



RFO's Report to:	Full Council
Date:	Feb-20
Title:	February 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 28.01.20

Account:	Balance:
Natwest NTC Current Account	£1,000.00
Natwest NTC Reserve	£1,234,672.60
Unity Bank NTC	£351,568.35
Unity Bank Reserve	£791,912.94
Natwest TIC Current Account	£144,381.90
Unity Bank TIC	£159,674.90
CCLA Deposit	£250,000.00
Total Account Balances	£2,933,210.69

2.0**Direct Debits & Standing Orders**

Direct Debits / Standing Orders:	Total:	Acc:
ALD Automotive	£1,143.13	NTC
Allstar	£684.31	NTC
British Gas	£40.15	NTC
Churchill Environment Services	£233.54	NTC
Cornwall Council Rates	£1,945.00	NTC
EDF Energy	£1,056.43	NTC
Global Collect	£204.90	NTC
H3G	£63.96	NTC
Lloyds Card Payment	£6,790.63	NTC
The Mailing Room	£622.74	NTC
NEST	£1,173.63	NTC
Nissan Finance	-	NTC
SWW	£1,041.00	NTC
TechQuarters	£602.40	NTC
Thirsty Work	£10.44	NTC
VWFS UK	£1,296.10	NTC
Unity Bank	-	NTC
Go Cordless	£3.31	NTC
Eden	-	TIC
Natwest	-	TIC
Unity Bank	-	TIC
Total Direct Debit Amount:	£16,911.67	

3.0**Payroll Payments (Already Made)**

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
Payroll / CC Pensions	£54,661.88	NTC	IB 5249 - IB 5291
HMRC	£10,235.16	NTC	IB 5292
Total Payroll:	£64,897.04		

4.0

Unity Bank Card Payments (already made)

Supplier:	Info:	Total:	VAT:	Committee:
Pixsy Inc.	Licence to use Images	£556.00	£0.00	TIC
West End Motors	Excess for Insurance Repairs	£100.00	£0.00	F&P
Argos	Keyboard	£39.98	£0.00	F&P
4 Gadgets	iPhones	£3,599.91	£0.00	F&P
BLS		£7.67		
Millets	Binoculars	£51.00	£0.00	FBOS
1&1	Subscription Fee	£24.00	£4.00	F&P
EaseUS	Data Recovery Wizard	£59.99	£0.00	F&P
ENOM		£23.06		
1&1	Domain Renewal	£41.99	£7.00	F&P
Square UK		£20.64		
CRBO	Tourism Summit Event	£108.00	£0.00	F&P
CRBO	Tourism Summit Event	£36.00	£0.00	F&P
Jamf	Subscription Fee	£3.07	£0.00	F&P
LogMeIn	Rescue Assist	£46.80	£7.80	F&P
Hexnode	Subscription Fee	£48.74	£0.00	F&P
Freepik	Premium Account	£8.88	£0.00	F&P
Cornwall Council	Building Control Applications	£1,260.00	£210.00	F&P
Total Unity Card Amount:		£6,035.73		

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 5343		Cornwall Council	Advert for PA Position	£78.00	£13.00
IB 5344		Amazon	Safety Boots	£33.98	£0.00
IB 5345		AD Sales Limited	Recruitment Ad's	£540.00	£90.00
IB 5346		Mole Valley Farmers	Safety Boots	£156.97	£8.33
IB 5347		The Open University	Apprenticeship Contribution	£540.00	£0.00
IB 5373		Rumbles 2	Enforcement Uniform	£72.00	£12.00
IB 5380		Rumbles 2	Facilities Uniform	£76.80	£12.80
IB 5381		Rumbles 2	Facilities Uniform	£45.60	£7.60
IB 5398		South West Councils	Disciplinary Investigation	£2,082.42	£347.07
IB 5401		Workwear Express	Facilities & Office Uniform	£365.62	£60.94
Total				£3,991.39	

