**MANSTON PARISH COUNCIL**
**SCHEDULE OF PAYMENTS**
**Closing Financial Statement, Ashley Stacey, Clerk.**

| **DATE PREPARED** | | | | **February 2016** |
|---|---|---|---|---|
| **Cheques out** | | | | |
| Date | Cheque Number | | Details | |
| | | | | |
| 8/2/16 | | | A Stacey Clerk Wages & Expenses January | *355.00* |
| 8/2/16 | | | HMRC October | *65.00* |
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| | | | **TOTAL** | ***420.00*** |
| | | | | |
| **Cheques in** | | | | |
| | | | | |
| Date | Details | | | |
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| | | | | |
| | | | | |
| | | | **TOTAL** | |

**Payments checked by** ..... *Date* 8th February 2016

**Payments checked by** ..... *Date* 8th February 2016

*(2 Cllrs who are non-signatories need to sign Schedule of Payments for payment once satisfied with goods or services have been received, invoice additions OK, VAT OK and bona fide supplier).*