserve	0	0	31,800	31,800		31,800	0.0%	
9006 Youth Projects	0	0	8,350	8,350		8,350	0.0%	
9007 Capital Receipts Reserve	0	0	27,638	27,638		27,638	0.0%	
9008 Unspent Loans	0	0	140,466	140,466		140,466	0.0%	
Earmarked Reserves :- Indirect Expenditure	0	3,105	275,629	272,525	0	272,525	1.1%	0
Net Expenditure	0	(3,105)	(275,629)	(272,525)				
Earmarked Reserves :- Income	0	0	0	0			0.0%	
Expenditure	0	3,105	275,629	272,525	0	272,525	1.1%	
Movement to/(from) Gen Reserve	0	(3,105)						
Grand Totals:- Income	284,798	572,847	668,074	95,227			85.7%	
Expenditure	54,445	340,878	1,066,703	725,825	0	725,825	32.0%	
Net Income over Expenditure	230,353	231,969	(398,629)	(630,598)				
Movement to/(from) Gen Reserve	230,353	231,969						

2020/21 Month 6 Budget Notes

These notes are intended to accompany the budget reports for the end of month 5 of 2020/21 financial year. Comments on expenditure and income are listed by budget heading and cost centre.

101: Administration – Central Costs

4012: Software, IT and Support

- Expenditure includes end of year external accounting support for 2019/20 financial year.
- Overspend anticipated by the end of the financial year. No potential cost reductions have been identified, however external accounting support costs are anticipated to be reduced in subsequent years. Budget to be reviewed for 2021/22.

4014: Website

- Will be an area of overspend, due to changes required to adhere to government accessibility guidelines from 23rd Sept 2020. Will require contingency budget listed under 4900.

4030: Phone

- Expenditure includes costs for setting up remote phone access for office staff during COVID-19 lockdown.

4048: Subscriptions

- Subscriptions renew at the beginning of the financial year, only small additional spend anticipated.

4050: Insurance

- Insurance cover renews at the beginning of the financial year. This includes vehicle cover, buildings and contents, employer's liability and public liability.

105: Corporate Management

4130: Accountancy/Corporate Governance

- Expenditure is high at the beginning of the financial year, as it includes end of year accounting support.
- Overspend is now evident but costs should be lower in 2021/22 as a result of staff training.

4135: Legal and Professional

- Approx. £1000 of costs listed under this code to date are legal fees in relation to planning matters that are due to be reimbursed this month and legal work for New Depot lease.

115: Grants

4236: Community Centre

- Grant will show next month.

4237: Grange Court

- Grant has been allocated and payment now processed.

125: Corn Square

4180: Cleaning

- Costs are anticipated to be high for the remainder of this financial year, due to COVID-19 requirements. £800 has been moved over from cost centre 125-4180 to 202-4180 to cover remainder of the financial year for cleaning materials and COVID-19 PPE at the new depot.

1403: Income Flat

- Now beginning to show income and receiving additional bookings.

4187: Repairs and Renewals

- Repair work undertaken while LTC Office and TIC closed due to COVID-19 restrictions.
- As a result of a fire risk assessment that took place at the end of August 2020, further essential works have been identified and are currently being costed.

130: Tourist Information Centre Income

- TIC extended trading on 1st Sept 2020. Month 6 figures show income to the end of September 2020.

4028 & 1519: Green sacks purchase and income

- Green refuse sacks are being sold on request from Herefordshire Council. Sale cost includes purchase costs, plus a small subsidiary to cover cost of sales. Sale price is consistent with other local retail outlets.

201: Open Spaces

4006: Uniforms

- We are still chasing up a refund on unsuitable uniform items but this will be an area of anticipated overspend as it covers staff other than the Environmental Team.

4321: Vehicle Fuel

- Mowing the town verges is now complete and the spend should now drop for the remainder of the year.

4355: Tree Management

- Includes emergency works on trees on Town Council properties. A tree is currently taking place, so this is an area of anticipated overspend. Tree surveys are required on a regular basis.

202: Depot

4180: Cleaning

- £800 added from 125-4180 for materials for the remainder of 2020/21 and this includes COVID-19 PPE requirements.

4187: Repairs & Renewals

- Works required in order to make new depot space suitable for Environmental Team requirements. This will be an anticipated area of overspend to ensure that the new depot is compliant with Health & Safety guidelines.

4188: Fixtures & Fittings

- Again, works required on the new depot for Health & Safety compliance has lead to an overspend.