6.0**Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

6.2**Finance and Policy Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 5336		Amazon	Batteries	£6.99	£1.17
IB 5337		Amazon	Extension Lead	£7.98	£1.33
IB 5338		Amazon	HDMI Cable	£5.85	£0.98
IB 5339		Screwfix	Offices Steps Materials	£36.56	£6.09
IB 5372		Amazon	Noticeboard	£23.50	£3.92
IB 5371		Cornwall Council	Non Domestic Rates	£18,321.00	£0.00
IB 5379		Viking	Stationary Order	£49.34	£8.22
IB 5382		Brian White	Accounting Support	£1,025.00	£0.00
IB 5396		ADI	Paxton Locks	£391.32	£65.22
IB 5397		Pitney Bowes	Re-Establishing Balance	£1,005.84	£0.00
IB 5400		ADI	Paxton Locks	£243.48	£40.58
IB 5406		Direct365	Hazardous Waste Consignment Note	£9.82	£1.64
IB 5407		Ice Cold Gorilla	January Marketing	£450.00	£0.00
IB 5408		APS Construction Services	Install Car Park Fencing	£2,391.39	£398.56
IB 5410		Mr A Curtis	Petty Cash	£181.66	£0.00
			Total	£24,142.74	

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 5348		SSE Enterprise Lighting	Supply & Fit Camera	£1,308.00	£218.00
IB 5349		SSE Enterprise Lighting	Maintenance of CCTV Control Room	£6,813.56	£1,135.59
IB 5350		Screwfix	Tyre Inflator	£19.99	£3.33
IB 5351		Swift Catering	Cleaning Materials	£1,388.86	£231.48
IB 5352		Cornwall Council	Energy Recharge for 25 Cameras	£1,068.82	£178.14
IB 5353		Amazon	Ink Cartridges for CCTV	£198.17	£33.03
IB 5354		Screwfix	De-Icer	£11.96	£1.99
IB 5384		APS Construction Services	Coin Boxes & Power Supply	£5,400.00	£900.00
IB 5386		APS Construction Services	Maintenance of Toilets	£360.00	£60.00
IB 5387		APS Construction Services	Maintenace of Coin Boxes	£476.24	£79.37
IB 5388		APS Construction Services	Maintenance of White Lights	£240.00	£40.00
IB 5389		APS Construction Services	Install Water Heaters	£360.00	£60.00
IB 5390		APS Construction Services	Install Piping	£402.72	£67.12
IB 5392		APS Construction Services	Wallgate Service	£114.00	£19.00
IB 5394		APS Construction Services	Install Gates at Fore St	£1,155.77	£192.63
IB 5399		British Gas	Little Fistril Electricity	£160.08	£7.62
IB 5403		Direct365	1100 Litre Offensive Clinical	£247.20	£41.20
IB 5404		Direct365	Feminine Hygiene Disposal	£79.98	£13.33
IB 5405		SSE Enterprise Lighting	Install New Camera at LF	£9,083.74	£1,513.96
			Total	£28,889.09	

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 5293		Amazon	Environment Service Equipment	£9.29	£1.55
IB 5294		Andyloos	Standard Unit Hire	£253.44	£42.24
IB 5295		Andyloos	Service Visit	£270.00	£45.00
IB 5296		Screwfix	Extension Lead	£22.98	£3.83
IB 5297		Screwfix	Enforcement Supplies	£37.16	£6.19
IB 5333		Jewsons Ltd	Materials to Fix Bench	£23.62	£3.94
IB 5335		Direct365	Remaining Balance - 1100 Litre Trade Waste Lockable	£9.15	£1.52
IB 5385		APS Construction Services	Removed Hanging Basket Poles	£168.00	£28.00
IB 5402		Direct365	1100 Litre Trade Waste	£134.16	£22.36
Total				£927.80	

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 5340		Screwfix	Chain & Hazard Tape	£42.44	£7.07
IB 5355		Ricoh	Printing Costs	£246.34	£41.06
IB 5356		Amazon	Wooden Pegs	£5.67	£0.96
IB 5357		Amazon	Intruder Alarm for Library	£15.29	£2.55
IB 5358		Amazon	Intruder Alarm for Library	£308.35	£51.38
IB 5359		Amazon	Intruder Alarm for Library	£79.99	£13.33
IB 5360		Amazon	Intruder Alarm for Library	£278.78	£46.47
IB 5361		Screwfix	Tape for TIC	£5.99	£1.00
IB 5362		Allium	Refurbishment Survey for Bandstand - KC	£174.00	£29.00
IB 5363		Allium	Refurbishment Survey for Kiosk - KC	£168.00	£28.00
IB 5364		Amazon	Library Stationary	£20.44	£3.41
IB 5365		ADI	Container Locks for Killacourt	£10,499.33	£1,749.89
IB 5366		Duchy Alarms	Intruder Alarm for Library	£450.00	£75.00
IB 5367		ADI	Container Locks for Killacourt	£3,530.02	£588.34
IB 5368		Aventail Security	Library Security	£811.20	£135.20
IB 5374		Viking	Stationary Order	£56.73	£4.29
IB 5375		Candy Cabin	Library Newspapers	£107.20	£0.00
IB 5376		Amazon	Coat Stand for TIC	£74.98	£12.50
IB 5377		British Gas	Killacourt Kiosk Electricity	£51.02	£1.21
IB 5378		Aventail Security	Library Security	£1,287.00	£214.50
IB 5383		Brian White	Accounting Support (TIC)	£250.00	£0.00
IB 5391		APS Construction Services	Works on the Bandstand	£468.00	£78.00
IB 5393		APS Construction Services	Investigate Burning Smell in Library	£144.00	£24.00
IB 5395		South West Water	Water Bill for Kiosk	£103.10	£7.13
IB 5409		APS Construction Services	Hire of Fences at Killacourt	£351.60	£58.60
Total				£19,177.87	

