

Shepherdswell *with* Coldred Parish Council

Finance Report

20 November 2024

Balances as 15 November 2024	£
Current A/C	1437.82
Business A/C	113969.86
INCOME	
Payment for reservation of Plot 89 (Cemetery)	280.00
M Wright – Rent (25/10/2024)	260.00
EXPENDITURE TO RATIFY	
Hugo Fox – Website (inv 9449)	23.99
Clerk’s Wages (November)	1090.32
Chris Burnham refund for plot	230.00
Salt for Carpenter’s Yard	45.02
Village Hall Committee (Patio Grant)	2000.00
EXPENDITURE TO APPROVE	
Clerk’s Expenses	306.14
Village Hall Fees	92.50
Harmers (inv 24149)	792.06
Besthost (inv 26139)	24.00
HMRC	214.63
Norton Timber (inv 5350)	3307.68
Play Inspections (inv 73374)	108.30
Royal British Legion	100.00
Clerk Training – CILCA Introduction	60.00
Clerk Training - Burial Law and Management	84.00
The Final Touch (preschool painting)	150.00
ICO – GDPR Fee	40.00
BW Landscapes & Groundworks (inv 0001)	6014.40
	£11293.71

From: [Information Commissioner's Office Renewal Reminder](#)
To: [Parishclerk](#)
Subject: Data Protection fee - Reminder to renew ICO:00018052313
Date: 14 October 2024 00:15:04

Organisation name: Shepherdsweil with Coldred Parish Council
Order reference number: 02568322100b
Reference: Z2451506

Dear Clerk

GDPR/Data Protection Act 2018
Data protection fee renewal - ACTION REQUIRED
BY 25/11/2024

Organisations that process personal data are subject to the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

Under the Data Protection (Charges and Information) Regulations 2018 (the Regulations) they must also pay an annual data protection fee, unless they are exempt.

Your payment and registration as a data controller under the Regulations will expire on 25/11/2024. You must now either:

- renew your registration, taking the tier assessment to confirm the fee you need to pay (see ico.org.uk/fee-self-assessment), or
- cancel your registration if your circumstances have changed, telling us why you no longer need to be registered.

Amount required

Under the Regulations, you must pay an annual fee of £40, £60 or £2,900 depending on the size **or** turnover of your organisation. **VAT is nil in all cases.**

Based on your last assessment you are now required to pay **£40.00**. However, you should use our tier assessment tool (see ico.org.uk/fee-self-assessment) to confirm how much you need to pay, and contact us immediately if your current assessment is wrong.

How to pay

Did you know that 89% of fee payers pay on time? You can pay in any of these ways:

Direct debit - this is the best way to make sure you renew on time. Just click on the link ico.org.uk/direct-debit and follow the instructions to complete your payment online. It's really quick and easy to do. **If you pay by direct debit you will automatically receive an annual reduction of £5.** You will need your **order reference** and **registration reference** from the top of this email.

Online - pay securely with a debit or credit card at ico.org.uk/pay. You will need the **order reference** and **registration reference** from the top of this email.

Cheque - make cheques payable to the Information Commissioner. Put your **registration reference** (above) on the back and send it to the address below, with a copy of this email.

Data Protection Fees, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Failure to pay on time

If you don't pay the (correct) fee, you could be fined up to £4,350. We will begin this process 21 days after your registration expires if we don't hear from you first. We publish details of the fines we issue on our website.

Further information

You must let us know if any of the details we hold about you change. If you want to tell us about a change to your details please go to ico.org.uk/update. The online change service is very quick and easy to use. You will need your registration reference and security number.

If you are required to have a Data Protection Officer (DPO) under the GDPR or you choose to appoint one, you should also tell us about this. For more information please see ico.org.uk/DPOs.

If you need any more information about the fee please see ico.org.uk/fee-guide.

