

# Paddock Wood Town Council

15 May 2024 (2023-2024)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
620	Fuel	02/01/2024		Current/Business Re:	DD	fuel cards	Wex Retail Cards	S	82.17	16.43	98.60
621	St Andrews - Electricity	02/01/2024		Current/Business Re:	DD	Electricity - St Andrews Hall	Scottish Power	S	485.98	97.20	583.18
622	CC Utilities	05/01/2024		Current/Business Re:	DD	Electricity - Community Centre	SSE	S	3,152.63	630.52	3,783.15
623	Printing and copying	10/01/2024		Current/Business Re:	DD	Photocopier Lease	Insight Systems	S	1,171.85	234.37	1,406.22
624	Fuel	16/01/2024		Current/Business Re:	DD	fuel cards	Wex Retail Cards	S	38.07	7.61	45.68
625	Water Rates	16/01/2024		Current/Business Re:	DD	Water Rates - Ringden Allotme	Castle Water	Z	92.61		92.61
626	CC Utilities	17/01/2024		Current/Business Re:	DD	CC - Phone & Broadband	British Telecommunications	S	218.53	43.71	262.24
627	Green Lane - Water Rates	18/01/2024		Current/Business Re:	DD	Water rates - Green Lane	Castle Water	S	47.02	9.41	56.43
628	Podmore - Water Rates	18/01/2024		Current/Business Re:	DD	Water rates - Podmore	Castle Water	S	47.02	9.41	56.43
629	St Andrews - Electricity	19/01/2024		Current/Business Re:	DD	Electricity - St Andrews Hall	Scottish Power	S	1,068.13	213.63	1,281.76
630	Water Rates	19/01/2024		Current/Business Re:	DD	Water Rates - Kent Close	Castle Water	S	19.67	3.94	23.61
631	Memorial - Water Rates	19/01/2024		Current/Business Re:	DD	Water rates - Memorial	Castle Water	S	17.39	3.48	20.87
632	Maintenance	22/01/2024		Current/Business Re:	DD	Water rates - Cemetery	Castle Water	S	5.99	1.20	7.19
633	Telephones	23/01/2024		Current/Business Re:	DD	Telephone - Office	British Telecommunications	S	108.84	21.77	130.61
634	Water Rates	23/01/2024		Current/Business Re:	DD	Water rates - Badsell Allotment	Castle Water	S	37.90	7.58	45.48
635	CC Utilities	02/01/2024		Current/Business Re:	272	CC - Rates	TWBC	E	2,062.00		2,062.00
636	CC Facilities Management	10/01/2024		Current/Business Re:	273	Facilities Management Contract	Baxall	S	4,520.85	904.17	5,425.02
637	van hire	10/01/2024		Current/Business Re:	274	Toyota Van Hire	Ton Hire	S	363.72	72.74	436.46
638	software/licenses	10/01/2024		Current/Business Re:	276	scribe license	Starboard Systems	S	777.60	155.52	933.12
639	software/licenses	10/01/2024		Current/Business Re:	277	scribe license	Starboard Systems	S	240.00	48.00	288.00
640	Christmas Lights	10/01/2024		Current/Business Re:	278	Christmas lights	Gala Lights	S	5,800.00	1,160.00	6,960.00
641	Podmore - Public Toilets	10/01/2024		Current/Business Re:	279	Cleaning public toilets	F & C Cleaning	S	50.75	10.15	60.90
642	Memorial Pitches	10/01/2024		Current/Business Re:	280	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
642	Putlands	10/01/2024		Current/Business Re:	280	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
642	Green Lane Pitches	10/01/2024		Current/Business Re:	280	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
642	St Andrews Field	10/01/2024		Current/Business Re:	280	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
642	Elm Tree Pitches	10/01/2024		Current/Business Re:	280	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
643	CC Facilities Management	12/01/2024		Current/Business Re:	281	STC Framework	Southborough Town Council	S	1,500.00	300.00	1,800.00
644	CC Cleaning	12/01/2024		Current/Business Re:	282	CC - Cleaning	F & C Cleaning	S	1,100.00	220.00	1,320.00
645	Insurance	12/01/2024		Current/Business Re:	283	Insurance	Zurich Municipal	Z	280.00		280.00
646	Postage and Stationery	12/01/2024		Current/Business Re:	284	stationery & sundries	Viking Direct	S	21.72	4.34	26.06
646	Estates Misc	12/01/2024		Current/Business Re:	284	stationery & sundries	Viking Direct	S	18.11	3.63	21.74
647	Elections	12/01/2024		Current/Business Re:	285	Election costs	TWBC	S	678.95	135.78	814.73
648	Repairs	12/01/2024		Current/Business Re:	286	Repairs - street lights	Streetlights	S	350.00	70.00	420.00