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:
Total				£0.00	

7.0

Total Payments/Bank Balances:		
1.0	Bank Balances	£2,933,210.69
	Expenditure for Authorisation	
2.0	Direct Debit & Standing Orders (Expenditure)	£16,911.67
3.0	Payroll Payments (Expenditure)	£64,897.04
4.0	Unity Bank Card Payments (already made(Expenditure))	£6,035.73
5.0	Natwest Bank Payments (Expenditure)	£0.00
6.0	Unity Bank Payments (requiring authorisation(Expenditure))	£53,167.81
	Total Expenditure for Authorisation	£141,012.25

Finance and Policy Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	F&P (Corporate Service)					
IB 5480	Already Paid	BT	Internet Services	£1,002.00	£167.00	
IB 5481	Already Paid	BT	Internet Services	£167.40	£27.90	
IB 5482	Already Paid	Town & Country Motor Centre	Deposit for Electric Vans	£1,000.00	£0.00	
IB 5416		Jo Downs Glass Design Ltd	Bespoke Awards	£360.00	£60.00	
IB 5483		Coast2Coast Locksmiths	Unlocking Server Room Doors	£55.00	£0.00	
IB 5484		Amazon	Monitor Stand	£28.98	£4.83	
IB 5485		Amazon	Intruder Alarm Equipment	£622.15	£103.75	
IB 5486		Viking	Stationary Order	£97.37	£16.23	
IB 5487		Viking	Stationary Order	£61.15	£10.19	
IB 5488		MJB Tyres	Puncture Repair	£15.00	£2.50	
IB 5489		MJB Tyres	Fuel C Wet Grip	£64.00	£10.67	
IB 5490		Rialtas Business Solutions	Assets Support Contract	£198.00	£33.00	
IB 5492		Barron surveying services	Interim Stage Fee	£3,600.00	£600.00	
IB 5493		Datasharp	Printing Costs	£466.61	£77.77	
				£7,737.66		

Tourism and Leisure Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	T&L (TIC & Library)					
IB 5411		National Express	Tickets for Resale (TIC)	£1,040.24	£0.00	
IB 5412		Venture Wholesale	Stock for resale (TIC)	£111.44	£0.00	
IB 5413		Kevredna Ltd	Stock for resale (TIC)	£42.50	£0.00	
IB 5414		Outstanding Map Distributors Ltd	Stock for resale (TIC)	£79.90	£0.00	
IB 5415		Secure Trading	Card Transaction Charges	£26.40	£4.40	
IB 5417		Laurence Associates	Planning Consultancy Services	£1,113.00	£185.50	
IB 5418	Already Paid	GEORATS	Killacourt Works	£15,824.40	£2,637.40	
				£18,237.88		

FBOS Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	FBOS (Environment Service)					
IB 5423		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5424		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5425		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5426		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5427		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5428		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5429		Jewsons Ltd	Bulk Bags of Hardcore	£46.36	£7.73	
IB 5430		Jewsons Ltd	Equipment for Benches	£49.91	£8.32	
IB 5431		Andyloos	Standard Unit Hire	£264.96	£44.16	
IB 5432		Andyloos	Service Visit	£450.00	£75.00	
IB 5433		Griffen & Sons	Bench Refurbs	£1,740.00	£0.00	
				£2,829.39		

ED Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Minute Ref: (if applicable)
	ED (CCTV & Facilities Service)					
IB 5420		EDF Energy	Little Fistril Electricity	£389.48	£59.60	
IB 5421		SSE Enterprise Lighting	Supply and Install New Camera	£1,308.00	£218.00	
IB 5422		Thirsty Work	Bottled Water & Cooler Rental	£20.04	£3.34	
				£1,717.52		