

**Payment Schedule****14-Nov-23****AGENDA ITEM 12b**

|                                             | Cost £         | VAT element  | Payment Type | Comments                                          |
|---------------------------------------------|----------------|--------------|--------------|---------------------------------------------------|
| NALC (Cllr. training)                       | 39.22          | 6.54         | Debit card   | Invoice attached, paid 24/10/23                   |
| ICO (Annual DPA fee)                        | 35.00          | 0.00         | DD           | Confirmation attached, paid 2/11/23               |
| Zoom (Video meeting software)               | 15.59          | 2.60         | Debit Card   | Mthly re-occurring until cancelled - paid 2/11/23 |
| HP Ink                                      | 9.99           | 1.67         | Debit Card   | Inv attached, pymnt due 6/11/23                   |
| NFDC - Parish Map                           | 125.00         | 20.83        | EP42         | Invoice attached                                  |
| HALC (Cllr. training)                       | 172.80         | 28.80        | EP43         | Invoice attached                                  |
| TLC Online - Website Maintenance - Q2 23/24 | 150.00         | 0.00         | EP44         | Inv 2338 attached ) To be paid as 199.99          |
| TLC Online - November newsletter            | 49.99          | 0.00         |              | Inv 2365 attached )                               |
| Clerk (D Rigby), salary & mileage           | 953.43         | 0.00         | EP45         | Schedule attached                                 |
| HMRC                                        | 70.83          | 0.00         | EP46         | Schedule attached                                 |
| Royal British Legion - Poppy Appeal         | 20.00          | 0.00         | EP47         | Invoice attached                                  |
| Microtalk Ltd - Parish Phone                | 22.04          | 3.67         | DD           | D/D expected 21/11/23                             |
| Easy Accountants - Payroll Service          | 13.00          | 2.17         | DD           | D/D expected 21/11/23(regular pymt)               |
| <b>Totals (12 payments)</b>                 | <b>1676.89</b> | <b>66.28</b> |              |                                                   |

Payment Schedule Agreed \_\_\_\_\_  
Chairman Parish Council

Date \_\_\_\_\_

Payment Schedule Agreed \_\_\_\_\_  
2nd Councillor Signatory

Date \_\_\_\_\_

NALC, The Bloomsbury Building, 10 Bloomsbury Way, London, WC1A 2SL, United Kingdom

Invoice To:

Copythorne Parish Council  
9 The Cleeves  
Totton  
Southampton  
SO40 8WL  
United Kingdom

Invoice From:

NALC  
The Bloomsbury Building  
10 Bloomsbury Way  
London  
WC1A 2SL  
United Kingdom  
  
VAT: GB233410214

Ticketing by

eventbrite

155 5th St, 7th Floor  
San Francisco, CA 94103  
USA

VAT Invoice

Invoice Number: 8119524579

Please quote invoice number for payment and correspondence.

Invoice Date: 23 Oct 2023

Event: 635387309547

Dear Copythorne Parish Council,

Thank you for your order.

| Item Description                 | Unit Price (net) | Quantity | Sub-Total (net) | VAT  | Sub-Total (gross) |
|----------------------------------|------------------|----------|-----------------|------|-------------------|
| NALC member (card payments only) | £32.68           | 1        | £32.68          | 20 % | £39.22            |

|                                       |                 |        |
|---------------------------------------|-----------------|--------|
| Charged to: Visa - XXXX-XXXXXX-2421   | Total (net):    | £32.68 |
| Date of Purchase: 23 Oct 2023 - 13:06 | Plus VAT 20 %:  | £6.54  |
| Time of Supply: 28 Feb 2024 - 12:00   | Invoice Amount: | £39.22 |

Eventbrite, Inc., on behalf of the organiser, charged £39.22 for "THE GOOD, THE BAD, AND THE UGLY OF SOCIAL MEDIA IN THE LOCAL COUNCIL SECTOR" (Wednesday, 28 February 2024) to your credit/debit card. The invoice amount will appear on your credit/debit card as "EB \*THE GOOD THE BAD A" in the next few days.

Thank you,  
NALC

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 NALC. Your payment of the amounts set forth on this invoice that are processed by Eventbrite pays the debt you owe to NALC for the amounts concerned. NALC 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 NALC, Eventbrite assumes no liability for any acts or omissions or otherwise in respect of NALC.

