



Northampton TOWN COUNCIL

ACCOUNTS SUB-COMMITTEE - MONDAY 13TH MAY 2024 – 11:00 HOURS

To all Members of the Accounts Sub-Committee:

Cllrs Marriott (Chair), Birch, Hibbert and Purser

You are hereby summoned to attend a meeting of the Accounts Sub-Committee to be held in the Committee Room at the Town Council's offices at the Guildhall, Northampton on Monday 13th May 2024 at 11:00 hours. when the business set out below will be transacted.

This Sub-Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded. Public participation is in accordance with the Town Council's public participation policy.

Stuart Carter
Town Clerk
7th May 2024

Guildhall
Northampton
NN1 1DE

Cc: Electronically to all Members of the Council for information

A G E N D A

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD ON 15th
4. APRIL 2024 – ATTACHED

Pages 3-5

5. REVENUE BUDGET – TO BE TABLED

To receive the budgetary report for the month ending April 2024 (copy to be circulated at the meeting)

6. PAYMENT OF ACCOUNTS – TO BE TABLED

To approve accounts for payment (schedule of accounts to be circulated at the meeting)

7. BANK RECONCILIATION – TO BE TABLED

Bank reconciliation and supporting documents to be tabled, reviewed and signed for accuracy

8. RESPONSIBLE FINANCE OFFICER TO PROVIDE UPDATE ON INTERNAL AUDIT

Responsible Finance Officer to provide verbal update and table the report

9. INTERNAL CONTROLS

Responsible Finance Officer to provide verbal update

10. RISK REGISTER

Clerk to give verbal update

ACCOUNTS SUB-COMMITTEE – 15TH APRIL 2024

MINUTES OF THE ACCOUNTS SUB-COMMITTEE MEETING HELD ON 15TH APRIL 2024 AT 10AM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Marriott (Chair), Birch and Hibbert.

OFFICERS PRESENT: Mr S Carter (Town Clerk), Mrs C Maclellan (Responsible Finance Officer) and Miss F Barford (Democratic Services Officer).

91. APOLOGIES

Apologies were submitted by Councillor Purser.

92. DECLARATIONS OF INTEREST

Councillor Hibbert declared a pecuniary interest in the payment of accounts due to an expense claim itemized. Councillor Birch declared a pecuniary interest in the payment of accounts due to an expenses claim was itemized in the payment of accounts presented for approval.

93. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD ON 11TH MARCH 2024

RESOLVED: The Chair was authorised to sign the minutes of the Accounts Sub-Committee meeting held on 11th March 2024 as a true and accurate record of the proceedings.

94. REVENUE BUDGET 2023/24

The Revenue Budget was circulated date ending 31st March 2024. The Responsible Finance Officer (RFO) explained she had highlighted the budget codes percentages higher than 100%, the actual year-to-date and the committed expenditure column.

The Chair asked whether any of these budgets had been increased to reflect the new budget requirement in the new financial year 2024-25. The RFO explained some budgets had changed and others had not and this was agreed during the Budget Setting process. As an example, the RFO explained Northampton in Bloom was not in reality overspent for financial 2023-24 however, appear so as expenditure had been committed (purchase order committed) for financial year 2024-25. The RFO explained Fireworks had increased due to a slight increase in cost not to the value reflected in the percentage spent column, this related to an order placed for 2024/25. The RFO explained St Georges day now had a budget, as in the previous financial year as it was funded via the General Events Budget code.

A Councillor noticed a resolution from the previous minutes, to journal the the Freedom of the Town Event be journalled from '4214 Civic Events' to '4217 Mayor Contingency' had not been actioned. The RFO apologised this had been missed and due to the year-end being completed she was unable to adjust this.

A Councillor highlighted Travel & Subsistence had been well spent across the variety of committees and posed whether this could be a sole budget code. The RFO explained travel and subsistence was a sole budget code and sits within each of the Committees cost centre to

demonstrate what each committee had spent. In response to a question, the Town Clerk explained Officers can claim mileage subtracting their general commute and additional amount can be claimed per passenger. The Town Clerk added, Officers could claim up-to £5 for subsistence which was outlined in the Staff Handbook.

