

Public Document Pack

LEIGHTON-LINSLADE TOWN COUNCIL

MINUTES OF POLICY & FINANCE COMMITTEE

MONDAY, 27 FEBRUARY 2023 AT 7.30 PM

Present: Councillors S Jones (Chair)
 C Palmer
 T Morris
 G Perham
 M Freeman
 D Scott
 R Goodchild
 S Owen
 S Hemmings (substituting for R Berry)

Also in attendance: M Saccoccio, Town Clerk
 S Sandiford, Deputy Town Clerk
 M Jahn, Committee Officer
 D Hall and S Walker (Cloudy IT)

Members of the public: 0
Members of the press 0

444/PF APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Berry (substituted by Councillor Hemmings), Councillor Dodwell and Councillor Kharawala.

445/PF DECLARATIONS OF INTEREST

No declarations of interest were made.

446/PF QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

There were no questions from the public

447/PF MINUTES OF PREVIOUS MEETING

(a) The Committee received the minutes of the Policy & Finance Committee meeting held on 23 January 2023.

RESOLVED that the minutes of the Policy & Finance Committee

meetings held on 23 January 2023 be approved as a correct record and were signed accordingly.

(b) Updates from the previous meeting:

Minute reference 428/PF (Pages Park Fine Turf Lawns): it was confirmed the turf would be relaid in the Autumn and the path completed before the turf was laid.

Minute reference 430/PF (Sub-Committees and Task & Finish Groups): concerns were raised regarding a Central Bedfordshire Council consultation on potential options for land south of the High Street going ahead without any engagement with the Town Council.

448/PF COUNCILLOR DEVICES

By invitation, two representatives of Cloudy IT attended the meeting to give a brief presentation on services including use of O365 and Decisions software, as well as the potential to source and provide support for council owned devices to help and support the work of councillors in their role from May 2023. Technical questions were invited, after which the representatives left the meeting.

The committee then considered a covering report regarding data security and legislative obligations, with a summary of feedback obtained during a councillor survey in summer 2022 which led to specific recommendations regarding the procurement of council owned devices for councillor use in the next administration.

Whilst the move from paper-based meeting agendas had in recent years saved significantly on paper and costs, particularly in terms of officer time, it was noted that the recommendations were based not solely on this but on the other potential advantages to be achieved through sharing of documents in Sharepoint or Teams, greater potential for informal communications through Teams to reduce internal email traffic and share information, and the ability to better provide training and support if all councillors were using the same devices and platform. It was confirmed that the council would continue to endeavour to meet the individual requirements of councillors, for example through provision of paper meeting documents, large print or colour paper if requested and if individuals preferred this to using the technology.

It was proposed and seconded that the recommendation to procure devices for the next council administration be approved, with a slight amendment to source 23 rather than 21 to allow for spare devices if needed. On being put to the vote, this was carried (8 for, 1 abstention).

RESOLVED to procure up to 23 council owned devices for use by elected Members from May 2023 - May 2027 together with associated device management and support, to enable all councillors to undertake their role and safeguard council compliance with legislation regarding information management (costs to be met primarily from earmarked reserves).

449/PF PAYMENTS

The Committee received schedules of payments for January which had previously been approved for payment by the Town Clerk and countersigned by two signatories. There were no anomalies or matters of concern to draw to the attention of the Committee.

The schedule for January dated 10 February 2023 included BACS payments amounting to £123,432.16 (page numbers 3181 - 3192) including petty cash payments for £47.23 for the White House and £99.29 for Tactic and salaries of £111,175.32.

A cash book report for January 2023, including details of all direct debit payments, was also received.

RESOLVED to receive the schedules of payments for invoices received in January paid in February 2023.

450/PF COMMITTEE OBJECTIVES AND WORK PLAN

The Committee received the Committee Workplan and Objectives for 2022-2023.

RESOLVED to note the Committee Work Plan and objectives for 2022-2023.

451/PF SUB-COMMITTEES AND TASK AND FINISH GROUPS

The Committee received the draft minutes of the Health Services Task and Finish Group meeting held on 5 December 2022.

A question was raised whether the Patient Participation Groups had set up a meeting with local Primary and Secondary care representatives following the public meeting held in February. Members agreed a meeting should be convened to discuss how to move forward including a potential review of the Terms of Reference for this Task and Finish Group.

RESOLVED to receive the draft minutes of the Health Services Task and Finish Group held on 5 December 2022.

452/PF ANNUAL REVIEW OF SUBSCRIPTIONS/MEMBERSHIPS

The Committee received a report to review the Council's and/or employees

memberships of other bodies.

RESOLVED to note the Town Council's and/or employees' memberships of other bodies.

