

# Paddock Wood Town Council

11 June 2025 (2025-2026)

## PAYMENTS LIST

| Vouche | Code                         | Date       | Minute | Bank                 | Cheque No | Description                     | Supplier                    | VAT Type | Net       | VAT      | Total     |
|--------|------------------------------|------------|--------|----------------------|-----------|---------------------------------|-----------------------------|----------|-----------|----------|-----------|
| 64     | Memorial Pitches             | 01/05/2025 |        | Current/Business Re: | Sum Up    | Sum Up Charge                   | Sum Up                      | Z        | 28.73     |          | 28.73     |
| 65     | Fuel                         | 06/05/2025 |        | Current/Business Re: | DD        | fuel cards                      | Wex Retail Cards            | S        | 246.21    | 49.24    | 295.45    |
| 66     | Memorial Pitches             | 06/05/2025 |        | Current/Business Re: | BACS      | Memorial bench                  | Wealden Benches             | S        | 595.83    | 119.17   | 715.00    |
| 67     | Maintenance                  | 06/05/2025 |        | Current/Business Re: | BACS      | Widening Cemetery Entrance      | VR Landscapes               | S        | 7,657.00  | 1,531.40 | 9,188.40  |
| 68     | Street Furniture             | 06/05/2025 |        | Current/Business Re: | BACS      | Sandblasting Benches            | Ellis & Son                 | S        | 766.00    | 153.20   | 919.20    |
| 68     | Street Furniture             | 06/05/2025 |        | Current/Business Re: | BACS      | Sandblasting Benches            | Ellis & Son                 | S        | -50.00    | -10.00   | -60.00    |
| 69     | Councillors Expenses         | 06/05/2025 |        | Current/Business Re: | BACS      | Training - K Braakensiek        | Kent Association of Local C | S        | 50.00     | 10.00    | 60.00     |
| 70     | Councillors Expenses         | 06/05/2025 |        | Current/Business Re: | BACS      | Training - K Braakensiek        | Kent Association of Local C | S        | 35.00     | 7.00     | 42.00     |
| 71     | Staff Training               | 06/05/2025 |        | Current/Business Re: | BACS      | Training - N Reay, E Small, T M | Kent Association of Local C | S        | 120.00    | 24.00    | 144.00    |
| 71     | Staff Training               | 06/05/2025 |        | Current/Business Re: | BACS      | Training - N Reay, E Small, T M | Kent Association of Local C | S        | 120.00    | 24.00    | 144.00    |
| 71     | Staff Training               | 06/05/2025 |        | Current/Business Re: | BACS      | Training - N Reay, E Small, T M | Kent Association of Local C | S        | 120.00    | 24.00    | 144.00    |
| 72     | Printing and copying         | 09/05/2025 |        | Current/Business Re: | DD        | Photocopier Lease               | Insight Systems             | S        | 1,275.20  | 255.04   | 1,530.24  |
| 73     | amendments                   | 14/05/2025 |        | Current/Business Re: | BACS      | Refund of Overpayment           | John Lodemore               | Z        | 88.00     |          | 88.00     |
| 74     | Podmore - Electricity        | 14/05/2025 |        | Current/Business Re: | DD        | Electricity                     | British Gas                 | L        | 283.01    | 14.15    | 297.16    |
| 75     | Telephones                   | 14/05/2025 |        | Current/Business Re: | BACS      | Mobile Phones                   | Active digital              | S        | 185.00    | 37.00    | 222.00    |
| 75     | Workshop - Telephones        | 14/05/2025 |        | Current/Business Re: | BACS      | Mobile Phones                   | Active digital              | S        | 175.00    | 35.00    | 210.00    |
| 76     | Office Equipment             | 14/05/2025 |        | Current/Business Re: | BACS      | Phone Charger                   | Amazon                      | S        | 13.32     | 2.67     | 15.99     |
| 77     | CC General Expenses          | 14/05/2025 |        | Current/Business Re: | BACS      | Community Centre Work to be     | Baxall                      | S        | 729.08    | 145.82   | 874.90    |
| 77     | CC General Expenses          | 14/05/2025 |        | Current/Business Re: | BACS      | Community Centre Work to be     | Baxall                      | S        | 312.50    | 62.50    | 375.00    |
| 77     | CC General Expenses          | 14/05/2025 |        | Current/Business Re: | BACS      | Community Centre Work to be     | Baxall                      | S        | 212.50    | 42.50    | 255.00    |