ACTION: Town Clerk to request copies of Officers car insurance certificates.

RESOLVED: The Revenue Budget for month ending 31st March 2024 was circulated, presented and reviewed.

95. PAYMENT OF ACCOUNTS

The Payment of Accounts (paylist) due was circulated. The RFO requested Councillors take their time, to review each of the payments on the list and pose any questions or queries. The RFO explained the first table was payments that required retrospective approval. She continued the second table was officer approved invoices pending Councillor review and approval. And, the third table was invoices received that required Officer and Councillor approval. The fourth table included invoices received after the paylist was created and the fifth box was salaries, HMRC and pensions. And, the final table was Grant applications for approval.

A Councillor highlighted two invoices were included in the paylist from Stage Right, she raised concerns how the representative charges per meeting attendance and how the meetings with them should be efficient and decision based.

A Councillor stated there were many invoices in relation to Wave Utilities. The RFO explained there was a credit balance on the account, which meant the invoices shown would remain there until the balance had been cleared and there were ongoing issues with allotment sites in general. The Town Clerk explained that Kingsthorpe South allotment was within the Town Council's remit and had received an invoice in the incorrect name and therefore could not be paid. He continued that Studland Avenue was also within the Town Council ownership. The RFO explained she was yet to received invoices in relation to the Parklands or the Studland Avenue allotments.

A Councillor queried the catering invoice for Oak Apple Day and whether this related to this year's event as it had not taken place yet. In response the RFO explained the invoice for the Oak Apple Day's catering was for last year's event and an Officer had to chase the supplier to issue this hence the late inclusion on the payment of accounts.

A Councillor queried why the description of their expense claims was repeated and asked should it have stated food instead. The RFO checked and both claims did indeed relate to attendance tickets and highlighted an expense claim for food had not been received.

A Councillor enquired whether there was a way to reduce the volume of printed paper in future meetings. The RFO explained one-pack would be presented for signatures and all documentation would be presented on screen.

RESOLVED: The Payment of Accounts were presented, circulated and authorised for payment.

RESOLVED: At future meetings all documentation would be presented electronically on screen and one pack be produced for signatory purposes.

ACTION: Town Clerk to communicate to the Events & Projects Team the cost of Stage Right attendance to meetings and the time-consuming nature and should be short, concise and decision-based.

ACTION: Councillor to submit their expense claim in relation to food.

96. BANK RECONCILIATION

The RFO presented the cashbook and bank account statements for review confirming bank reconciliation.

RESOLVED: The bank reconciliation and supporting documents were tabled, reviewed and signed by Councillors confirming accuracy and balancing.

97. END OF YEAR ACCOUNTS

The RFO explained financial year 2023-2024 had been closed, the internal auditor had been provided the requested information and we await the outcomes and feedback. She continued, once completed we could submit the Town Council's Annual Governance Return.

In response to the Oak Apple Day catering invoice, a Councillor asked why it was received so late, the RFO explained the officer chased the supplier for invoice as the goods and services had been received, if no invoice was received we would have to accrue the cost for the service received.

The Town Clerk explained the pre-election period (also known as Purdah) would not affect the day-to-day business however, no publicity could be issued for example.

The RFO provided a copies of the Council's Value Added Tax (VAT) return for Quarter 4 of Financial year 2023-24.

ACTION: In relation to making payments & finance issues due to next year's election, it was suggested that Councillors Birch and Marriott's authority to authorise bank payments be extended during the election period to ensure business continuity.

98. INTERNAL CONTROLS

The RFO explained she had met with Councillors Soan and Lane who completed the Internal Controls check for where they selected the month of May 2023. The RFO commented the Internal Controls Checklist went well and was signed-off by both Councillor Soan and Lane.

RESOLVED: Councillor Lane nominated Councillor Russell alongside himself to complete the next quarters internal controls.

RESOLVED: The Internal Controls Checklist for quarter four of financial year 2023-24 were completed.

