

Pontesbury Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

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Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Staff Costs - Confidential	20/12/2024 - 20/01/2025				Confidential			22,501.86		22,501.86
301	Office equipment	02/12/2024		CB2 - Lloyds Pavilion		IT equipment	Shroptech	X	19.00		19.00
301	Furniture & equipment - Pavilio	02/12/2024		CB2 - Lloyds Pavilion		IT equipment	Shroptech	X	249.00		249.00
303	Water rates - Pavilion	02/12/2024		CB2 - Lloyds Pavilion		Water bill	WaterPlus	S	13.73	2.75	16.48
303	Water rates - Pavilion	02/12/2024		CB2 - Lloyds Pavilion		Water bill	WaterPlus	Z	10.96		10.96
325	Other Admin costs	09/12/2024		CB1 - Unity Current /	November mileage	Expenses	Employee 2	X	12.60		12.60
309	Other Admin costs	09/12/2024		CB1 - Unity Current /		Expenses	Employee 3	X	181.50		181.50
310	Other Admin costs	09/12/2024		CB1 - Unity Current /		Expenses	Employee 4	X	73.20		73.20
312	Other Admin costs	09/12/2024		CB1 - Unity Current /		Expenses	Employee 1	X	177.62		177.62
300	Fees and Subscriptions	09/12/2024		CB1 - Unity Current /		Microsoft license	Shroptech	X	90.00		90.00
299	Fees and Subscriptions	09/12/2024		CB1 - Unity Current /		IT support	Shroptech	X	207.50		207.50
324	Fees and Subscriptions	09/12/2024		CB1 - Unity Current /	Finance Officer me	Professional Membership	SLCC	Z	295.00		295.00
299	IT support	09/12/2024		CB1 - Unity Current /		IT support	Shroptech	X	58.00		58.00
317	Clerk & Finance Support	09/12/2024		CB1 - Unity Current /	H&S project work	Clerk Support	Gillian Bailey	X	348.60		348.60
315	Printing - Newsletter	09/12/2024		CB1 - Unity Current /	Double Xmas editi	Newsletter printing	New Era Printing Ltd	Z	896.00		896.00
314	Flowerbeds	09/12/2024		CB1 - Unity Current /		Flower beds	SP Garden and Property Se	X	54.40		54.40
296	Flowerbeds	09/12/2024		CB1 - Unity Current /	Flowerbeds	Autumn to Spring Planting	Shrewsbury Town Council	S	520.00	104.00	624.00
316	Grounds maintenance	09/12/2024		CB1 - Unity Current /		Grounds Maintenance	M.I & T.E.M Pritchard	S	471.50	94.30	565.80
302	Electricity - Streetlights	09/12/2024		CB1 - Unity Current /	Q3 Energy costs	Streetlight electricity	Shropshire Council	S	880.63	176.13	1,056.76
299	Admin & expenses & legal fees	09/12/2024		CB1 - Unity Current /		IT support	Shroptech	X	82.28		82.28
313	H & S testing & planned mainte	09/12/2024		CB2 - Lloyds Pavilion		Automatic doors maintenance	Shropshire Council PSG	S	57.00	11.40	68.40
325	Supplies & incidentals - Pavilio	09/12/2024		CB1 - Unity Current /	November mileage	Expenses	Employee 2	X	17.99		17.99
308	Refuse & sanitary collections -	09/12/2024		CB2 - Lloyds Pavilion		Sanitary collection	Border Janitorial Supplies	S	25.32	5.06	30.38
298	Consultancy fees	09/12/2024		CB1 - Unity Current /	8th consultancy pa	ANPR camera project consular	ANPRcheQ	S	74.25	14.85	89.10
304	Electricity - Streetlights	10/12/2024		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	97.84	4.89	102.73
304	Electricity - Streetlights	10/12/2024		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	-55.79	-2.79	-58.58
305	Heating & Lighting - Pavilion	10/12/2024		CB2 - Lloyds Pavilion	Pavilion Gas	Electricity Supply	British Gas Lite	L	185.87	9.29	195.16
306	Electricity -Public toilets	11/12/2024		CB1 - Unity Current /	Public toilets	Electricity Supply	British Gas Lite	L	80.23	4.01	84.24
306	Electricity -Public toilets	11/12/2024		CB1 - Unity Current /	Public toilets	Electricity Supply	British Gas Lite	L	-68.29	-3.42	-71.71
307	Heating & Lighting - Pavilion	15/12/2024		CB1 - Unity Current /	Pavilion Electricity	Electricity Supply	British Gas Lite	L	155.09	7.75	162.84
311	Refuse & sanitary collections -	30/12/2024		CB1 - Unity Current /		Refuse Collection	Veolia	S	30.45	6.09	36.54
351	Other Admin costs	31/12/2024		CB1 - Unity Current /		Bank Charges	Unity Trust Bank	X	9.90		9.90
297	Business rates - Pavilion	01/01/2025		CB2 - Lloyds Pavilion	January instalment	Non Domestic Rates	Shropshire Council	X	1,609.00		1,609.00
326	Fees and Subscriptions	06/01/2025		CB1 - Unity Current /	Deputy Clerk mem	Professional Membership	SLCC	Z	188.00		188.00

