

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

hubadmin@melbournhub.co.uk

VAT Registration No.: 276136590

Company Registration No. 08320569



Tax Invoice

INVOICE TO

Sophie Marriage

Melbourn Parish Council

30 High Street

Melbourn

Cambs

SG8 6DZ

INVOICE NO. 1640**DATE** 31/10/2022**DUE DATE** 02/12/2022**TERMS** Net 30

ACTIVITY	QTY	RATE	VAT	AMOUNT
Room Rental - commercial Hire of Bennett Room by PCN for October 2022	13	25.00	No VAT	325.00
Rebill Health at the Hub/Vaccination leaflets	1	120.00	No VAT	120.00
Rebill postage	1	5.95	20.0% S	5.95
Rebill Distribution door to door	1	150.00	No VAT	150.00
Room Rental - commercial Hire of Austen Room 6th October 10:00 to 12:00	1.50	15.00	No VAT	22.50
Room Rental - commercial Hire of Dickens Room 18th October 08:30 to 17:00	8.50	10.00	No VAT	85.00
Room Rental - commercial Hire of Austen Room 20th October 10:00 to 12:00	1.50	15.00	No VAT	22.50
Catering booked to room catering for carer's cafe	1	43.29	20.0% S	43.29
Catering booked to room catering for vaccinators on 2nd October	1	195.00	20.0% S	195.00

Payment should be made by BACS to :

Unity Trust Bank

Account Number: 20380027

Sort Code: 60-83-01

Please use invoice number as payment reference number.

Alternatively payment by cheque to Melbourn Community Hub Management Group

Monies to be drawn from the Health S106 fund

SUBTOTAL 969.24
VAT TOTAL 48.85
TOTAL 1,018.09
BALANCE DUE **£1,018.09**

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		48.85	244.24

Payment should be made by BACS to :
Unity Trust Bank
Account Number: 20380027
Sort Code: 60-83-01

Please use invoice number as payment reference number.

Alternatively payment by cheque to Melbourn Community Hub Management Group