

**Payments For Approval- September 2023**

Code	Bank	Cheque No	Description	Supplier	Net	VAT	Total
Newsletter and Marketing	1. NatWest Current - Admi	BACS	Newsletter	Hogsty End Handbook	30.00	6.00	36.00
Garden competition	1. NatWest Current - Admi	BACS	Expenses	WSTC Clerk	7.00	0.00	7.00
Clerk's Expenses	1. NatWest Current - Admi	BACS	Expenses	WSTC Clerk	21.33	0.00	21.33
Business Rates	1. NatWest Current - Admi	BACS	Business Rates - Sport	Milton Keynes City Council	13,348.59	0.00	13,348.59**
CCTV	1. NatWest Current - Admi	BACS	CCTV camera	Crimewave Ltd	750.00	150.00	900.00
Office Supplies & Sundries	1. NatWest Current - Admi	BACS	First Aid Equipment	WEL Medical	129.85	25.97	155.82
Gardening - Summerlin Centre	2. NatWest Halls	BACS	Summerlin Gardening	Graham Dean	134.98	0.00	134.98
Sports Hall Gardening	2. NatWest Halls	BACS	Sports Hall Gardening	Graham Dean	67.50	0.00	67.50
Cleaning - Summerlin Centre	2. NatWest Halls	BACS	Cleaning	Pareto	236.21	47.24	283.45
Cleaning - The Sports Hall	2. NatWest Halls	BACS	Cleaning	Pareto	472.42	94.48	566.90
Cleaning - The Sports Hall	2. NatWest Halls	BACS	Cleaning	PHS Group	187.23	37.45	224.68*
Cleaning - Memorial Hall	2. NatWest Halls	BACS	Cleaning	PHS Group	35.28	7.06	42.34*
Cleaning - Summerlin Centre	2. NatWest Halls	BACS	Cleaning	PHS Group	219.39	43.88	263.27*
Cleaning - Memorial Hall	2. NatWest Halls	BACS	Cleaning	PHS Group	51.00	10.20	61.20
Cleaning - Summerlin Centre	2. NatWest Halls	BACS	Cleaning	PHS Group	51.00	10.20	61.20
Cleaning - The Sports Hall	2. NatWest Halls	BACS	Cleaning	PHS Group	51.00	10.20	61.20
Cleaning supplies	2. NatWest Halls	BACS	Cleaning materials	Krystal Hygiene	48.01	9.61	57.62
Garden competition	3. NatWest Environment	BACS	Engraving	Trophy Too	76.46	15.29	91.75
Litter and Dog Bins, Window/Shelter Clea	3. NatWest Environment	BACS	Litter picking & bins/doc	Marcus Young Environmental	432.00	86.40	518.40
Town Council Litter picking	3. NatWest Environment	BACS	Litter picking & bins/doc	Marcus Young Environmental	100.00	20.00	120.00
Litter and Dog Bins, Window/Shelter Clea	3. NatWest Environment	BACS	Window Cleaning	N Parram Window Cleaner	139.00	0.00	139.00
Grounds Maintenance	1. NatWest Current - Admi	BACS	Grounds Maintenance	RTM Landscapes	650.00	130.00	780.00
Cleaning - The Institute	4. NatWest Institute	BACS	Cleaning	Nicola Slater	144.00	0.00	144.00
Workshops and Classes	4. NatWest Institute	BACS	Library Workshop	Julie Lanyon-Hogg	128.00	0.00	128.00
					<b>17,510.25</b>	<b>703.98</b>	<b>18,214.23</b>

Office Supplies and Sundries	Co-Op Current (card)	CARD	Office Sundries	Amazon- Nobel Stationers Ltd	16.32	3.26	19.58
Equipment and Supplies - Summerlin Cer	Co-Op Current (card)	CARD	Bathroom Light	Yam BGB Services Ltd	27.57	0.00	27.57
Maintenance and Repairs - Summerlin Ce	Co-Op Current (card)	CARD	Caretaker sundries	M.A.C UK Trading	14.22	2.84	17.06
Office Supplies and Sundries	Co-Op Current (card)	CARD	Office Sundries	Amazon- The Safety Supply C	4.96	0.99	5.95
Equipment and Supplies - Summerlin Cer	Co-Op Current (card)	CARD	Caretaker sundries	Amazon- Flintoft Ironmongers	4.99	1.00	5.99
					<b>68.06</b>	<b>8.09</b>	<b>76.15</b>