**From:** Information Commissioner's Office Renewals Reminder  
<dpfee\_renewal\_reminder\_dd@ico.org.uk>  
**Sent:** 21 September 2023 00:34  
**To:** David Rigby  
**Subject:** Data Protection fee - Reminder to renew ICO:00014380059

**Organisation name:** Copythorne Parish Council  
**Reference:** Z8757635

Dear David Rigby

## **GDPR/Data Protection Act 2018**

### **Data protection renewal fee is due - we will collect your direct debit payment on or before 02/11/2023**

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 02/11/2023. You must now either:

- take the tier assessment to confirm the fee you need to pay (see [ico.org.uk/fee-self-assessment](https://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 £2900 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](https://ico.org.uk/fee-self-assessment)) to confirm how much you need to pay, and contact us immediately if your current assessment is wrong.

As you have a direct debit in place, we'll renew your registration automatically. **You will receive an annual £5 reduction each time you pay by direct debit.** We intend to collect your data protection fee on or around 02/11/2023.

### **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](https://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](https://ico.org.uk/DPOs).

If you need any more information about the fee, please see [ico.org.uk/fee-guide](https://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](mailto: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](https://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 more information about what we do with personal data see our privacy notice at [ico.org.uk/privacy-notice](https://ico.org.uk/privacy-notice).

Yours sincerely

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

# Invoice



Zoom Video Communications Inc.  
55 Almaden Blvd, 6th Floor  
San Jose, CA 95113

**Invoice Date:** Nov 1, 2023  
**Invoice #:** INV225557922  
**Payment Terms:** Due Upon Receipt  
**Due Date:** Nov 1, 2023  
**Account Number:** 130212328  
**Currency:** GBP  
**Payment Method:** Visa \*\*\*\*\*2421  
**Account Information:** Copythorne Parish Council

Zoom's VAT Registration Number: GB373142903

Purchase Order Number:

Customer VAT/Tax Number:

Zoom W-9

**Sold To Address:** C/O 9 The Cleaves, Totton  
Southampton, Hampshire SO40 8WL  
United Kingdom

parishclerk@copythorne.org.uk

**Bill To Address:** C/O 9 The Cleaves, Totton  
Southampton, Hampshire SO40 8WL  
United Kingdom

parishclerk@copythorne.org.uk

## Charge Details

| Charge Description                                                                  | Subscription Period        | Subtotal | Taxes, Fees & Surcharges                   | Total           |
|-------------------------------------------------------------------------------------|----------------------------|----------|--------------------------------------------|-----------------|
| <b>Charge Name: Zoom One Pro Monthly</b><br><br>Quantity: 1<br>Unit Price: GBP12.99 | Nov 1, 2023 - Nov 30, 2023 | GBP12.99 | GBP2.6                                     | <b>GBP15.59</b> |
|                                                                                     |                            |          | Subtotal                                   | <b>GBP12.99</b> |
|                                                                                     |                            |          | Total (Including Taxes, Fees & Surcharges) | <b>GBP15.59</b> |
|                                                                                     |                            |          | Invoice Balance                            | <b>GBP0.0</b>   |



Invoice

Billing Cycle from **4 Oct 2023** - **3 Nov 2023**  
Charge date: 4 Nov 2023  
Invoice date: 5 Nov 2023  
Tax point date: 3 Nov 2023

| CUSTOMER NAME | SHIPPING ADDRESS                                       |
|---------------|--------------------------------------------------------|
| David Rigby   | 9 The Cleeves Totton, Southampton, HAM<br>SO40 8WL, GB |

| BILLING ADDRESS                                 |
|-------------------------------------------------|
| 9 The Cleeves Totton, Southampton, SO40 8WL, GB |

| COMPANY NAME              |
|---------------------------|
| Copythorne Parish Council |

| INVOICE NUMBER  |
|-----------------|
| IUKDN1074757544 |

| PRINTER                               | SERIAL NUMBER |
|---------------------------------------|---------------|
| HP OfficeJet 8012e All-in-One Printer | TH17A2Q0Q8    |

| ACCOUNT NUMBER | ACCOUNT PLAN         |
|----------------|----------------------|
| 3637682810     | £9.99 - 300 Pgs / Mo |

| PAGES PRINTED               |             |
|-----------------------------|-------------|
| Regular Pages:              | 239 - £9.99 |
| Rollover Pages:             | 0 - N/A     |
| Additional Pages:           | 0 - £0.00   |
| <b>Total Pages Printed:</b> | <b>239</b>  |

