



RFO's Report to:	Full Council
Date:	Jul-22
Title:	July 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?			

Author:	Levi Holroyd	Role:	Finance Assistant
Contact:	Tel: 01637 878388 - E-mail: levi@newquay.town		

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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 23.05.22

Account:	Balance:
Natwest NTC Current Account	£1,000.00
Natwest NTC Reserve	£661,363.23
Unity Bank NTC	£277,910.78
Unity Bank Reserve	£1,489,707.45
Natwest TIC Current Account	£147,340.90
Unity Bank TIC	£261,405.58
CCLA Deposit	£250,000.00
Total Account Balances	£3,088,727.94

2.0

Direct Debits & Standing Orders

Direct Debits / Standing Orders:	Total:	Acc:
ALD Automotive	£693.15	NTC
Allstar	£43.58	NTC
British Gas		NTC
Churchill Environment Services	£405.96	NTC
Cornwall Council Rates	£3,873.95	NTC
EDF Energy	£6,532.84	NTC
Global Collect	£209.89	NTC
H3G	£342.47	NTC
Lloyds Card Payment		NTC
Yoozoom	£213.99	NTC
NEST	£1,326.36	NTC
Nissan Finance	£1,170.40	NTC
SWW	£1,142.50	NTC
TechQuarters	£1,314.58	NTC
Thirsty Work	£163.20	NTC
1&1	£226.80	NTC
Mailing Room	£613.14	NTC
KINTO	£498.60	NTC
Premium Credit		NTC
Unity Bank	£12.30	NTC
Biffa	£7.85	NTC
Natwest		TIC
Unity Bank		TIC
Total Direct Debit Amount:	£18,791.56	

3.0

Payroll Payments (Already Made)

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
Payroll / CC Pensions	£57,722.44	NTC	IB 9610 - IB 9650
HMRC	£12,845.05	NTC	IB 9651
Total Payroll:	£70,567.49		

4.0

Unity Bank Card Payments (already made)

Date	Supplier:	Info:	Total:	VAT:	Committee:
04.05	Moneysoft	Payroll Manager	£180.00	£30.00	G&R
10.05	Atlantic Hotel	Mayor Making	£135.00	£0.00	C&T
10.05	Eventbrite	Connecting on the Court	£25.00	£0.00	C&T
12.05	Flywire	Membership	£110.00	£18.33	G&R
12.05	Cornwall Galleries	Framed Documents	£65.00	£0.00	G&R
12.05	Planprint	Newquay Base Map	£24.00	£4.00	C&T
16.05	Adobe	Adobe Acrobat	£12.64	£0.00	G&R
16.05	Pixart	Town Team Flyers & Leaflets	£207.79	£0.00	C&T
16.05	Digital Printing	Roll Up Stand	£95.82	£15.97	C&T
18.05	Adobe	Adobe Acrobat	£12.64	£0.00	G&R
22.05	Eventbrite	Refund	-£25.00	£0.00	C&T
23.05	Ad-Tek	IT Cabinets	£292.50	£0.00	G&R
05.06	Hexnode	Hexnode Subscription	£1,614.42	£0.00	G&R
06.06	Lloyds	Monthly Fee	£3.00	£0.00	G&R
Total Unity Card Amount:			£2,752.81		

5.0

Natwest Bank Payments Requiring Authorisation

(items in red have already been paid)

Com	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 9652		Workwear Express	Uniform Order	£190.23	£31.71
IB 9653		Workwear Express	Uniform Order	£41.33	£6.89
IB 9654		Winners Recruitment	Security Invoice	£298.70	£49.78
IB 9655		Skyguard Ltd	MySOS Subscription	£362.88	£60.48
IB 9656		South West Councils	HR Training	£540.00	£90.00
IB 9657		PSTAX	IR35/Status Training	£234.00	£39.00
IB 9658		APS Construction Services	Staff Lock Ups	£4,492.80	£748.80
IB 9659		CALC	Code of Conduct Training	£24.00	£4.00
IB 9660		CALC	Contracts & Procurement	£108.00	£18.00
IB 9661		CALC	Difficult Conversations	£36.00	£6.00
IB 9662		Winners Recruitment	Security Invoice	£229.44	£38.24
Total				£6,557.38	