Bank Charges	1. NatWest Current - Admi	DD	Bank charges	NatWest Bank	8.40	0.00	8.40
Bank Charges	2. NatWest Halls	DD	Bank charges	NatWest Bank	23.10	0.00	23.10
Bank charges	3. NatWest Environment	DD	Bank charges	NatWest Bank	3.15	0.00	3.15
Bank Charges	4. NatWest Institute	DD	Bank charges	NatWest Bank	0.35	0.00	0.35
Utilities - Memorial Hall	1. NatWest Current - Admi	DD	Business Rates	Milton Keynes City Council	202.00	0.00	202.00
Utilities - Summerlin Centre	1. NatWest Current - Admi	DD	Business Rates	Milton Keynes City Council	354.00	0.00	354.00
Car park running costs	1. NatWest Current - Admi	DD	Business Rates	Milton Keynes City Council	319.00	0.00	319.00
Utilities - The Institute	1. NatWest Current - Admi	DD	Business Rates	Milton Keynes City Council	62.00	0.00	62.00
Utilities - Summerlin Centre	2. NatWest Halls	DD	Electricity	SSE Swalec	62.18	3.10	65.28
Street Lighting	3. NatWest Environment	DD	Electricity	SSE Swalec	100.19	5.00	105.19

Street Lighting	3. NatWest Environment	DD	Electricity	SSE Swalec	9.47	0.47	9.94
Utilities - Sports Hall	2. NatWest Halls	DD	Electricity	Corona Energy	216.01	10.80	226.81
Utilities - Memorial Hall	2. NatWest Halls	DD	Gas bill	Total Gas & Power	6.29	0.31	6.60
Utilities - Summerlin Centre	2. NatWest Halls	DD	Gas bill	Total Gas & Power	6.80	0.34	7.14
Utilities - Sports Hall	2. NatWest Halls	DD	Gas bill	Corona Energy	1,065.49	53.27	1,118.76
IT Services/ Computer maintenance and	1. NatWest Current - Admi	DD	Microsoft 365 / emails	InReach Group	14.40	2.88	17.28
Phone & Broadband	1. NatWest Current - Admi	DD	Phone	EE Mobile	19.99	4.00	23.99
Phone & Broadband	1. NatWest Current - Admi	DD	Phone. IT and Broadba	InReach Group	248.25	49.65	297.90
Phone & Broadband	1. NatWest Current - Admi	DD	Phone. IT and Broadba	InReach Group	28.90	5.78	34.68
Utilities - Memorial Hall	2. NatWest Halls	DD	Waste Collection	SERCO	6.50	1.30	7.80
Utilities - Memorial Hall	2. NatWest Halls	DD	Waste Collection	SERCO	29.76	5.95	35.71
Utilities - Summerlin Centre	2. NatWest Halls	DD	Waste Collection	SERCO	116.90	23.38	140.28
Utilities - Memorial Hall	2. NatWest Halls	DD	Water Bill	Wave - Anglian Water	77.00	0.00	77.00
Utilities - Summerlin Centre	2. NatWest Halls	DD	Water Bill	Wave - Anglian Water	40.00	0.00	40.00
Edgewick Farm	3. NatWest Environment	DD	Water Bill	Wave - Anglian Water	248.00	0.00	248.00
					<b>3,268.13</b>	<b>166.23</b>	<b>3,434.36</b>

### Salaries

WSTC - Pension Contributions	1. NatWest Current - Admi	SO	Pension	Bucks CC Pension Fund	891.18	0.00	891.18
Staff salaries	1. NatWest Current - Admi	BACS	Salaries	WSTC staff	5,007.50	0.00	5,007.50
Employee NI	1. NatWest Current - Admi	BACS	Salaries	HMRC - Inland Revenue	248.22	0.00	248.22
WSTC employer NI contributions	1. NatWest Current - Admi	BACS	Salaries	HMRC - Inland Revenue	365.49	0.00	365.49
PAYE payable to HMRC	1. NatWest Current - Admi	BACS	HMRC Tax	HMRC - Inland Revenue	462.00	0.00	462.00
					<b>6,974.39</b>	<b>0.00</b>	<b>6,974.39</b>

**Total Monthly Payments    27,820.83   878.30   28,699.13**

\* PHS payments: annual payments for sanitary bins and air freshners in all halls. The invoices were incorrect and had to be amended and resent.

The further three payments to PHS are also annual, they are for 'duty of care' certificates which are a requirement to show we have disposed of hazardous waste legally.

\*\* The business rates for the Sports Hall including last years carried over to this years invoice, i.e. January 2023 to the end of March 2024