| PAYMENT BALANCE                 |              |
|---------------------------------|--------------|
| Previous billing cycle charges: | <b>£0.00</b> |
| Current billing cycle charges:  | <b>£9.99</b> |
| <b>Total:</b>                   | <b>£9.99</b> |
| Included VAT (20%):             | <b>£1.67</b> |
| Subtotal less VAT:              | <b>£8.32</b> |

| DATE *      | PAGES PRINTED |          |            |
|-------------|---------------|----------|------------|
|             | REGULAR       | ROLLOVER | ADDITIONAL |
| 4 Oct 2023  | 19            |          |            |
| 5 Oct 2023  | 11            |          |            |
| 9 Oct 2023  | 76            |          |            |
| 10 Oct 2023 | 8             |          |            |
| 11 Oct 2023 | 60            |          |            |
| 12 Oct 2023 | 13            |          |            |
| 13 Oct 2023 | 1             |          |            |
| 17 Oct 2023 | 1             |          |            |
| 19 Oct 2023 | 3             |          |            |
| 20 Oct 2023 | 23            |          |            |
| 23 Oct 2023 | 1             |          |            |
| 30 Oct 2023 | 1             |          |            |
| 31 Oct 2023 | 6             |          |            |
| 2 Nov 2023  | 15            |          |            |
| 3 Nov 2023  | 1             |          |            |

\*\* Page counts are not recorded in real time. Printed pages are automatically recorded about once per day and reflected in your Print History on the date they were printed provided that the printer is connected to the Internet via WiFi or Ethernet. If pages are printed when the printer is not connected to the Internet (offline), those pages will be recorded on the date the printer comes back online. Pages printed without using Instant Ink cartridges are not recorded.  
\*\*\* You have **additional charges** that will appear in the next billing cycle as your printer is currently offline.  
\*\*\*\* You have charges from a previous billing cycle because your printer was offline.

# INVOICE

**Customer No:** 10001849  
**Invoice No:** 41063748  
**VAT Reg No:** 189457896  
**Invoice Date:** 17/10/2023  
**Contact Tel:** 01590 646117

**Email:** sundry.income@nfdc.gov.uk  
*(Please see note overleaf)*

COPYTHORNE PARISH COUNCIL  
 9 THE CLEEVES  
 TOTTON  
 SOUTHAMPTON  
 SO40 8WL

| Description                                                        | Qty | Amount | VAT   | Total  |
|--------------------------------------------------------------------|-----|--------|-------|--------|
| <b>MISC INCOME</b>                                                 |     |        |       |        |
| GIS PARTNERSHIP CONTRIBUTION FOR THE PERIOD<br>01/10/23 - 30/09/24 | 1   | 104.17 | 20.83 | 125.00 |

| Vat Rate | Net Amount | VAT   |
|----------|------------|-------|
| 20.00%   | 104.17     | 20.83 |

|                 |                |
|-----------------|----------------|
| <b>Total</b>    | 125.00         |
| <b>Due Date</b> | <b>NOW DUE</b> |

## REMITTANCE ADVICE

REFERENCE NUMBER

**41063748**

AMOUNT DUE

**125.00**

PLEASE QUOTE THE ABOVE REFERENCE  
 ON ANY CORRESPONDENCE OR WITH YOUR PAYMENT

SEE REVERSE  
 ON HOW TO MAKE PAYMENT



# TAX INVOICE

COPYTHORNE PARISH COUNCIL  
Attention: David Rigby  
9 The Cleeves  
Totton  
SOUTHAMPTON  
Hampshire  
SO40 8WL  
GBR

**Invoice Date**  
25 Oct 2023

**Invoice Number**  
INV-6159

**VAT Number**  
989005388

Hampshire Association of  
Local Councils Ltd  
Floor 2, Eastleigh House  
Upper Market Street  
Eastleigh  
Hants  
SO50 9YN  
UNITED KINGDOM

| Description                                                                                                                     | Quantity | Unit Price | VAT | Amount GBP |
|---------------------------------------------------------------------------------------------------------------------------------|----------|------------|-----|------------|
| An Introduction to Planning for Local Councils (Member) - 7<br>Nov 23 - Sherri Johnstone, Richard Fowler, Racquelle<br>Atherton | 3.00     | 48.00      | 20% | 144.00     |
| Subtotal                                                                                                                        |          |            |     | 144.00     |
| TOTAL VAT 20%                                                                                                                   |          |            |     | 28.80      |
| TOTAL GBP                                                                                                                       |          |            |     | 172.80     |

## Due Date: 24 Nov 2023

Payment Due 30 days from date of invoice.