ACTION: Democratic Services Officer to contact Councillor Lane and Russell be contacted to arrange internal controls meeting.

99. RISK REGISTER

The Town Clerk stated a meeting should be held to review the actions for the risk register for this financial year 2024-25. The Town Clerk added that 'lone-working' had been included within the risk register as the Community Engagement Officer and Events and Project Officers in particular have worked alone. He added, that Officers were advised to keep in-touch with their line manager and further advice has been sought from the Health and Safety advisor.

A Councillor highlighted the following items relating to the accommodation should be increased in risk.

RESOLVED: The Risk Register was presented and reviewed by the Committee.

MEETING CONCLUDED: 11:12AM

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Policy and Finance</u>								
<u>101 Central Administration</u>								
4000 Salaries NI and Pension	42,753	498,439	515,000	16,561		16,561	96.8%	
4006 Recruitment	0	0	2,000	2,000		2,000	0.0%	
4010 Payroll Costs	139	1,195	1,100	(95)		(95)	108.7%	
4015 Travel and Subsistence	223	806	700	(106)		(106)	115.1%	
4027 Training and Staff Development	140	2,410	10,000	7,590	90	7,500	25.0%	
4101 Office Supplies & Photocopying	1,492	4,909	5,000	91		91	98.2%	
4110 Post	352	1,208	2,000	792		792	60.4%	
4120 Subscriptions	0	8,978	9,000	22		22	99.8%	
4125 Telephone and Internet	1,372	8,682	6,000	(2,682)		(2,682)	144.7%	
4128 Information Technology	847	11,204	10,000	(1,204)	1,630	(2,834)	128.3%	
4130 Insurance	0	16,312	7,770	(8,542)		(8,542)	209.9%	
4140 Advertising and Marketing	2,259	8,316	10,000	1,684	267	1,417	85.8%	
4155 Accounting Support	295	3,540	4,000	460		460	88.5%	
4190 Equipment	2,322	4,638	10,000	5,362		5,362	46.4%	
Central Administration :- Indirect Expenditure	52,194	570,638	592,570	21,932	1,987	19,945	96.6%	0
Net Expenditure	(52,194)	(570,638)	(592,570)	(21,932)				
<u>105 Corporate Management</u>								
4150 Bank Charges	23	166	1,000	834		834	16.6%	
4156 Audit Fees	0	2,520	4,000	1,480		1,480	63.0%	
4159 Legal & Professional Fees	285	7,108	30,000	22,892	4,000	18,892	37.0%	
4162 Health and Safety	80	203	8,000	7,797		7,797	2.5%	
Corporate Management :- Indirect Expenditure	387	9,997	43,000	33,003	4,000	29,003	32.6%	0
Net Expenditure	(387)	(9,997)	(43,000)	(33,003)				
<u>110 Civic and Democratic</u>								
4130 Insurance	0	2,309	4,460	2,151		2,151	51.8%	
4140 Advertising and Marketing	68	177	2,000	1,823		1,823	8.8%	
4200 Elections	0	0	40,000	40,000		40,000	0.0%	
4208 Mayoral Activity	1,964	4,791	12,000	7,209		7,209	39.9%	
4209 Deputy Mayor	651	751	2,000	1,249		1,249	37.6%	
4210 Mayoral Allowance	500	6,968	6,000	(968)		(968)	116.1%	
