

Payment Authorisation Listing - April 2020

Committees:

FAR = Finance, Administration & Remuneration

KWCC = Kings Worthy Community Centre

PC = Parish Council

P&H = Planning & Highways

R&A = Recreation & Amenities

Payments to be authorised

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
06/03/2020	FAR (KWCC)	Hampshire County Council	Toilet rolls, gloves, disinfectant, sign, clothes and bleach	Cleaning Supplies	£168.05	£0.00
07/03/2020	FAR / FAR (KWCC)	Hydra International Ltd	Hand sanitiser	Cleaning Supplies / Miscellaneous Expenditure	£136.90	£0.00
09/03/2020	R&A	Plane Arboriculture Ltd	Site investigation and report for Broadview/Legion Lane	Tree Works	£360.00	£0.00
10/03/2020	R&A	Ashridge Nurseries	Plants for the burial ground	Planting	£93.24	£0.00
12/03/2020	FAR	Konica Minolta Business Solutions (UK) Ltd	Copier rental (February - May 2020)	Office Equipment rental	£76.07	£0.00
17/03/2020	FAR	Computer Risk Management Ltd	A3 HP Printer	Office Capital Expenditure	£119.99	£0.00
18/03/2020	R&A	Winchester City Council	Annual play area inspections	Playground Maintenance	£179.80	£0.00
18/03/2020	FAR (KWCC)	Hampshire County Council	Gloves and disinfectant	Cleaning Supplies	£22.27	£0.00
19/03/2020	FAR	Amazon EU	2x Replacement keyboards	Small Office Equipment (under £100)	£88.42	£0.00

20/03/2020	R&A	Tom Fisher Tree Care	Completion of Hinton Park tree works	Tree Works	£720.00	£0.00
20/03/2020	R&A	RP Gardening	Dig out, top soil and seed mount at Kings Worthy Green	Open Spaces Maintenance	£785.00	£0.00
20/03/2020	FAR	Hampshire County Council	Labels and envelopes	Office Stationery	£99.08	£0.00
20/03/2020	FAR	Hampshire County Council	A4 Card	Office Stationery	£105.12	£0.00
22/03/2020	FAR	Amazon EU	A3 printer paper	Printing	£13.19	£0.00
22/03/2020	FAR	memoryking	CAT 6 Network socket	Miscellaneous Expenditure	£7.95	£0.00
22/03/2020	FAR	Amazon EU	Wall plugs	Miscellaneous Expenditure	£4.08	£0.00
22/03/2020	FAR	shenzhenshibeiersiqikeji youxiangongsi	Laptop backpack	Miscellaneous Expenditure	£19.99	£0.00
23/03/2020	FAR	HP Inc. UK Ltd	HP 470 Laptop	Office - Capital Expenditure	£864.00	£0.00
24/03/2020	R&A	ID Verde Ltd	Dog bin emptying (x12 bins) from Jan - Mar 2020	Dog Bins	£1,276.63	£0.00
24/03/2020	FAR	Christopher Read	Milk (Dec 19 - March 20)	Travel and Subsistence	£10.31	£0.00
24/03/2020	FAR	Christopher Read	New desk to allow home working during COVID-19	Miscellaneous Expenditure	£153.95	£0.00
25/03/2020	FAR	Hook Parish Council	Councillors finance training session	Staff and Councillors Training	£40.00	£0.00
27/03/2020	R&A	Worthy Plants	Supply and plant trees at Broadview + Maintenance of fruit trees at Hinton Park	Tree Works	£1,196.07	£0.00
30/03/2020	R&A	M.R.S. Services	Remove over hanging branches at Kim Bishop Walk	Tree Works	£200.00	£0.00
30/03/2020	P&H	M.R.S. Services	Supply and fit an additional post next to the Churchill Close Pedestrian Gates	CIL Projects (P&H)	£179.91	£0.00

