

Sprowston Town Council

Direct Debit Payments

Meeting Date: 17th May 2023

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
14.04.2023	819204857	British Gas Gas bill for the Diamond Centre 22/03/2023 to 13/04/2023	£624.16	£124.83	£748.99
30.04.2023	NWS100227520	Norse Waste Solutions Rental Charge Recycling - April 2023	£31.80	£6.36	£38.16
01.05.2023	UK-03205838	SAGE Accounting Standard & Payroll - May 2023	£38.00	£7.60	£45.60
05.05.2023	8072164971	Sharp Business Systems UK Mono Copies - 1489 copies @ 0.40ppc & Colour Copies - 711 copies @ 3.60ppc	£31.56	£6.31	£37.87
05.05.2023	2023-04/1	Utilita Electricity Bill for the Viking Centre - 01/04/2023 to 30/04/2023	£11.48	£0.57	£12.05
09.05.2023	11995771	Wave - Anglian Water Water bill for the Diamond Centre 09/02/2023 to 08/05/2023	£478.85	£0.00	£478.85
09.05.2023	11996458	Wave - Anglian Water Water bill for the Council Office 09/02/2023 to 08/05/2023	£483.90	£0.00	£483.90
			£962.75	£0.00	£962.75
Total Direct Debits			£1,699.75	£145.67	£1,845.42

Sprowston Town Council

Invoices To Pay

Meeting Date: 17th May 2023

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
21.04.2023	SI-52834	Bidwells Viking Centre - Liaising with the Local planning authority regarding the planning application, dealing with consultation, correspondence and revising plans to adapt the entrances and accesses, preparing detailed design drawings for layouts in preparation for tender exercise.	£9,000.00	£1,800.00	£10,800.00
20.04.2023	0000188691	Collier Turf Care Grass care and weed killer items - Gallup Biograde Amenity 5L, Barenbrug Sport Ultrafine 20kg, Prestige NPK Spring & Summer 20ltr	649.46	58.50	707.96
30.04.2023	INV-0311	Community Action Norfolk EL attendance at the Play Area Inspection Training on Tuesday 9th May 2023	£60.00	£0.00	£60.00
04.05.2023	INV-7454	Cozens Monthly standard maintenance charge for April 2023	£600.00	£120.00	£720.00
14.04.2023	CD-223603483	Culligan Oasis Core rental charge, service & maintenance includes 4 services per annum	£58.65	£11.73	£70.38
28.04.2023	N/A	EL Mileage EL Mileage 25.8miles @ 0.45ppm	£9.68	£1.94	£11.62
25.04.2023	N/A	EE General Expenses Car park, royal mail kettle collection, Tesco tea bags & fuses	£12.50	£0.00	£12.50
04.05.2023	N/A	Catering for Annual Town Meeting & Yale lock for Allotment Gates	£19.92	£0.92	£20.84
10.05.2023	N/A	Pay as you go top up for Grounds Team mobile	£10.00	£0.00	£10.00
			£42.42	£0.92	£43.34

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
19.04.2023	501331	Flameskill Inspection + Test of fire alarm & test of emergency lighting in the Diamond Centre	£300.00	£60.00	£360.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
30.04.2023	928436	Heritage Swing bin, pedal bin, micro mini toilet rolls, C-fold hand towel, wheelie bin liners, 4 professional bulk pack 2 ply & 4 dispense bulk pack stainless steel	£473.86	£94.77	£568.63
01.05.2023	928415	To labour re cemetery gates and litter picking - May 2023	£122.25	£24.45	£146.70
01.05.2023	928414	To provide caretaker and cleaning services - June 2023	£6,425.21	£1,285.04	£7,710.25
			£7,021.32	£1,404.26	£8,425.58
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
28.04.2023	756855	Intouch systems HDMI to VGA cable x3	£54.00	£10.80	£64.80
01.05.2023	756928	WISP 01/05/2023 - 31/05/2023 - Business8000plus	£53.70	£10.74	£64.44
01.05.2023	756929	WISP 01/05/2023 - 31/05/2023 - Bespoke package	£161.20	£32.24	£193.44
02.05.2023	758178	9x hosted exchange plus 4x extra data 01/06/2023-01/07/2023	£71.51	£14.30	£85.81
09.05.2023	758288	Server backup 18/05/2023 - 18/06/2023	£52.68	£10.54	£63.22
			£393.09	£78.62	£471.71
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
28.04.2023	812	NALC (Norfolk Association of Local Councils) Annual Subscription 2023/24 Norfolk ALC fee & National ALC fee	£2,107.14	£0.00	£2,107.14
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
28.04.2023	01572	Norfolk Drain Services Limited To attend on site to blocked WC Girls Toilet	£105.00	£21.00	£126.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
25.04.2023	100721	Norfolk Electrical and Testing Attend Sparhawk Park - complete an EICR on the buildings and PAT testing on items as needed	£475.65	£95.13	£570.78
25.04.2023	100722	Attend St Marys& Margarets Cemetery and Complete an EICR on the building and PAT testing on items as needed	£478.30	£95.66	£573.96
			£953.95	£190.79	£1,144.74
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
28.04.2023	137740	Pear Technology PT-Mapper Pro Technical Support & Updates until 30/04/2024 & Maplink technical Support & Updates until 30/04/2024	£200.00	£40.00	£240.00

