

RFO's Report to:	Full Council
Date:	Aug-24
Title:	August Payments for Authorisation
Service Area:	All Service Areas Affected
Ward(s) Affected:	All Wards
Relevant Working Party / Committee:	N/A

Key Decision:	Y	Procurement Method:	N/A
Urgent Decision:	Y	Date next steps can be taken: (e.g. referral on of recommendation or implementation of substantive decision)	N/A
Exempt Information:	N	External Lead Times:	N/A
Appropriate pre-decision notification given to ward member if delegated?			

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- 7.0 Total Payments

Required action from members:

- 1.0 - Note
- 2.0 - Note & Authorise
- 3.0 - Note & Authorise
- 4.0 - Note & Authorise
- 5.0 - Note & Authorise
- 6.0 - Note
- 7.0 - Note

1.0

Bank Balances

Account:	Balances at 31.05.2024:	Balances at 31.06.2024:
Natwest NTC Current Account	£1,000.00	£998.00
Unity Bank NTC	£217,640.60	£61,958.67
Unity Bank Reserve	£2,333,389.31	£2,435,612.48
Unity Bank TIC	£18,890.54	£24,710.23
CCLA Deposit	£1,210,000.00	£1,210,000.00
Total Account Balances	£3,780,920.45	£3,733,279.38

2.0

Direct Debits & Standing Orders (Jun24)

Direct Debits / Standing Orders:	Total:	Info:
Datasharp	£60.27	Printing Costs
Alphabet GB	£1,247.26	Vehicle Rental
Allstar	£344.28	Vehicle Fuel
AIBMS	£61.18	SFCP Merchant Fees
Churchill Environment Services	£579.05	Facilities Legionella Testing
Cornwall Council Rates	£3,606.00	Cornwall Council Rates
EDF Energy	£962.06	Facilities Electricity & Gas
Global Collect	£352.08	Rental of Vehicle Trackers
H3G	£188.00	SIM Cards for Mobiles & Sites
Siemens Financial Services	£998.02	Rental of Franking Machine
Yoozoom	£825.85	Wildix Rental
BT	£594.00	Internet for Offices
Nissan Finance	£760.96	Vehicle Rental
Saitech	£270.00	External IT Support
South West Water	£2,721.00	Facilities Water
Babble	£1,645.86	Office365 Package
Thirsty Work	£227.16	Cooler Rental & Bottled Water
1&1	£100.50	Website Domain Hosting
Octopus Energy	£476.41	Facilities Electricity
KINTO	£478.44	Vehicle Rental
The Mailing Room	£252.00	Franking Machine Maintenance, Ink and Rate Changes
British Gas	£95.00	Facilities Electricity
TV Licence		TV Licences
Biffa	£160.46	Waste Removal
Quadient	-	Franking Machine Top Ups
Npower	£228.34	Facilities Electricity
NEST	£3,182.11	Employee Pensions
Total Direct Debit Amount:	£20,416.29	

3.0

Payroll Payments (Already Made)

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
July Payroll	£74,533.53	Unity NTC	IB 11999
July Pensions	£10,722.69	Unity NTC	IB 12001
July HMRC	£22,232.24	Unity NTC	IB 12000
Total Payroll:	£107,488.46		

4.0

Unity Bank Credit Card Payments (already made)

