

sent 2/10/23
paid



HM Revenue
& Customs

VAT 126 claim for refund by certain bodies

Local Authority or other body's details

Type of body

- ☒ Local Authority or similar body
☐ Academy school
☐ Charity
☐ Non-departmental bodies or similar bodies

Do you know your customer reference number?

- ☐ Yes
☒ No

Line

Hurstpierpoint & Sayers Common Parish Council

UK address

Line 1

Village Centre

Line 2

Trinity Road

Line 3 (optional)

Hurstpierpoint, West Sussex

Postcode

BN6 9UY

Telephone number

01273 833264

Period of claim

From

01 07 2023

To

30 09 2023

Is this your first claim?

- ☐ Yes
☒ No

Have you changed your bank details?

- ☐ Yes
☒ No

Invoice details

You must list the invoices on which you are claiming a refund in the Invoice details section.

Do you have more than 20 invoices?

- ☒ Yes
☐ No

For each invoice please provide details of the following on a separate sheet of paper, preferably an Excel spreadsheet.

- date of invoice
- supplier's VAT Registration Number
- brief description of supply
- to whom addressed
- VAT paid

Declaration

Amount of refund

£ 6,749.48

☐ For local authorities or similar bodies: The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under section 7 of Notice 749. (Tick if appropriate)

☐ I am a non-departmental body or similar body and I am claiming a refund of the amount shown above which is the VAT incurred on the purchase of services listed in the existing Treasury Direction bought for my non-business activities. (Tick if appropriate)

☐ I am claiming a refund of the amount shown above which is the VAT charged on goods and services bought for non-business activities

☒ The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim

When you have printed the form, please sign and date it in the appropriate boxes. You are signing this form to say you have completed it accurately to the best of your knowledge.

Signature

Date

DD MM YYYY

02 10 2023

What to do now

Please send the completed form along with any attachments to:

HMRC Payments VAT 126
HM Revenue and Customs
BX9 1JZ

Submit to HMRC On VAT Archive Completion

Date 02/10/2023

H&SC PC Current Year

Page 1

Time 16:26

End Date of Assessment Month 6

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
Cashbook				
01/03/2023	144497687	Website Domain Name	H&SC PC	16.20
02/06/2023	313483672	Q2 Copier Leasing	H&SC PC	39.00
29/06/2023	838 5831 90	Caretaking Toilets June 2023	H&SC PC	123.69
30/06/2023	738 3362 20	New Gates for Hurst Meadows	H&SC PC	236.10
30/06/2023	738 3362 20	Grounds Mt June 2023	H&SC PC	61.79
01/07/2023	803 8922 26	Q2 Copier Costs	H&SC PC	39.80
01/07/2023	629280722	Van Lease Rental	H&SC PC	48.98
04/07/2023	210915108	Waste and Recycling June 2023	H&SC PC	8.46
04/07/2023	553769603	Electric Street Lights June 23	H&SC PC	23.25
06/07/2023	553769603	Electric Chapel June 2023	H&SC PC	1.53
06/07/2023	553769603	Electric Court Bushes June 23	H&SC PC	124.64
07/07/2023	899 7279 28	New Cllr Training	H&SC PC	9.00
14/07/2023	102 3549 12	Oil and Round Up	H&SC PC	13.34
17/07/2023	422348418	Batteries & Stationery	H&SC PC	16.13
17/07/2023	424183709	Pitt Lane Toilets Lamps	H&SC PC	12.00
20/07/2023	871433328	Hurst Life Article August 23	H&SC PC	54.00
22/07/2023	730 2213 90	Grounds Mt May-July 2023	H&SC PC	746.18
22/07/2023	190 8407 53	Gate Post For Green Circle	H&SC PC	9.00
23/07/2023	251582019	Six Monthly Fire Inspection	H&SC PC	50.40
24/07/2023	156210732	Copier Printing Q2	H&SC PC	40.97
26/07/2023	815913917	Replace RADAR Lock	H&SC PC	52.17
27/07/2023	383425389	Bowling Club Rental Review	H&SC PC	60.00
27/07/2023	838 5831 90	Caretaking July 2023	H&SC PC	123.69
27/07/2023	209918933	Annual Waste Collections	H&SC PC	87.22
27/07/2023	319427788	Water Trinity Rd	H&SC PC	43.69
27/07/2023	319427788	Water 1/7/23-17/7/23 Pitt	H&SC PC	2.48
28/07/2023	245 7193 48	Phone & Broadband July 2023	H&SC PC	26.70
31/07/2023	245618594	Office Fire Extinguishers	H&SC PC	28.26
31/07/2023	738 3362 20	Grounds Mt July 2023	H&SC PC	61.79
31/07/2023	143268909	MS Licences & New Cllr Set Up	H&SC PC	87.56
31/07/2023	190156570	Chapel Door Repairs	H&SC PC	9.82
01/08/2023	876 3283 89	Annual Play Area Inspection	H&SC PC	39.80
01/08/2023	629280722	Van Lease Fee August 2023	H&SC PC	48.98
02/08/2023	553769603	Electric Streetlights July 23	H&SC PC	21.24
03/08/2023	899 7279 28	Cllr Training 23.8.23	H&SC PC	9.00
03/08/2023	210915108	Waste Collection July 2023	H&SC PC	9.03
04/08/2023	553769603	Electricity Chapel July 2023	H&SC PC	1.76
04/08/2023	553769603	Electricity July 2023	H&SC PC	120.29