| 78     | CC General Expenses          | 14/05/2025 |        | Current/Business Re: | BACS      | Community Centre Work           | Baxall                      | S        | 862.50    | 172.50   | 1,035.00  |
| 78     | CC General Expenses          | 14/05/2025 |        | Current/Business Re: | BACS      | Community Centre Work           | Baxall                      | S        | 1,597.44  | 319.49   | 1,916.93  |
| 79     | Elm Tree Pavilion            | 14/05/2025 |        | Current/Business Re: | BACS      | sewage services                 | D Body                      | Z        | 320.00    |          | 320.00    |
| 80     | Putlands                     | 14/05/2025 |        | Current/Business Re: | BACS      | Bench for Putlands              | Glasdon UK Ltd              | S        | 955.04    | 191.01   | 1,146.05  |
| 81     | Councillors Expenses         | 14/05/2025 |        | Current/Business Re: | BACS      | Training - M Munday             | Kent Association of Local C | S        | 70.00     | 14.00    | 84.00     |
| 82     | security St Andrews          | 14/05/2025 |        | Current/Business Re: | BACS      | security                        | Prestige Guarding           | S        | 360.00    | 72.00    | 432.00    |
| 82     | Security Company FHW         | 14/05/2025 |        | Current/Business Re: | BACS      | security                        | Prestige Guarding           | S        | 360.00    | 72.00    | 432.00    |
| 82     | Security company - Memorial  | 14/05/2025 |        | Current/Business Re: | BACS      | security                        | Prestige Guarding           | S        | 360.00    | 72.00    | 432.00    |
| 83     | Maintenance Contract         | 14/05/2025 |        | Current/Business Re: | BACS      | street lighting contract        | Streetlights                | S        | 240.97    | 48.19    | 289.16    |
| 84     | Planning Fees                | 14/05/2025 |        | Current/Business Re: | BACS      | Planning consultancy fees       | Troy Planning               | S        | 4,250.00  | 850.00   | 5,100.00  |
| 85     | Management fee               | 14/05/2025 |        | Current/Business Re: | BACS      | Public Toilets                  | TWBC                        | S        | 10,000.00 | 2,000.00 | 12,000.00 |
| 86     | Rates/Utility Fees           | 14/05/2025 |        | Current/Business Re: | BACS      | Rates - Cemetery                | TWBC                        | Z        | 2,544.90  |          | 2,544.90  |
| 87     | Business Rates               | 14/05/2025 |        | Current/Business Re: | BACS      | Rates - Day Centre              | TWBC                        | Z        | 1,546.90  |          | 1,546.90  |
| 88     | Podmore Building Maintenance | 14/05/2025 |        | Current/Business Re: | BACS      | Rates - Podmore                 | TWBC                        | Z        | 1,596.80  |          | 1,596.80  |

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| 89     | Green Lane Pavilion         | 14/05/2025 |         | Current/Business Re: | BACS      | Rates - Green Lane                     | TWBC                          | Z        | 2,395.20 |        | 2,395.20 |
| 90     | Electricity                 | 15/05/2025 |         | Current/Business Re: | DD        | Electricity                            | British Gas                   | S        | 1,756.14 | 351.23 | 2,107.37 |
| 91     | St Andrews - Electricity    | 15/05/2025 |         | Current/Business Re: | DD        | Electricity                            | British Gas                   | S        | 378.79   | 75.76  | 454.55   |
| 92     | software/licenses           | 15/05/2025 |         | Current/Business Re: | DD        | Microsoft licences                     | Heliocentrix                  | S        | 172.20   | 34.44  | 206.64   |
| 93     | Grants to outside bodies    | 15/05/2025 | C139(c) | Current/Business Re: | BACS      | Grant - Compaidd                       | PWTC                          | Z        | 500.00   |        | 500.00   |
| 94     | Podmore - Public Toilets    | 15/05/2025 |         | Current/Business Re: | BACS      | Cleaning public toilets                | F & C Cleaning                | S        | 52.25    | 10.45  | 62.70    |
| 95     | Workshop - Electricity      | 16/05/2025 |         | Current/Business Re: | DD        | Electricity                            | British Gas                   | L        | 186.89   | 9.34   | 196.23   |
| 96     | Elm Tree - Electricity      | 16/05/2025 |         | Current/Business Re: | DD        | Electricity                            | British Gas                   | L        | 140.04   | 7.00   | 147.04   |
