

Receivable Invoice Detail

Kings Hill Parish Council (KHPC)

For the period 11 November 2025 to 25 November 2025

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
17 Nov 2025	Receivable Overpayment			Overpayment	-1	30.5000	-	-	(30.50)	(30.50)	Approved
Total					-1		-	-	(30.50)		
CN-4583											
14 Nov 2025	Receivable Credit Note		Allotment refund	Allotment rent 25/26 refund	-1	33.2900	-	(6.66)	(39.95)	(39.95)	Paid
Total CN-4583					-1		-	(6.66)	(39.95)		
CN-4584											
14 Nov 2025	Receivable Credit Note	4312		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
14 Nov 2025	Receivable Credit Note	4312		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4584					-2		-	-	(157.50)		
CN-4585											
14 Nov 2025	Receivable Credit Note	4341		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
14 Nov 2025	Receivable Credit Note	4341		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4585					-2		-	-	(157.50)		
CN-4586											
14 Nov 2025	Receivable Credit Note	4334		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
14 Nov 2025	Receivable Credit Note	4334		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4586					-2		-	-	(157.50)		
CN-4587											
14 Nov 2025	Receivable Credit Note	4210		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
14 Nov 2025	Receivable Credit Note	4210		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4587					-2		-	-	(157.50)		
CN-4588											
14 Nov 2025	Receivable Credit Note	4310		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
14 Nov 2025	Receivable Credit Note	4310		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4588					-2		-	-	(157.50)		
CN-4606											
20 Nov 2025	Receivable Credit Note	BOOKING CANCELLED		Kings Hill Community Centre Mary Ellis Hall 08/02/2026 12:30-15:30	-3	38.9600	-	(23.37)	(140.25)	(297.75)	Paid
20 Nov 2025	Receivable Credit Note	BOOKING CANCELLED		Refundable damage bond	-1	105	-	-	(105.00)	(297.75)	Paid
20 Nov 2025	Receivable Credit Note	BOOKING CANCELLED		Refundable cleaning bond	-1	52.5000	-	-	(52.50)	(297.75)	Paid
Total CN-4606					-5		-	(23.37)	(297.75)		
CN-4608											
21 Nov 2025	Receivable Credit Note	4134		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
21 Nov 2025	Receivable Credit Note	4134		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4608					-2		-	-	(157.50)		
CN-4609											
21 Nov 2025	Receivable Credit Note	4462		Damage bond refund	-1	52.5000	-	-	(52.50)	(52.50)	Paid
Total CN-4609					-1		-	-	(52.50)		
CN-4610											

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
21 Nov 2025	Receivable Credit Note	4342		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
21 Nov 2025	Receivable Credit Note	4342		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4610					-2		-	-	(157.50)		
CN-4611											
21 Nov 2025	Receivable Credit Note	4354		Damage bond refund	-1	105	-	-	(105.00)	(157.50)	Paid
21 Nov 2025	Receivable Credit Note	4354		Cleaning bond refund	-1	52.5000	-	-	(52.50)	(157.50)	Paid
Total CN-4611					-2		-	-	(157.50)		
INV-4568											
12 Nov 2025	Receivable Invoice	ROB002		Allotment Key deposit: Requested a second key	1	20	-	-	20.00	20.00	Paid
Total INV-4568					1		-	-	20.00		
INV-4569											
12 Nov 2025	Receivable Invoice	LIN001		Kings Hill Community Centre Combined Hall 14:30-17:30 07/12/2025	3	38.9583	-	23.37	140.25	462.50	Paid
12 Nov 2025	Receivable Invoice	LIN001		Caretaker service with linens	1	47.2917	-	9.46	56.75	462.50	Paid
12 Nov 2025	Receivable Invoice	LIN001		Cleaning service	1	43.7500	-	8.75	52.50	462.50	Paid
12 Nov 2025	Receivable Invoice	LIN001		Rectangular tablecloths	12	7.5000	-	18.00	108.00	462.50	Paid
12 Nov 2025	Receivable Invoice	LIN001		Refundable damage bond	1	105	-	-	105.00	462.50	Paid
Total INV-4569					18		-	59.58	462.50		
INV-4570											