Balance Carried Forward Page 1

2,507.94

Submit to HMRC On VAT Archive Completion

Date 02/10/2023

H&SC PC Current Year

Page 2

Time 16:26

End Date of Assessment Month 6

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
09/08/2023	757 9964 51	12,000 Dog Bags	H&SC PC	38.35
14/08/2023	553769603	Electric 19/5-11/8/23 Pitt Ln	H&SC PC	8.41
14/08/2023	553769603	Electric 19/5-11/8/23 Trinity	H&SC PC	4.36
14/08/2023	271820020	Window Cleaning Aug 23	H&SC PC	15.00
18/08/2023	871433328	Hurst Life September 2023	H&SC PC	54.00
18/08/2023	789 261 284	Baby Change Unit Pitt Ln	H&SC PC	23.33
23/08/2023	150510263	Repairs to StGGreen Flint Wall	H&SC PC	1,948.00
24/08/2023	156210732	Copier Contract Refund	H&SC PC	-137.20
28/08/2023	245 7193 48	Phone and Broadband Aug 2023	H&SC PC	26.73
30/08/2023	838 5831 90	Caretaking August 2023	H&SC PC	123.69
31/08/2023	738 3362 20	Grounds Mt Aug 2023	H&SC PC	61.79
31/08/2023	102 3549 12	Lock Nut for Reeds Ln Swings	H&SC PC	0.24
31/08/2023	143268909	MS Licences Aug 2023	H&SC PC	33.78
31/08/2023	155840010	Alarm Response 4.8.23	H&SC PC	9.00
01/09/2023	196827550	Sanitary Bin Annual	H&SC PC	73.61
01/09/2023	629280722	Van Lease Sept 2023	H&SC PC	48.98
04/09/2023	210915108	Waste Collection Aug 2023	H&SC PC	5.15
04/09/2023	553769603	Electric Street Lights Aug 23	H&SC PC	22.57
06/09/2023	553769603	CB Electric August 23	H&SC PC	123.70
06/09/2023	436051572	Office Intruder Alarm	H&SC PC	19.00
07/09/2023	196827550	Refund for Missed Visits	H&SC PC	-22.64
14/09/2023	738 3362 20	Cut & Collect HM	H&SC PC	1,173.00
21/09/2023	304369123	Cemetery Map Printing	H&SC PC	3.00
22/09/2023	871433328	Hurst Life Article Oct 2023	H&SC PC	54.00
25/09/2023	738 3362 20	Lower Churchyard Mt	H&SC PC	240.00
25/09/2023	120431530	Annual External Audit	H&SC PC	168.00
26/09/2023	838 5831 90	Caretaking Sept 2023	H&SC PC	123.69
Total VAT Detail from Cashbook				6,749.48

Submit to HMRC On VAT Archive Completion

Date 02/10/2023

H&SC PC Current Year

Page 3

Time 16:26

End Date of Assessment Month 6

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
-----------------	----------------------	-----------------------	-------------------	----------

I SARAH GROOM
(Full name in BLOCK LETTERS)

am claiming a refund of six thousand, seven hundred and forty nine pounds and 48 pence
(Pounds in words pence in figures)

£ 6,749.48

which is the VAT charged on goods and services bought for non-business activities. *The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under paragraph 5.5 of Notice 749 (April 2002).

The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim.

Signature *Sarah Groom* Date 2/10/23
(Designated responsible officer)

*Delete as appropriate

Data Protection Act 1998

HM Revenue & Customs collects information in order to administer the taxes for which it is responsible (such as VAT, insurance premium tax, excise duties, air passenger duty, landfill tax), and for detecting and preventing crime.

Where the law permits we may also get information about you from third parties, or give information to them, for example in order to check its accuracy, prevent or detect crime or protect public funds in other ways. These third parties may include the police, other government departments and agencies.