453/PF ANNUAL REVIEW OF INVESTMENT STRATEGY

The Committee received and considered a report to approve and recommend to Council the re-adoption of the Investment Strategy with no changes.

RECOMMENDED to Council the re-adoption of the Town Council's Investment Strategy.

454/PF COMMUNICATIONS UPDATE

The Committee received a report in respect of communications, including the Town Council website social media channels, electronic signage and overall communications strategy. It was noted that over 6,000 social media messages had been scheduled over the last year and that a specific social media strategy for 2023 was in development.

The Committee agreed the website and communications were excellent and offered members of the public a wealth of information provided by the Town Council and local community organisations.

RESOLVED to note the information regarding Town Council communications.

455/PF POST-ELECTION ARRANGEMENTS

The Committee received a report to provide information and seek committee feedback regarding arrangements leading up to and after elections in May 2023. This included arrangements for retiring councillors as well as induction and training for new councillors from May 9th onwards and was based on feedback from current councillors when surveyed in summer 2022.

It has been suggested that a 'visioning' exercise to determine priorities for the new administration might be undertaken in summer 2023 following the election and prior to development of the 2024-25 budget, but it was noted and agreed that the timescale and methodology for determination of future council priorities would be set by the new administration following election.

RESOLVED to note the report.

456/PF WHITE HOUSE FEES

The Committee received a report to seek approval that no increase be applied to White House charges from 1 April 2023.

The Committee agreed that charges not be increased on this occasion given

the higher than usual level of inflation. An amendment to policy was agreed to specify that free of charge use of White House meetings rooms should be for community and not-for-profit groups operating within Leighton Linlode Parish.

RESOLVED

(a) To note the report.

(b) To endorse that no increase be made to White House room hire fees and charges from 1 April 2023.

457/PF HEALTH SERVICES

The committee received a motion proposed by Councillor Jones and seconded by Councillor Palmer:

This Council requests Andrew Selous MP to facilitate a meeting, whether face to face or remotely, between Neil O'Brien MP, Minister for Primary Care and Public Health and representatives of the Town Council to explore the issues and potential solutions regarding the wholly and increasingly inadequate provision of primary health services in Leighton-Linslade, which is causing significant frustration, anxiety and detriment to the rapidly growing population of the town.

An amendment to this motion was then proposed by Councillor Goodchild and seconded by Councillor Owen to read:

This Council, noting the failure of the BLMK ICD and CBC over the past three years to (a) provide a Financial Plan for the promised Health Hub along with new GP surgeries for eastern Leighton Buzzard and Linslade, (b) consult local patients and this council on either the possible services or location of the Hub and (c) provide internal challenge at CBC Level and recognising the level of public outrage at this institutional abandonment by officers and Members paid from the public's taxes.

Calls on Andrew Selous MP to

- (a) Announce action now to recruit doctors and nurses to fill existing vacancies in our three existing GP surgeries to improve the current wait for appointments*
- (b) Abandon now his suggestion made at the 9 February public meeting of relying on funds raised from the disposal of land in Vandyke Road, which would produce just 2% of the cost of building the Hub and two surgeries – a fig leaf for the problems*
- (c) Secure now a public commitment from BLMK ICB for real public consultation as is done for example by Norfolk and Waveney ICB.*
- (d) Demand that his Government direct BLMK ICB now to redirect its spending priorities to fund the Leighton Buzzard Health Hub and two new GP surgeries (in conjunction with whichever Minister is prepared to act to give Leighton Buzzard residents a health service in return for*

their taxes.

(e) Announce now a change in his policy of trying to influence lead figures from ICB, CBC and Government behind closed doors and on public platforms and instead ally himself with local people and their representative groups in a Peoples' Alliance to force these monoliths to listen to and act on the voice of local people.

(f) Throw his weight now behind a major CBC overhaul of the failing infrastructure funding mechanism.

It was noted that this did not represent an amendment in accordance with Standing Order 1 (e). In order to permit discussion, it was proposed that Standing Orders be suspended.

RESOLVED to suspend Standing Orders to allow discussion of the amended Motion proposed.

Following discussions, the amended motion was put to a vote and was not carried (2 in favour, 3 against and 4 abstentions).

The substantive motion was then put to the vote and carried (5 for, 4 abstentions).

RESOLVED this Council requests Andrew Selous MP to facilitate a meeting, whether face to face or remotely, between Neil O'Brien MP, Minister for Primary Care and Public Health and representatives of the Town Council to explore the issues and potential solutions regarding the wholly and increasingly inadequate provision of primary health services in Leighton-Linslade, which is causing significant frustration, anxiety and detriment to the rapidly growing population of the town.