4211 Mayor's Transport	4,567	28,756	24,770	(3,986)		(3,986)	116.1%	
4212 Councillor Allowances	0	28,152	30,000	1,848		1,848	93.8%	
4213 Councillor Training/Conference	42	288	5,000	4,712		4,712	5.8%	
4214 Civic Events (Contingency)	2,371	20,262	16,000	(4,262)	122	(4,384)	127.4%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4215 Civic Regalia	0	15,073	4,500	(10,573)	4,198	(14,771)	428.2%	
4216 Council Meetings & Room Hire	170	1,121	5,000	3,879	337	3,542	29.2%	
4217 Civic Contingency	0	0	6,000	6,000		6,000	0.0%	
4523 Windrush	0	4,872	0	(4,872)		(4,872)	0.0%	
4540 Town Twinning	0	0	2,000	2,000		2,000	0.0%	
Civic and Democratic :- Indirect Expenditure	10,332	113,520	159,730	46,210	4,657	41,553	74.0%	0
Net Expenditure	(10,332)	(113,520)	(159,730)	(46,210)				
115 Other Cost and Income								
1001 CIL	0	15,948	0	(15,948)			0.0%	
1176 Precept Received	0	1,807,837	1,807,837	0			100.0%	
1190 Interest Received	22,601	120,488	5,000	(115,488)			2409.8%	
Other Cost and Income :- Income	22,601	1,944,273	1,812,837	(131,436)			107.3%	0
4998 Service Reserve	0	0	214,500	214,500		214,500	0.0%	
4999 Contingency	0	0	71,437	71,437		71,437	0.0%	
Other Cost and Income :- Indirect Expenditure	0	0	285,937	285,937	0	285,937	0.0%	0
Net Income over Expenditure	22,601	1,944,273	1,526,900	(417,373)				
201 The Guildhall								
4300 Service Charge	0	68,575	77,000	8,425		8,425	89.1%	
4390 Accommodation Reserve	0	0	108,000	108,000		108,000	0.0%	
The Guildhall :- Indirect Expenditure	0	68,575	185,000	116,425	0	116,425	37.1%	0
Net Expenditure	0	(68,575)	(185,000)	(116,425)				
Policy and Finance :- Income	22,601	1,944,273	1,812,837	(131,436)			107.3%	
Expenditure	62,913	762,730	1,266,237	503,507	10,643	492,864	61.1%	
Movement to/(from) Gen Reserve	(40,312)	1,181,543						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Environmental Services</u>								
<u>210 Open Spaces & Environment</u>								
1537 Northampton in Bloom Income	0	23,021	23,021	0			100.0%	
Open Spaces & Environment :- Income	0	23,021	23,021	0			100.0%	0
4015 Travel and Subsistance	0	88	0	(88)		(88)	0.0%	
4140 Advertising and Marketing	0	69	0	(69)		(69)	0.0%	
4536 Northampton In Bloom	(250)	57,975	60,000	2,026	29,565	(27,540)	145.9%	
4560 Environmental Projects	0	4,036	25,000	20,964		20,964	16.1%	
4561 Environmental Grants	0	10,000	25,000	15,000		15,000	40.0%	
Open Spaces & Environment :- Indirect Expenditure	(250)	72,168	110,000	37,832	29,565	8,267	92.5%	0
Net Income over Expenditure	250	(49,147)	(86,979)	(37,832)				
<u>230 Allotments</u>								
4400 Repairs and Maintenance	4,754	16,199	30,000	13,801	350	13,451	55.2%	
Allotments :- Indirect Expenditure	4,754	16,199	30,000	13,801	350	13,451	55.2%	0
Net Expenditure	(4,754)	(16,199)	(30,000)	(13,801)				
Environmental Services :- Income	0	23,021	23,021	0			100.0%	