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 9710		Royal Mail	Postage Collection	£990.00	£165.00
IB 9711		BT	Internet Services	£1,002.00	£167.00
IB 9712		James Hallam	Motor Vehicle Insurance	£6,554.60	£0.00
IB 9713		Adobe	Adobe Acrobat Subscription	£2,001.31	£333.55
IB 9714		Screwfix	Jockey Wheel for Trailer	£32.99	£5.50
IB 9715		Kovic	Designer Retainer	£480.00	£0.00
IB 9716		B.E.White	Accounting Support	£806.00	£0.00
IB 9717		Gallagher	Insurance Invoice	£436.08	£0.00
IB 9718		Andy Curtis	Reimbursement for IT	£14.99	£0.00
IB 9719		Andy Curtis	Reimbursement for Website Costs	£175.78	£0.00
IB 9720		MJB Tyres	Tyre Replacement	£59.00	£9.83
IB 9721		MJB Tyres	Tyre Replacement	£59.00	£9.83
IB 9722		Datasharp UK Ltd	Printing Costs	£293.59	£48.93
IB 9723		Datasharp UK Ltd	Printing Costs	£299.32	£49.89
IB 9724		Viking	Stationery Order	£183.66	£30.61
IB 9725		Viking	Stationery Order	£12.38	£2.06
IB 9726		Amazon	Memory Card	£27.99	£4.67
IB 9727		Amazon	Server Shelf	£33.25	£5.54
IB 9728		Amazon	Key Cabinet	£92.70	£15.45
IB 9729		Amazon	Key Cabinet	£15.99	£2.67
IB 9730		Amazon	Server Cabinet	£327.52	£54.59
IB 9731		Amazon	Server Shelf	£33.64	£5.61
IB 9732		Amazon	Docking Station	£40.79	£0.00
IB 9733		Amazon	Memory Card	£28.34	£4.72
IB 9734		Amazon	Extension Lead	£25.95	£4.33
IB 9735		Amazon	Keyboard	£49.95	£8.33
IB 9736		Amazon	Switch Box	£26.99	£4.50
IB 9737		Viking	Stationery Order	£46.48	£7.75
IB 9738		Viking	Notepads	£6.44	£1.07
Total				£14,156.73	

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 9680		Emma Harvey	Allotment Refund	£25.00	£0.00
IB 9681		Cornwall Council	Unit 10 Rates	£1,801.12	£0.00
IB 9682		Jewson	Environment Equipment	£23.42	£3.90
IB 9683		Screwfix	Cement	£12.49	£2.08
IB 9684		Style	Servicing Partitions	£780.00	£130.00
IB 9685		Cornwall Council	SLA Patrols of Atlantic Rd	£133.20	£0.00
IB 9686		1st Call Skip Hire	Mixed Waste Skip	£129.00	£21.50
IB 9687		Millenium Plants	Hanging Baskets	£2,217.06	£369.51
IB 9688		Swift Catering Supplies	Face Masks	£19.18	£3.20
IB 9689		Swift Catering Supplies	Cleaning Materials	£1,868.98	£311.50
IB 9690		auk Supplies	Graffiti Remover	£15.48	£2.58
IB 9691		auk Supplies	Cleaning Materials	£99.48	£16.58
IB 9692		CWS Ltd	Rental of Recycling Bin Units	£450.00	£75.00
IB 9693		CWS Ltd	Trebarwith Crescent Bins	£445.27	£74.20
IB 9694		CWS Ltd	The Crescent Bins	£278.62	£46.43
IB 9695		Jewson	Topsoil	£119.99	£20.00
IB 9696		South West Water	Allotment Water	£6.73	£0.00
IB 9697		South West Water	Mountwise Water	£120.19	£0.00
IB 9698		South West Water	Café Water	£2,517.59	£0.00
IB 9699		Amazon	Graffiti Remover	£51.60	£8.60
IB 9700		Screwfix	Paint Stripper & Hand Sanitiser	£46.98	£7.82
IB 9701		Glasdon	Bench for Nansledan	£656.39	£109.40
IB 9702		direct365	1100L Trade Waste Lockable	£1,063.19	£177.20
IB 9703		Duchy Alarms	Annual Alarm Maintenance	£768.36	£128.06
IB 9704		Kashing Ltd	Monthly Fee	£35.96	£5.99
IB 9705		RJM Windows	Replacement Window	£225.82	£106.91
IB 9706		1st Call Skip Hire	Mixed Waste Skip	£75.00	£12.50
IB 9707		Rainer Security	Keys for Units	£98.40	£16.40
IB 9708		More Creative	Amendments to Killacourt Monolith	£140.47	£23.41
IB 9709		Gwella Contracting Services	Asbestos Removal	£12,763.20	£2,127.20
Total				£26,988.17	