458/PF EXCLUSION OF THE PUBLIC

RESOLVED that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding:

459/PF EVENTS SECURITY 2023 (report attached)

The Committee received and considered a report with an overview of the awarding of a contract to provide security services at Town Council events in the financial year 2023-2024.

RESOLVED to award Company A (SRM) the contract to undertake the provision of security services at the events programme in financial year 2023-24.

The meeting closed at 9.57 pm.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON MONDAY, 27 FEBRUARY 2023.

Chair

17 APRIL 2023

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Linked to Cashbook 1

Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
ABR001 Abraham Investments Ltd							
<i>Service Charges for White Hse</i>	25/01/2023	7403	1	3,787.71	0.00	3,787.71	0.00
<i>Est Electricity Use White Hse</i>	25/01/2023	7404	1	1,034.59	0.00	1,034.59	0.00
					0.00	4,822.30	

Above paid on 10/02/2023 by Online Payment Ref ABR001

ALL009 Alltech Signs & Graphics Ltd							
<i>Add names to Awards Board</i>	03/02/2023	INV8843	1	84.00	0.00	84.00	0.00
					0.00	84.00	

Above paid on 10/02/2023 by Online Payment Ref ALL009

AUB001 Aubergine							
<i>SSL-secured Website Hosting</i>	21/12/2022	AUB10791	1	477.60	0.00	477.60	0.00
<i>Qtly Tech Supp LLTC Websites</i>	01/02/2023	AUB10936	1	234.00	0.00	234.00	0.00
					0.00	711.60	

Above paid on 10/02/2023 by Online Payment Ref AUB001

AUT001 Auto Electrical Services							
<i>New Aerial Isuzu Pick Up</i>	27/01/2023	100733	1	291.08	0.00	291.08	0.00
					0.00	291.08	

Above paid on 10/02/2023 by Online Payment Ref AUT001

BIS001 Bishop Sports & Leisure Ltd							
<i>Synthetic Arrow Net Hooks x 12</i>	11/01/2023	SI-0000365344	1	142.74	0.00	142.74	0.00
					0.00	142.74	

Above paid on 10/02/2023 by Online Payment Ref BIS001

BKE001 B Kent Electrical Ltd							
<i>Rep Earth Vandyke Rd Mess Rm</i>	31/01/2023	4310	1	112.80	0.00	112.80	0.00
					0.00	112.80	

Above paid on 10/02/2023 by Online Payment Ref BKE001

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Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
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BPF001 Bedfordshire Pension Fund

<i>Added years Dec 22</i>	23/01/2023	751868	1	403.17	0.00	403.17	0.00
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					0.00	403.17	
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Above paid on 10/02/2023 by Online Payment Ref BPF001

BPF003 Bedfordshire Pension Fund

<i>Pension contributions</i>	31/01/2023	JANUARY 2023	1	25,666.30	0.00	25,666.30	0.00
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					0.00	25,666.30	
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Above paid on 10/02/2023 by Online Payment Ref 101011

BPOL001 The Police & Crime Commissioner for Beds

<i>Op Dodford Police Hire Dec 22</i>	25/01/2023	B0003485	1	1,619.68	0.00	1,619.68	0.00
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<i>Op Dodford Police Hire Nov 22</i>	25/01/2023	B0003486	1	3,365.68	0.00	3,365.68	0.00
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<i>OP Dodford Police Hire Oct 22</i>	25/01/2023	B0003487	1	2,844.72	0.00	2,844.72	0.00
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					0.00	7,830.08	
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Above paid on 10/02/2023 by Online Payment Ref BPOL001

BRI011 Marsha Brierley (Regent Street Comm Gdn)

<i>Plants/Compost for Comm Gdn</i>	16/01/2023	JAN2023	1	104.49	0.00	104.49	0.00
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					0.00	104.49	
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Above paid on 10/02/2023 by Online Payment Ref BRI011

BRO011 Brooklands Schoool

<i>Hire of Brooklands School Facs</i>	31/01/2023	BOOK1000786	1	150.00	0.00	150.00	0.00
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					0.00	150.00	
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Above paid on 10/02/2023 by Online Payment Ref BRO011

BTE001 BT Events Ltd

<i>Event Production Jan 23</i>	01/02/2023	800	1	2,650.00	0.00	2,650.00	0.00
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					0.00	2,650.00	
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Above paid on 10/02/2023 by Online Payment Ref BTE001