If you want to discuss your payment or your obligation to pay, call us on 0303 123 1113, or email dataprotectionfee@ico.org.uk. You'll need the **registration reference** from the top of this email and the **security number** we sent you when you first applied.

If you need help with your other data protection obligations, including any relating to changes brought about by COVID-19, please see ico.org.uk or call us on 0303 123 1113. We are here to help at what we know is a very challenging time.

For information about what we do with personal data see our privacy notice at ico.org.uk/privacy-notice.

Yours sincerely

Michael Fitzgerald
Director of Digital, IT and Business Services
Information Commissioner's Office

TAX INVOICE

Shepherdswell with Coldred Parish Council
Shepherdswell Village Hall
Coxhill
Shepherdswell
Dover
Kent
CT15 7NN

Invoice Date
27 Oct 2024

Invoice Number
INV-9449

Reference
SS-Monthly-GCS

VAT Number
156359683

Hugofox Limited
Evingar Road
WHITCHURCH
Hampshire
RG28 7EU
GBR

Description	Quantity	Unit Price	VAT	Amount GBP
HF Silver Subscription	1.00	19.99	20%	19.99
			Subtotal	19.99
			TOTAL VAT 20%	4.00
			TOTAL GBP	23.99

Due Date: 3 Nov 2024

Natwest Bank
Account Number: 89258800
Sort Code: 60-17-21

If Direct Debit has already been set up, please keep invoice for your records.

[View and pay online now](#)

PAYMENT ADVICE

To: Hugofox Limited
Evingar Road
WHITCHURCH
Hampshire
RG28 7EU
GBR

Customer Shepherdswell with Coldred Parish Council
Invoice Number INV-9449
Amount Due **23.99**
Due Date 3 Nov 2024

Amount Enclosed

Enter the amount you are paying above

Shepherdswell with Coldred Parish C

Shepherdswell Village Hall
Coxhill
Shepherdswell
Kent
CT15 7NN

Mrs Janis Rousell

2 The Caravan
Westcourt Lane
Shepherdswell
Kent
CT15 7PS

Payments		Deductions	
Taxable Pay	£1465.47	Income Tax	£83.60
		Employee NIC	£33.40
Total Payments	£1465.47	Total Deductions	£117.00

Net Pay £1348.47

Payment Date	18/11/2024	National Insurance Category	A
Payment Period	Month 8	National Insurance Number	JA699778C
Employer PAYE Reference	475/BA56327	Tax Code	1257L
Payroll ID		Hours worked	
		Additional information	

Payslip Version 1

Shepherdswell *with* Coldred Parish Council

Purpose: Parish Clerk Expenses

Claimant Name: Jan Rousell

Date: 06/11/2024

DATE	DESCRIPTION	AMOUNT
	Homeworking Expenses	40.00
	Amazon - sign for Rec	7.99
	TOTAL	£ 306.14

Note: Mileage reimbursement for personal car = £0.52/mile

Paid

Payment reference ID 6eXb6NMkmgfTTTeA81ky
 Sold by Lilys Prints Ltd
 VAT # GB475519069

Invoice date / Delivery date 18 October 2024
 Invoice # INV-GB-1333664105-2024-348
 Total payable £7.99

JAN ROUSELL
 Shepherdswell with Coldred Parish Council
 2 THE CARAVAN, WESTCOURT LANE
 SHEPHERDSWELL, KENT, CT15 7PS GB

For customer support visit www.amazon.co.uk/contact-us

Billing address	Delivery address	Sold by
Jan Rousell Shepherdswell with Coldred Parish Council Shepherdswell Village Hall Coxhill Shepherdswell Kent CT15 7NN	Jan Rousell 2 THE CARAVAN, WESTCOURT LANE SHEPHERDSWELL, Kent, CT15 7PS GB	Lilys Prints Ltd 9a Chainbridge Industrial Estate BLAYDON-ON-TYNE, Tyne and Wear, NE21 5SJ GB VAT # GB475519069