| 97     | Memorial - Electricity      | 16/05/2025 |         | Current/Business Re: | DD        | Electricity                            | British Gas                   | L        | 23.76    | 1.19   | 24.95    |
| 98     | Putlands                    | 19/05/2025 |         | Current/Business Re: | BACS      | Rates - Putlands Field                 | TWBC                          | Z        | 499.00   |        | 499.00   |
| 99     | Fuel                        | 20/05/2025 |         | Current/Business Re: | DD        | fuel cards                             | Wex Retail Cards              | S        | 208.12   | 41.63  | 249.75   |
| 100    | Water Rates                 | 20/05/2025 |         | Current/Business Re: | DD        | Water Rates - Kent Close               | Castle Water                  | S        | 93.08    | 18.61  | 111.69   |
| 101    | Water Rates                 | 20/05/2025 |         | Current/Business Re: | DD        | Water rates - Badsell Allotment        | Castle Water                  | S        | 64.18    | 12.83  | 77.01    |
| 102    | Rates/Utility Fees          | 21/05/2025 |         | Current/Business Re: | DD        | Water rates - Cemetery                 | Castle Water                  | S        | 9.26     | 1.85   | 11.11    |
| 103    | Water Rates                 | 21/05/2025 |         | Current/Business Re: | DD        | Water Rates - Ringden Allotment        | Castle Water                  | Z        | 26.60    |        | 26.60    |
| 104    | Telephones                  | 23/05/2025 |         | Current/Business Re: | DD        | Cloud Phone                            | British Telecommunications    | S        | 121.60   | 24.32  | 145.92   |
| 105    | Telephones                  | 27/05/2025 |         | Current/Business Re: | DD        | Broadband                              | British Telecommunications    | S        | 129.66   | 25.93  | 155.59   |
| 106    | Memorial Car Park           | 23/05/2025 |         | Current/Business Re: | BACS      | Chain for Car Park                     | Amazon                        | S        | 52.49    | 10.50  | 62.99    |
| 107    | materials (Estates)         | 23/05/2025 |         | Current/Business Re: | BACS      | Estates supplies                       | Amazon                        | S        | 14.74    | 2.95   | 17.69    |
| 107    | Estates Misc                | 23/05/2025 |         | Current/Business Re: | BACS      | Estates supplies                       | Amazon                        | S        | 10.82    | 2.16   | 12.98    |
| 108    | Memorial Pitches            | 23/05/2025 |         | Current/Business Re: | BACS      | cement                                 | Corker Outdoors               | S        | 49.98    | 10.00  | 59.98    |
| 109    | Hop Pickers Line (Reserves) | 27/05/2025 |         | Current/Business Re: | BACS      | Hop Pickers Line Design & Artwork      | Martin Hey                    | Z        | 421.04   |        | 421.04   |
| 110    | CC Facilities Management    | 23/05/2025 |         | Current/Business Re: | BACS      | Facilities Management Contract         | Matt Hayden                   | Z        | 495.00   |        | 495.00   |
| 111    | Youth council               | 23/05/2025 |         | Current/Business Re: | BACS      | Hire of Hall for Youth Meeting         | Paddock Wood Community        | Z        | 224.00   |        | 224.00   |
| 112    | CC Facilities Management    | 23/05/2025 |         | Current/Business Re: | BACS      | Hire of Hall for Facilities Management | Paddock Wood Community        | Z        | 24.00    |        | 24.00    |
| 113    | Estates Misc                | 23/05/2025 |         | Current/Business Re: | BACS      | Estates supplies                       | Paddock Wood Garage           | S        | 11.67    | 2.33   | 14.00    |
| 114    | Podmore - Water Rates       | 28/05/2025 |         | Current/Business Re: | DD        | Water rates - Podmore                  | Business Stream               | Z        | 536.78   |        | 536.78   |
| 115    | Contractors                 | 28/05/2025 |         | Current/Business Re: | DD        | Waste collection                       | Veolia Environmental Services | S        | 258.96   | 51.79  | 310.75   |
| 115    | Maintenance                 | 28/05/2025 |         | Current/Business Re: | DD        | Waste collection                       | Veolia Environmental Services | S        | 222.48   | 44.50  | 266.98   |
| 115    | Podmore - Waste Collection  | 28/05/2025 |         | Current/Business Re: | DD        | Waste collection                       | Veolia Environmental Services | S        | 20.56    | 4.11   | 24.67    |
| 116    | software/licenses           | 16/05/2025 |         | Current/Business Re: | DD        | Payroll ~Services                      | Sage Payroll                  | S        | 63.00    | 12.60  | 75.60    |