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Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
BUT001 Buttle Plc							
<i>Play Pit Sand Bulk Bag</i>	27/01/2023	1234069	1	214.44	0.00	214.44	0.00
					0.00	214.44	
Above paid on 10/02/2023 by Online Payment Ref BUT001							
BUT002 Lucy Butler							
<i>Counselling Services</i>	09/01/2023	05	1	150.00	0.00	150.00	0.00
<i>Counselling Services Jan 23</i>	30/01/2023	06	1	330.00	0.00	330.00	0.00
					0.00	480.00	
Above paid on 10/02/2023 by Online Payment Ref BUT002							
CEN003 Central Bedfordshire Council							
<i>Movies for the More Mature</i>	10/01/2023	1800143133	1	1,800.00	0.00	1,800.00	0.00
					0.00	1,800.00	
Above paid on 10/02/2023 by Online Payment Ref CEN003							
CHB001 Chubb Fire & Security Ltd							
<i>Fire Alarm Service</i>	11/01/2023	9693518	1	154.98	0.00	154.98	0.00
					0.00	154.98	
Above paid on 10/02/2023 by Online Payment Ref CHB001							
CHS001 C.H. Services							
<i>Service Blower & Mower</i>	25/01/2023	230008	1	243.00	0.00	243.00	0.00
<i>Service 2 Mulch Mowers</i>	25/01/2023	230009	1	344.00	0.00	344.00	0.00
<i>Service 2 x Brush Cutters</i>	25/01/2023	230010	1	305.36	0.00	305.36	0.00
					0.00	892.36	
Above paid on 10/02/2023 by Online Payment Ref CHS001							
CIT002 City B Group Ltd							
<i>10 plastic donuts + end bungs</i>	26/01/2023	45493	1	84.00	0.00	84.00	0.00
					0.00	84.00	
Above paid on 10/02/2023 by Online Payment Ref CIT002							

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CIT004 Citizens Online							
<i>55up Phone Line & Digital Supp</i>	31/01/2023	INV-305	1	5,173.20	0.00	5,173.20	0.00
					0.00	5,173.20	

Above paid on 10/02/2023 by Online Payment Ref CIT004

DAT002 Datashredders Limited							
<i>Shredding Confidential Paper</i>	11/01/2023	108059	1	68.40	0.00	68.40	0.00
<i>Shredding Conf Paper & Plastic</i>	31/01/2023	108507	1	62.40	0.00	62.40	0.00
					0.00	130.80	

Above paid on 10/02/2023 by Online Payment Ref DAT002

DBS001 D. B. Standing & Son Ltd							
<i>Top Soil</i>	31/08/2022	25457	1	300.60	0.00	300.60	0.00
<i>Top Soil</i>	30/09/2022	25559	1	280.18	0.00	280.18	0.00
					0.00	580.78	

Above paid on 10/02/2023 by Online Payment Ref DBS001

DCE001 DC Electrical Services Ltd							
<i>Full Fixed Wire Testing Pavill</i>	31/01/2023	539	1	5,194.80	0.00	5,194.80	0.00
<i>Replace Int & Ext lights</i>	31/01/2023	549	1	419.51	0.00	419.51	0.00
					0.00	5,614.31	

Above paid on 10/02/2023 by Online Payment Ref DCE001

DWP001 Department of Work & Pensions							
<i>AOE payment</i>	31/01/2023	JANUARY 2023	1	15.52	0.00	15.52	0.00
					0.00	15.52	

Above paid on 10/02/2023 by Online Payment Ref WM815231A

ELLOO2 K J Ellis Plumbing & Heating							
<i>Boiler & Toilet Repairs</i>	30/01/2023	945	1	177.00	0.00	177.00	0.00
					0.00	177.00	