Order information

Order date 17 October 2024
 Order # 205-9658802-1348321
 Order placed by Jan Rousell

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
No Parking and Comes With a Personalised Custom Warning Message Sign, Tough Durable Rust-Free Weatherproof PVC Sign in Red for Indoor and Outdoor Use, 297mm x 210mm. No 003 ASIN: B08TV6XHWJ	1	£6.66	20%	£7.99	£7.99
Shipping Charges		£0.00		£0.00	£0.00

Invoice total			£7.99
	VAT rate	Item subtotal (excl. VAT)	VAT subtotal
	20%	£6.66	£1.33
Total		£6.66	£1.33

From: [Susan Hogben](#)
To: [Janis Welti](#)
Subject: Hall Fees
Date: 25 October 2024 14:52:09

Hello Jan,

Could you please arrange a transfer of £92.50 into the village hall account. Hire of the halls in October 2024 as follows:

Hall Foyer - Post Office Outreach Services
Small Hall - 15 October
Large Hall - 16 October
Small Hall - 22 October - CLT

Many Thanks
Sue

Harmer and Sons Ground Maintenance Ltd
 Rear of 23 Coach Road
 Acrise
 Folkestone
 Kent CT18 8LS
 01303 893414
 VAT Reg No: 100 2673 70

Shepherdswell with Coldred Parish Council Cathy Skinner Parish Clerk 9 Penfold Gardens Shepherdswell Dover CT15 7PQ VAT Reg No:

Invoice No.	24149
Invoice/Tax Date	29/10/2024
Cust. Order No.	
Account No.	SHEPHERD

Quantity	Details	Unit Price	Net Amount	VAT Rate	VAT
	To carry out grounds maintenance	660.05	660.05	20.00	132.01
	October acc				

Invoice is due for payment by return. For payment by Bacs please note our new bank details Sort code: 52-41-42 Account No: 48135399 All goods and materials remain the property of Harmer & Sons Ground Maintenance Ltd until paid for in full.

Total Net Amount	660.05
Carriage Net	0.00
Total VAT Amount	132.01
Invoice Total	792.06

From: [BestHost](#)
To: [Jan Rousell \(Shepherdswell with Coldred Parish Council\)](#)
Subject: BestHost - Invoice 26139 - Reminder
Date: 02 November 2024 09:00:28

Dear Jan Rousell (Shepherdswell with Coldred Parish Council),

This is a reminder that the following invoice which was generated on 05/10/2024 will be due in a few days. A PDF copy of this invoice can be downloaded from the client area.

INVOICE NO 26139

Invoice from:

BESTHOST
Office 8104
PO Box 4336
Manchester M61 0BW

Amount paid as of today: £0.00 GBP

Balance due: £24.00 GBP

Due date: 09/11/2024

Invoice Details:

Addon (shepherdswellcoldred-pc.gov.uk) - SSL certificate - standard (09/11/2024 - 08/11/2025) £24.00 GBP

Sub Total: £24.00 GBP
Credit: £0.00 GBP
Total: £24.00 GBP

ONLINE PAYMENT

To view and pay the invoice online, simply login to the client area at:

<https://clients.besthost.co.uk/viewinvoice.php?id=26139>

Email Address: parishclerk@shepherdswellcoldred-pc.gov.uk

Password as given. If you do not remember your password, please use the "password reset" link on that page.

BANK TRANSFERS:

If you would like to pay via bank transfers, please open a support ticket in the client area so that we may give you our bank details.

ENQUIRIES

For all your billing enquiries or to view a list of the packages you have ordered from us, together with past and present invoices, please access the client area. If you have any questions, please open a support ticket with your query.

Thank you for your custom.

