

Berwick-upon-Tweed Town Council**LIST OF CHEQUE PAYMENTS**

24 June 2016 (16-17)

The following cheque payments have been made by Berwick Town Council in line with the criteria set out in Section 9 of the Financial regulations

| Voucher Code | Date | Cheque No | Description | Supplier | Net | VAT | Total |
|---------------------|-------------|------------------|---------------------------------|--|------------|------------|--------------|
| 80 | 24/06/2016 | 101339 | Subscription | Northumberland Association of Local Councils | 1,423.04 | 0.00 | 1,423.04 |
| 81 | 24/06/2016 | 101340 | Legal services | Tait Farrier Graham | 3,990.00 | 798.00 | 4,788.00 |
| 82 | 24/06/2016 | 101340 | Legal services | Tait Farrier Graham | 340.00 | 0.00 | 340.00 |
| 83 | 24/06/2016 | 101341 | Hoppa running costs | Adapt NE | 8,572.31 | 0.00 | 8,572.31 |
| 84 | 24/06/2016 | 101341 | Hoppa running costs | Adapt NE | 2,000.00 | 0.00 | 2,000.00 |
| 85 | 24/06/2016 | 101342 | Photocopies | Capital Solutions | 94.01 | 18.80 | 112.81 |
| 86 | 24/06/2016 | 101343 | Bedding Plants | Newton Don Nursery | 3,001.63 | 600.33 | 3,601.96 |
| 87 | 24/06/2016 | 101343 | Bedding Plants | Newton Don Nursery | 143.35 | 28.67 | 172.02 |
| 88 | 24/06/2016 | 101343 | Bedding Plants | Newton Don Nursery | 191.40 | 38.28 | 229.68 |
| 89 | 24/06/2016 | 101344 | Stationery | Viking | 75.84 | 15.17 | 91.01 |
| 90 | 24/06/2016 | 101344 | Stationery | Viking | 20.45 | 4.09 | 24.54 |
| 91 | 24/06/2016 | 101345 | Cleaning | Crystal Stone Ltd | 46.50 | 0.00 | 46.50 |
| 92 | 24/06/2016 | 101346 | Water services | Northumbrian Water | 94.00 | 18.80 | 112.80 |
| 93 | 24/06/2016 | 101347 | Plaques | Shoecare | 39.00 | 0.00 | 39.00 |
| 94 | 24/06/2016 | 101348 | Repairs | G A Thompson | 720.00 | 144.00 | 864.00 |
| 95 | 24/06/2016 | 101349 | Bus Shelter cleaning | Wheeleigh Clean | 241.00 | 0.00 | 241.00 |
| 96 | 24/06/2016 | 101350 | Shirt | Robertson's | 59.90 | 0.00 | 59.90 |
| 97 | 24/06/2016 | 101351 | Refreshments | Joyce Benton | 7.33 | 0.00 | 7.33 |
| 98 | 24/06/2016 | 101352 | Printing | Shiel Morrison | 48.00 | 0.00 | 48.00 |
| 99 | 24/06/2016 | 101353 | Paints, brushes, equipment etc. | Glendale Paints | 19.58 | 3.92 | 23.50 |
| 100 | 24/06/2016 | 101354 | Stationery | Geo C Grieve | 9.99 | 2.00 | 11.99 |
| 101 | 24/06/2016 | 101355 | Materials | MKM Building Supplies | 127.53 | 25.51 | 153.04 |
| 102 | 24/06/2016 | 101355 | Materials | MKM Building Supplies | 66.96 | 13.39 | 80.35 |
| 103 | 24/06/2016 | 101355 | Materials | MKM Building Supplies | 16.52 | 3.31 | 19.83 |

Berwick-upon-Tweed Town Council
LIST OF DIRECT PAYMENTS

The following direct payments have been made by Berwick Town Council in line with the criteria set out in Section 9 of the Financial regulations

| Voucher Code | Date | Cheque No | Description | Supplier | Net | VAT | Total |
|----------------------|-------------|------------------|---------------------|-------------------|------------|------------|--------------|
| 73 Civic expenses | 23/06/2016 | debitcard | mobile phone top up | Joyce Benton | 30.00 | 0.00 | 30.00 |
| 74 Salaries: Pension | 23/06/2016 | directdebit | Pension | NEST | 163.49 | 0.00 | 163.49 |
| 75 Telecoms | 23/06/2016 | directdebit | phone | BT | 83.48 | 16.69 | 100.17 |
| 76 Telecoms | 23/06/2016 | directdebit | phone | BT | 63.00 | 12.60 | 75.60 |
| 77 SSP Electricity | 23/06/2016 | directdebit | Electricity | British Gas | 10.05 | 0.50 | 10.55 |
| 78 Electricity | 23/06/2016 | directdebit | Electricity | Southern Electric | 44.17 | 2.20 | 46.37 |
| 79 SSP Electricity | 23/06/2016 | directdebit | Electricity | British Gas | 9.37 | 0.46 | 9.83 |

Explanatory Notes to accompany payment lists.

Cheque Payments

| Reference | Note |
|-----------|--|
| 80 | Annual fee to Northumberland Association of Local Councils |
| 81-2 | Solicitor fees for play area freehold transfer |
| 83 | Hoopa bus running costs 2015-16 |
| 84 | Hoopa bus running costs Q1 2016-17 |
| 85 | Monthly photocopy costs |
| 86-7 | Town Council Summer bedding plants |
| 88 | Berwick in Bloom Summer Bedding Plants [recharged to Berwick in Bloom] |
| 89 | Stationery |
| 90 | Ink Cartridge for a councillor |
| 91 | Monthly office cleaning cost |
| 92 | Survey for water supply to Five Arches Allotments |
| 93 | Plaque for Ness Gate shelter [recharge to NCC] |
| 94 | Repairs to wooden planters |
| 95 | Quarterly bus shelter cleaning |
| 96 | Clothing for Civic Party [payment from Schedule III money] |
| 97 | refreshments for annual meeting |
| 98 | Printing of teenage market flyers |
| 99 | Paint for repaired planters |
| 100 | Mayor's visitor book [payment from Schedule III money] |
| 101-3 | Materials for seat repairs by NCC |

Direct Payments

| Reference | Note |
|-----------|---|
| 73 | Top-up for Mayor's secretary's mobile phone [payment from Schedule III money] |
| 74 | Monthly pension contribution |
| 75 | Phone rental charge |
| 76 | Cloud phone cost |
| 9 | Spash Park Electricity |
| 78 | Monthly office electricity cost |