Above paid on 10/02/2023 by Online Payment Ref ELLOO2

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
GEM001	Gemelli Solutions Ltd						
<i>Childcare Vouchers</i>	07/02/2023	344302	1	231.44	0.00	231.44	0.00
					0.00	231.44	
Above paid on 10/02/2023 by Online Payment Ref GEM001							
GEO001	George Browns Ltd						
<i>Walking Boot</i>	11/01/2023	118064	1	82.06	0.00	82.06	0.00
<i>RTV Wdw Seal & Water Browser</i>	16/01/2023	118503	1	146.25	0.00	146.25	0.00
<i>First Aid Kit/Swarfega</i>	17/01/2023	118591	1	24.13	0.00	24.13	0.00
<i>Chain Loop</i>	18/01/2023	118695	1	22.87	0.00	22.87	0.00
<i>Spade - Digging</i>	19/01/2023	118798	1	82.08	0.00	82.08	0.00
<i>Syphon pump, grease gun, etc</i>	24/01/2023	119212	1	25.95	0.00	25.95	0.00
<i>De-Icer 600ml</i>	26/01/2023	119422	1	13.32	0.00	13.32	0.00
<i>Rambolts, Nuts & Bolts</i>	26/01/2023	119423	1	12.50	0.00	12.50	0.00
<i>Chainsaw 14" MSA 200</i>	06/02/2023	120539	1	289.99	0.00	289.99	0.00
<i>Service Toro F3000</i>	06/02/2023	120562	1	1,193.99	0.00	1,193.99	0.00
<i>Service Kubota ZD1211</i>	06/02/2023	120564	1	764.40	0.00	764.40	0.00
<i>Sprays, Wipes, Screenwash</i>	08/02/2023	120802	1	30.48	0.00	30.48	0.00
					0.00	2,688.02	
Above paid on 10/02/2023 by Online Payment Ref GEO001							
GOO007	Good Skills Training Ltd						
<i>1st Aid Training Young People</i>	26/01/2023	INV-108132	1	499.20	0.00	499.20	0.00
					0.00	499.20	
Above paid on 10/02/2023 by Online Payment Ref GOO007							
HM001	HM Revenue & Customs						
<i>PAYE & NI payments</i>	31/01/2023	JANUARY 2023	1	20,357.49	0.00	20,357.49	0.00
					0.00	20,357.49	
Above paid on 10/02/2023 by Online Payment Ref HM001							
INI001	Initial						
<i>Credit Note re 05/10/22</i>	18/11/2022	34503312	1	-9.72	0.00	-9.72	0.00
<i>Credit Note re 02/11/22</i>	18/11/2022	34503313	1	-30.36	0.00	-30.36	0.00

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<i>Credit Note re 12/10/22</i>	18/11/2022	34503354	1	-27.43	0.00	-27.43	0.00
<i>Credit Note re 26/10/22</i>	18/11/2022	34503355	1	-86.83	0.00	-86.83	0.00
<i>Service Feb 23 to Feb 24</i>	16/01/2023	34566677	1	5,142.20	0.00	5,142.20	0.00
<i>Credit re missed service</i>	26/01/2023	34575808	1	-3.24	0.00	-3.24	0.00
<i>Cr Note re Missed Sevice</i>	26/01/2023	34575833	1	-30.60	0.00	-30.60	0.00
					0.00	4,954.02	

Above paid on 10/02/2023 by Online Payment Ref INI001

JAC008 Jackson & Phillips Automotive Services

<i>Top up & reset Adblue system</i>	23/12/2022	MWI143031	1	111.00	0.00	111.00	0.00
<i>Wiper Blades for all vans</i>	09/01/2023	MSI143194	1	161.09	0.00	161.09	0.00
<i>Walking Boot</i>	11/01/2023	118064	1	82.06	0.00	82.06	0.00
<i>Credit Note re wrong supplier</i>	11/01/2023	118064(2)	1	-82.06	0.00	-82.06	0.00
<i>Fix oil leak on Ford Transit</i>	12/01/2023	MWI143239	1	124.80	0.00	124.80	0.00
<i>Puncture Rep & Bal for Isuzu</i>	19/01/2023	MWI143349	1	23.40	0.00	23.40	0.00
<i>New Tyres for Ford Transit</i>	01/02/2023	MWI143532	1	206.40	0.00	206.40	0.00
					0.00	626.69	

Above paid on 10/02/2023 by Online Payment Ref JAC008

JAM005 Jam on Toast

<i>Newsletter monthly fee</i>	07/02/2023	#378	1	295.00	0.00	295.00	0.00
					0.00	295.00	

Above paid on 10/02/2023 by Online Payment Ref JAM005

JGO001 Mr J Gordon

<i>Health & Safety Supp Servs</i>	01/02/2023	HSAW 294/22	1	692.40	0.00	692.40	0.00
					0.00	692.40	

Above paid on 10/02/2023 by Online Payment Ref JGO001

LHC001 Leighton Hire Centre

<i>Belle Compaction Plate</i>	30/11/2022	72511	1	32.40	0.00	32.40	0.00
<i>Recirc Toilet & Basin</i>	31/01/2023	73127	1	118.80	0.00	118.80	0.00
					0.00	151.20	

Above paid on 10/02/2023 by Online Payment Ref LHC001

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by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
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LOC001 Lock Services

<i>Keys cut, padlocks, etc</i>	31/01/2023	9715	1	544.00	0.00	544.00	0.00
					0.00	544.00	

Above paid on 10/02/2023 by Online Payment Ref LOC001

LUT001 Luton Borough Council

<i>HR Prof Advice & Supp</i>	03/02/2023	0002867043	1	9,416.40	0.00	9,416.40	0.00
					0.00	9,416.40	