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 9663		National Express	Tickets for resale	£455.96	£0.00
IB 9664		Experian	Consumer Reports - Town Team	£120.00	£20.00
IB 9665		Trenance Cottages	Stock for Resale	£36.00	£6.00
IB 9666		MEP South West	Jubilee Beacon Set Up	£249.60	£41.60
IB 9667		Screwfix	Lights for Huers Hut	£43.98	£7.33
IB 9668		Brittony Hardy	Jubilee Performance	£250.00	£0.00
IB 9669		Newquay Male Voice Choir	Jubilee Performance	£120.00	£0.00
IB 9670		Strange Almond	Jubilee Performance	£300.00	£0.00
IB 9671		Glitter Faces	Jubilee Face Painting	£200.00	£0.00
IB 9672		Imagine Outdoors	Jubilee Activities	£200.00	£0.00
IB 9673		Viking	Town Team Stationery	£173.11	£28.85
IB 9674		Amazon	Easels for Town Team	£191.89	£32.00
IB 9675		PJ Print	Jubilee Booklets	£260.00	£0.00
IB 9676		PJ Print	Discovery Signs	£882.00	£147.00
IB 9677		Venture Wholesale	Stock for Resale	£33.60	£0.00
IB 9678		Venture Wholesale	Stock for Resale	£116.24	£0.00
IB 9679		Dave Brown	PA for Civic Parade	£350.00	£0.00
Total				£3,982.38	

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	£3,088,727.94
	Expenditure for Authorisation	
2.0	Direct Debit & Standing Orders (Expenditure)	£18,791.56
3.0	Payroll Payments (Expenditure)	£70,567.49
4.0	Unity Bank Card Payments (already made(Expenditure))	£2,752.81
5.0	Natwest Bank Payments (Expenditure)	£0.00
6.0	Unity Bank Payments (requiring authorisation(Expenditure))	£51,684.66
Total Expenditure for Authorisation		£143,796.52

Community and Tourism Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Authorisation Method:
	C&T					
IB 9739		National Express	Tickets for resale	£635.71	£0.00	TIC Manager
IB 9740		Brittony Hardy	Summer Sessions Performance	£150.00	£0.00	Events Coordinator
IB 9741		C Bone	Summer Sessions Performance	£450.00	£0.00	Events Coordinator
IB 9742		Enerveo	CCTV Control Room Maintenance	£6,813.56	£1,135.59	CCTV Manager
IB 9743		Enerveo	Supply & Fit Replacement Camera	£2,146.13	£357.69	CCTV Manager
IB 9744		Prior + Partners	Town Team - Stage 0 Mobilisation	£12,238.36	£2,039.73	Finance Manager
IB 9745		Paulines Creamery	Civic Parade Catering	£200.00	£0.00	Events Coordinator
IB 9746		New Mind	TIC Website Costs	£10,978.80	£1,829.80	TIC Manager
IB 9747		Bradley Burchill	Summer Sessions Performance	£200.00	£0.00	Events Coordinator
IB 9748		Jane Andersson	Summer Sessions Performance	£300.00	£0.00	Events Coordinator
IB 9793		Nick Mears	Summer Sessions Performance	£175.00	£0.00	Events Coordinator
				£34,287.56		

Governance and Resources Payments List

IB Reference	Committee	Supplier	Description	Total	VAT	Authorisation Method:
	G&R					
IB 9793	Already Paid	Levi Holroyd	Petty Cash Top Up	£264.80	£0.00	Manager
IB 9794		Kovic	Designer Retainer	£480.00	£0.00	Contract
IB 9795		B.E.White	Accounting Support	£418.00	£0.00	Town Clerk
IB 9796		MJB Tyres	Replacement Tyre	£120.00	£20.00	Manager
IB 9797		Newquay Town Council	Transfer to Mayoral Account	£1,255.75	£0.00	Manager
IB 9798		Datasharp UK Ltd	Printing Costs	£293.59	£48.93	Contract
IB 9799		Viking	Stationery Order	£11.81	£1.97	Manager
IB 9800		Viking	Stationery Order	£474.95	£71.85	Manager
IB 9801		ibabs	Quarterly Charges	£700.00	£0.00	Contract
IB 9802		Callum Rowley	Reimbursement for Side Mirror	£10.99	£0.00	Manager
IB 9803		Andy Curtis	Reimbursement for Website Costs	£281.65	£0.00	Manager
IB 9804		AHGTC	AHGTC Membership	£30.00	£0.00	Manager
IB 9805		Amazon	Chamber Camera	£319.99	£53.33	Manager
				£4,661.53		