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
27.04.2023	69773393	PHS Group Playing Field public toilet - eco shield, sanitary disposal & water management system - 01/06/2023 to 31/08/2023	£59.92	£11.98	£71.90
27.04.2023	69773395	Diamond Centre - Air freshener, hand drier, sanitary disposal & soap dispenser - 01/06/2023 to 31/08/2023	£369.91	£73.98	£443.89
27.04.2023	69773394	Sparhawk Avenue - eco shield, sanitary disposal & water management system	£55.14	£11.03	£66.17
			£484.97	£96.99	£581.96

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
18.04.2023	65815	The Alarm Company Supply of annual maintenance of the intruder alarm system for Sparhawk Park, Council Office, Sprowston Pavilion, Recreation Grounds & Diamond Centre - covering period 1/5/23 - 30/4/23	£376.00	£75.20	£451.20

TOTAL OF INVOICES

£22,361.68 £3,959.95 £26,321.63

Transfer: STC Active to STC Drawings a/c **26,321.63 Trf 31**

Transfer: STC Active a/c to Salaries a/c **25,000.00 Trf 32**

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Councillor

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Councillor

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Town Clerk

Sprowston Town Council

Barclaycard Payments

Meeting Date: 17th May 2023

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
04.04.2023	A11495800218	Screwfix 1x squire die-cast steel weatherproof combination padlock	15.98	3.2	19.18
06.04.2023	A11531101298	York Ultra-Fix Slate Grey	39.57	7.91	47.48
			55.55	11.11	66.66
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
12.04.2023	WEB31844	HVW Workwear Logo on clothes: sweatshirt, hooded sweatshirt, polo x6	89.65	17.93	107.58
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
13.04.2023	122986985	Amazon Rainproof Jacket Olive Green x2	79.04	0	79.04
14.04.2023	INV-GB-126895901-2023-2356	Rainproof trousers Olive Green x2	45.08	9.02	54.10
21.04.2023	INV-GB-121416321-2023-184829	Plastic Monitor Stand for Desk x3	37.47	7.50	44.97
24.04.2023	DS-ASE-INV-GB-2023-15563199	10 Meters Replacement Recoil Starter Rope Pull Cord for Husqvarna STHIL	5.82	1.17	6.99
24.04.2023	GB32JPJ3DAEUI	Flat tyre puncture repair sealant x2	24.34	4.88	29.22
			191.75	22.57	214.32
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
16.04.2023	INV197978517	Zoom Subscription period 16/04/2023 to 15/04/2024	119.90	23.98	143.88
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
16.04.2023	62F0D6C4-0018	WeTransfer Subscriptions for period 16/04/2023 to 16/05/2023	10.95	0.00	10.95
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
21.04.2023	IEE2023004256252	Adobe System Software Acrobat Pro monthly subscription	16.64	0.00	16.64
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
25.04.2023	N/A	Progress Fuel Unleaded 89.72L @ 144.9ppL	108.33	21.67	130.00
			Net	VAT	Amount
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>			
26.04.2023	EL26042023	Kedel Recycled Mixed Plastic Square Post without Point 70mm x 70mm x4	141.20	28.24	169.44
			Net	VAT	Amount
		Total of Payments	733.97	125.50	859.47