Above paid on 10/02/2023 by Online Payment Ref LUT001

LYR001 Lyreco UK Ltd

<i>Credit note re duplicate paymt</i>	09/09/2022	6650208674(4)	1	-145.19	0.00	-145.19	0.00
<i>Credit note re duplicate paymt</i>	09/09/2022	6650208674(5)	1	-145.19	0.00	-145.19	0.00
<i>Office Supplies</i>	28/10/2022	6650210037	1	271.60	0.00	271.60	0.00
<i>Perm Marker Pens</i>	04/11/2022	6650211168	1	12.67	0.00	12.67	0.00
<i>Tea bags,cleaning items, batts</i>	20/01/2023	6650213370	1	163.57	0.00	163.57	0.00
					0.00	157.46	

Above paid on 10/02/2023 by Online Payment Ref LYR001

MAZ002 Maze8 Solutions Ltd

<i>Tactic Temp Employee</i>	19/01/2023	33565	1	1,159.20	0.00	1,159.20	0.00
<i>Tactic Temp Employee</i>	23/01/2023	33585	1	655.20	0.00	655.20	0.00
					0.00	1,814.40	

Above paid on 10/02/2023 by Online Payment Ref MAZ002

MCS001 M.C.S Contract Cleaning Limited

<i>Pavillions Cleaning</i>	30/01/2023	42271	1	3,969.79	0.00	3,969.79	0.00
<i>Cleaning Splash Pk Pub Convs</i>	30/01/2023	42272	1	948.00	0.00	948.00	0.00
<i>Mthly Cleaning West St Toilets</i>	30/01/2023	42273	1	4,615.20	0.00	4,615.20	0.00
					0.00	9,532.99	

Above paid on 10/02/2023 by Online Payment Ref MCS001

Continued over page

Linked to Cashbook 1

Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
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MIC002 Microshade Business Consultants Ltd

<i>Accounting Support Jan 23</i>	31/01/2023	17209	1	390.00	0.00	390.00	0.00
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					0.00	390.00	
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Above paid on 10/02/2023 by Online Payment Ref MIC002

MID003 Midori Pools & Gardens Ltd

<i>Hurricane 4Hp pump 400</i>	09/08/2022	INV-0353	1	3,876.72	0.00	3,876.72	0.00
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					0.00	3,876.72	
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Above paid on 10/02/2023 by Online Payment Ref MID003

MTF001 MT Fabricators Ltd

<i>Bearing reps/Goalpost welding</i>	10/01/2023	649	1	252.00	0.00	252.00	0.00
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<i>TIG Welded Reqs Mkt Stalls</i>	11/01/2023	653	1	307.10	0.00	307.10	0.00
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<i>Roller Shutter Door Repairs</i>	27/01/2023	661	1	60.00	0.00	60.00	0.00
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<i>Emer Call Out Blocked Drainage</i>	31/01/2023	664	1	120.00	0.00	120.00	0.00
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<i>Replace floodlight at Depot</i>	01/02/2023	662	1	354.00	0.00	354.00	0.00
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					0.00	1,093.10	
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Above paid on 10/02/2023 by Online Payment Ref MTF001

PEA003 Pear Technology Services Ltd

<i>Maplink Tech Supp & Updates</i>	31/01/2023	136807	1	108.00	0.00	108.00	0.00
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					0.00	108.00	
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Above paid on 10/02/2023 by Online Payment Ref PEA003

PHS001 PHS Group plc

<i>2 Sanitary Disposal</i>	22/01/2023	69580732	1	483.41	0.00	483.41	0.00
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					0.00	483.41	
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Above paid on 10/02/2023 by Online Payment Ref PHS001

PIT001 Pitney Bowes Purchase Power

<i>Postage</i>	18/01/2023	BJ690733	1	4.89	0.00	4.89	0.00
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					0.00	4.89	
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Above paid on 10/02/2023 by Online Payment Ref PIT001

Continued over page

Linked to Cashbook 1

Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
PRU001 Prudential - LEIGH/LINS TWN							
<i>AVC payment</i>	31/01/2023	JANUARY 2023	1	450.00	0.00	450.00	0.00
					0.00	450.00	
Above paid on 10/02/2023 by Online Payment Ref LLTC							
REM001 Remedy Sound							
<i>Sound Equip & Personnel</i>	02/02/2023	INV-2217	1	501.60	0.00	501.60	0.00
					0.00	501.60	
Above paid on 10/02/2023 by Online Payment Ref REM001							
SAR002 Sarratt Office Supplies Ltd							
<i>Stationery</i>	18/01/2023	IN00163618	1	393.01	0.00	393.01	0.00
<i>Opportunity A4 Paper</i>	30/01/2023	IN00163987	1	53.40	0.00	53.40	0.00
					0.00	446.41	
Above paid on 10/02/2023 by Online Payment Ref SAR002							
SOC001 Society of Local Council Clerks							
<i>First Time Managers Event</i>	20/01/2023	BK209107-1	1	126.00	0.00	126.00	0.00
					0.00	126.00	
Above paid on 10/02/2023 by Online Payment Ref SOC001							
SUN003 Sundown Screen Hire							
<i>LED Screen Hire Deposit</i>	18/01/2023	SUNNINV20210	1	480.00	0.00	480.00	0.00
					0.00	480.00	
Above paid on 10/02/2023 by Online Payment Ref SUN003							
TOO001 Toolmonkey Ltd							
<i>Safety Boots & Work Trousers</i>	31/01/2023	790930	1	135.88	0.00	135.88	0.00
					0.00	135.88	
Above paid on 10/02/2023 by Online Payment Ref TOO001							
TOWN001 The Town Mayors Charity Fund							
<i>Forward Paymt To TC In Error</i>	18/01/2023	JAN2023	1	26.00	0.00	26.00	0.00
					0.00	26.00	
Above paid on 10/02/2023 by Online Payment Ref TOWN001							

