

# NEWQUAY COUNCIL



<b>RFO's Report to:</b>	Full Council
<b>Date:</b>	Oct-20
<b>Title:</b>	August Payments for Authorisation
<b>Service Area:</b>	All Service Areas Affected
<b>Ward(s) Affected:</b>	All Wards
<b>Relevant Working Party / Committee:</b>	N/A

<b>Key Decision:</b>	Y	<b>Procurement Method:</b>	N/A
<b>Urgent Decision:</b>	Y	<b>Date next steps can be taken:</b> (e.g. referral on of recommendation or implementation of substantive decision)	N/A
<b>Exempt Information:</b>	N	<b>External Lead Times:</b>	N/A
<b>Appropriate pre-decision notification given to ward member if delegated?</b>			

<b>Author:</b>	Andrew Curtis	<b>Role:</b>	Town Clerk and Responsible Financial Officer
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## Required action from members:

- |     |   |                  |
|-----|---|------------------|
| 1.0 | - | Note             |
| 2.0 | - | Note             |
| 3.0 | - | Note & Authorise |
| 4.0 | - | Authorise        |
| 5.0 | - | Authorise        |
| 6.0 | - | Authorise        |
| 7.0 | - | Note             |

**1.0****Bank Balances**

Below are the Bank Account Balances as at 30.09.20

<b>Account:</b>	<b>Balance:</b>
<b>Natwest NTC Current Account</b>	<b>£1,000.00</b>
<b>Natwest NTC Reserve</b>	<b>£2,235,859.23</b>
<b>Unity Bank NTC</b>	<b>£148,894.09</b>
<b>Unity Bank Reserve</b>	<b>£193,644.64</b>
<b>Natwest TIC Current Account</b>	<b>£145,326.32</b>
<b>Unity Bank TIC</b>	<b>£179,974.24</b>
<b>CCLA Deposit</b>	<b>£250,000.00</b>
<b>Total Account Balances</b>	<b>£3,154,698.52</b>

**2.0****Direct Debits & Standing Orders**

<b>Direct Debits / Standing Orders:</b>	<b>Total:</b>	<b>Acc:</b>
ALD Automotive	£1,057.54	NTC
Allstar	£483.11	NTC
British Gas	£48.30	NTC
Churchill Environment Services	£296.81	NTC
Cornwall Council Rates	£2,032.00	NTC
EDF Energy	£694.00	NTC
Global Collect	£204.90	NTC
H3G	£63.96	NTC
Lloyds Card Payment	£1,023.10	NTC
The Mailing Room	£102.00	NTC
NEST	£1,640.64	NTC
Nissan Finance	£2,536.76	NTC
SWW	£798.50	NTC
TechQuarters	£658.80	NTC
Thirsty Work	£55.62	NTC
VWFS UK	£308.80	NTC
AIAS	£49.16	NTC
BT	£4,179.99	NTC
Premium Credit	£2,149.38	NTC
Unity Bank	£366.22	NTC
EE	£40.01	NTC
Natwest	£15.00	TIC
Unity Bank	£18.00	TIC
<b>Total Direct Debit Amount:</b>	<b>£18,822.60</b>	

**3.0****Payroll Payments (Already Made)**

<b>Direct Debits / Standing Orders:</b>	<b>Total:</b>	<b>Acc:</b>	<b>IB Ref:</b>
Payroll / CC Pensions	£64,257.40	NTC	IB 6383 - IB 6426 & IB 6428
HMRC	£13,362.71	NTC	IB 6427
<b>Total Payroll:</b>	<b>£77,620.11</b>		

## 4.0

## Unity Bank Card Payments (already made)

Supplier:	Info:	Total:	VAT:	Committee:
Total Unity Card Amount:		£0.00		

## 5.0

## Natwest Bank Payments Requiring Authorisation

(items in red have already been paid)

Committee	M. Ref:	Supplier:	Info:	Total:	VAT:

## 6.0

## Unity Bank Payments Requiring Authorisation

(Items in red have already been paid)