30/03/2020	R&A	M.R.S. Services	Dig out and fit 6 new wooden 'crocodile' posts	Open Spaces Maintenance	£352.50	£0.00
30/03/2020	R&A	M.R.S. Services	Replace and repair of parts on Basket Swing, Amazon Eco Basin and Rope Tunnel	Playground Maintenance (5004)	£864.31	£0.00
30/03/2020	FAR / FAR (KWCC)	M.R.S. Services	Monthly inspections January 2020, Change speed sign batteries, replace AED pads, take down Christmas lights & arrange access into the meeting room	Maintenance Technician - General repairs / Other premises costs - Tubbs Hall	£310.75	£0.00
30/03/2020	FAR / R&A	M.R.S. Services	Monthly inspections February 2020, take down broken sign, site meeting with Clerks re. temporary fencing on Broadview, Erection of key safe and fit new shelf and door stop	7802 - Maintenance Technician - General repairs / Signs / Tree Works	£393.25	£0.00
31/03/2020	R&A	M.R.S. Services	Removal of rubbish from Broadview following tree works	Tree Works	£289.84	£0.00
31/03/2020	R&A	M.R.S. Services	Monthly inspections March 2020, check gate at Eversley Park was secure, Close off and lock gates of the MUGA due to COVID-19), redo barrier tape at MUGA	Maintenance Technician - General repairs / Open Spaces Maintenance	£291.50	£0.00
31/03/2020	P&H	Hampshire County Council	Street light charges (Oct 19 - March 2020)	Street lighting	£4,042.22	£0.00
31/03/2020	FAR	EKS Accounting	Payroll services (Jan, Feb & March 2020)	Accountancy, book keeping and Payroll	£61.20	£0.00
31/03/2020	FAR	The Parkinson Partnership	VAT advice regarding Tubbs Hall	Legal and Professional Fees	£600.00	£0.00
31/03/2020	FAR	Lucia Foster Found	Expenses (Jan - March 2020)	Travel and Subsistence	£27.07	£0.00
31/03/2020	FAR	Box-it UK Ltd	Document storage (01/04/20 - 30/06/2020)	Document Storage	£40.34	£0.00
				Total (all):	£14,193.00	£0.00

Direct Debits & Standing Orders

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
02/03/2020	FAR (KWCC)	EDF Energy	Gas -Tubbs Hall	Gas	£66.00	£0.00
05/03/2020	FAR(KWCC)	Business Stream Ltd	Water -Tubbs Hall	Water -Tubbs Hall	£21.00	£0.00
12/03/2020	FAR (KWCC)	XLN Telecom	Phone & Broadband supply	Telephone & Broadband	£57.77	£0.00
16/03/2020	FAR	TLC Online	Website support and maintenance services	Website/Email Expenses	£20.00	£0.00
17/02/2020	FAR (KWCC)	British Gas Lite	Electricity for Kings Worthy Community Centre	Electricity	£84.42	£0.00
17/02/2020	FAR	Lloyds Bank Plc	Monthly card charges	Bank Charges and Interest	£58.81	£0.00
17/02/2020	FAR	Sage Software Ltd	SAGE accounting software	Computer Software	£26.40	£0.00
23/03/2020	FAR (KWCC)	Biffa Municipal limited	Bin emptying at Tubbs Hall	Waste Collection charges	£196.88	£0.00
24/03/2020	FAR (KWCC)	Rentokil Pest Control	Pest control services for Tubbs Hall	Pest Control	£87.96	£0.00
27/03/2020	FAR (KWCC)	PHS Group plc	Sanitary disposal for Tubbs Hall	Sanitary Disposal	£323.09	£0.00
31/03/2020	FAR	Unity Trust Bank Plc	Manual credit handling charge	Bank Charges and Interest	£1.20	£0.00
31/03/2020	FAR	Unity Trust Bank Plc	Bank charges	Bank Charges and Interest	£31.65	£0.00
27/03/2020	R&A	Green Smile Ltd	Grounds maintenance service	Grounds maintenance	£3,594.00	£0.00
				Total:	£4,569.18	£0.00

Remuneration costs

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
25/03/2020	FAR	C Read	Salary	Employee Wages and Salaries	£1,603.35	£0.00
25/03/2020	FAR	Lucia Foster Found	Salary	Employee Wages and Salaries	£815.34	£0.00
19/04/2020	FAR	HMRC	National Insurance	NI	£394.94	£0.00
19/04/2020	FAR	HMRC	PAYE	PAYE	£181.00	£0.00
19/04/2020	FAR	Hampshire County Council	Pensions	Pensions	£920.10	£0.00
				Total:	£3,914.73	£0.00

Procurement card payments

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
02/03/2020	FAR	Lloyds Bank	Monthly card fees	Bank Charges and Interest	£6.00	£0.00
02/03/2020	FAR	Post Office	20x 1st Class Stamps	Postage	£14.00	£0.00
02/03/2020	FAR (KWCC)	Croma Security Solutions	2x Keys cuts for new key box	Miscellaneous Expenditure	£10.01	£0.00
02/03/2020	FAR	Stagecoach Bus	Return bus ticket to Winchester	Travel and Subsistence	£4.30	£0.00
02/03/2020	FAR	Post Office	35x 1st Class Stamps	Postage	£24.50	£0.00
03/03/2020	FAR	Microsoft	Annual Office 365 subscription	Computer Software	£115.26	£0.00
12/03/2020	FAR	Freeola Ltd	Purchase of an annual SSL security certificate for the website	Website/Email Expenses	£19.57	£0.00
				Total:	£193.64	£0.00