Please make payment to:

HAMPSHIRE ASSOC OF LOCAL COUNCILS LTD

Cooperative Bank - Sort Code: [REDACTED] - Account Number: [REDACTED]

If you are unable to pay by BANK TRANSFER, please make cheques payable to: 'Hampshire Association of Local Councils Ltd' and sent to above address.



## TLC Online

35 Tristan Close, Calshot  
Southampton  
Hampshire  
SO45 1BN  
United Kingdom  
023 8024 3044

## CPC

|                                  |               |                |                |
|----------------------------------|---------------|----------------|----------------|
| CLIENT                           | DATE OF ISSUE | INVOICE NUMBER | TOTAL (GBP)    |
| <b>Copythorne Parish Council</b> | 11 Oct 2023   | INV-2338       | <b>£150.00</b> |

David Rigby  
9 The Cleeves  
Totton Southampton  
Hampshire  
SO40 8WL  
United Kingdom

DUE DATE  
11 Oct 2023

| # | NAME AND DESCRIPTION                              | QTY | PRICE/RATE   | LINE TOTAL     |
|---|---------------------------------------------------|-----|--------------|----------------|
| 1 | Website Maintenance<br>July, Aug & September 2023 | 1   | £150.00      | <b>£150.00</b> |
|   |                                                   |     | Subtotal     | £150.00        |
|   |                                                   |     | <b>Total</b> | <b>£150.00</b> |

### Payment Info

Our preferred method of receiving payment is by BACS: Account Number [REDACTED] Sort Code [REDACTED]  
Thank you for your order.

### Santander - TLC Online

Sort Code: Account Number  
[REDACTED]

### Notes

Unpaid accounts beyond the agreed credit terms may incur interest charges at the prevailing lending rates. TLC Online remain the owners of goods until full payment has been received.



## TLC Online

35 Tristan Close, Calshot  
Southampton  
Hampshire  
SO45 1BN  
United Kingdom  
023 8024 3044

## Copythorne Parish Council

| CLIENT                                                                                        | DATE OF ISSUE               | INVOICE NUMBER | TOTAL (GBP)             |
|-----------------------------------------------------------------------------------------------|-----------------------------|----------------|-------------------------|
| <b>Copythorne Parish<br/>Council</b>                                                          | 27 Oct 2023                 | INV-2365       | <b>£49.99</b>           |
| David Rigby<br>9 The Cleeves<br>Totton Southampton<br>Hampshire<br>SO40 8WL<br>United Kingdom | DATE OF SALE<br>31 Oct 2023 |                | DUE DATE<br>31 Oct 2023 |

| # | NAME AND DESCRIPTION                                                                                                                                                                             | QTY | PRICE/RATE   | LINE TOTAL    |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------|---------------|
| 1 | <b>Classic Flyers</b><br>Reference: Copythorne Newsletter October 2023<br>Qty: 300, Paper Type: 130gsm Gloss, Size: A4,<br>Sides Printed: Double Sided, Banding: None,<br>On Standard Turnaround | 1   | £49.99       | <b>£49.99</b> |
|   |                                                                                                                                                                                                  |     | Subtotal     | £49.99        |
|   |                                                                                                                                                                                                  |     | <b>Total</b> | <b>£49.99</b> |

### Payment Info

#### Santander - TLC Online

Sort Code: Account Number

08-00-0000000000000000

#### Notes

Payment:

Please use these bank details to make your payment. Thank you

Santander Bank Account name: TLC Online | Bank Account Number: [REDACTED] Sort Code: [REDACTED]

Unpaid accounts beyond the agreed credit terms may incur interest charges at the prevailing lending rates. TLC Online remain the owners of goods until full payment has been received.