Continued over page

Linked to Cashbook 1

Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
TUD001 Tudor (UK) Ltd							
<i>Litter Pickers & Gloves</i>	24/11/2022	IN0223655	1	519.96	0.00	519.96	0.00
<i>Gardening Tools/Equip</i>	23/01/2023	IN0231800	1	926.88	0.00	926.88	0.00
<i>Sharpsguard Box</i>	24/01/2023	IN0232209	1	24.96	0.00	24.96	0.00
					0.00	1,471.80	

Above paid on 10/02/2023 by Online Payment Ref TUD001

UNI002 UNISON							
<i>Monthly subscriptions</i>	31/01/2023	JANUARY 2023	1	17.25	0.00	17.25	0.00
					0.00	17.25	

Above paid on 10/02/2023 by Online Payment Ref 10821

VEO001 Veolia							
<i>Refuse The White House</i>	31/01/2023	8661309153	1	69.78	0.00	69.78	0.00
<i>Refuse Astral Park Comm Ctre</i>	31/01/2023	8661309154	1	64.80	0.00	64.80	0.00
<i>Refuse Cherry Court Way</i>	31/01/2023	8661309155	1	1,533.60	0.00	1,533.60	0.00
<i>Refuse Vankyke Rd Cemetery</i>	31/01/2023	8661309156	1	528.22	0.00	528.22	0.00
<i>Refuse Street Market</i>	31/01/2023	8661309157	1	799.20	0.00	799.20	0.00
<i>Refuse Street Market</i>	31/01/2023	8661309158	1	73.87	0.00	73.87	0.00
<i>Refuse Street Market</i>	31/01/2023	8661309159	1	214.74	0.00	214.74	0.00
					0.00	3,284.21	

Above paid on 10/02/2023 by Online Payment Ref VEO001

VOI001 Voice Mobile Limited (Daisy Group)							
<i>EE REP Multi SIM 5G</i>	09/01/2023	S10814848	1	2.88	0.00	2.88	0.00
					0.00	2.88	

Above paid on 10/02/2023 by Online Payment Ref VOI001

WOO008 Paul Woolhead							
<i>Refund of booking Pages Pk</i>	20/01/2023	JAN2023	1	43.20	0.00	43.20	0.00
					0.00	43.20	

Above paid on 10/02/2023 by Online Payment Ref WOO008

Continued over page

Linked to Cashbook 1

Entered Month 11
by user CLC

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
ZEN001 Zen Internet							
<i>Business Line/Zen Fibre</i>	19/01/2023	39796512	1	50.40	0.00	50.40	0.00
					0.00	50.40	
Above paid on 10/02/2023 by Online Payment Ref ZEN001							
Total Purchase Ledger Payments						0.00	123,238.41

Petty Cash

List of Payments made between 01/01/2023 and 31/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/01/2023	Mark Soccoccio	4747	14.95		Milk and LB Observor
20/01/2023	Neil Ellis	4748	12.50		Batteries for Van Keys
24/01/2023	Adrian Harrison	4749	12.00		4 Brackets Mkt Lock up
25/01/2023	John Connew	4750	4.48		Flowers for Wte Hse Porch
31/01/2023	Tracy Lidgley	4751	3.30		Milk
Total Payments			<u>47.23</u>		

