

**Sprowston Town Council****Direct Debit Payments****Meeting Date: 15th March 2023**

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
28.02.2023	NWS100224325	Norse Waste Solution Rental Charge recycling & empty recycling - February 2023	£26.90	£5.38	£32.28
28/02/2023	100/23/0007325FEB	Novuna Hybrid Ride-on Mower Lease Rental, Initial Payment & Documentation Fee	£2,983.00	£596.60	£3,579.60
01.03.2023	UK-02997024	SAGE Accounting Standard & Payroll - March 2023	£38.00	£7.60	£45.60
07.03.2023	8072077283	Sharp Business Systems UK Plc Mono Copies 2197 @ 0.40 ppc & Colour Copies 834 @ 3.60 ppc	£38.81	£7.76	£46.57
<b>Total Direct Debits</b>			<b>£3,086.71</b>	<b>£617.34</b>	<b>£3,704.05</b>

**Sprowston Town Council**

**Invoices To Pay**

**Meeting Date: 15th March 2023**

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
20.02.2023	4402	A.T Coombes Associates Ltd. Carry out tree work identified at Health and Safety inspection. Supply and install two sets of Cobra braces	£1,862.00	£372.40	£2,234.40
16.02.2023	AW-8676	A. Waterfield & Sons Ltd To repair uneven recreation ground footpath	1,550.00	310.00	1860.00
02.03.2023	INV-7274	Cozens Ltd Monthly standard maintenance charge for February 2023	£600.00	£120.00	£720.00
21.02.2023	INV-7241	Supply and install 8x LED lantern with nema photocell	£3,160.00	£632.00	£3,792.00
06.03.2023	INV-7289	1x Deflector to be installed on lantern outside 34 Proctor Road	£75.00	£15.00	£90.00
07.03.2023	INV-7302	1x LED lantern upgrade - Wilks Farm Drive	£395.00	£79.00	£474.00
			<b>£4,230.00</b>	<b>£846.00</b>	<b>£5,076.00</b>
28.02.2023	N/A	EL Mileage Mileage for February 2023 - 26.4 @ 0.45ppm	£9.90	£1.98	£11.88
02.03.2023	J05271	Ernest Doe XUV855M John Deere Gator - annual servicing & parts	£516.16	£103.23	£619.39
02.03.2023	J05270	John Deere 2032R compact tractor - annual servicing and parts	£481.92	£96.38	£578.30
02.03.2023	J05269	John Deere X490 - annual servicing and parts	£586.62	£117.31	£703.93
			<b>£1,584.70</b>	<b>£316.92</b>	<b>£1,901.62</b>
24.02.2023	6865830	ESPO Waste bin, A4 copier paper, wallets polyfile rep. notes pack 12	£42.75	£8.55	£51.30
26.02.2023	14097	Forethought Marketing 8538 Sprowston Matters Delivery	£298.83	£59.77	£358.60

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
01.03.2023	928265	Heritage To labour re cemetery gates and litter picking	£122.25	£24.45	£146.70
01.03.2023	928264	To provide caretaker and cleaning services - April 2023	£6,425.21	£1,285.04	£7,710.25
27.01.2023	928199	To carry out repairs to Viking Centre - rear flat roof	£1,230.87	£246.17	£1,477.04
31.03.2023	928212	To supply of: 3 Dispensers Mini & twin t-roll, 1 pack Dishwasher tablets & 1 pack of 2in1 laundry powder	£93.66	£18.73	£112.39
			<b>£7,871.99</b>	<b>£1,574.39</b>	<b>£9,446.38</b>

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
01.03.2023	753097	Intouch systems WISP 01/03/2023 - 31/03/2023 - bespoke package	£161.20	£32.24	£193.44
01.03.2023	753096	WISP 01/03/2023 - 31/03/2023 - business8000plus	£53.70	£10.74	£64.44
02.03.2023	754373	9x hosted exchange plus 4x extra data - 01/04/2023 - 01/05/2023	£71.51	£14.30	£85.81
02.03.2023	754374	Annual Support agreement - 01/04/2023 - 01/04/2024 (prepayment 2023-2)	£1,955.51	£391.10	£2,346.61
08.03.2023	754478	Server backup - 18/03/2023 to 18/04/2023	£52.68	£10.54	£63.22
			<b>£2,294.60</b>	<b>£458.92</b>	<b>£2,753.52</b>