COPYTHORNE PARISH COUNCIL  
CLERK'S SALARY & EXPENSES SUMMARY FOR

Meeting Date 14/11/2023  
Oct-23

|                                  | Gross Pay | Less Tax/Nl | Net Pay       |
|----------------------------------|-----------|-------------|---------------|
| <b>PAY</b>                       |           |             |               |
| Salary ( <u>£11,501pa / 12</u> ) | 958.42    | 40.40       | 918.02        |
| Room Allowance - £20.11pm        | 20.11     | 0.00        | 20.11         |
| sub-total                        | 978.53    | 40.40       | <b>938.13</b> |

**MILEAGE**

34 x miles @ 45p per mile (July & Aug claim) **15.30**

| EXPENSES  | Net  | VAT  | Gross       |
|-----------|------|------|-------------|
| sub total | 0.00 | 0.00 | <b>0.00</b> |

**TOTAL AMOUNT DUE 953.43**

Signed \_\_\_\_\_  
Clerk

Date \_\_\_\_\_

Signed \_\_\_\_\_  
Chair of Parish Council

Date \_\_\_\_\_



## Mileage Form – October 2023

Name: David Rigby

Title: Parish Clerk

| Date     | Description                                                                                                              | miles  |
|----------|--------------------------------------------------------------------------------------------------------------------------|--------|
| 03/10/23 | Travel from Totton, to all noticeboards to post agendas, checking defibrillators on route and then return to Totton      | 13     |
| 10/10/23 | Travel from Totton to Parish Hall for Council Mtg, checking defibrillators on route and then return to Totton            | 7      |
| 20/10/23 | Travel from Totton to RBL Hall for Flooding AC Mtg, checking defibrillators on route and then return to Totton.          | 7      |
| 26/10/23 | Travel from Totton to Parish Hall for Mtg with Creative Play, checking defibrillators on route and then return to Totton | 7      |
|          | TOTAL MILES                                                                                                              | 34     |
|          | Total amount to be paid<br>at 45p per mile                                                                               | £15.30 |

Signed:.....

Authorised by:.....

| EMPLOYER                  |           |                              |                    | EMPLOYEE NAME    |          | DATE           |         |
|---------------------------|-----------|------------------------------|--------------------|------------------|----------|----------------|---------|
| Copythorne Parish Council |           |                              |                    | Mr David Rigby   |          | 31/10/2023     |         |
| DEPARTMENT                |           |                              | N.I. NUMBER &TABLE |                  | TAX CODE | PAYMENT METHOD | PERIOD  |
| -                         |           |                              |                    |                  |          | Cash           | M 7     |
| YEAR TO DATE              |           | RATE                         | HOURS              | GROSS PAY        |          | DEDUCTIONS     |         |
| TOTAL PAY                 | £6,849.71 | --                           | --                 | Basic Pay        | £958.42  | PAYE Tax       | £40.40  |
| TAXABLE PAY               | £6,849.71 |                              |                    | Office Allowance | £20.11   | Employee NI    | £0.00   |
| TAX                       | £282.60   |                              |                    |                  |          |                |         |
| N.I.EMPLOYEE              | £0.00     |                              |                    |                  |          |                |         |
| N.I.EMPLOYER              | £213.01   |                              |                    |                  |          |                |         |
| N.I'ABLE PAY              | £6,849.71 |                              |                    |                  |          |                |         |
| SAP                       | £0.00     |                              |                    |                  |          |                |         |
| SPP                       | £0.00     |                              |                    |                  |          |                |         |
| SSP                       | £0.00     |                              |                    |                  |          |                |         |
| SMP                       | £0.00     |                              |                    |                  |          |                |         |
| PENSION EMPLOYEE          | £0.00     |                              |                    |                  |          |                |         |
| PENSION EMPLOYER          | £0.00     |                              |                    |                  |          |                |         |
|                           |           | HOURS                        | --                 | TAXABLE PAY      | £978.53  | DEDUCTIONS     | £40.40  |
|                           |           | EMPLOYERS NATIONAL INSURANCE | £30.43             | NON TAXABLE PAY  | £0.00    | NET PAY        | £938.13 |
|                           |           |                              |                    | TOTAL PAY        | £978.53  |                |         |

KEY: T = TAXABLE    N = N.I'ABLE    B = BOTH

## Copythorne Parish Council

9 The Cleeves, Totton, Southampton

SO40 8WL

United Kingdom

Email : parishclerk@copythorne.org.uk

PAYE Reference : 663/GZ55243

Accounts Office Reference : 663PM00150759

Tax Month : 7

Date : From (06/10/2023) - To (05/11/2023)

