

Claim a VAT refund as an organisation not registered for VAT

Organisation details

Customer reference number	XNV126000106046
Organisation name	Hurstpierpoint & Sayers Common Parish Council
Organisation type	Local authority or similar
Changed bank or address details	No

Claim details

Claim is £100 or more	Yes
Start date	1 October 2024
End date	31 December 2024

Invoice details

Upload or enter invoice details	Upload a file summarising all the invoice details
Upload invoice file	Q3 VAT Claim Invoices.pdf

Total amount of VAT you paid

Paid amount	£9,721.08
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Total refund amount you are claiming

Amount of VAT you are claiming	The total amount of VAT paid: £9,721.08
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Contact details

Full name	Sarah Groom
Role in organisation	Clerk
Email consent	Yes, I have read the guidance and understand and accept the risks of email

Contact email	office@hurstpierpoint-pc.gov.uk
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Telephone number	01273833264
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Submission details

Submission date	6 Jan 2025 12:16
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Submission reference	8SOB-U9J0-ZEMO
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Submission mark	a18bcfbced5b5cee303701d0bd38f21374370a1a93ce9e39fb aeafdab2ca1c05
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Submit to HMRC On VAT Archive Completion

Date 03/01/2025

H&SC PC Current Year

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End Date of Assessment Month 9

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
Cashbook				
27/07/2024	251582019	Six Monthly Fire Checks	H&SC PC	50.40
29/08/2024	982 2296 94	Waste Collection	H&SC PC	108.00
03/09/2024	313483672	Q3 Pinter/Copier Lease	H&SC PC	39.00
04/09/2024	436051572	Office Alarm Annual Fee	H&SC PC	16.00
04/09/2024	436051572	Office Alarm VAT	H&SC PC	3.20
09/09/2024	686049501	Broadband Sept 24	H&SC PC	5.80
25/09/2024	757 9964 51	Dog Bags x 12,000	H&SC PC	38.45
27/09/2024	155 8470 44	Dog Bin Purchase	H&SC PC	55.00
27/09/2024	422348418	Paper and Letter Box	H&SC PC	21.19
28/09/2024	245 7193 48	Phone & Broadband Sept 24	H&SC PC	13.15
30/09/2024	982 2296 94	Waste Collection Sept 24	H&SC PC	96.00
30/09/2024	143268909	MS Licences Sept 24	H&SC PC	44.37
01/10/2024	259492755	Swing Repairs	H&SC PC	69.18
01/10/2024	460127619	Remembrance 1st Aid	H&SC PC	26.18
01/10/2024	927 3346 15	Electric Chapel to 30.9.24	H&SC PC	1.74
01/10/2024	629280722	Van Lease Oct 24	H&SC PC	47.16
02/10/2024	210915108	Waste Collection Sept 24	H&SC PC	9.90
02/10/2024	193823734	War Memorial Clean	H&SC PC	250.00
04/10/2024	891 7527 83	Training Courses SW	H&SC PC	40.00
04/10/2024	191 7400 66	Remembrance Signs	H&SC PC	9.80
06/10/2024	927 3346 15	Electricity Sept 24	H&SC PC	119.36
07/10/2024	464103811	Interim Audit 7.10.24	H&SC PC	35.75
08/10/2024	787228977	Chantry Stables Works	H&SC PC	268.00
08/10/2024	792675773	Valuation Survey	H&SC PC	200.00
11/10/2024	738 3362 20	Bin Installations S106	H&SC PC	65.00
11/10/2024	738 3362 20	Bin Relocation S106	H&SC PC	28.40
14/10/2024	927 3346 15	Electric Pitt Lane Sept 24	H&SC PC	1.13
15/10/2024	422348418	Fire Log Book	H&SC PC	4.39
17/10/2024	871433328	Hurst Life Nov 24	H&SC PC	58.00
18/10/2024	738 3362 20	Lower Churchyard Cut	H&SC PC	250.00
19/10/2024	182828284	Village Garden Tree Works	H&SC PC	50.00
22/10/2024	193 6044 55	Payroll Services April-Sept 24	H&SC PC	47.82
23/10/2024	251582019	Fire Alarm Panel Batteries	H&SC PC	8.94
23/10/2024	156210732	Printer Copies Q3	H&SC PC	29.95
25/10/2024	382894546	Replacement Lamp 5 Willow Way	H&SC PC	263.45
25/10/2024	422348418	1st Aid Kit, Padlocks etc	H&SC PC	21.61
28/10/2024	191 7400 66	Shallow Water Signs	H&SC PC	13.20
28/10/2024	245 7193 48	Phone and Broadband Oct 24	H&SC PC	13.15

