



RFO's Report to:	Full Council
Date:	Nov-21
Title:	November Payments for Authorisation
Service Area:	All Service Areas Affected
Ward(s) Affected:	All Wards
Relevant Working Party / Committee:	N/A

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

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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 31.10.21

Account:	Balance:
Natwest NTC Current Account	£1,000.00
Natwest NTC Reserve	£645,259.57
Unity Bank NTC	£139,872.96
Unity Bank Reserve	£1,347,205.46
Natwest TIC Current Account	£146,571.48
Unity Bank TIC	£231,006.50
CCLA Deposit	£250,000.00
Total Account Balances	£2,760,915.97

2.0

Direct Debits & Standing Orders

Direct Debits / Standing Orders:	Total:	Acc:
ALD Automotive	£770.16	NTC
Allstar	£259.49	NTC
British Gas	£781.58	NTC
Churchill Environment Services	£373.31	NTC
Cornwall Council Rates	£3,277.00	NTC
EDF Energy	£1,267.78	NTC
Global Collect	£204.90	NTC
H3G	£111.96	NTC
Lloyds Card Payment	£1,368.43	NTC
Yoozoom	£193.10	NTC
NEST	£1,041.46	NTC
Nissan Finance	£1,170.40	NTC
SWW	£613.00	NTC
TechQuarters	£753.84	NTC
Thirsty Work	£174.60	NTC
Quadient	£22.00	NTC
BT	-	NTC
Which Ltd	-	NTC
Premium Credit	-	NTC
Unity Bank	£12.00	NTC
Biffa	£72.00	NTC
Eden	£52.22	TIC
Unity Bank	-	TIC
Total Direct Debit Amount:	£12,519.23	

3.0

Payroll Payments (Already Made)

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
Payroll / CC Pensions	£55,664.39	NTC	IB 8390 - IB 8427
HMRC	£12,386.01	NTC	IB 8428
Total Payroll:	£68,050.40		