BestHost
www.besthost.uk

NORTON TIMBER LIMITED
 LONG LANE
 SHEPHERDSWELL
 DOVER
 KENT
 CT15 7LU
 VAT Reg No: 702918739

SHEPHERDSWELL AND COLDRED P/C
 SHEPHERDSWELL VILLAGE HALL
 COXHILL
 SHEPHERDSWELL
 KENT
 CT15 7NN
 VAT Reg No:

Document No.	5350
Date/Tax Point	16/10/2024
Your Order No.	
Account No.	SHEPHERD

Details	Unit Price	Net Amt	VAT %	VAT
Green Oak Posts. 44 No 1.5 Mtr Ex 100 x 100 two way weathered with holes. 26 No 1.5 Mtr Ex 100 x 100 two way weathered. Price as quoted.				
	2,756.40	2,756.40	20.00	551.28

RE-ORDER CODE SE 80 © N.C. 07/97

Bank details for bacs payment
 Norton Timber Ltd
 Account number 39553493
 Sort code 600704

Total Net Amount	2,756.40
Carriage Net	0.00
Total VAT Amount	551.28
Invoice Total	3,307.68



31st October 2024

Shepherdswell with Coldred Parish Council
Shepherdswell Village Hall
Coxhill
Shepherdswell
Kent
CT15 7NN

INVOICE

Invoice #: **73374**

If you wish to discuss this further
please don't hesitate to get in touch.

☎ 01202 590675

✉ info@playinspections.co.uk

@ www.playinspections.co.uk

Your Ref / PO: -

Account SHEP011

Reference:

Item	Quantity	Unit Price	Total
Outdoor Annual Inspection and Life Expectancy - Came & Co	1	£90.25	£90.25
Sub-Total			£90.25
VAT (20.0%)			£18.05
Total Due			£108.30

Service	Site Name	Site Address
Outdoor Annual Inspection and Life Expectancy - Came & Co	Shepherdswell Recreation Ground	Approach Road, Shepherdswell with Coldred, Dover, Kent, CT15 7NZ

Account: The Play Inspection Company Ltd
Sort Code: 20-96-96
Account No: 10492078

VAT Reg No : 845 1840 23
Remittance advice: accounts@playinspections.co.uk

PAYMENT TERMS: 30 DAYS FROM DATE OF INVOICE

Unit 5
Glenmore Business Park
Blackhill Road
Poole
BH16 6NL

info@playinspections.co.uk
www.playinspections.co.uk



SLCC Enterprises
Collar Factory, Suite 2.01
112 St. Augustine Street
Taunton
Somerset
TA1 1QN
Tel: 01823 253646
Email: finance@slcc.co.uk
VAT Reg No: 891 7527 83



SLCC Enterprises Ltd

Invoice

Invoice No	BK218457-1
Invoice Date	12/11/2024
Reference	

Shepherdsweil with Coldred Parish Council
Shepherdsweil Village Hall
Coxhill
Shepherdsweil
Kent
CT15 7NN

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1	Introduction to CiLCA (Thursday 16 January 2025) - Jan Rousell - Event Fee	£50.00	£50.00	20.00	£10.00

Pay by BACS to Unity Trust Bank
Sort Code: 60-83-01
Account No: 20290997
Please make cheques payable to:
SLCC ENTERPRISES LTD

Total Net Amount	£50.00
Total Tax Amount	£10.00
Invoice Total	£60.00

Payment Due: 12/12/2024

REMITTANCE

Detach and return with payment

Invoice Number:	BK218457-1
Client:	Shepherdsweil with Coldred Parish Council
Date:	
Amount Enclosed:	

SLCC Enterprises Ltd is registered in England and Wales with Company Registration No. 06034481; registered office as above.

Pay by BACS to Unity Trust Bank using - Sort Code: 60-83-01, Acc No: 20290997, Ref: BK218457-1

KALC
Dover District Council Offices
White Cliffs Business Park
Whitfield, Dover
CT16 3PJ
United Kingdom

Invoice To:

Jan Rousell

Invoice From:

KALC
Dover District Council Offices
White Cliffs Business Park
Whitfield, Dover
CT16 3PJ
United Kingdom

VAT: GB509750927

Ticketing by

eventbrite

535 Mission Street, 8th Floor
San Francisco, CA 94105
USA

VAT Invoice

Invoice Number: 10994329263

Invoice Date:

Please quote invoice number for payment and correspondence. Event: 999217425217

Dear Jan Rousell,

Thank you for your order.