## 6.1

## Staffing Committee Payments

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 6446		Abi Hinojo Angulo	Reimbursement for Shoes	£14.99	£0.00
IB 6447		Smith and Reed	Temp Staff	£616.72	£102.79
IB 6448		Smith and Reed	Temp Staff	£625.06	£104.18
IB 6449		Cornwall Council	Advert for TIC Maternity Cover	£78.00	£13.00
IB 6450		SLCC	Webinar Session	£36.00	£6.00
IB 6494		Cyclescheme	Bike & Helmet - EM	£456.00	£71.67
IB 6495		Smith and Reed	Temp Staff	£625.06	£104.18
IB 6496		Smith and Reed	Temp Staff	£625.06	£104.18
IB 6497		Workwear Express	TIC Uniform	£105.48	£17.58
IB 6498		AD Sales Limited	TIC Vacancy Advertisement	£420.00	£70.00
IB 6539		Dawn Grice	Reimbursement for Masks	£15.00	£0.00
IB 6540		Smith and Reed	Temp Staff	£625.06	£104.18
IB 6541		Smith and Reed	Temp Staff	£625.06	£104.18
Total				£4,867.49	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.2****Finance and Policy Payments**

<b>IB Ref:</b>	<b>Minute Ref:</b>	<b>Supplier:</b>	<b>Info:</b>	<b>Total:</b>	<b>VAT:</b>
IB 6459		Viking	Stationary Order	£108.02	£18.00
IB 6460		Npower	Marcus Hill Electricity	£170.66	£8.13
IB 6461		Cornwall Council	Marcus Hill Rates - October	£2,483.00	£0.00
IB 6488		Viking	Stationary Order	£15.44	£2.57
IB 6489		Viking	Stationary Order	£21.31	£3.55
IB 6490		Viking	Stationary Order	£34.03	£5.67
IB 6491		Viking	Stationary Order	£34.03	£5.67
IB 6492		Viking	Stationary Order	£16.19	£2.70
IB 6493		Viking	Stationary Order	£38.05	£6.34
IB 6514		PKF Accountants	Accounting Support	£2,880.00	£480.00
IB 6515		Ice Cold Gorilla	Design & Marketing	£540.00	£90.00
IB 6516		Ellis Whittam	Insurance Including 12% IPT	£297.36	£17.00
IB 6517		Ellis Whittam	E-Learning for Employees	£4,237.20	£706.20
IB 6518		ibabs	ibabs for 40 Users	£1,595.00	£0.00
IB 6519		ibabs	2nd Quarter Payment	£600.00	£0.00
IB 6520		ibabs	1st Quarter Payment	£600.00	£0.00
IB 6521		ibabs	3rd Quarter Payment	£600.00	£0.00
IB 6522		ibabs	4th Quarter Payment	£600.00	£0.00
IB 6523		Amazon	Plastic Storage Boxes	£25.98	£4.34
IB 6524		Amazon	Plastic Storage Boxes	£12.99	£2.17
IB 6525		APS Construction Services	Cycle Racks at Marcus Hill	£180.00	£30.00
IB 6526		Datasharp UK Ltd	Printing Costs	£76.06	£12.68
IB 6527		Tozers	Mountwise Professional Charges	£2,340.00	£390.00
IB 6528		St Austell Printing Company	Printing Annual Book	£123.85	£0.00
IB 6529		ADI	Batteries	£141.60	£23.60
IB 6530		B.E.White	Accounting Support	£1,180.00	£0.00
<b>Total</b>				<b>£18,950.77</b>	

**6.0**

**Unity Bank Payments Requiring Authorisation**  
(Items in red have already been paid)

**6.3****Economic Development Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 6451		ESPO	Disposable Aprons	£130.50	£0.00
IB 6452		SSE Enterprise Lighting	Mobile Camera at Fistril	£2,186.57	£364.43
IB 6453		UKPOS	A4 Slimlock Frame	£145.20	£24.20
IB 6454		Amazon	Protective Visors	£69.95	£0.00
IB 6501		Amazon	Rubble Sacks	£19.25	£3.21
IB 6502		SSE Enterprise Lighting	Quarterly Maintenance	£6,813.56	£1,135.59
IB 6503		Swift Catering Supplies	Cleaning Materials	£2,044.86	£260.91
IB 6531		Amazon	Cable Ties	£10.18	£1.70
IB 6532		APS Construction Services	Site Visit with SWW	£288.00	£48.00
IB 6533		APS Construction Services	Install Poster Cases	£60.00	£10.00
IB 6534		APS Construction Services	Maintenance of Toilets	£360.00	£60.00
IB 6535		APS Construction Services	Hand Sanitiser Refills	£647.56	£107.92
IB 6536		APS Construction Services	Maintenance of Paddlegates & Coin Boxes	£476.24	£79.37
IB 6537		APS Construction Services	Maintenance Works at Porth	£532.08	£88.68
IB 6538		AUK Supplies Ltd	Cleaning Equipment	£64.26	£10.71
<b>Total</b>				<b>£13,848.21</b>	