Report Date : 25/10/2023

### Tax & NI Report

#### Employer's Payment Record

|                                   |        |               |
|-----------------------------------|--------|---------------|
| [1] Income Tax                    | £40.40 |               |
| [2] Student Loans Deductions      | £0.00  |               |
| [3] PostGraduate Loans Deductions | £0.00  |               |
| [4] CIS Suffered                  | £0.00  |               |
| [5] Net Income Tax                | £40.40 | (1+2+3-4)     |
| [6] Gross NIC                     | £30.43 |               |
| [7] Employment Allowance          | £0.00  |               |
| [8] SMP Recoverable               | £0.00  |               |
| [9] SMP Compensation              | £0.00  |               |
| [10] OSPP Recoverable             | £0.00  |               |
| [11] OSPP Compensation            | £0.00  |               |
| [12] SAP Recoverable              | £0.00  |               |
| [13] SAP Compensation             | £0.00  |               |
| [14] APP Recoverable              | £0.00  |               |
| [15] APP Compensation             | £0.00  |               |
| [16] Total NIC deductions         | £0.00  |               |
| [17] Net National Insurance       | £30.43 | (6 - 7 - 16)  |
| [18] Employer NI to Pay           | £30.43 |               |
| [19] Apprentice Levy              | £0.00  |               |
| [20] Total amount due             | £70.83 | (5 + 17 + 19) |

Total amount payable to HMRC is £70.83

Payment should reach HMRC by 22/11/2023. Pay account name HMRC Cumbernauld, account number [REDACTED] sort code [REDACTED] with reference for more payment methods, see [www.gov.uk/pay-pay-e-tax](http://www.gov.uk/pay-pay-e-tax).

**Note:** Please check all figures carefully before submitting payment.

#### Other Information in relation to your payroll for this month for reference

|                |        |
|----------------|--------|
| NI(Employer)   | £30.43 |
| NI(Employee)   | £0.00  |
| S M/P/A/P Paid | £0.00  |

#### Total Cost of Payroll

|                                                            |         |                  |
|------------------------------------------------------------|---------|------------------|
| Gross Pay                                                  | £978.53 |                  |
| NI (Employer)<br>(After deducting<br>employment allowance) | +       | £30.43           |
| Total NIC deductions                                       | -       | £0.00            |
|                                                            |         | <u>£1,008.96</u> |

Mrs Denise Wiltshire 07854 619929  
denise.wiltshire@btinternet.com

To:.....Parish Council.....

'C' type £25.00

'E' type £20.00

---

Please make cheque payable to  
'Royal British Legion Poppy Appeal'  
and post to Mrs Helen Kinley, Glenburnie, Southampton Rd,  
Cadnam, SO40 2NF. Tel: 023 80814732

If you would like a receipt, please include an address below.

From: .....

Address .....

.....



INVOICE

Copythorne Parish Council  
9 The Cleeves  
Totton  
Southampton  
Hampshire  
SO40 8WL

**Customer Account:**  
600627

**Invoice Number:**  
53513

**Billing Reference:**  
1342251

**Invoice Date:**  
07-Nov-2023

**Invoice Due Date:**  
22-Nov-2023

**Customer Reference:**

**Microtalk Europe Ltd**  
Riverbank House  
1 Putney Bridge Approach  
London  
SW 6 3JD

**Tel:** 0203 630 1100  
**E:** hello@microtalk.co.uk  
**W:** www.microtalk.co.uk

**VAT Number**  
GB 882-679-368

**Company Registration No:**  
5317737

| Description         | Amount GBP |
|---------------------|------------|
| Local Calls         | £0.00      |
| National Calls      | £1.22      |
| Calls to Mobiles    | £3.79      |
| International Calls | £0.00      |
| Other               | £0.17      |
| Mobile Calls        | £0.00      |
| Inbound NGN         | £0.00      |

Please refer to 'Invoice Breakdown' on page 2 for the full details of the invoice components.

|                      |               |
|----------------------|---------------|
| Total Calls          | £5.18         |
| Service Charges      | £13.19        |
| Total Net Amount     | £18.37        |
| VAT @ 20.00 %        | £3.67         |
| <b>Invoice Total</b> | <b>£22.04</b> |

For Customer Services please email: hello@microtalk.co.uk or call: 0203 630 1100

To Report a fault please email: hello@microtalk.co.uk or call: 0203 630 1100

For Billing please log on to <https://www.i-bill.co.uk/Account/Login?rel=STA=> or email accounts@microtalk.co.uk

PAYMENT ADVICE

Direct debits are collected monthly, this is for information purposes only. The advanced notice period is 10 days and the amount due will be collected by DD by 'Microtalk Europe Ltd' on or immediately after 22/11/2023