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329	Grounds maintenance	06/01/2025		CB1 - Unity Current /		Grounds Maintenance	M.I & T.E.M Pritchard	S	471.50	94.30	565.80
339	Heating & Lighting - Pavilion	10/01/2025		CB2 - Lloyds Pavilion	Pavilion Gas	Gas Supply	British Gas Lite	L	227.34	11.37	238.71
350	Other Admin costs	13/01/2025		CB1 - Unity Current /		Expenses	Employee 3	X	141.60		141.60
332	Other Admin costs	13/01/2025		CB1 - Unity Current /	Expenses	Expenses	Employee 1	X	70.32		70.32
343	Other Admin costs	13/01/2025		CB1 - Unity Current /	December mileage	Expenses	Employee 2	X	9.45		9.45
344	Other Admin costs	13/01/2025		CB1 - Unity Current /	Expenses	Expenses	Employee 4	X	50.40		50.40
331	Fees and Subscriptions	13/01/2025		CB1 - Unity Current /	Clerk Membership	Professional Membership	SLCC	Z	300.00		300.00
341	IT support	13/01/2025		CB1 - Unity Current /	Deputy Clerk's Lap	IT support	Shroptech	X	193.00		193.00
340	Audit (External/Internal)	13/01/2025		CB1 - Unity Current /	Interim audit 2024	Internal Audit	JDH Business Services Ltd	S	360.00	72.00	432.00
333	General repairs & maintenance	13/01/2025	34.24.1	CB1 - Unity Current /	Asbestos surveys	Asbestos surveys	Shropshire Council PSG	S	570.00	114.00	684.00
338	Flowerbeds	13/01/2025		CB1 - Unity Current /		Flower beds	SP Garden and Property Se	X	54.40		54.40
327	Tree & Hedge maintenance	13/01/2025		CB1 - Unity Current /	Play area hedge	Hedge trimming	Wood Matters	S	295.00	59.00	354.00
352	Signage - Play area	13/01/2025		CB1 - Unity Current /		Signage	Shropshire Design & Print	S	178.44	35.69	214.13
330	Cleaning and Sanitary Supplies	13/01/2025		CB1 - Unity Current /	Public toilets	Cleaning & Maintenance	Healthmatic Ltd	S	991.37	198.27	1,189.64
333	Repairs & maintenance - Bus sl	13/01/2025	34.24.1	CB1 - Unity Current /	Asbestos surveys	Asbestos surveys	Shropshire Council PSG	S	570.00	114.00	684.00
342	Supplies & incidentals - Pavilior	13/01/2025		CB2 - Lloyds Pavilion	Office printer	printer cartridges	Cartridge Save	S	39.18	7.84	47.02
334	Refuse & sanitary collections -	13/01/2025		CB2 - Lloyds Pavilion		Sanitary collection	Border Janitorial Supplies	S	25.32	5.06	30.38
336	Electricity -Public toilets	15/01/2025		CB1 - Unity Current /	Public toilets	Electricity Supply	British Gas Lite	L	36.94	1.85	38.79
335	Electricity - Streetlights	15/01/2025		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	37.87	1.89	39.76
337	Heating & Lighting - Pavilion	15/01/2025		CB1 - Unity Current /	Pavilion Electricity	Electricity Supply	British Gas Lite	L	217.67	10.88	228.55
328	Refuse & sanitary collections -	30/01/2025		CB1 - Unity Current /		Refuse Collection	Veolia	S	30.45	6.09	36.54
353	Other Admin costs	31/01/2025		CB1 - Unity Current /		Bank Charges	Unity Trust Bank	X	9.60		9.60
Total									34,430.09	1,166.55	35,596.64

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Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role