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649	Security Company FHW	12/01/2024		Current/Business Re:	287	security	Prestige Guarding	S	294.00	58.80	352.80
649	Security company - Memorial	12/01/2024		Current/Business Re:	287	security	Prestige Guarding	S	294.00	58.80	352.80
649	security St Andrews	12/01/2024		Current/Business Re:	287	security	Prestige Guarding	S	336.00	67.20	403.20
650	Repairs and Maintenance	12/01/2024		Current/Business Re:	288	Replace Light Fittings	P J Electrical	S	361.13	72.23	433.36
650	St Andrews Hall - Maintenance	12/01/2024		Current/Business Re:	288	Replace Light Fittings	P J Electrical	S	361.13	72.22	433.35
651	Estates Misc	12/01/2024		Current/Business Re:	289	paint	Paddock Wood Garage	S	54.00	10.80	64.80
652	Foal Hurst Wood	12/01/2024		Current/Business Re:	290	Chainsaw Service - R Moon	Lamberhurst Engineering (	S	98.25	19.65	117.90
653	CC Facilities Management	22/01/2024		Current/Business Re:	291	Facilities Management Contract	Matt Hayden	E	2,031.25		2,031.25
654	Subscriptions	19/01/2024		Current/Business Re:	292	SLCC Membership - E Small	SLCC Enterprises	E	200.00		200.00
655	Members allowances	22/01/2024		Current/Business Re:	293	Training - C Williams	Kent Association of Local C	S	50.00	10.00	60.00
656	Members allowances	19/01/2024		Current/Business Re:	294	Training - J Thompson	Kent Association of Local C	S	70.00	14.00	84.00
657	Staff Training	19/01/2024		Current/Business Re:	294	Training - N Reay	Kent Association of Local C	S	70.00	14.00	84.00
658	Elm Tree Pavilion	19/01/2024		Current/Business Re:	295	sewage services	D Body	Z	310.00		310.00
659	Contractors	31/01/2024		Current/Business Re:	296	Waste collection	Wasteway	S	267.90	53.58	321.48
660	Postage and Stationery	31/01/2024		Current/Business Re:	297	stationery	Viking Direct	S	114.12	22.82	136.94
661	Maintenance	31/01/2024		Current/Business Re:	298	Cemetery Stone Checking Equi	Teleshore Ltd	S	406.20	81.24	487.44
662	software/licenses	31/01/2024		Current/Business Re:	299	Scribe Bookings Licence	Starboard Systems	S	417.60	83.52	501.12
663	General expenses	31/01/2024		Current/Business Re:	300	Hire of CC room	Paddock Wood Community	E	26.00		26.00
664	Grants to outside bodies	31/01/2024	C115e	Current/Business Re:	301	Grant - Vivid Streets	Vivid Streets CIC	E	500.00		500.00
665	Contractors	31/01/2024		Current/Business Re:	302	Tree Work at the Batters	Kent Gardening & Tree Sur	S	2,128.00	425.60	2,553.60
666	Podmore - Public Toilets	31/01/2024		Current/Business Re:	303	Cleaning public toilets	F & C Cleaning	S	50.75	10.15	60.90
667	Contractors	31/01/2024		Current/Business Re:	304	Clearance - White's Corner	Elm Fencing	S	1,100.00	220.00	1,320.00
668	Memorial Pitches	31/01/2024		Current/Business Re:	305	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
668	Putlands	31/01/2024		Current/Business Re:	305	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
668	St Andrews Field	31/01/2024		Current/Business Re:	305	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
668	Elm Tree Pitches	31/01/2024		Current/Business Re:	305	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
668	Green Lane Pitches	31/01/2024		Current/Business Re:	305	Gang Mowing	Capel Ground Care	S	121.55	24.31	145.86
669	Green Lane - Water Rates	31/01/2024		Current/Business Re:	306	Water rates - Green Lane	Business Stream	E	159.26		159.26
670	Memorial Plaques	31/01/2024		Current/Business Re:	307	Memorial plaque	Anglia sign casting	S	79.04	15.81	94.85
671	software/licenses	16/01/2024		Current/Business Re:	DD	Payroll ~Services	Sage Payroll	S	40.00	8.00	48.00
672	Electricity	25/01/2024		Current/Business Re:	DD	Electricity Supplies - Street Ligt	NPower	L	136.21	6.81	143.02
673	Telephones	25/01/2024		Current/Business Re:	DD	Broadband - Workshop	NPower	S	103.85	20.77	124.62
674	Loan Repayments	25/01/2024		Current/Business Re:	DD	PWLB Loan	Public Works Loan Board	E	32,399.28		32,399.28
675	CC Utilities	26/01/2024		Current/Business Re:	DD	Electricity - Community Centre	SSE	S	3,269.43	653.89	3,923.32
676	Maintenance	29/01/2024		Current/Business Re:	DD	Waste collection	Veolia Environmental Servi	S	125.52	25.10	150.62