**6.0**

**Unity Bank Payments Requiring Authorisation**  
(Items in red have already been paid)

**6.4****Footpaths, Bridleways and Open Spaces Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 6455		Andyloos	Standard Unit Hire	£241.92	£40.32
IB 6456		Andyloos	Service Visit	£360.00	£60.00
IB 6457		P.R.Weldhen	Polwhele Road Project	£16,098.20	£898.20
IB 6458		Mole Valley Farmers	Environment Service Equipment	£85.96	£14.33
IB 6542		Complete Weed Control	2nd Weed Spray	£3,649.20	£608.20
<b>Total</b>				<b>£20,435.28</b>	

## 6.0

### Unity Bank Payments Requiring Authorisation

(Items in red have already been paid)

## 6.5

### Tourism & Leisure Payments

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 6462		Aventail Security	Security Invoice	£1,368.00	£228.00
IB 6463		Aventail Security	Beach Marshalls	£864.00	£144.00
IB 6464		Aventail Security	Street Marshalls	£966.00	£161.00
IB 6465		Aventail Security	Road Closure Security	£2,425.20	£404.20
IB 6466		MeiLoc Landscape Architects	Killacourt Works	£2,396.52	£399.42
IB 6467		B.E.White	Accounting Support (TIC)	£320.00	£0.00
IB 6468		Aventail Security	Beach Marshalls	£835.20	£139.20
IB 6469		Aventail Security	Security Invoice	£1,401.34	£233.56
IB 6470		Aventail Security	Street Marshalls	£907.20	£151.20
IB 6471		Aventail Security	Road Closure Security	£2,178.59	£363.10
IB 6472		Amazon	String for Library	£17.67	£2.95
IB 6473		Secure Trading	Card Transaction Charges	£26.40	£4.40
IB 6474		Aventail Security	Beach Marshalls	£835.20	£139.20
IB 6475		Aventail Security	Road Closure Security	£1,974.00	£329.00
IB 6476		Aventail Security	Security Invoice	£1,029.60	£171.60
IB 6477		Npower	Library Electricity	£266.69	£12.70
IB 6478		South West Water	Library Water	£35.76	£0.00
IB 6479		Richard Gowan Consulting Ltd	Killacourt Café Works	£765.00	£127.50
IB 6480		Crane & Johnston	Examination of Grant Usage Form	£960.00	£160.00
IB 6481		Aventail Security	Security Invoice	£873.60	£145.60
IB 6482		Aventail Security	Security Invoice	£873.60	£145.60
IB 6483		Aventail Security	Security Invoice	£1,029.60	£171.60
IB 6484		Aventail Security	Road Closure Security	£1,128.00	£188.00
IB 6485		Aventail Security	Street Marshalls	£898.80	£149.80
IB 6486		Aventail Security	Beach Marshalls	£720.00	£120.00
IB 6487		Aventail Security	Street Marshalls	£890.40	£148.40
IB 6499		Amazon	Library Envelopes	£19.42	£3.24
IB 6500		Richard Gowan Consulting Ltd	Killacourt Bandstand Designs	£225.00	£37.50
IB 6504		Integra Buildings Ltd	Killacourt Units	£231,487.21	£38,581.20
IB 6505		Aventail Security	Road Closure Security	£987.00	£164.50
IB 6506		Aventail Security	Security Invoice	£881.40	£146.90
IB 6507		Aventail Security	Beach Marshalls	£835.20	£139.20
IB 6508		Aventail Security	Street Marshalls	£655.20	£109.20
IB 6509		APS Construction Services	Killacourt Works	£74,100.00	£13,000.00
IB 6510		MeiLoc Landscape Architects	Killacourt Works	£1,745.64	£290.94
IB 6511		Aventail Security	Street Marshalls	£823.20	£137.20
IB 6512		Aventail Security	Beach Marshalls	£691.20	£115.20
IB 6513		B.E.White	Accounting Support (TIC)	£280.00	£0.00
<b>Total</b>				<b>£338,716.84</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.6****Planning & Licensing Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
			<b>Total</b>	<b>£0.00</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.7****Councillors Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
			<b>Total</b>	<b>£0.00</b>	

