



Expenditure Transactions - Payment Approval List

For payments to be made in February 2024, following approval

Back Payments to be made

Table with columns: Transaction Number, Invoice Number/Ref, Ledger Date, Gross, Heading, Transaction Details. Lists various expenses like laptop leases, council fees, and window cleaning.

£17,410.58

Direct Debits

Table with columns: Transaction Number, Invoice Number/Ref, Ledger Date, Gross, Heading, Transaction Details. Lists utility bills like water and electricity.

£291.34

Lloyds Corporate Card Transactions - payable by Direct Debit

Table with columns: Transaction Number, Invoice Number/Ref, Ledger Date, Gross, Heading, Transaction Details. Lists card payments for Adobe, furniture, and bank charges.

£809.13

Payroll Costs

Table with columns: Transaction Number, Invoice Number/Ref, Ledger Date, Gross, Heading, Transaction Details. Lists payroll payments for staff.

£3,324.75

TOTAL:

£21,835.80

check to pdf

£0.00

Sales Refunds

Table with columns: Transaction Number, Invoice Number/Ref, Ledger Date, Gross, Heading, Transaction Details. Shows a zero-value refund.

£0.00

Signature: [Handwritten Signature]

Signature: [Handwritten Signature]

Date: 13/2/24

Direct Debits approved in advance, paid in the month

Table with columns: Payee, Ledger Date, Gross, Heading, Transaction Details. Lists direct debit payments for Payroo Ltd and Opus Ltd.

£239.83

Invoiced approved in advance, paid in the month

Table with columns: Payee, Ledger Date, Gross, Heading, Transaction Details. Lists an invoice payment to National Allotment Society.

£88.00