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676	Contractors	29/01/2024		Current/Business Re:	DD	Waste collection	Veolia Environmental Servi	S	111.08	22.22	133.30
676	Podmore - Waste Collection	29/01/2024		Current/Business Re:	DD	Waste collection	Veolia Environmental Servi	S	20.85	4.17	25.02
677	Fuel	30/01/2024		Current/Business Re:	DD	fuel cards	Wex Retail Cards	S	81.29	16.26	97.55
678	Salaries	30/01/2024		Current/Business Re:	DD	Pension - fees	Aviva Life	Z	15.25		15.25
678	Salaries	30/01/2024		Current/Business Re:	DD	Pension - fees	Aviva Life	Z	15.25		15.25
679	Telephones	31/01/2024		Current/Business Re:	DD	Mobile Phones & Wifi	Active digital	S	11.50	2.30	13.80
679	WiFi	31/01/2024		Current/Business Re:	DD	Mobile Phones & Wifi	Active digital	S	20.00	4.00	24.00
679	Workshop - Telephones	31/01/2024		Current/Business Re:	DD	Mobile Phones & Wifi	Active digital	S	11.50	2.30	13.80
680	Professional fees	17/01/2024		Current/Business Re:	DD	HR Services	Croner	S	267.61	53.52	321.13
681	St Andrews Hall - Maintenance	10/01/2024		Current/Business Re:	CREDIT CARD	Vinyl Flooring	JMH Flooring	S	150.82	30.17	180.99
682	Estates Misc	10/01/2024		Current/Business Re:	CREDIT CARD	Estates supplies	B&Q	S	17.36	3.47	20.83
683	Podmore Building Maintenance	10/01/2024		Current/Business Re:	CREDIT CARD	Postbox	B&Q	S	32.89	6.58	39.47
684	Bank interest/fees	10/01/2024		Current/Business Re:	CREDIT CARD	Bank charges	Unity bank	E	3.00		3.00
684	Bank interest/fees	10/01/2024		Current/Business Re:	CREDIT CARD	Bank charges	Unity bank	E	3.00		3.00
685	Street Furniture	10/01/2024		Current/Business Re:	CREDIT CARD	Grit bins	Street Solution UK Ltd	S	302.48	60.50	362.98
686	General expenses	10/01/2024		Current/Business Re:	CREDIT CARD	Land Registry Searches	Gov.UK	E	12.00		12.00
687	Salaries	10/01/2024		Current/Business Re:	CREDIT CARD	Staff Christmas Vouchers	Amazon N Reay	E	100.00		100.00
688	Grants to outside bodies	10/01/2024		Current/Business Re:	CREDIT CARD	Litter Picking Equipment	Amazon N Reay	S	139.45	27.89	167.34
689	software/licenses	10/01/2024		Current/Business Re:	275	Microsoft licences	Symcar	S	140.58	28.12	168.70
690	Salaries	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	5,489.37		5,489.37
690	Salaries	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	630.00		630.00
690	Salaries	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	230.22		230.22
690	Salaries	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	5,453.96		5,453.96
690	CC Salaries	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	2,000.04		2,000.04
690	Neighbourhood Plan (Reserves)	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	50.00		50.00
690	Wages - Foal Hurst Wood	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	99.28		99.28
690	Wages - memorial	26/01/2024		Wages Imprest	BACS	Wages	PWTC Wages Imprest Acc	E	108.12		108.12
691	Salaries	26/01/2024		Wages Imprest	BACS HMRC	Tax/NI	PWTC Wages Imprest Acc	E	2,064.37		2,064.37
691	Salaries	26/01/2024		Wages Imprest	BACS HMRC	Tax/NI	PWTC Wages Imprest Acc	E	57.60		57.60
691	Salaries	26/01/2024		Wages Imprest	BACS HMRC	Tax/NI	PWTC Wages Imprest Acc	E	2,079.11		2,079.11
691	CC Salaries	26/01/2024		Wages Imprest	BACS HMRC	Tax/NI	PWTC Wages Imprest Acc	E	746.17		746.17
692	Salaries	26/01/2024		Wages Imprest	BACS Pension	Pension	PWTC Wages Imprest Acc	E	649.83		649.83
692	Salaries	26/01/2024		Wages Imprest	BACS Pension	Pension	PWTC Wages Imprest Acc	E	649.66		649.66
692	CC Salaries	26/01/2024		Wages Imprest	BACS Pension	Pension	PWTC Wages Imprest Acc	E	231.17		231.17
693	CC Salaries	26/01/2024		Wages Imprest	BACS Student Loan	Student Loan	PWTC Wages Imprest Acc	E	74.00		74.00
694	General expenses	26/01/2024		Wages Imprest	BACS	Mileage - N Reay	PWTC Wages Imprest Acc	S	16.87	3.38	20.25

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
695	materials (Estates)	26/01/2024		Wages Imprest	BACS	Estates Materials	Sevenoaks Glazing	S	36.03	7.21	43.24
696	Fuel	26/01/2024		Wages Imprest	BACS	fuel	PWTC Wages Imprest Acc	S	29.25	5.85	35.10
<b>Total</b>									<b>93,576.88</b>	<b>6,930.62</b>	<b>100,507.50</b>