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

Human Resources Committee Payments

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 8495		Corserve	Traffic Management Course	£540.00	£90.00
IB 8496		APS Construction Services	Cleaning Staff	£163.08	£27.18
IB 8497		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 8498		APS Construction Services	Cleaning Staff	£289.92	£48.32
IB 8499		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 8500		Callum Rowley	Reimbursement for Adobe	£25.28	£0.00
IB 8501		Andy Curtis	Reimbursement for Website Costs	£591.61	£0.00
IB 8502		Mat Jarosz	Reimbursement for Shoes	£25.00	£0.00
IB 8503		Charity Horton	Reimbursement for Trousers	£18.00	£0.00
IB 8504		Rumbles 2	Facilities Uniform	£345.60	£57.60
IB 8505		The Play Inspection Company	Play Inspection Course	£1,998.00	£333.00
IB 8506		Workwear Express	CCTV Uniform	£49.91	£8.32
IB 8507		Cornwall Training & Consultancy	First Aid Training	£840.00	£140.00
IB 8508		Screwfix	Work Boots	£29.99	£0.00
IB 8509		Screwfix	Work Boots	£39.99	£0.00
IB 8510		Screwfix	Work Gloves	£17.98	£3.00
IB 8511		APS Construction Services	Cleaning Staff	£163.08	£27.18
IB 8512		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 8513		APS Construction Services	Cleaning Staff	£815.40	£135.90
IB 8514		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 8515		Aventail Security	Security Invoice	£811.20	£135.20
IB 8516		Aventail Security	Security Invoice	£3,552.00	£592.00
IB 8517		Aventail Security	Security Invoice	£245.70	£40.95
IB 8518		Aventail Security	Security Invoice	£3,396.00	£566.00
IB 8519		The Open University	Apprenticeship Contribution	£540.00	£0.00
IB 8520		SLCC	Membership Renewal	£262.00	£0.00
				£17,369.02	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.2**Governance and Resources Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 8521		Amazon	Ink Cartridges	£90.90	£15.16
IB 8522		Amazon	Ink Cartridges	£50.98	£8.50
IB 8523		APS Construction Services	PAT Testing	£288.00	£48.00
IB 8563		Amazon	In-Car Hotspot	£43.99	£7.33
IB 8564		Gallagher Insurance	Yearly Insurance	£36,379.29	£0.00
Total				£36,853.16	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.3**Environment & Facilities Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 8524		Cornwall Council	Atlantic Rd Rates	£630.44	£0.00
IB 8525		Cornwall Council	Atlantic Rd BID Levy	£55.69	£0.00
IB 8526		Tozers	Skatepark Professional Fees	£500.00	£0.00
IB 8527		Duchy Alarms	Annual Monitoring Fee	£648.00	£108.00
IB 8528		Jewson	Wheelbarrow	£75.91	£12.65
IB 8529		Mole Valley	Environment Equipment	£56.99	£9.50
IB 8530		EDF Energy	Offices Electricity	£192.46	£0.00
IB 8531		Complete Weed Control	Weed Spraying	£3,720.00	£620.00
IB 8532		Golant Fire & Security	Document Cabinet	£33.60	£5.60
IB 8533		Duchy Defibrillators	Annual Monitoring Fee	£192.00	£32.00
IB 8534		Kashing Ltd	Monthly Fee	£35.96	£5.99
IB 8535		Pure Clean	Window Cleaning	£216.00	£36.00
IB 8536		1st Call Skip Hire	Mixed Waste Skip	£262.08	£43.68
IB 8537		1st Call Skip Hire	Green Waste Skip	£69.00	£11.50
IB 8538		Graham Garden Machinery	Lawn Mowers	£2,200.00	£400.00
IB 8539		Graham Garden Machinery	Environment Equipment	£154.97	£25.83
IB 8540		Duchy Alarms	Intruder Alarm Service	£122.28	£20.38
IB 8541		Duchy Alarms	Install Intruder Alarm - MW	£3,134.70	£522.45
IB 8542		Amazon	Clothing Rail	£53.99	£9.00
IB 8543		Amazon	Plants Grow Bags	£20.97	£3.50
IB 8544		Amazon	LED Plant Light	£49.99	£8.33
IB 8545		APS Construction Services	Hire of Fencing	£372.00	£62.00
IB 8546		APS Construction Services	Replacing Lights	£336.00	£56.00
IB 8547		APS Construction Services	Heater for BID Office	£324.00	£54.00
IB 8548		APS Construction Services	Removal of Rubbish from Station Toilets	£2,310.00	£385.00
IB 8549		APS Construction Services	Repairs to Flat Roof	£384.00	£64.00
IB 8550		APS Construction Services	Install Validator at Fore St	£102.00	£17.00
IB 8551		APS Construction Services	Various Works at Sites	£576.00	£96.00
IB 8552		APS Construction Services	Coin Box Maintenance	£476.24	£79.37
IB 8553		APS Construction Services	Toilet Maintenance Checks	£360.00	£60.00
IB 8554		APS Construction Services	Repairs to Power Cable	£240.00	£40.00
IB 8555		APS Construction Services	Christmas Light Tender	£780.00	£130.00
IB 8559		British Gas	Killacourt Kiosk Electricity	£4.32	£1.59
IB 8560		Arrow Lifts	Lift Maintenance	£215.40	£35.90
IB 8561		Swift Catering Supplies	Cleaning Materials	£1,619.46	£269.91
IB 8562		Contract Flooring	50% for Basement Flooring	£851.40	£141.90
Total				£21,375.85	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.4**Community & Tourism Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 8556		Ricoh	Printing Costs	£242.27	£40.38
IB 8557		BC Event Hire	Christmas Market Huts	£4,000.00	£0.00
IB 8558		John Evident	DBS Check - Santa	£65.00	£7.00
Total				£4,307.27	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.5**Planning & Licensing Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
Total				£0.00	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.6**Councillors Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
Total				£0.00	

7.0

Total Payments/Bank Balances:		
1.0	Bank Balances	£2,760,915.97
Expenditure for Authorisation		
2.0	Direct Debit & Standing Orders (Expenditure)	£12,519.23
3.0	Payroll Payments (Expenditure)	£68,050.40
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))	£62,536.28
Total Expenditure for Authorisation		£143,105.91

