

MINEHEAD TOWN COUNCIL
PAYMENTS FOR APPROVAL - Dec 2022

PAYMENTS				
#	Ref	URGENT PAYMENTS	Amount	Description
1		Staff Wages	£22,285.90	Net wages December 22 (pay by 18th Dec 22)
2		HMRC	£6,862.27	Tax & NI for December 22 (pay by 18th Dec 22)
3		SCC Pensions	£5,913.22	Pension contributions for December 22 (pay by 18th Dec 22)
4	paid	Prepaid card	£500.00	Top up card to £500 22.11.2022
5	paid	Hedley Price	£114.00	Refund of difference between double to single depth plot- water ingress
6	paid	Prepaid card	£422.88	Top up card to £500 24.11.2022
		Total	£36,098.27	
		The above payments have been made under the provisions of Financial Regulation 5.5.1.		
		INVOICES APPROVED BY FINANCE & STAFFING COMMITTEE		
	paid	Payments under £1500		
7	paid	Masons Kings	£98.78	Oil for Kubota tractor Mower
8	paid	Pete Broadey	£320.00	Repair & paint bench x 1 at far end Quay West esplanade (culvercliffe)
9	paid	Viking	£188.09	Receipt books, A3 & A4 paper,laminating pouches
10	paid	SALC	£125.00	Councillor essentials pt2 & pt1 x 1 Planning responses training x 2 Cond1
11	paid	Greenham	£51.06	Toilet roll x 72 Community Centre
		Additional payments to be approved at Full Council 13.12.2022		
12		AE Autos	£47.40	Supply & fit a tyre for trailer
13		Thirstywork	£28.68	Water cooler rental MTC Office & Depot 29.11.2022-28.12.2022
14		Westrip Cleaning Service	£50.00	Window cleaning MTC Office & Depot - December 2022
15		Encore Electrical Ltd	£574.81	Replace & install new fuse board - electrical box Wellington Square
16		D Carter	£44.00	Refund of overpayment of allotment rent 22/23
17		Coomber Security Systems Ltd	£296.83	CCTV & Fire Alarm maintenance 01.12.2022 -30.11.2023 MTC Office
18		Beaver Garages (West Somerset Ltd)	£90.00	Vehicle MOT AE67 HGU 08.11.2022 & AE66LZV 22.11.2022
		Total	£1,914.65	
		THE INVOICES BELOW ARE RECOMMENDED FOR APPROVAL TO FULL COUNCIL BY FINANCE AND STAFFING COMMITTEE		
		Payments over £1500		
19		Bristol City Council	£1,632.00	Winter/spring plants for displays
20		Glasdon UK Ltd	£6,480.00	9 x new benches for Culvercliffe refurbishment
21		Astor-Bannerman (medical) Ltd	£32,852.40	Changing Place disabled wc renovation - initial half payment
		Total	£40,964.40	
		PROCUREMENT CARD PURCHASES		
22	22/11/2022	Morrisons Petrol Station	£67.58	Fuel for Cemetery digger
23	22/11/2022	Tesco Petrol Station	£64.48	Fuel for HW69 OJE
24	22/11/2022	Tesco Petrol Station	£78.97	Fuel for Mowers
25	23/11/2022	Morrisons	£120.00	Vouchers for staff x 4 (mayor cost centre)
26	23/11/2022	Tesco	£300.00	Vouchers for staff x 10 (mayor cost centre)
27	23/11/2022	Co-op	£3.00	Christmas cards
28	28/11/2022	Amazon Prime	£8.99	Amazon Prime
29	29/11/2022	Iceland	£1.65	Milk for MTC Office
30	05/12/2022	Microsoft	£65.08	Licence 06.11.2022-05.12.2022
31	05/12/2022	Microsoft	£51.00	Licence 06.11.2022-05.12.2022
32	06/12/2022	Morrisons Petrol Station	£95.02	Fuel for FN14 KAU
		Total	£855.77	

Signed Chairman of Finance & Staffing Committee