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
13 Nov 2025	Receivable Invoice	ROG001		Kings Hill Community Centre Braham Suite 28/11/2025 08:30-14:30 (off-peak rate)	6	11.8750	-	14.25	85.50	138.00	Paid
13 Nov 2025	Receivable Invoice	ROG001		Refundable damage bond	1	52.5000	-	-	52.50	138.00	Paid
Total INV-4570					7		-	14.25	138.00		
INV-4573											
13 Nov 2025	Receivable Invoice	DAN027		Saturday 06/12/2025 09:15-10:15 The Jim Fry Hall Kings Hill Community Centre	1	17.6271	2.65	3.00	17.98	35.96	Approved
13 Nov 2025	Receivable Invoice	DAN027		Saturday 13/12/2025 09:15-10:15 The Jim Fry Hall Kings Hill Community Centre	1	17.6271	2.65	3.00	17.98	35.96	Approved
Total INV-4573					2		5.29	6.00	35.96		
INV-4574											
13 Nov 2025	Receivable Invoice	DAV002		Kings Hill Community Centre Mary Ellis Hall 09/04/25 09:00-14:30 (Charity number 215199)	5.5000	38.9589	32.14	36.43	218.56	594.62	Approved
13 Nov 2025	Receivable Invoice	DAV002		Refundable damage bond	1	87.5000	-	17.50	105.00	594.62	Approved
13 Nov 2025	Receivable Invoice	DAV002		Kings Hill Community	5.5000	38.9589	32.14	36.43	218.56	594.62	Approved

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
				Centre Mary Ellis Hall 10/04/25 09:00-14:30 (Charity number 215199)							
13 Nov 2025	Receivable Invoice	DAV002		Refundable cleaning bond	1	52.5000	-	-	52.50	594.62	Approved
Total INV-4574					13		64.29	90.36	594.62		
INV-4579											
13 Nov 2025	Receivable Invoice	DAD001		Kings Hill Community Centre Townsend Hall 14/02/2026 10:00-18:00	8	25.4167	-	40.67	244.00	658.25	Approved
13 Nov 2025	Receivable Invoice	DAD001		Refundable damage bond	1	105	-	-	105.00	658.25	Approved
13 Nov 2025	Receivable Invoice	DAD001		Refundable cleaning bond	1	52.5000	-	-	52.50	658.25	Approved
13 Nov 2025	Receivable Invoice	DAD001		PA System	1	38.9583	-	7.79	46.75	658.25	Approved
13 Nov 2025	Receivable Invoice	DAD001		PA System refundable damage bond	1	210	-	-	210.00	658.25	Approved
Total INV-4579					12		-	48.46	658.25		
INV-4582											
13 Nov 2025	Receivable Invoice	SEA001		Kings Hill Community Centre Mary Ellis Hall 28/11/2025 17:00-18:00	1	38.9625	3.89	7.01	42.08	1,131.63	Paid
13 Nov 2025	Receivable Invoice	SEA001		Kings Hill Community Centre Mary Ellis Hall 28/11/2025 18:00-00:00	6	48.5417	29.12	52.42	314.55	1,131.63	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
13 Nov 2025	Receivable Invoice	SEA001		Caretaker service	1	21.8750	-	4.37	26.25	1,131.63	Paid
13 Nov 2025	Receivable Invoice	SEA001		Late lock-up fee	1	21.8750	-	4.37	26.25	1,131.63	Paid
13 Nov 2025	Receivable Invoice	SEA001		Security	1	208.3333	-	41.67	250.00	1,131.63	Paid
13 Nov 2025	Receivable Invoice	SEA001		Refundable damage bond	1	262.5000	-	-	262.50	1,131.63	Paid
13 Nov 2025	Receivable Invoice	SEA001		Refundable cleaning bond	1	210	-	-	210.00	1,131.63	Paid
Total INV-4582					12		33.01	109.84	1,131.63		
INV-4589											
14 Nov 2025	Receivable Invoice	TOD001		Kings Hill Community Centre Combined Hall 12:00-16:00 07/03/2026	4	38.9583	-	31.17	187.00	344.50	Approved
14 Nov 2025	Receivable Invoice	TOD001		Refundable damage bond	1	105	-	-	105.00	344.50	Approved
14 Nov 2025	Receivable Invoice	TOD001		Refundable cleaning bond	1	52.5000	-	-	52.50	344.50	Approved
Total INV-4589					6		-	31.17	344.50		
INV-4590											
17 Nov 2025	Receivable Invoice	WHI001		Kings Hill Community Centre Mary Ellis Hall 15/02/2026 10:00-14:00	4	38.9583	-	31.17	187.00	344.50	Approved
17 Nov 2025	Receivable Invoice	WHI001		Refundable damage bond	1	105	-	-	105.00	344.50	Approved
17 Nov 2025	Receivable Invoice	WHI001		Refundable cleaning bond	1	52.5000	-	-	52.50	344.50	Approved
Total INV-4590					6		-	31.17	344.50		
INV-4591											