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
17.02.2023	INV-32439	K.Lockwood & R Slater Ltd 8550 A4 4pp Sprowston Matters Issue 62 Spring 2023	£665.00	£0.00	£665.00

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
07.03.2023	212462	Moviola Ltd For Supply of Film 'See How They Run' 06.03.2023	£118.46	£22.69	£141.15

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
03.03.2023	20220	Norfolk Parish Training & Support Microsoft Word training 2 staff - 20th March 2023	£100.00	£0.00	£100.00

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
14.02.2023	IN06328480	Npower Electricity Invoice for period 01.11.2021 to 30.11.2021	£49.33	£2.47	£51.80
01.12.2022	CR04567669	Electricity Credit Note for period 01.11.2021 to 30.11.2021	-£47.15	-£2.36	-£49.51
			<b>£2.18</b>	<b>£0.11</b>	<b>£2.29</b>

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
23.02.2023	PJI/21875	PJ Plumbing Heating & Maintenance Ltd Attended on 31.10.22, 14.11.22, 17.11.22 & 30.11.22 - toilet constantly running & one shower not shutting off, replacement shower valve, fitted replacement flush button & fitted 2 replacement valves in the toilets.	£497.67	£99.53	£597.20

Price Bailey Chartered Accountants

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28.01.2023	63196	Fee for the first (interim) visit for Internal Audit 2022/23	£1,875.00	£375.00	£2,250.00	

SYEP Grants - Section 137

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
April	N/A	Annual Grant 1 of 2 payments (prepayment 2023-24)	£2,500.00	£0.00	£2,500.00	
April	N/A	SYEP Outreach Worker 1 of 4 payments (prepayment 2023-24)	£5,375.00	£0.00	£5,375.00	

<b>£7,875.00</b>	<b>£0.00</b>	<b>£7,875.00</b>
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**TOTAL OF INVOICES**

<b>£30,878.08</b>	<b>£4,446.26</b>	<b>£35,324.34</b>
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<b>Transfer:</b>	STC Active to STC Drawings a/c	-	-	<b>35,324.34</b>	<b>Trf 27</b>
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<b>Transfer:</b>	STC Active a/c to Salaries a/c	-	-	<b>26,000.00</b>	<b>Trf 28</b>
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Councillor

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Councillor

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Town Clerk

**Sprowston Town Council**

**Barclaycard Payments**

**Meeting Date: 15th March 2023**

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
03.02.2023	EL03/02/2023	Kedel Mixed Plastic Square Post 70mm x 70mm	66.42	13.28	79.70
03.02.2023	149437	CITB HS&E Test for Operatives & Specialists x5	60.00	0.00	60.00
16.02.2023	N/A	Urban Jungle Purchase of tree for Cemetery to be recharged to the	68.33	13.67	82.00
26.02.2023	62F0D6C4-0016	WeTransfer Subscription for period 16/02/2023 to 16/03/2023	11.00	0.00	11.00
17.02.2023	WEB111971585	Travis Perkins Sand and Stone Ballast Bulk Bag for Cemetery Container	77.76	15.55	93.31
20.02.2023	IEE2023001904461	Adobe Acrobat Pro for 20/02/2023 to 19/03/2023	16.64	0.00	16.64
15.12.2022	PA-11275	PA Hire Sounding/Speaker System Hire for the Fete 2023 (prepaymer	549.00	0.00	549.00
27.02.2023	N/A	Street Solutions UK Parking Cones for Fete 2023 (prepayment)	185.16	37.03	222.19
28.02.2023	INV-GB-126656041-2023-3749	Amazon Glass Coffee Jug	19.99	4.00	23.99
<b>Total of Payments</b>			<b>1054.30</b>	<b>83.53</b>	<b>1137.83</b>