



**KINGSWOOD
TOWN
COUNCIL**

Meeting: Full Council

Date: 11th February 2025

Author: Town Clerk

Item For Consideration: Payments List: February 2025

1.0 Purpose of the report

1.1 To provide a list of all payments that need to be approved. All invoices have been examined, verified and certified by the Town Clerk, in the capacity of Responsible Finance Officer. All invoices will be approved for payment by 2 councillors prior to payment being made from the council's bank account, which requires the authorisation of two nominated councillors.

Payments for February 2025.

Company	Item	Invoice	VAT	Net	Gross	PO
The Bouncing Diary	Easter Bunny for event Deposit	392	£0.00	£60.00	£60.00	94
The Bouncing Diary	Easter Bunny for event Remainder in May	392	£0.00	£200.00	£200.00	94
Peas in a Pod	Feb 25 story telling	9655	£0.00	£70.00	£70.00	95
Community Engagement Office	Meeting refreshments	N/A	£0.00	£5.60	£5.60	
DD to EE	Community Engagement Mobile Feb 25		£7.80	£39.00	£46.80	
Friends of Holy Trinity Church	Community Grant Scheme	n/a	n/a	£387.16	£387.16	90
Hollys Vintage China Hire	Crockery for VE Day event	HVCH050	£0.00	£0.00	£260.00	96
Clerk	Travel Claim Jan 25	n/a	£0.00	£0.00	£198.00	
Clerk	Stationery Claim Jan 25	n/a	£0.00	£0.00	£40.05	
Clerk	HP Ink	101384341	£3.08	£15.41	£18.49	
Brookfield Publishing	Kingswood Voice Feb 2025	2099	£55.00	£275.00	£330.00	
SLCC	Staff Appraisal Trg Clerk	219641	£30.00	£6.00	£36.00	98
SLCC	Biodiversity Net Gain Trg Clerk	219642	£30.00	£6.00	£36.00	99
SLCC	Commenting of Planning Apps Trg Clerk	219643	£30.00	£6.00	£36.00	100
SLCC	Political Astuteness Trg Clerk	219644	£30.00	£6.00	£36.00	101
SLCC	Safe and Successful Events Trg CEO	219645	£150.00	£30.00	£180.00	102
SLCC	National Planning Policy Trg Clerk	219646	£30.00	£6.00	£36.00	103
Liz Evans	Finance Officer Jan 25	6	£0.00	£1,168.75	£1,168.75	
Kingswood Community Assoc	Room booking VE Day Event 08/05/25	1481	£0.00	£120.00	£120.00	104
Bristol Print Services	Invitations VE Day event	1349	£0.00	£38.50	£38.50	105
South Gloucestershire Council	Grant for Community Growing Club	n/a	£0.00	£2,000.00	£2,000.00	92
Vista Print (reimburse TC)	Stickers for Planters	224856731	£4.34	£17.08	£26.00	106
Clerk	Expenses Easter Event Prop	n/a	£0.00	£0.00	£24.99	n/a
Community Engagement Office	Stationery and Expenses Feb 2025	n/a	£0.00	£0.00	£64.88	
RBLI	VE Day Bunting and signs	122399	£15.16	£75.80	£90.96	108
J W Plant & CO	VE Day Flag	10387	£7.47	£37.33	£44.80	107

2.0 Recommendation

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