

Payments to be approved May 2024

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
107 Staff Expenses	14/05/2024	Admin	1. Unity Trust Bank	BACS	Expenses	Dan Hales	X	136.78	0.00	136.78
109 Staff Expenses	14/05/2024	Admin	1. Unity Trust Bank	BACS	Expenses	WSTC Clerk	X	19.06	0.00	19.06
75 Newsletter and Marketing	14/05/2024	Admin	1. Unity Trust Bank	BACS	Newsletter	Hogsty End Handbook	S	60.00	12.00	72.00
95 Phone & Broadband	14/05/2024	Admin	1. Unity Trust Bank	BACS	Phone	InReach Group	S	31.79	6.36	38.15
73 High Street Regeneration	14/05/2024	Environment	1. Unity Trust Bank	BACS	Administration Costs	XL Press	S	90.00	18.00	108.00
85 Car Park maintenance	14/05/2024	Environment	1. Unity Trust Bank	BACS	car park maintenance	Alan Rust	Z	220.00	0.00	220.00
96 Grounds Maintenance	14/05/2024	Environment	1. Unity Trust Bank	BACS	Grounds Maintenance	RTM Landscapes	S	650.00	130.00	780.00
105 Litter and Dog Bins	14/05/2024	Environment	1. Unity Trust Bank	BACS	Litter and dog bins	Marcus Young Environmental Services Ltd	S	384.00	76.80	460.80
119 Window Cleaning	14/05/2024	Environment	1. Unity Trust Bank	BACS	Window Cleaning	N Parram	Z	139.00	0.00	139.00
91 Safety checks & Fire Safety	14/05/2024	halls	1. Unity Trust Bank	BACS	Alarm Maintenance	Ade Fire Services Ltd	S	259.20	51.84	311.04
90 Safety Checks & Fire Safety	14/05/2024	halls	1. Unity Trust Bank	BACS	Alarm Maintenance	Ade Fire Services Ltd	S	95.00	19.00	114.00
83 Equipment and Supplies - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Caretaker sundries	Screwfix	S	22.88	4.57	27.45
97 CCTV	14/05/2024	halls	1. Unity Trust Bank	BACS	CCTV camera	Crimewave Ltd	S	483.34	96.67	580.01
74 Additional Cleaning - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Cleaning	Jani King	S	150.00	30.00	180.00
Cleaning Sports Hall	14/05/2024	halls	1. Unity Trust Bank	BACS	Cleaning	Jani King		338.18	67.64	405.82 *
Cleaning Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Cleaning	Jani King		507.28	101.46	608.74 *
88 Maintenance and Repairs - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Electrical repairs	B Kent Electrical Ltd	S	470.00	94.00	564.00
89 Maintenance and Repairs - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Electrical repairs	B Kent Electrical Ltd	S	68.00	13.60	81.60
77 Equipment & Supplies - Memorial Hall	14/05/2024	halls	1. Unity Trust Bank	BACS	Equipment	Screwfix	S	19.82	3.95	23.77
98 Utilities - Gas	14/05/2024	halls	1. Unity Trust Bank	BACS	Gas bill	Total Gas & Power	L	134.19	6.71	140.90
69 Maintenance and Repairs - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Install CCTV cameras	Tickford Security	S	249.00	49.80	298.80
82 Office Maintenance and Repairs	14/05/2024	halls	1. Unity Trust Bank	BACS	Caretaker sundries	Brewers Decorator Centres	S	85.48	17.10	102.58
94 General works and Equipment	14/05/2024	halls	1. Unity Trust Bank	BACS	Paint	Brewers Decorator Centres	S	819.63	163.93	983.56
102 Safety Checks & Fire Safety	14/05/2024	halls	1. Unity Trust Bank	BACS	PAT & Fire Safety Checks	Ade Fire Services Ltd	S	207.00	41.40	248.40
68 Cleaning - The Sports Hall	14/05/2024	halls	1. Unity Trust Bank	BACS	Cleaning	Krystal Hygiene	S	53.26	10.65	63.91
92 Waste Collection	14/05/2024	halls	1. Unity Trust Bank	BACS	Waste Collection	KP Waste	S	83.30	16.66	99.96
93 Waste Collection	14/05/2024	halls	1. Unity Trust Bank	BACS	Waste Collection	KP Waste	S	21.00	4.20	25.20
Equipment and Supplies - Summerlin Centre	14/05/2024	halls	1. Unity Trust Bank	BACS	Equipment	Nisbets		2,569.97	513.99	3,083.96 *
TOTAL PAYMENTS TO BE APPROVED								8,367.16	1,550.33	9,917.49
67 Street Lighting	01/05/2024	Environment	1. Unity Trust Bank	DD	Electricity	SSE Swalec	S	9.74	1.95	11.69
67 Street Lighting	01/05/2024	Environment	1. Unity Trust Bank	DD	Electricity	SSE Swalec	L	100.41	5.02	105.43
65 Car park running costs	01/05/2024	Environment	1. Unity Trust Bank	DD	Business Rates	Milton Keynes City Council	X	319.00	0.00	319.00
66 Car park running costs	01/05/2024	Environment	1. Unity Trust Bank	DD	Business Rates	Milton Keynes City Council	X	62.00	0.00	62.00
64 Business Rates - Sports Hall	01/05/2024	Halls	1. Unity Trust Bank	DD	Business Rates	Milton Keynes City Council	X	1,135.00	0.00	1,135.00
62 Business Rates	01/05/2024	Halls	1. Unity Trust Bank	DD	Business Rates	Milton Keynes City Council	X	222.00	0.00	222.00
63 Business Rates	01/05/2024	Halls	1. Unity Trust Bank	DD	Business Rates	Milton Keynes City Council	X	354.00	0.00	354.00
70 IT Services - email and website	01/05/2024	halls	1. Unity Trust Bank	DD	Memorial Hall maintenance	InReach Group	S	14.70	2.94	17.64
101 Utilities- Electricity	06/05/2024	halls	1. Unity Trust Bank	DD	Electricity	SSE Swalec	L	269.47	13.47	282.94
103 Utilities - water	11/05/2024	halls	1. Unity Trust Bank	DD	Water Bill	Water Plus	L	61.41	5.49	66.90
104 General works and Equipment	14/05/2024	halls	1. Unity Trust Bank	DD	Caretaker sundries	Screwfix	S	16.87	3.36	20.23
99 Utilities- Gas	18/05/2024	halls	1. Unity Trust Bank	DD	Gas bill	Total Gas & Power	L	90.53	4.53	95.06
118 Phone & Broadband	04/05/2024	Admin	1. Unity Trust Bank	DD	Phone	EE Mobile	S	26.00	5.20	31.20
116 Employee Salaries	13/05/2024	Admin	1. Unity Trust Bank	BACS	Salaries	WSTC Staff	X	7,058.50	0.00	7,058.50
106 Employer and Employer Pension Contributions	31/05/2024	Admin	1. Unity Trust Bank	SO	Pension	Bucks CC Pension Fund	X	1,583.42	0.00	1,583.42
115 Tax & NI payments	14/05/2024	Admin	1. Unity Trust Bank	BACS	HMRC tax & NI	HMRC - Inland Revenue	X	939.84	0.00	939.84

Total direct debit and standing payments **12,262.89** **41.96** **12,304.85**

* estimate as invoice not yet available

TOTAL **20,630.05** **1,592.29** **22,222.34**

* new commercial electric oven and water heater for the Summerlin Centre order agreed by the Halls Committee on 16th April meeting.

* invoice received and correct amount on this list.