



<b>RFO's Report to:</b>	Full Council
<b>Date:</b>	Mar-22
<b>Title:</b>	March 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>			

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<b>Required action from members:</b>
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 28.02.22

Account:	Balance:
Natwest NTC Current Account	
Natwest NTC Reserve	
Unity Bank NTC	
Unity Bank Reserve	
Natwest TIC Current Account	
Unity Bank TIC	
CCLA Deposit	
<b>Total Account Balances</b>	<b>£0.00</b>

### 2.0

### Direct Debits & Standing Orders

Direct Debits / Standing Orders:	Total:	Acc:
ALD Automotive		NTC
Allstar		NTC
British Gas		NTC
Churchill Environment Services		NTC
Cornwall Council Rates		NTC
EDF Energy		NTC
Global Collect		NTC
H3G		NTC
Lloyds Card Payment		NTC
Yoozoom		NTC
NEST		NTC
Nissan Finance		NTC
SWW		NTC
TechQuarters		NTC
Thirsty Work		NTC
Quadient		NTC
BT		NTC
Siemens		NTC
Premium Credit		NTC
Unity Bank		NTC
Biffa		NTC
Eden		TIC
Unity Bank		TIC
<b>Total Direct Debit Amount:</b>	<b>£0.00</b>	

### 3.0

### Payroll Payments (Already Made)

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
Payroll / CC Pensions	£54,674.98	NTC	IB 9029 - IB 9069
HMRC	£12,033.19	NTC	IB 9070
<b>Total Payroll:</b>	<b>£66,708.17</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

## Human Resources Committee Payments

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 9096		Susan Deakin	Reimbursement for Ticket to NEC	£170.40	£0.00
IB 9097		SLCC	Climate Change Summit	£54.00	£9.00
IB 9098		South West Councils	Neurodiversity Course	£134.40	£22.40
IB 9099		PSTAX	Payroll Training	£198.00	£33.00
IB 9100		Megan Adams	Reimbursement for Trousers	£13.00	£0.00
IB 9101		Rumbles 2	Facilities Uniform	£60.00	£10.00
IB 9102		Aventail Security	Security Invoice	£865.80	£144.30
IB 9103		Aventail Security	Security Invoice	£139.20	£0.00
IB 9104		Aventail Security	Security Invoice	£865.80	£144.30
IB 9105		CALC	Introduction to Planning	£36.00	£6.00
IB 9106		CALC	Code of Conduct Training	£24.00	£4.00
IB 9107		CALC	How to Prepare for TV & Radio Interviews	£36.00	£6.00
IB 9108		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 9109		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 9110		APS Construction Services	Cleaning Staff	£652.32	£108.72
IB 9111		APS Construction Services	Cleaning Staff	£652.32	£108.72
				£5,205.88	

## 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 9087		Amazon	Laptop Adapter	£21.36	£3.56
Total				£21.36	

**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 9112		Cornwall Council	Atlantic Road February Rates	£632.00	£0.00
IB 9113		South West Water	Mountwise Water	£197.69	£0.00
IB 9114		South West Water	Allotment Water	£13.04	£0.00
IB 9115		EDF Energy	Library Electricity	£494.86	£144.70
IB 9116		Kashing Ltd	Monthly Fee	£35.96	£5.99
IB 9117		Mole Valley	Compost	£6.98	£1.16
IB 9118		Vincent Tractors	Environment Equipment	£264.88	£44.16
IB 9119		Arrow Industrial Group	Works on Library Door	£309.60	£51.60
IB 9120		APS Construction Services	Works at Mountwise	£895.36	£149.23
IB 9121		PJ Print	Open Spaces Signs	£24.00	£4.00
IB 9122		Masons Kings	Fuel Filter & Spark Plug	£62.20	£10.37
IB 9123		Swift Catering Supplies	Cleaning Materials	£323.89	£53.98
IB 9124		Swift Catering Supplies	Cleaning Materials	£161.86	£26.98
IB 9125		Screwfix	Fixings for Bandstand	£9.19	£1.53
IB 9126		Screwfix	Metal Cutting Discs	£11.98	£2.00
IB 9127		1st Call Skip Hire	Mixed Waste Skip	£462.00	£77.00
IB 9128		1st Call Skip Hire	Mixed Waste Skip	£78.00	£13.00
IB 9129		1st Call Skip Hire	Mixed Waste Skip	£384.00	£64.00
<b>Total</b>				<b>£4,367.49</b>	