Current Account

List of Payments made between 01/01/2023 and 31/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/01/2023	BRITISH GAS	DD	47.05		Lite Electricity Bill
03/01/2023	BT	DD	120.02		Phone Bill
04/01/2023	NatWest Onecard	DD	2,206.14		December credit card payments
05/01/2023	GrenkeLeasing Ltd	DD	897.59		Quarterley Fee
05/01/2023	GrenkeLeasing Ltd	DD	270.64		Equipment Protection
05/01/2023	GrenkeLeasing Ltd	DD	106.80		Equipment Protection
05/01/2023	GrenkeLeasing Ltd	DD	64.80		Quarterley Fee
05/01/2023	DataSim	DD	22.27		Electronic Signage
06/01/2023	Virtual IT	DD	430.10		Fixed Telecom Charges
11/01/2023	BACS P/L Pymnt Page 3172	BACS Pymnt	98,250.89		BACS P/L Pymnt Page 3172
11/01/2023	Petty Cash - Mark Saccoccio/S	17578	34.00		Petty Cash Top Up
13/01/2023	FuelGenie	DD	603.74		Fuelcards
13/01/2023	Virtual IT	DD	156.00		600GB 3.5" 15K SAS Hard Drive
13/01/2023	NatWest	BACS	63,416.10		January salaries 2023
16/01/2023	Fuelcard Services	DD	337.80		Fuelcards
16/01/2023	Nat West Bankline	DD	70.90		Bank Charges
17/01/2023	Virtual IT	DD	443.83		Microsoft & Office 365
17/01/2023	Virtual IT	DD	845.40		IT Supp & Web Filtering
19/01/2023	Virtual IT	DD	108.00		Renewal of SSL Cert
19/01/2023	Worldpay	DD	95.45		Worldpay Charges
19/01/2023	Worldpay	DD	134.59		Worldpay Charges
20/01/2023	Total Energies	DD	1,865.55		Gas Invoice Astral Park
23/01/2023	Worldpay	DD	25.02		Trans & Sub Fees
25/01/2023	De Lage Landon Leasing Limited	DD	242.40		Leased Assets
25/01/2023	BNP PARIBAS LEASING	DD	404.46		Lease of Isuzu D-Max
30/01/2023	Fuelcard Services	DD	200.96		Fuelcards
30/01/2023	BRITISH GAS	DD	364.49		Lite Electricity Bill
30/01/2023	BRITISH GAS	DD	407.41		Lite Electricity Bill
30/01/2023	EE Limited	DD	415.20		Phone Charges
30/01/2023	Anglian Water - 100793264	Std Ord	8.00		Water - V/Rd Cem 335785901
30/01/2023	Anglian Water - 104438205	Std Ord	78.00		Water - Pages Park 293910201
30/01/2023	Anglian Water - 117053033	Std Ord	4.50		Water - Linslade Park 25110360
30/01/2023	Anglian Water - 119731644	Std Ord	29.00		Water - Allotments 299426201
31/01/2023	Nat West	CHG	67.47		Bank Charges
31/01/2023	BRITISH GAS	DD	43.19		Lite Electricity Bill
31/01/2023	MHR International UK Limited	DD	318.53		Dec 22 Payroll Charges
31/01/2023	Anglian Water - 126336965	Std Ord	33.00		Water - Tactic
31/01/2023	Anglian Water	DD	419.45		Water Bill
Total Payments			173,588.74		

Time: 14:29

Petty Cash

List of Payments made between 01/01/2023 and 31/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/01/2023	Mark Soccoccio	4747	14.95		Milk and LB Observer
20/01/2023	Neil Ellis	4748	12.50		Batteries for Van Keys
24/01/2023	Adrian Harrison	4749	12.00		4 Brackets Mkt Lock up
25/01/2023	John Connew	4750	4.48		Flowers for Wte Hse Porch
31/01/2023	Tracy Lidgley	4751	3.30		Milk
Total Payments			<u>47.23</u>		

Time: 13:45

Petty Cash Tactic

List of Payments made between 16/12/2022 and 11/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/12/2022	Linda Farmer	818	3.00		Toilet Brush Holder
16/12/2022	Linda Farmer	821	-0.50		Diff bet receipt & payment
09/01/2023	Linda Farmer	819	18.84		Chatty Cafe
09/01/2023	Jane Regan	820	77.95		Tang Various Resources
Total Payments			<u>99.29</u>		

Linked to Cashbook 1

Entered Month 11
by user TRACY

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
PETTYCASH Petty Cash - Mark Saccoccio/S Sandiford							
<i>Petty Cash Top Up</i>	31/01/2023	JAN2023	1	47.23	0.00	47.23	0.00
					0.00	47.23	
<i>kp</i> Above paid on 10/02/2023 by Cheque 17579							
PETTYCASHT Petty Cash - Sarah Sandiford/M Saccoccio							
<i>Petty Cash Top Up</i>	31/01/2023	FEB2023	1	99.29	0.00	99.29	0.00
					0.00	99.29	
<i>h ms</i> Above paid on 10/02/2023 by Cheque 17580							
Total Purchase Ledger Payments					0.00	146.52	

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