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
18 Nov 2025	Receivable Invoice	LAR001		Kings Hill Community Centre Mary Ellis Hall 08/02/2026 12:30-15:30	3	38.9583	-	23.37	140.25	297.75	Paid
18 Nov 2025	Receivable Invoice	LAR001		Refundable damage bond	1	105	-	-	105.00	297.75	Paid
18 Nov 2025	Receivable Invoice	LAR001		Refundable cleaning bond	1	52.5000	-	-	52.50	297.75	Paid
Total INV-4591					5		-	23.37	297.75		
INV-4592											
18 Nov 2025	Receivable Invoice	BAJ002		PA System	1	38.9583	-	7.79	46.75	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		PA System refundable damage bond	1	175	-	35.00	210.00	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		Refundable damage bond	1	87.5000	-	17.50	105.00	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		Kings Hill Community Centre Mary Ellis Hall 01/02/2026 12:00-18:00 (peak rate)	46.7500	5	-	46.75	280.50	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		Kings Hill Community Centre Mary Ellis Hall 01/02/2026 18:00-19:00 (party rate)	58.2500	0.8333	-	9.71	58.25	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		Caretaker service	1	21.8750	-	4.37	26.25	779.25	Approved
18 Nov 2025	Receivable Invoice	BAJ002		Cleaning service	1	43.7500	-	8.75	52.50	779.25	Approved
Total INV-4592					110		-	129.87	779.25		
INV-4599											

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
18 Nov 2025	Receivable Invoice	KOC011		Kings Hill Community Centre Gibson Suite 05/12/2025 10:30-14:30	4	11.8750	7.12	8.07	48.45	55.50	Approved
18 Nov 2025	Receivable Invoice	KOC011		Kings Hill Community Centre Gibson Suite 07/11/2025 30 minutes use of the suite	0.5000	11.8688	0.05	1.17	7.05	55.50	Approved
Total INV-4599					4.5000		7.17	9.24	55.50		
INV-4604											
19 Nov 2025	Receivable Invoice	QUI002		Kings Hill Community Centre Mary Ellis Hall 30/11/2025 11:00-11:30	0.5000	38.9667	-	3.90	23.38	23.38	Paid
Total INV-4604					0.5000		-	3.90	23.38		
INV-4605											
20 Nov 2025	Receivable Invoice	HOW001		Kings Hill Community Centre Mary Ellis Hall 03/01/2026 15:30-18:00 (peak rate)	2.5000	38.9600	-	19.48	116.88	303.51	Paid
20 Nov 2025	Receivable Invoice	HOW001		Kings Hill Community Centre Mary Ellis Hall 03/01/2026 18:00-18:30 (party rate)	0.5000	48.5500	-	4.85	29.13	303.51	Paid
20 Nov 2025	Receivable Invoice	HOW001		Refundable damage bond	1	105	-	-	105.00	303.51	Paid
20 Nov 2025	Receivable Invoice	HOW001		Refundable cleaning bond	1	52.5000	-	-	52.50	303.51	Paid
Total INV-4605					5		-	24.33	303.51		

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
INV-4607											
21 Nov 2025	Receivable Invoice	NUT001		Kings Hill Community Centre Mary Ellis Hall 10/01/2026 12:30-15:30	3	38.9583	-	23.37	140.25	297.75	Paid
21 Nov 2025	Receivable Invoice	NUT001		Refundable damage bond	1	105	-	-	105.00	297.75	Paid
21 Nov 2025	Receivable Invoice	NUT001		Refundable cleaning bond	1	52.5000	-	-	52.50	297.75	Paid
Total INV-4607					5		-	23.37	297.75		
INV-4612											
24 Nov 2025	Receivable Invoice	DOR002		Kings Hill Community Centre Mary Ellis Hall 18/01/2025 10:00-14:00	4	38.9583	-	31.17	187.00	370.75	Paid
24 Nov 2025	Receivable Invoice	DOR002		Cleaning service	1	43.7500	-	8.75	52.50	370.75	Paid
24 Nov 2025	Receivable Invoice	DOR002		Caretaker service	1	21.8750	-	4.37	26.25	370.75	Paid
24 Nov 2025	Receivable Invoice	DOR002		Refundable damage bond	1	87.5000	-	17.50	105.00	370.75	Paid
Total INV-4612					7		-	61.79	370.75		
INV-4617											
25 Nov 2025	Receivable Invoice	GAR002		Kings Hill Community Centre Combined Hall 21/02/2026 11:00-17:00	6	38.9583	-	46.75	280.50	718.50	Approved
25 Nov 2025	Receivable Invoice	GAR002		Refundable damage bond	1	105	-	-	105.00	718.50	Approved
25 Nov 2025	Receivable Invoice	GAR002		Refundable cleaning bond	1	52.5000	-	-	52.50	718.50	Approved
25 Nov 2025	Receivable Invoice	GAR002		Kings Hill Community	6	38.9583	-	46.75	280.50	718.50	Approved

Receivable Invoice Detail

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	DISCOUNT (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
				Centre Mary Ellis Hall 21/02/2026 11:00-17:00							
Total INV-4617					14		-	93.50	718.50		
Total					204		109.77	730.17	4,895.65		