**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 9088		Ricoh	TIC Printing	£272.87	£45.48
IB 9089		Melissa Hallam	Reimbursement for Sign Clips	£23.76	£3.96
IB 9090		Amazon	Napkins	£6.95	£1.16
IB 9091		Amazon	Wooden Knives	£2.97	£0.50
IB 9092		Amazon	Takeaway Pots	£10.99	£1.83
IB 9093		Amazon	Paper Bags	£8.00	£1.33
IB 9094		Amazon	Black Ribbon	£7.39	£1.23
IB 9095		Amazon	Cellophane Roll	£11.99	£2.00
<b>Total</b>				<b>£344.92</b>	

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:
			<b>Total</b>	<b>£0.00</b>	

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:
			<b>Total</b>	<b>£0.00</b>	

7.0

<b>Total Payments/Bank Balances:</b>		
1.0	Bank Balances	<b>£0.00</b>
	<b>Expenditure for Authorisation</b>	
2.0	Direct Debit & Standing Orders (Expenditure)	£0.00
3.0	Payroll Payments (Expenditure)	£66,708.17
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))	£9,939.65
	<b>Total Expenditure for Authorisation</b>	<b>£76,647.82</b>



# Governance and Resources Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Authorisation Method:
	G&R					
IB 9226	Already Paid	Newquay Library Chess Club	Councillor Community Fund	£135.00	£0.00	Manager
IB 9227	Already Paid	Newquay HMAF Veterans CIC	Councillor Community Fund	£1,400.00	£0.00	Manager
IB 9228		BT	Internet Services	£1,002.00	£167.00	Contract
IB 9229		Amazon	Retractable Badge Holders	£35.34	£5.88	Manager
IB 9230		Amazon	Phone Handset	£43.98	£0.00	Manager
IB 9231		Amazon	IT Equipment	£19.99	£3.33	Manager
IB 9232		Amazon	IT Equipment	£24.95	£4.16	Manager
IB 9233		Kovic	Designer Retainer	£480.00	£0.00	Contract
IB 9234		Kovic	Designer Retainer	£480.00	£0.00	Contract
IB 9235		ADI	Access Control Equipment	£797.21	£132.87	Manager
IB 9237		Datasharp UK Ltd	Printing Costs	£257.88	£42.98	Contract
IB 9238		B.E.White	Accounting Support	£1,059.00	£0.00	Committee
IB 9239		Flagmakers	Ukranian Flag	£112.12	£18.69	Town Clerk
IB 9240		APS Construction Services	CAT V Cable	£132.00	£22.00	Manager
IB 9241		Experian	Business Express	£240.00	£40.00	Manager
IB 9242		Viking	Stationary Order	£74.10	£12.35	Manager
IB 9243		Viking	Stationary Order	£110.30	£18.38	Manager
IB 9244		Viking	Stationary Order	£86.14	£14.36	Manager
IB 9245		Viking	Stationary Order	£20.84	£3.47	Manager
IB 9246		Viking	Stationary Order	£43.23	£3.54	Manager
IB 9247		Viking	Stationary Order	£34.62	£5.77	Manager
IB 9248		Viking	Stationary Order	£36.73	£6.12	Manager
IB 9249		Viking	Stationary Order	£17.84	£2.97	Manager
				£6,643.27		

# Community and Tourism Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Authorisation Method:
	C&T					
IB 9131		Amazon	Vacuum Cleaner for CCTV	£124.98	£20.83	Deputy Town Clerk
IB 9132		Viking	Stationary Order	£162.43	£27.07	Manager
IB 9133		Jennifer Dixon	Town Team Advisory Services	£28.00	£0.00	Manager
				£315.41		