203: Allotments**1120: Income – Allotments**

- Rent is now beginning to be paid.

4025: Miscellaneous

- Includes subscription for the new allotment management software. There will be an overspend as the drainage pipe repair has been addressed.

205: Market**1402: Income – market**

- Market income now showing.

250: Economic Development**4023: Newsletter**

- Costs have increased, so this is expected to be an area of overspend for 2020/21.

4375: CCTV

- Includes 3/4 payment instalments for 2020/21.

4380: Festive Lights

- Includes annual payment, plus costs for removal of lights required for essential tree work to take place. Further costs are expected in advance of Christmas 2020 due to work required to update infrastructure for efficiency and safety reasons.

Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	23/09/2020
18/09/2020	92	Jane Hickman - Batik	£150.00	TIC stock-200 assorted greeting's cards			
18/09/2020	174753	Herefordshire Fire Protection Services Ltd	£120.00	CO2 Extinguisher x1 & Foam Extinguisher x2			
18/09/2020	174752	Herefordshire Fire Protection Services Ltd	£79.92	Service of Fire Extinguishers - Corn Square			
11/09/2020	164113	David Whyman Map Sales	£53.55	TIC stock-Mortimer Trail x15			
21/09/2020	INV-0893	Primeflow Ltd t/a Newton Court Cider	£72.00	TIC Stock-2L Cider x6, 2L Perry x6			
18/09/2020	18092020	Leominster Rotary Club	£30.00	TIC stock-apple juice x12			
23/09/2020	INV-1588	Point To Point Services P2P	£159.50	facemasks x6 boxex, Nitrile gloves x4 boxes			
25/09/2020	549772	Cleanmy	£58.72	blue rolls and toilet rolls			
Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	02/10/2020
15/09/2020	0826AIZ096	Travis Perkins	£338.85	Air Vent panel heater x4			
N/A	N/A	Leominster District Community Association	£8,000.00	grant			Previously agreed
18/09/2020	62	Bromyard Laundrette	£9.90	laundry-servant quarter			
22/09/2020	80	Bromyard Laundrette	£16.80	laundry-servant quarter			
29/09/2020	H1085	Herefordshire Association of Local Council HALC	£210.00	CILCA training - Julie			
24/09/2020	30402	Herefordshire Fire Alarm Services HFAS	£144.00	Call out-investigate and repair fault-zone8			
22/09/2020	3192	Herefordshire Environmental services Ltd	£228.00	Pest control quarterly invoice and treatment of wasp			
Inv Date	Inv No.	PAYEE	AMOUNT	DETAILS	Transfer Date	REF (BACS)	06/10/2020
15/05/2020	RTG/20/43	The Rural Services Partnership Ltd	£180.00	Rural Market Towns Group Membership			
09/09/2020	45963	Station Motors (Leo) Ltd	£349.03	CV55 Repair - parts and labour			
30/09/2020	159548	quickskip recycling	£111.60	Wheelin Bins			
30/09/2020	13601	Microshade Business Consultants Ltd	£330.00	accounting Support on 16th Sept 2020			
30/09/2020	AREXT/00225 870	National Express	£0.00	invoice is £0			

Date: 07/10/2020

23/09/2020	INV-59328	Country Flavours Ltd	£167.58	TIC stock-drinks			
12/08/2020	SINV0017781 5	Border Office Supplies and systems Ltd BOSS	£25.20	A4 paper - 500sheets			
28/09/2020	47167	Border Office Supplies and systems Ltd BOSS	£45.92	printing and copying			
30/09/2020	10000	Lloyd Richards Ltd	£169.50	Payroll services quarterly charge			
18/09/2020	500492	Arrow Plant & Tool Hire	£94.80	Scaffold tower - 2weeks			
29/09/2020	500978	Arrow Plant & Tool Hire	£80.80	Fire Exit,Safety signs,blade,antifreeze, smart straw, rasp, calor propane.			
30/09/2020	635433	Leominster Building supplies	£383.94	keycuts,padlocks,staple,fire blanket,Fire Exit signs, paints,door stop,deadlock, glass panels,sealant, plywood,lub spray,contiboard,plug white, paint brushes, mending plates,bolt,switched unit,cable clips,screws,fixings			
28/09/2020	LNOCT0416	The Leominster News	£120.00	October issue			
25/09/2020	2926	Fircone Books	£96.47	TIC stock - books			
22/09/2020	146162	David Whyman Map Sales	£293.15	TIC stock - walks and trails			