Governance and Resources Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	G&R					
IB 8649	Already Paid	B.E.White	Accounting Support	£1,302.00	£0.00	
IB 8650		KINTO	WK71SVF - Rental Invoice	£498.60	£83.10	
IB 8651		Kovic	Designer Retainer	£480.00	£0.00	
IB 8652		PKF Littlejohn LLP	Governance & Accountability Return	£3,360.00	£560.00	
IB 8653		Datasharp UK Ltd	Printing Costs	£501.30	£83.55	
IB 8654		Amazon	Labels for Doors	£83.86	£14.00	
IB 8655		Amazon	Car Plug Adapter	£7.99	£1.33	
IB 8656		Amazon	Power Adapters	£55.17	£9.21	
IB 8657		Amazon	Power Adapters	£73.56	£12.28	
IB 8658		Amazon	Power Adapters	£73.56	£12.28	
IB 8659		Amazon	Power Adapters	£183.90	£30.70	
IB 8660		Amazon	Battery Chargers	£14.99	£2.50	
IB 8661	Already Paid	BT	Internet Services	£2,004.00	£334.00	
IB 8662		CALC	Code of Conduct Training	£48.00	£8.00	
				£8,686.93		

Community and Tourism Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	C&T					
IB 8565	Already Paid	Cornwall Council	TEN Licence	£21.00	£0.00	
IB 8566	Already Paid	National Express	Tickets for Resale	£502.17	£0.00	
IB 8567		PJ Print	Signs for Events	£360.00	£60.00	
IB 8568		Cool Canvas Tent Company	Rental of Stretch Marquee	£1,700.00	£283.33	
				£2,583.17		

Environment and Facilities Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	E&F					
IB 8575		EDF Energy	Beach Rd Electricity	£644.41	£30.69	
IB 8576		Andyloos	Standard Unit Hire	£252.00	£42.00	
IB 8577		Andyloos	Standard Unit Hire	£241.92	£40.32	
IB 8578		Biffa	Mountwise Bins	£102.24	£17.04	
IB 8579		Biffa	Killacourt Bins	£118.74	£19.79	
IB 8580		Amazon	Storage Cabinet - Mountwise	£183.99	£0.00	
IB 8581		Tozers	Atlantic Rd Devolution Transfer	£1,363.60	£220.60	
IB 8582		Goonhavern Garden Centre	Environment Plants	£59.82	£9.97	
IB 8583		Dean Hancock	Jet Out Drains & Monthly Maintenance	£1,676.40	£279.40	
IB 8584		Golant Fire & Security	Fire Risk Assessment - Offices	£240.00	£40.00	
IB 8585		Hutton Hire	Hire of Machinery	£124.80	£20.80	
IB 8586		Healthmatic	Utility Keys	£61.96	£10.33	
IB 8587		Micro DIY	Toilet Seat	£11.69	£1.95	
IB 8588		Micro DIY	Facilities Equipment	£18.49	£3.08	
IB 8589		Graham Garden Machinery	Deck Belt	£52.80	£8.80	
IB 8590		Graham Garden Machinery	Deck Belt	£42.54	£7.09	
IB 8591		Pure Clean	Window Cleaning	£216.00	£36.00	
IB 8592		Pure Clean	Window Cleaning	£96.00	£16.00	
IB 8593		1st Call Skip Hire	Mixed Waste Skip	£126.00	£231.00	
IB 8594		1st Call Skip Hire	Mixed Waste Skip	£267.12	£44.52	
IB 8595		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00	
IB 8596		CWS Ltd	Rental of Recycling Bin Units	£450.00	£75.00	
IB 8597		CWS Ltd	Trebarwith Crescent Bins	£408.00	£68.00	
IB 8598		CWS Ltd	The Crescent Bins	£206.40	£34.40	
IB 8599		APS Construction Services	Install Christmas Lights	£5,496.00	£916.00	
IB 8600		APS Construction Services	Hire of Fencing	£192.00	£32.00	
IB 8601		APS Construction Services	Removal of Fencing	£572.70	£95.45	
IB 8602		APS Construction Services	Damage & Theft of Fencing	£472.80	£78.80	
IB 8603		APS Construction Services	Works in Killacourt Unit	£588.00	£98.00	

Environment and Facilities Payments List

IB 8604		APS Construction Services	Install Heaters in Units	£216.00	£36.00	
IB 8605		APS Construction Services	Install Christmas Lights	£3,403.38	£567.23	
IB 8606		AUK Supplies	Cleaning Materials	£138.12	£23.02	
IB 8607		Booker Ltd	Rent for Doorstep Green	£500.00	£0.00	
IB 8608		Gleendale Countryside Ltd	Remove Trees at Priory Woods	£1,642.07	£273.68	
				£20,311.99		