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Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
30/10/2024	738 3362 20	Post & Rail Fence V. Garden	H&SC PC	168.96
31/10/2024	738 3362 20	Gnds Mt Oct 24	H&SC PC	64.45
31/10/2024	998 1807 57	Mid Sx Plan Representations	H&SC PC	471.40
31/10/2024	143268909	MS Licences Oct 24	H&SC PC	44.37
01/11/2024	738 3362 20	Reeds Lane Pond Fencing	H&SC PC	726.60
01/11/2024	629280722	Van Lease Fee Nov 24	H&SC PC	47.16
04/11/2024	982 2296 94	Waste Collection Oct 24	H&SC PC	120.00
05/11/2024	210915108	Waste Collection Oct 24	H&SC PC	12.04
06/11/2024	927 3346 15	Electricity October 24	H&SC PC	181.62
06/11/2024	927 3346 15	Electricity October 24	H&SC PC	2.42
08/11/2024	686049501	Broadband Oct 24	H&SC PC	5.80
11/11/2024	738 3362 20	Replace Rotten Posts	H&SC PC	34.60
11/11/2024	738 3362 20	Orchard Path Cuts	H&SC PC	78.00
12/11/2024	383425389	Chapel Survey	H&SC PC	28.00
12/11/2024	927 3346 15	Electricity June-Oct 24	H&SC PC	37.51
14/11/2024	464103811	Cllr Training (DR)	H&SC PC	9.00
14/11/2024	422348418	Defib Cabinets x2	H&SC PC	160.00
15/11/2024	203076745	Building Repairs	H&SC PC	2,253.80
19/11/2024	348733570	Fire Risk Assessments	H&SC PC	145.00
20/11/2024	871433328	Hurst Life Dec 24	H&SC PC	58.00
20/11/2024	927 3346 15	Electricity October 24	H&SC PC	1.47
20/11/2024	927 3346 15	Electricity October 24	H&SC PC	3.80
21/11/2024	382894546	Pitt Lane Repair	H&SC PC	62.08
22/11/2024	995038580	Pump Station Inspection	H&SC PC	97.20
22/11/2024	995038580	Pump Station Rectification	H&SC PC	112.40
28/11/2024	245 7193 48	Phone & Broadband	H&SC PC	13.45
29/11/2024	458688286	Unblocking Public Toilets	H&SC PC	74.50
30/11/2024	143268909	MS Licences Nov 24	H&SC PC	44.37
30/11/2024	738 3362 20	Grounds Mt Nov 24	H&SC PC	64.45
30/11/2024	738 3362 20	Waste Collection Nov 24	H&SC PC	144.60
01/12/2024	155840010	Annual Call-Out Fee	H&SC PC	78.00
01/12/2024	629280722	Van Lease Fee Dec 24	H&SC PC	47.16
03/12/2024	210915108	Waste Collection Nov 24	H&SC PC	3.30
04/12/2024	182828284	Wilderness Oak Reduction	H&SC PC	150.00
06/12/2024	182828284	Ladies Walk Beech Reduction	H&SC PC	250.00
06/12/2024	927 3346 15	Electricity Nov 24	H&SC PC	226.22
06/12/2024	927 3346 15	Electricity Nov 24	H&SC PC	0.86
06/12/2024	927 3346 15	Electricity Trinity Rd Nov 24	H&SC PC	2.75
06/12/2024	927 3346 15	Electricity Pitt Lane Nov 24	H&SC PC	2.42

Balance Carried Forward Page 2

8,450.43

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Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
06/12/2024	927 3346 15	Electricity Street Lights	H&SC PC	7.57
09/12/2024	271820020	Window Cleaning Nov 24	H&SC PC	16.50
11/12/2024	422348418	Padlocks x5	H&SC PC	13.99
11/12/2024	871433328	Hurst Life Jan 2025	H&SC PC	58.00
12/12/2024	738 3362 20	Purchase of 5 Lime Trees	H&SC PC	345.00
12/12/2024	424183709	Pitt Lane Wall Light	H&SC PC	23.00
12/12/2024	422348418	Stationery	H&SC PC	6.59
13/12/2024	995038580	CCTV of Trinity Road Drains	H&SC PC	60.00
15/12/2024	182828284	Ladies Walk Beech Reduction	H&SC PC	350.00
17/12/2024	738 3362 20	Planting of 5 Limes	H&SC PC	390.00
Total VAT Detail from Cashbook				9,721.08

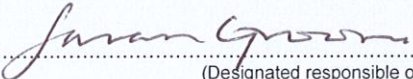
I, SARAH GROOM
(Full name in BLOCK LETTERS)

am claiming a refund of nine thousand, seven hundred and twenty one pounds and 8 pence
(Pounds in words pence in figures)

£ 9,721.08

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  Date 6/1/25
(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.