Expenditure	4,504	88,366	140,000	51,634	29,915	21,718	84.5%	
Movement to/(from) Gen Reserve	(4,504)	(65,345)						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Community Services								
301 Community Grants								
4170 Community Grant Scheme	15,797	79,824	100,000	20,176		20,176	79.8%	
Community Grants :- Indirect Expenditure	15,797	79,824	100,000	20,176	0	20,176	79.8%	0
Net Expenditure	(15,797)	(79,824)	(100,000)	(20,176)				
310 Community Services								
4171 Councillor Community Funding	20,742	54,318	75,000	20,682		20,682	72.4%	
4221 Community Needs Analysis	0	2,722	50,000	47,278		47,278	5.4%	
4225 Community Projects	0	2,632	50,000	47,368		47,368	5.3%	
Community Services :- Indirect Expenditure	20,742	59,672	175,000	115,328	0	115,328	34.1%	0
Net Expenditure	(20,742)	(59,672)	(175,000)	(115,328)				
315 Public Events								
1155 WNC Transfer	0	84,281	83,979	(302)			100.4%	
1536 Contribution to Service	1,650	5,150	5,000	(150)			103.0%	
Public Events :- Income	1,650	89,431	88,979	(452)			100.5%	0
4015 Travel and Subsistance	14	305	300	(5)		(5)	101.5%	
4140 Advertising and Marketing	299	12,507	10,000	(2,507)	283	(2,790)	127.9%	
4500 Diwali	0	9,774	10,000	226		226	97.7%	
4501 Christmas Event	1,790	195,315	200,000	4,685	20,170	(15,485)	107.7%	
4502 Fireworks	0	59,766	55,000	(4,766)	22,680	(27,446)	149.9%	
4503 Bands in the Park	0	10,778	10,000	(778)	1,152	(1,930)	119.3%	
4508 Ukraine Art Exhibition	0	281	5,000	4,719		4,719	5.6%	
4509 Heritage (was Virtual)	1,590	6,990	7,000	10	10,885	(10,875)	255.4%	
4510 General Events	2,676	4,980	49,800	44,820		44,820	10.0%	
4511 EID	0	10,840	10,000	(840)		(840)	108.4%	
4512 NMF22 / NMF23	0	15,275	10,000	(5,275)		(5,275)	152.8%	
4513 Northampton Carnival	0	19,421	20,000	579		579	97.1%	
4514 Party in the Park/Balloon Fest	0	5,000	5,000	0	10,000	(10,000)	300.0%	
4515 Pride	0	3,698	4,000	302		302	92.5%	
4516 QueensJubilee/Kings Coronation	0	14,758	15,000	242		242	98.4%	
4517 Remembrance Day	0	8,790	10,000	1,211		1,211	87.9%	
4518 Town Festival	0	5,000	5,000	0		0	100.0%	
4519 Armed Forces Day	21	6,712	5,000	(1,712)	500	(2,212)	144.2%	
4520 Beer Festival	0	5,000	5,000	0	5,000	(5,000)	200.0%	
4521 Van Hire (Events)	0	0	2,000	2,000		2,000	0.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4522 St Georges Day	0	5,035	0	(5,035)	2,509	(7,545)	0.0%	
4524 Heritage Open /Projects	0	8,070	0	(8,070)		(8,070)	0.0%	
Public Events :- Indirect Expenditure	6,389	408,297	438,100	29,803	73,179	(43,376)	109.9%	0
Net Income over Expenditure	(4,739)	(318,867)	(349,121)	(30,254)				
Community Services :- Income	1,650	89,431	88,979	(452)			100.5%	
Expenditure	42,928	547,793	713,100	165,307	73,179	92,127	87.1%	
Movement to/(from) Gen Reserve	(41,278)	(458,363)						