**7.0**

<b>Total Payments/Bank Balances:</b>		
1.0	Bank Balances	<b>£3,154,698.52</b>
	<b>Expenditure for Authorisation</b>	
2.0	Direct Debit & Standing Orders (Expenditure)	£18,822.60
3.0	Payroll Payments (Expenditure)	£77,620.11
4.0	Unity Bank Card Payments (already made(Expenditure))	£0.00
5.0	Natwest Bank Payments (Expenditure)	£0.00
6.0	Unity Bank Payments (requiring authorisation(Expenditure))	£396,818.59
	<b>Total Expenditure for Authorisation</b>	<b>£493,261.30</b>



# Finance and Policy Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	F&P (Corporate Service)					
IB 6560		Cornwall Council	Marcus Hill Rates - November	£2,483.00	£0.00	
IB 6561		Npower	Marcus Hill Electricity	£1,006.00	£167.67	
IB 6562		South West Water	Marcus Hill Water	£180.23	£0.00	
IB 6563		Viking	Stationary Order	£28.51	£4.75	
IB 6564		Viking	Stationary Order	£13.63	£2.27	
IB 6565		Perkins Communications	Repairs to Parking Barrier	£213.30	£35.55	
IB 6566		TEC Construction	Mountwise Works	£51,674.48	£8,612.41	
IB 6567		APS Construction Services	Repair to Slates above TIC	£120.00	£20.00	
IB 6568		Barron Surveying Services	Interim Stage Fee	£2,400.00	£400.00	
IB 6569		Pure Clean	Window Cleaning	£120.00	£20.00	
IB 6570		Tommo's Bodyshop	Repairs to WK17 ZXF	£781.65	£0.00	
IB 6571		Viking	Stationary Order	£5.48	£0.91	
IB 6572		Viking	Stationary Order	£21.90	£3.65	
IB 6573		Conscious Kitchenry	Cakes for Mountwise Opening	£141.90	£0.00	
IB 6574		WPS	Contract Works - Extend Policy	£56.00	£0.00	
IB 6575		ADI	Paxton Locks	£32.59	£5.43	
IB 6576		Amazon	Ink Cartridges	£242.97	£40.50	
IB 6577		Amazon	SanDisk Portable	£289.95	£48.33	
IB 6578		Amazon	Ink Cartridges	£115.47	£19.26	
IB 6579		Amazon	Keyboard & Mouse	£29.99	£5.00	
IB 6580		Amazon	Plastic Storage Boxes	£12.99	£2.17	
IB 6581		Amazon	Plastic Storage Boxes	£25.98	£4.34	
IB 6582		1st Call Skip Hire	Green Waste Skip	£60.00	£10.00	
IB 6583		yoozoom	Call Charges	£145.34	£24.23	
				£60,201.36		

# Tourism and Leisure Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	T&L (TIC & Library)					
IB 6543		British Gas	Killacourt Kiosk Electricity	£24.70	£1.25	
IB 6544		Npower	Library Electricity	£525.98	£87.66	
IB 6545		Secure Trading	Card Transaction Charges	£26.40	£4.40	
IB 6546		National Express	Tickets for Resale	£186.77	£0.00	
IB 6547		Venture Wholesale	Stock for Resale	£162.05	£0.00	
IB 6548		Outstanding Map Distributors	Stock for Resale	£85.00	£0.00	
IB 6549		AD Sales Limited	Sales of Newquay Voice	£6.60	£0.00	
IB 6550		Fistral Glass	Stock for Resale	£184.80	£0.00	
IB 6551		Aventail Security	Security Invoice	£873.60	£145.60	
				£2,075.90		

# FBOS Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	FBOS (Environment Service)					
IB 6556		Andyloos	Service Visit	£360.00	£60.00	
IB 6557		Andyloos	Standard Unit Hire	£253.44	£42.24	
IB 6558		Grahams Garden Machinery	Nylon	£40.00	£6.67	
IB 6559		Direct365	1100L Trade Waste Lockable	£134.16	£22.36	
				£787.60		

# ED Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	ED (CCTV & Facilities Service)					
IB 6552		SSE Enterprise Lighting	Upgrades to CCTV Camera	£7,968.89	£1,328.15	
IB 6553		Micro DIY Trade Centre Ltd	Heavy Duty Tape	£17.36	£2.89	
IB 6554		Thirsty Work	Cooler Rental	£11.94	£1.99	
IB 6555		Direct365	Feminine Hygiene Disposal	£129.37	£21.56	
				£8,127.56		