| 117    | Salaries                    | 29/05/2025 |         | Current/Business Re: | DD        | Pension - fees                         | Aviva Life                    | Z        | 15.25    |        | 15.25    |
| 117    | Salaries                    | 29/05/2025 |         | Current/Business Re: | DD        | Pension - fees                         | Aviva Life                    | Z        | 15.25    |        | 15.25    |
| 118    | Professional fees           | 16/05/2025 |         | Current/Business Re: | DD        | HR Services                            | Croner                        | Z        | 16.74    |        | 16.74    |
| 118    | Professional fees           | 16/05/2025 |         | Current/Business Re: | DD        | HR Services                            | Croner                        | S        | 284.05   | 56.81  | 340.86   |

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| 119    | Grants to outside bodies    | 29/05/2025 | c11(e) | Current/Business Re: | BACS         | Grant - West Kent Mind         | PWTC                   | Z        | 500.00   |        | 500.00   |
| 120    | Professional fees           | 29/05/2025 |        | Current/Business Re: | BACS         | GDPR Services                  | GDPR-info Ltd          | Z        | 350.00   |        | 350.00   |
| 121    | Hop Pickers Line (Reserves) | 29/05/2025 |        | Current/Business Re: | BACS         | Sculpture for Hop Pickers Line | FE Philcox Ltd         | S        | 1,365.00 | 273.00 | 1,638.00 |
| 122    | Audit fees                  | 29/05/2025 |        | Current/Business Re: | BACS         | Internal Audit Fee             | April Skies Accounting | Z        | 496.00   |        | 496.00   |
| 123    | Telephones                  | 30/05/2025 |        | Current/Business Re: | DD           | Mobile Phones & Wifi           | Active digital         | S        | 27.80    | 5.56   | 33.36    |
| 123    | Workshop - Telephones       | 30/05/2025 |        | Current/Business Re: | DD           | Mobile Phones & Wifi           | Active digital         | S        | 12.15    | 2.43   | 14.58    |
| 123    | WiFi                        | 30/05/2025 |        | Current/Business Re: | DD           | Mobile Phones & Wifi           | Active digital         | S        | 20.78    | 4.16   | 24.94    |
| 124    | software/licenses           | 30/05/2025 |        | Current/Business Re: | DD           | IT Support                     | Heliocentrix           | S        | 220.00   | 44.00  | 264.00   |
| 125    | St Andrews - Water Rates    | 30/05/2025 |        | Current/Business Re: | DD           | Water rates - St Andrews       | Castle Water           | S        | 42.61    | 8.52   | 51.13    |
| 126    | Bank interest/fees          | 31/05/2025 |        | Current/Business Re: | DD           | Bank charges                   | Unity bank             | Z        | 22.05    |        | 22.05    |
| 127    | Bank interest/fees          | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Bank charges                   | Unity bank             | Z        | 3.00     |        | 3.00     |
| 127    | Bank interest/fees          | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Bank charges                   | Unity bank             | Z        | 3.00     |        | 3.00     |
| 128    | Estates Equipment           | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Tools                          | Screwfix               | S        | 59.55    | 11.92  | 71.47    |
| 129    | CC Equipment - Capital      | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Pipes for new Kitchen          | City Plumbing          | S        | 13.23    | 2.64   | 15.87    |
| 130    | Events                      | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | VE Day Flag                    | VE80                   | Z        | 72.20    |        | 72.20    |
| 131    | General expenses            | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Refreshments                   | Waitrose               | Z        | 10.17    |        | 10.17    |
| 131    | General expenses            | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Refreshments                   | Waitrose               | S        | 5.27     | 1.06   | 6.33     |
| 132    | Postage and Stationery      | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Postage                        | Post office            | Z        | 5.50     |        | 5.50     |
| 133    | General expenses            | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Office supplies                | Waitrose               | S        | 5.17     | 1.03   | 6.20     |
