

Claim submitted

Your reference is
ZTEO-HNT6-4OHA

We sent a confirmation email to **clerk@plaistowandifold-pc.gov.uk** with your submission reference. For security reasons, the email will not include a copy of your answers.

Claim a VAT refund as an organisation not registered for VAT

Organisation details

Customer reference number



Organisation name

Plaistow and Ifold 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 April 2026

End date

30 June 2026

Invoice details

Upload or enter invoice details

Upload a file summarising all the invoice details

Upload invoice file

June 2026 Special VAT Return.PDF

Total amount of VAT you paid

Paid amount

£403.78

Total refund amount you are claiming

Amount of VAT you are claiming

The total amount of VAT paid: £403.78

Contact details

Full name	Jane Bromley
Role in organisation	Clerk and Financial Responsible Officer
Email consent	Yes, I have read the guidance and understand and accept the risks of email
Contact email	clerk@plaistowandifold-pc.gov.uk
Telephone number	01403 839300
Submission details	
Submission date	30 Jun 2026 11:32
Submission reference	ZTEO-HNT6-4OHA
Submission mark	0daeb9868ef4d073aa2dc910c332422d5f88ae9bc5a75383495264fe9bfc64ff

Submit to HMRC On VAT Archive Completion

Date 30/06/2026

Plaistow and Ifold Parish Council Current Year

Page 1

Time 11:27

End Date of Assessment 30/06/2026

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
Cashbook				
02/04/2026	805015277	APM Banners	Plaistow and Ifold Parish Council	25.05
15/04/2026	178672851	2 x First Aid Kits pavilion	Plaistow and Ifold Parish Council	8.07
16/04/2026	245719348	WInterton Hall Wifi	Plaistow and Ifold Parish Council	8.39
17/04/2026	193548138	Litter bin emptying	Plaistow and Ifold Parish Council	20.59
17/04/2026	920950827	Finance software	Plaistow and Ifold Parish Council	61.20
17/04/2026	887353085	Office Telephone	Plaistow and Ifold Parish Council	3.79
17/04/2026	920950827	Finance Software	Plaistow and Ifold Parish Council	0.05
06/05/2026	727255821	Tree Water Gators	Plaistow and Ifold Parish Council	13.33
15/05/2026	245719348	Office Telephone	Plaistow and Ifold Parish Council	8.39
18/05/2026	193604455	Payroll	Plaistow and Ifold Parish Council	9.80
18/05/2026	139346203	Grass in March	Plaistow and Ifold Parish Council	94.23
18/05/2026	887353085	Telephone service	Plaistow and Ifold Parish Council	3.79
28/05/2026	467846493	Nest Boxes for School fete	Plaistow and Ifold Parish Council	9.99
28/05/2026	866623690	Bat Box school fete	Plaistow and Ifold Parish Council	6.87
28/05/2026	375 522 052	Stampers for school fete	Plaistow and Ifold Parish Council	1.49
29/05/2026	727255821	Pencils	Plaistow and Ifold Parish Council	2.21
11/06/2026	397552504	Thermom Cricket Pavilion	Plaistow and Ifold Parish Council	9.06
12/06/2026	516453301	Wood shavings School fete	Plaistow and Ifold Parish Council	1.75
13/06/2026	387287051	Swift Nest Box	Plaistow and Ifold Parish Council	6.81
13/06/2026	727255821	Glue Sticks	Plaistow and Ifold Parish Council	0.35
15/06/2026	245719348	Wifi WHall	Plaistow and Ifold Parish Council	8.39
17/06/2026	139346203	Grass Cutting	Plaistow and Ifold Parish Council	94.23
17/06/2026	727255821	Duct tape	Plaistow and Ifold Parish Council	2.16
17/06/2026	887353085	Telephone office	Plaistow and Ifold Parish Council	3.79
Total VAT Detail from Cashbook				403.78

Submit to HMRC On VAT Archive Completion

Date 30/06/2026

Plaistow and Ifold Parish Council Current Year

Page 2

Time 11:27

End Date of Assessment 30/06/2026

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

I (Full name in BLOCK LETTERS)

am claiming a refund of four hundred and three pounds and 78 pence (Pounds in words pence in figures) £ 403.78

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 (Designated responsible officer) Date

*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.