Date	Supplier:	Info:	Total:	VAT:	Committee:
14-Mar	BL Autoscore	Refund for Van Deposit	-£285.00	£0.00	G&R
03-Jun	Otter.ai	AI Software	£47.26	£0.00	G&R
03-Jun	NRLA	Tenant Credit Checks	£26.00	£4.33	E&F
03-Jun	NRLA	Tenant Credit Checks	£26.00	£4.33	E&F
05-Jun	Meta	Social Media Post Boosts	£7.00	£0.00	C&T
07-Jun	Meta	Social Media Post Boosts	£7.00	£0.00	C&T
08-Jun	Meta	Social Media Post Boosts	£7.00	£0.00	C&T
09-Jun	Meta	Social Media Post Boosts	£7.00	£0.00	C&T
09-Jun	Bitwarden	Password Management Software	£15.73	£0.00	G&R
10-Jun	DVLA	Vehicle Tax	£337.50	£0.00	G&R
10-Jun	DVLA	Vehicle Tax	£337.50	£0.00	G&R
11-Jun	Hexnode	Annual Subscription	£1,532.52	£0.00	G&R
12-Jun	OpenAI	AI Software	£15.74	£0.00	G&R
13-Jun	Amazon	Music for Events	£7.88	£1.31	C&T
13-Jun	Amazon	Music for Events	£9.49	£1.58	C&T
13-Jun	Amazon	Music for Events	£3.79	£0.63	C&T
13-Jun	Amazon	Music for Events	£6.49	£1.08	C&T
13-Jun	Amazon	Music for Events	£8.99	£1.50	C&T
13-Jun	Amazon	Music for Events	£3.49	£0.58	C&T
13-Jun	Amazon	Music for Events	£12.98	£2.16	C&T
13-Jun	Amazon	Music for Events	£8.99	£1.50	C&T
13-Jun	Amazon	Music for Events	£10.49	£1.75	C&T
13-Jun	Amazon	Music for Events	£10.49	£1.75	C&T
14-Jun	SIA	SIA Licence - JP	£276.00	£0.00	HR
14-Jun	SIA	SIA Licence - AC	£276.00	£0.00	HR
17-Jun	SnapWidget	TIC Website Social Media Link	£63.61	£10.60	C&T
25-Jun	Parallels	Parallels for Mac Book	£34.37	£0.00	G&R
25-Jun	Meta	Social Media Post Boosts	£6.98	£0.00	C&T
29-Jun	Starlink	Killacourt WiFi	£150.00	£0.00	E&F
30-Jun	Digital Ocean	Website Costs	£28.00	\$5.89	G&R
02-Jul	Lloyds	Monthly Fee	£3.00	£0.00	G&R
Total Unity Card Amount:			£3,002.29		

5.0

Petty Cash Payments (Already Made)

Date	Supplier:	Info:	Total:	VAT:	Committee:
24/06/2024	Tesco	Milk	£1.55	£0.00	G&R
27/06/2024	ASDA	Milk	£1.45	£0.00	G&R
01/07/2024	ASDA	Dishwasher Tablets, Cleaner, Rinse Aid & Gloves	£14.55	£0.00	G&R
03/07/2024	Post Office	Returned National Express Card	£5.29	£0.88	C&T
03/07/2024	Sainsburys	Handsoap for Station Toilets	£9.00	£0.00	E&F
03/07/2024	Sainsburys	Handsoap for Station Toilets	£2.50	£0.00	E&F
04/07/2024	Mountain Warehouse	Bag for Events to Hold Keys	£12.99	£2.17	C&T
05/07/2024	The Works	A3 Sketch Pad	£8.00	£1.33	G&R
05/07/2024	Poundland	Milk	£1.45	£0.00	G&R
05/07/2024	The Works	Bubble Mix for Machine	£3.00	£0.50	C&T
09/07/2024	Tesco	Milk	£1.55	£0.00	G&R
11/07/2024		Testing Car Park Cash Machine	£1.00	£0.00	E&F
11/07/2024	The Works	Windmills for Events	£6.00	£1.00	C&T
15/07/2024	Tesco	Milk	£1.55	£0.00	G&R
19/07/2024	Poundland	Dog Biscuits for TIC Trailer	£3.00	£0.50	C&T
24/07/2024	Tesco	Milk	£1.55	£0.00	G&R
24/07/2024	Micro DIY	WD-40 for TIC Trailer	£10.48	£1.75	C&T
26/07/2024	Sainsburys	Extension Lead	£8.99	£0.00	G&R
Total			£93.90		

6.0

Unity Monthly Schedule of Accounts

Date:	IB Reference	Info:	Total
08/07/24	IB 11966 - IB 11998	1st July Payment Run	£26,054.37
22/07/24	IB 12003 - IB 12036	2nd July Payment Run	£64,529.26
			£90,583.63

7.0

Total Payments/Bank Balances:		
1.0	Bank Balances	£3,733,279.38
Expenditure for Authorisation		
2.0	Direct Debit & Standing Orders (Expenditure)	£20,416.29
3.0	Payroll Payments (Expenditure)	£107,488.46
4.0	Unity Bank Card Payments (Expenditure)	£3,002.29
5.0	Petty Cash Payments (Expenditure)	£93.90
6.0	Unity Monthly Schedule of Accounts (Expenditure)	£90,583.63
Total Expenditure		£221,584.57