

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

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
178	12/08/2016	101377	Printing	Fantasy Prints	1,897.50	0.00	1,897.50
179	12/08/2016	101378	Materials	Spittal Improvement Trust	749.66	0.00	749.66
181	12/08/2016	101379	Seat maintenance	Roger Morrison	160.00	0.00	160.00
182	12/08/2016	101380	Bus Shelter cleaning	Wheeleigh Clean	241.00	0.00	241.00
183	12/08/2016	101381	Repairs	Tweed Landscapes	129.00	0.00	129.00
184	12/08/2016	101382	Bus hire	Perryman's Buses	120.00	0.00	120.00
185	12/08/2016	101383	Plaques	Shoecare	196.00	0.00	196.00
186	12/08/2016	101384	Leaflet Distribution - Events	Crescent Information	150.00	30.00	180.00
187	12/08/2016	101385	Litter bins	Glasdon UK Ltd	204.44	40.89	245.33
188	12/08/2016	101385	Litter bins	Glasdon UK Ltd	298.62	59.72	358.34
189	12/08/2016	101385	Litter bins	Glasdon UK Ltd	260.79	52.16	312.95
190	12/08/2016	101385	Litter bins	Glasdon UK Ltd	204.44	40.89	245.33
191	02/09/2016	101386	Fire extinguisher service	FIrestop Safety	30.00	0.00	30.00
192	02/09/2016	101387	Insurance - general	Zurich Municipal	5,378.86	0.00	5,378.86
193	02/09/2016	101388	Litter bins	Broxap Ltd	1,840.00	368.00	2,208.00
194	02/09/2016	101389	Rent	Edwin Thompson	1,650.00	330.00	1,980.00
195	02/09/2016	101389	Service charge	Edwin Thompson	53.39	10.68	64.07
196	02/09/2016	101390	Consultancy	S Warren	9,501.90	0.00	9,501.90
197	02/09/2016	101391	Photocopies	Capital Solutions	222.24	44.45	266.69
198	02/09/2016	101392	IT support	Northern Lab	90.00	18.00	108.00
199	02/09/2016	101393	Cleaning	Crystal Stone Ltd	62.00	0.00	62.00
200-7	02/09/2016	101394	Salaries:	Northumberland County Council	5,416.22	0.00	5,416.22
208	02/09/2016	101395	Honours Board	Fantasy Prints	100.00	20.00	120.00
209	02/09/2016	101396	Signs	AA Media Ltd	385.00	77.00	462.00
210	02/09/2016	101396	Signs	AA Media Ltd	275.00	55.00	330.00
211	02/09/2016	101396	Signs	AA Media Ltd	275.00	55.00	330.00
212	02/09/2016	101396	Signs	AA Media Ltd	275.00	55.00	330.00
213	02/09/2016	101396	Signs	AA Media Ltd	275.00	55.00	330.00
214	02/09/2016	101397	Refreshments	Joyce Benton	42.23	0.00	42.23

Voucher Code	Date	Cheque No	Description	Supplier	Net	VAT	Total
215	02/09/2016	101398	Mileage	K Graham	58.50	0.00	58.50
216	02/09/2016	101399	Grant	Tweedmouth Feast	1,150.00	0.00	1,150.00
217	02/09/2016	101400	Grant	21CC Group Ltd	1,250.00	250.00	1,500.00
219	16/09/2016	101401	Stationery	Viking	37.86	7.57	45.43
220	16/09/2016	101401	Stamps	Viking	64.00	0.00	64.00
221	16/09/2016	101401	Stationery	Viking	63.87	12.77	76.64
222	16/09/2016	101401	Ink cartridges	Viking	25.37	5.07	30.44
223	16/09/2016	101403	Advertisement	Trinity Mirror	120.00	24.00	144.00
224	16/09/2016	101404	Seat maintenance	Bob Lee Welding	2,148.59	429.72	2,578.31
225	16/09/2016	101405	Materials	MKM Building Supplies	61.83	12.37	74.20
226	16/09/2016	101405	Materials	MKM Building Supplies	120.60	24.12	144.72
227	16/09/2016	101405	Materials	MKM Building Supplies	7.34	1.47	8.81
228	16/09/2016	101406	Leaflet Distribution - Events	A-ha! Distribution	135.00	27.00	162.00
229	16/09/2016	101407	Seat maintenance	Les Chappell	470.00	0.00	470.00
230	16/09/2016	101408	Seat maintenance	G A Thompson	1,472.82	294.56	1,767.38

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
173 Gas	28/07/2016	directdebit	Gas	Southern Electric	186.49	9.32	195.81
174 Electricity	11/08/2016	directdebit	Electricity	Southern Electric	44.25	2.21	46.46
175 SSP Electricity	11/08/2016	directdebit	Electricity	British Gas	41.98	2.09	44.07
176 Telecoms	11/08/2016	directdebit	phone	BT	63.74	12.75	76.49
177 Electricity	12/08/2016	directdebit	Electricity	Southern Electric	43.70	2.18	45.88

Explanatory Notes to accompany payment lists.

Cheque Payments

Direct Payments

Reference	Note
178	Reprint of Visit Berwick leaflet
179	Materials for Seat repairs in Seafield Park Spittal undertaken by Spittal Improvement Trust
181	Repairs of seats at Northumberland Rd and Spittal Prom
182	Quarterly bus shelter cleaning
183	Repair of Newfields play area fence
184	Bus hire for Northumbria in Bloom judging visit
185	Acknowledgement plaques for new planters
186	Distribution of Visit Berwick Leaflet
187-90	Novelty litter bins for play areas at Grove Gds, Newfields, Flagstaff & Spittal Splash Park play areas
191	Annual fire extinguisher service
192	Annual insurance cost – to be allocated across cost centres
193	Eight additional litter bins
194/5	Rent & service charge for Office
196	Payment for advice on Financial regulations
197	Monthly cost of photocopies
198	Monthly IT support cost
199	Monthly office cleaning cost
200-7	August salary costs
208	Re-lettering on Town Hall honours board – paid from civic budget
209-13	AA signs for Autumn festival promotion
214	Catering for civic event
215	Travel to Newcastle for interview
216	Grant paid to Tweedmouth Feast
217	Cost of Fireworks agreed as grant to Goldwing Light Parade
219-21	Office supplies and stamps
222	Ink cartridges for Cllrs
223	Advert placed in advertising feature
224	Replacement of rusting bolts and rotting timber on 24 seats on Spittal Prom prior to painting
225/6	Materials for Picnic bench instalation in Prior
227	Cable ties for Autumn Festival Banners
228	Distribution of Visit Berwick Leaflet
229	Painting of 15 seats
230	Repair of 15 seats

Reference	Note
173	Quarterly office gas charge
174/7	Monthly Office electricity charge
175	Splash Park monthly electricity charge
176	Monthly phone line rental