Item Description	Unit Price (net)	Quantity	Sub-Total (net)	VAT	Sub-Total (gross)
General Admission	£70.00	1	£70.00	20 %	£84.00

Total (net): £70.00

Date of Purchase: 6 Nov 2024 - 14:12

Plus VAT 20 %: £14.00

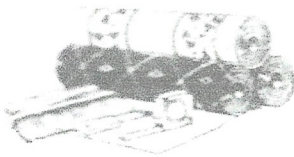
Time of Supply: 6 Feb 2025 - 09:30

Invoice Amount: £84.00

Eventbrite, Inc., on behalf of the organiser, charged £84.00 for "Burial Law and Management Workshop - Venue Based Event" (Thursday, February 06, 2025) to your credit/debit card. The invoice amount will appear on your credit/debit card as "EB *Burial Law and Man" in the next few days.

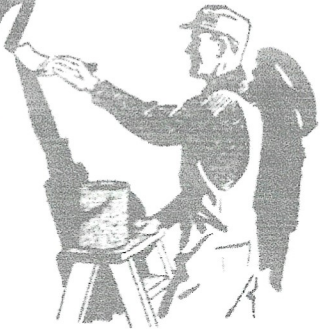
Thank you,
KALC

Eventbrite is not the seller of the goods or services that this invoice relates to and acts only as a limited commercial agent on behalf of KALC. Your payment of the amounts set forth on this invoice that are processed by Eventbrite pays the debt you owe to KALC for the amounts concerned. KALC is obliged to provide the goods or services purchased whether or not they have yet received the funds from Eventbrite. However, in carrying out its duties as limited commercial agent of KALC, Eventbrite assumes no liability for any acts or omissions or otherwise in respect of KALC.



The Final Touch

- Painting & Decorating -
Interior and Exterior



L. & M.A. VAN DER VEEN
31 Napchester Road
Whitfield
Kent
CT16 3JA

Telephone:
01304 820108
Mobile:
07976 709 174

Jan Rousell
Shepherdswell Parish Council
Shepherdswell.

Re. Play School decoration

To:-

Prepare water damaged ceiling & walls.
Paint water stains with sealant.
Redecorate ceiling and walls

Labour & Materials

Total Cost = £150-00

Yours Sincerely
L. van der Veen

Bank details:- The Final Touch
Sort Code 09-01-27



TAX INVOICE

Shepherdswell Parish Council

Invoice Date
2 Nov 2024

Invoice Number
INV-0001

Reference
Shepherdswell Green

VAT Number
477173953

BW Landscapes and Groundworks
Attention: Ollie Woolhouse & Jay Beaney
30 Sandwich Road
Eythorne
Dover
Kent
CT15 4AA
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Installing new posts to area agreed	1.00	4,940.00	20%	4,940.00
supply 3 new scaffold poles to replace missing poles	3.00	24.00	20%	72.00
			Subtotal	5,012.00
			TOTAL VAT 20%	1,002.40
			TOTAL GBP	6,014.40

Due Date: 9 Nov 2024

Please include your invoice number in the reference to us.

Bank details:

Lloyds Bank

Account Number: 66387463

Sort Code: 309950

PAYMENT ADVICE

To: BW Landscapes and Groundworks
Attention: Ollie Woolhouse & Jay Beaney
30 Sandwich Road
Eythorne
Dover
Kent
CT15 4AA

Customer Shepherdswell Parish Council
Invoice Number INV-0001

Amount Due **6,014.40**
Due Date 9 Nov 2024

Amount Enclosed

Enter the amount you are paying above