



Meeting: Full Council

Date: 10th September 2024

Author: Town Clerk

Item For Consideration: Payments List: July August and September 2024

1.0 Purpose of the report

1.1 To provide a list of all payments that need to be approved. To note that delegated authority was made at the meeting in July, to allow payments to be made without the required 2 councillor signatures, over the summer holiday, but that a list of payments made must be presented at the council meeting in September.

Payments for July 2024

PATA Payroll	New staff	23/1351			112.95
--------------	-----------	---------	--	--	--------

Payments for August 2024

Company	Item	Invoice number	Amount Net	VAT	Total Gross
Vista Print (Clerk)	Business Card	219602513	30.4	6.08	36.48
The Park Centre	Room Hire July 24	146	262	0	262
Circus Antics	Event Performers	CA24019	325	0	325
Our Lady of Lourdes Primary	Community Grant	n/a	1250		1250
Whitfield Tabernacle	Community Grant	n/a	5000	0	5000
Clerk	Reclaim Expenses	n/a	52.35	0	52.35
Community Engagement Office	Reclaim Expenses	n/a	25	0	25
Cloudy IT	Monthly Support August 2024	4420	157.9	31.58	189.48
Checks Direct (Clerk)	DBX Checks x 2	58 70 88698483	110	0	110
Brookfield Publishing	Kingswood Voice Aug 24	1797	275	55	330
Clerk	Travel Expenses	n/a	358.2	0	358.2
Amazon (Clerk)	Laminator		24.98	5	29.98
Scrap Store (Clerk)	Library Activity craft kit	n/a	132.36		132.36
ALCA	Planning Training C Morrell	22564	45		45

Payments for September 2024

Company	Item	Invoice number	VAT	Net Amount	Total Gross
ALCA	Training D Bentham	22582	0	45	45
Zurich	Insurance Renewal	536608689			583.48
Prosec	Security for Remembrance Day	3476	99.2	496	595.2
Community Engagement	Expenses	n/a			9
Clerk	Travel Expenses	n/a			205.2
Clerk	Stationery expenses	n/a			23.46
Carter Jonas	Survey work	272872	860	4300	5160
Brookfield Publishing	Kingswood Voice Aug 24 edition	1833	110	550	660
Cloudy IT	Monthly IT Support	D 04739	31.58	157.9	189.48
The Park Centre	Monthly room hire	194	0	17.5	17.5
PKF Littlejohn	External Audit	SB20241523	84	420	504
Cloudy IT	Ipads	4889	871.44	4357.21	5228.65
Festive Lighting Company	Christmas Motifs hire 40% deposit	347	321.02	1605.12	1926.14

To note that tablets have been ordered and will be delivered in late September. Clerk to arrange a time for councillor to collect them

3.0 Recommendation

3.1 To approve expenditure and authorize payment from the council's bank account.