# Environment and Facilities Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Authorisation Method:
	E&F					
IB 9139	Already Paid	EDF Energy	Offices Electricity	£1,269.69	£211.62	Contract
IB 9140		British Gas	Killacourt Kiosk Electricity	£47.20	£2.80	Contract
IB 9141		South West Water	Porth Water	£442.99	£0.00	Contract
IB 9142		Biffa	Killacourt Bins	£125.76	£20.96	Contract
IB 9143		Biffa	Mountwise Bins	£143.52	£23.92	Contract
IB 9144		EDF Energy	Library Electricity	£1,706.02	£201.86	Contract
IB 9145		Screwfix	Works for Midwives	£33.86	£5.64	Manager
IB 9146		Masons Kings	Works to Faulty Equipment	£21.60	£3.60	Manager
IB 9147		Tozers	Mountwise Deed of Variation	£1,200.00	£200.00	Committee
IB 9148		Goonhavern Garden Centre	Plants & Materials	£10.79	£1.80	Manager
IB 9149		Healthmatic	Coinbox Keys	£52.50	£8.75	Manager
IB 9150		Agro-ecological Urban Micro Farming	Forest Garden Equipment	£57.00	£0.00	Committee
IB 9151		Pureclean	Mountwise Window Cleaning	£96.00	£16.00	Deputy Town Clerk
IB 9152		Kashing Ltd	Monthly Fee	£35.96	£5.99	Contract
IB 9153		Kashing Ltd	Monthly Fee	£35.96	£5.99	Contract
IB 9154		CWS Ltd	Rental of Recycling Bin Units	£450.00	£75.00	Contract
IB 9155		direct365	1100L Trade Waste Lockable	£1,063.19	£177.20	Contract
IB 9156		direct365	Excess Waste Taken - Skatepark	£38.81	£6.47	Contract
IB 9157		direct365	Feminine Hygiene Disposal	£40.86	£6.81	Contract
IB 9158		1st Call Skip Hire	Green Waste Skip	£69.00	£11.50	Manager
IB 9159		1st Call Skip Hire	Green Waste Skip	£69.00	£11.50	Manager
IB 9160		1st Call Skip Hire	Mixed Waste Skip	£225.00	£37.50	Manager
IB 9161		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00	Manager
IB 9162		APS Construction Services	Works at Fore St Toilets	£156.00	£26.00	Manager
IB 9163		APS Construction Services	Replace Door Handle at Narrowcliff	£132.00	£22.00	Manager
IB 9164		APS Construction Services	Easing of Doors - Watergate & Little Fistral	£132.00	£22.00	Manager
IB 9165		APS Construction Services	Adjusting Doors at Units & Café	£1,014.00	£169.00	Committee
IB 9166		APS Construction Services	Works on Library Windows	£96.00	£16.00	Manager

# Environment and Facilities Payments List

IB 9167		APS Construction Services	Assist with Works for Midwives	£698.28	£116.38	Manager
IB 9168		APS Construction Services	Works to Fire Doors	£4,086.00	£681.00	Manager
IB 9169		CWS Ltd	The Crescent Bins	£148.80	£24.80	Contract
IB 9170		CWS Ltd	Trebarwith Crescent Bins	£242.40	£40.40	Contract
IB 9171		1st Call Skip Hire	Mixed Waste Skip	£96.00	£16.00	Manager
IB 9172		direct365	Feminine Hygiene Disposal	£129.64	£21.61	Contract
IB 9173		direct365	1100L Trade Waste Lockable	£87.88	£14.65	Contract
IB 9174		EDF Energy	Offices Electricity	£2,140.66	£356.78	Contract
IB 9175		Tozers	Café Professional Charges	£354.00	£59.00	Committee
IB 9176		Tozers	Unit 5 Professional Charges	£357.60	£59.60	Committee
IB 9177		Tozers	Unit 9 Forfeit of Lease	£253.20	£42.20	Committee
IB 9178		Tozers	Café Professional Charges	£3,447.00	£574.50	Committee
IB 9179		Tozers	Unit 5 Surrender of Lease	£900.00	£150.00	Committee
IB 9180		Tozers	Café Professional Charges	£792.00	£132.00	Committee
IB 9181		AUK Supplies	Cleaning Materials	£10.56	£1.76	Manager
IB 9182	Already Paid	South West in Bloom	Competition Fee	£175.00	£0.00	Committee
				£22,809.73		