| 134    | Litter Pick                 | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Barriers for Litter Pickers    | Barriers Direct        | S        | 47.78    | 9.56   | 57.34    |
| 135    | CC Equipment - Capital      | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Kitchen Worktop                | B&Q                    | S        | 259.76   | 51.95  | 311.71   |
| 136    | General expenses            | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Refreshments for council meeti | Paddock Wood Garage    | Z        | 2.65     |        | 2.65     |
| 137    | General expenses            | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Batteries                      | Winemill               | Z        | 2.00     |        | 2.00     |
| 138    | Workshop - Telephones       | 12/05/2025 |        | Current/Business Re: | CREDIT CARD  | Mobile phone top ups           | EE                     | Z        | 20.00    |        | 20.00    |
| 139    | Vehicle Maintenance         | 15/05/2025 |        | Current/Business Re: | BACS         | Kubota Service                 | Kidmans                | S        | 944.71   | 188.96 | 1,133.67 |
| 140    | Staff Training              | 15/05/2025 |        | Current/Business Re: | BACS         | SLCC Training - E Small        | SLCC                   | S        | 120.00   | 24.00  | 144.00   |
| 141    | Salaries                    | 08/05/2025 |        | Wages Imprest        | BACS Pension | Pension                        | Aviva                  | Z        | 1,149.71 |        | 1,149.71 |
| 141    | Salaries                    | 08/05/2025 |        | Wages Imprest        | BACS Pension | Pension                        | Aviva                  | Z        | 932.12   |        | 932.12   |
| 142    | Salaries                    | 08/05/2025 |        | Wages Imprest        | BACS HMRC    | Tax NI                         | HMRC                   | Z        | 2,703.58 |        | 2,703.58 |
| 142    | Salaries                    | 08/05/2025 |        | Wages Imprest        | BACS HMRC    | Tax NI                         | HMRC                   | Z        | 2,382.80 |        | 2,382.80 |
| 142    | Salaries                    | 08/05/2025 |        | Wages Imprest        | BACS HMRC    | Tax NI                         | HMRC                   | Z        | 57.40    |        | 57.40    |
| 143    | Salaries                    | 28/05/2025 |        | Wages Imprest        | BACS Wages   | Wages                          | PWTC Wages Imprest Acc | Z        | 6,054.22 |        | 6,054.22 |
| 143    | Office Equipment            | 28/05/2025 |        | Wages Imprest        | BACS Wages   | Wages                          | PWTC Wages Imprest Acc | Z        | 36.48    |        | 36.48    |
| 143    | Salaries                    | 28/05/2025 |        | Wages Imprest        | BACS Wages   | Wages                          | PWTC Wages Imprest Acc | Z        | 230.22   |        | 230.22   |
| 143    | Wages - Foal Hurst Wood     | 28/05/2025 |        | Wages Imprest        | BACS Wages   | Wages                          | PWTC Wages Imprest Acc | Z        | 99.28    |        | 99.28    |
| 143    | Salaries                    | 28/05/2025 |        | Wages Imprest        | BACS Wages   | Wages                          | PWTC Wages Imprest Acc | Z        | 7,421.37 |        | 7,421.37 |

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|--------|------------------------------|------------|--------|---------------|------------|--------------|------------------------|----------|-----------|----------|-----------|
| 143    | Salaries                     | 28/05/2025 |        | Wages Imprest | BACS Wages | Wages        | PWTC Wages Imprest Acc | Z        | 630.00    |          | 630.00    |
| 143    | Neighbourhood Plan (Reserves | 28/05/2025 |        | Wages Imprest | BACS Wages | Wages        | PWTC Wages Imprest Acc | Z        | 50.00     |          | 50.00     |
| 143    | wages St Andrews             | 28/05/2025 |        | Wages Imprest | BACS Wages | Wages        | PWTC Wages Imprest Acc | Z        | 108.12    |          | 108.12    |
| 143    | Wages - memorial             | 28/05/2025 |        | Wages Imprest | BACS Wages | Wages        | PWTC Wages Imprest Acc | Z        | 108.12    |          | 108.12    |
| 144    | Bank interest/fees           | 31/05/2025 |        | Wages Imprest | BACS       | Bank charges | Unity bank             | Z        | 7.50      |          | 7.50      |
| Total  |                              |            |        |               |            |              |                        |          | 74,121.81 | 7,779.00 | 81,900.81 |