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Planning								
<u>400 Planning</u>								
4140 Advertising and Marketing	0	125	0	(125)		(125)	0.0%	
4600 Neighbourhood Planning	0	3,370	10,000	6,630		6,630	33.7%	
4601 Planning Support	0	375	10,000	9,625	325	9,300	7.0%	
Planning :- Indirect Expenditure	0	3,870	20,000	16,130	325	15,805	21.0%	0
Net Expenditure	0	(3,870)	(20,000)	(16,130)				
Planning :- Income	0	0	0	0			0.0%	
Expenditure	0	3,870	20,000	16,130	325	15,805	21.0%	
Movement to/(from) Gen Reserve	0	(3,870)						
Grand Totals:- Income	24,251	2,056,725	1,924,837	(131,888)			106.9%	
Expenditure	110,346	1,402,760	2,139,337	736,577	114,063	622,515	70.9%	
Net Income over Expenditure	(86,095)	653,965	(214,500)	(868,465)				
Movement to/(from) Gen Reserve	(86,095)	653,965						

Invoices / Grants Paid / Bank Deductions - Requires Retrospective Committee Approval					
Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
26/03/2024	Ending 3373	Lloyds Bank Card Statement			1.59 31.62 16.99 31.15 79.50 39.19 21.00 3.00 Total £224.04
12/03/2024	13280100A9021592	Wave Utilities	£ 348.04	£ -	£ 348.04
01/04/2024	50065199 / DD Reference	Xerox Finance Limited	£ 295.92	£ 59.18	£ 355.10
			£ 643.96	£ 59.18	£ 927.18

Invoices posted to System pending approval and Payment					
Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
15/03/2024	KIR194	Kirsty Edmonds	£150.00	£0.00	£150.00
25/03/2024	INV-5122	Silbury Golf 2020 Ltd	£1,755.00	£351.00	£2,106.00
31/03/2024	2219	AR Media Productions Limited	£1,500.00	£300.00	£1,800.00
01/04/2024	INV-5556	FTF Worldwide Event Management Limited	£11,340.00	£2,268.00	£13,608.00
11/04/2024	2428	Milton Keynes Brass	£450.00	£0.00	£450.00
11/03/2024	23385	Moonscape Media Ltd	£262.50	£52.50	£315.00
15/02/2024	28435936	Nisbets Plc	£387.98	£77.59	£465.57
03/04/2024	INV 018	Northampton Film Festival Ltd	£2,385.00	£0.00	£2,385.00
19/03/2024	1467	Stage Right Productions	£1,880.44	£376.09	£2,256.53
19/03/2024	1468	Stage Right Productions	£507.94	£101.59	£609.53
25/03/2024	MTR-08028	Tangerine Red Ltd	£36.00	£7.20	£43.20
25/03/2024	MTR-08030	Tangerine Red Ltd	£90.00	£18.00	£108.00
03/04/2024	MTR-08040	Tangerine Red Ltd	£158.00	£12.00	£170.00
05/04/2024	MTR-08049	Tangerine Red Ltd	£495.00	£86.00	£581.00
20/03/2024	2417	Ultralite Ltd	£4,286.00	£857.20	£5,143.20
27/03/2024	647357172	Unity Insurance Services	£485.28	£0.00	£485.28
28/02/2024	3047	The Wild Tribe	£550.00	£0.00	£550.00
27/03/2024	EXPENSES MARCH24	Julie Thorneycroft (Expense Claims)	£15.55	£0.00	£15.55
27/03/2024	14015430CREDIT	Plantscape Ltd	-£1,090.00	-£218.00	-£1,308.00
27/03/2024	14015431	Plantscape Ltd	£840.00	£168.00	£1,008.00
03/04/2024	2421	Ultralite Ltd	£4,079.25	£815.85	£4,895.10
20/07/2023	12325653A984758	Anglian Water t/a Wave Utilities	-£618.40	£0.00	-£618.40
26/07/2023	12341409A984758	Anglian Water t/a Wave Utilities	£16.79	£0.00	£16.79
11/08/2023	ON ACC 0	Anglian Water t/a Wave Utilities	£0.00	£0.00	-£0.03
02/09/2023	12492718A984758	Anglian Water t/a Wave Utilities	£118.11	£0.00	£118.11
02/10/2023	12617486A984758	Anglian Water t/a Wave Utilities	£203.40	£0.00	£203.40
02/11/2023	12743858A984758	Anglian Water t/a Wave Utilities	£191.12	£0.00	£191.12
04/01/2024	12989345A984758	Anglian Water t/a Wave Utilities	-£250.75	£0.00	-£250.75

Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
05/01/2024	12994558A984758	Anglian Water t/a Wave Utilities	£18.37	£0.00	£18.37
02/02/2024	13099344A984758	Anglian Water t/a Wave Utilities	£16.58	£0.00	£16.58
02/03/2024	13229628A984758	Anglian Water t/a Wave Utilities	£16.20	£0.00	£16.20
01/04/2024	13376498A984758	Anglian Water t/a Wave Utilities	£20.16	£0.00	£20.16
03/04/2024	13374861A984757	Anglian Water t/a Wave Utilities	£8.32	£0.00	£8.32
16/03/2024	4.24002E+11	West Northamptonshire Council	£26,119.90	£5,223.98	£31,343.88
16/03/2024	4.24002E+11	West Northamptonshire Council	£8,610.00	£1,722.00	£10,332.00
16/03/2024	4.24002E+11	West Northamptonshire Council	£252.00	£50.40	£302.40
22/03/2024	EXPENSES MAR24	Cllr Jane Birch	£16.67	£3.33	£20.00
01/04/2024	INV-0107	Classic Carriages of Northampton	£2,503.05	£0.00	£2,503.05
28/03/2024	532128895	Clear Insurance Management Ltd	£2,495.20	£0.00	£2,495.20
28/03/2024	532172415	Clear Insurance Management Ltd	£11,239.41	£0.00	£11,239.41
22/03/2024	EXPENSES MARCH 24	Connor Osborn (Employee)	£59.20	£0.00	£59.20
01/02/2024	INV-0740	Cuttlefish Multimedia Ltd	£333.00	£66.60	£399.60
20/03/2024	300	Council for Voluntary Service Northampton	£139.20	£0.00	£139.20
12/03/2024	7262868	Eastern Shires Purchasing Organisation	£410.00	£82.00	£492.00
12/03/2024	7262869	Eastern Shires Purchasing Organisation	£2.10	£0.42	£2.52
19/03/2024	7270063	Eastern Shires Purchasing Organisation	£106.80	£21.36	£128.16
22/03/2024	7273335	Eastern Shires Purchasing Organisation	£215.00	£43.00	£258.00
18/03/2024	INV-0004	EDGE NORTHAMPTON LTD	£445.00	£0.00	£445.00
05/04/2024	EXOPENSES APR24	Elisabeth Hawkins (Expense Claims)	£14.34	£0.00	£14.34
25/03/2024	INV-11796	EP Traffic Services Limited	£322.80	£64.56	£387.36
15/03/2024	2240342	Falon Nameplates Ltd	£166.49	£33.30	£199.79
31/03/2024	2023-24.3310	Gravitas HR Solutions Limited	£285.00	£57.00	£342.00
13/03/2024	EXPENSES MARCH 24	Cllr Stephen Hibbert	£109.00	£0.00	£109.00
13/03/2024	EXPENSES MARCH 24 2	Cllr Stephen Hibbert	£575.00	£0.00	£575.00
09/04/2024	48319/0735290	Horizon Telecom Ltd t/a SCG South West	£702.33	£140.47	£842.80
28/03/2024	L027575	JACKSONS MOT CENTRE	£223.78	£44.76	£268.54
27/03/2024	EXPENSES MARCH 24	Josephine Haines (Expense Claims)	£0.92	£0.18	£1.10
12/03/2024	EXPENSES MARCH 24	Cllr Paul Joyce	£483.22	£62.38	£545.60
27/03/2024	2548	Wolf & Bee Ltd t/a Kall Kwik Northampton	£68.00	£0.00	£68.00
28/03/2024	11027	King West Limited	£3,600.00	£720.00	£4,320.00
28/02/2024	EXPENSES FEB 24	Louise Hannam-Jones	£117.29	£0.00	£117.29
15/03/2024	INV:1002136	LUNAR PUBLISHING LTD	£150.00	£30.00	£180.00
28/03/2024	19094	Microshade Business Consultants Ltd	£295.00	£59.00	£354.00
10/04/2024	INV-MCR2463	MICHAELS CIVIC ROBES LIMITED	£142.00	£28.40	£170.40
26/03/2024	811376	National Association of Local Councils	£580.00	£116.00	£696.00
13/02/2024	28421075	Nisbets Plc	£297.95	£59.59	£357.54
07/03/2024	1657762 CREDIT	Nisbets Plc	-£200.64	-£40.12	-£240.76
15/03/2024	INV-3532	Northants CALC Ltd	£42.00	£8.40	£50.40
26/03/2024	LP/1 - 2024	NS-UK Group (Northern) Ltd	£465.00	£93.00	£558.00
15/03/2024	BK595338	Pitney Bowes Limited	£351.88	£0.00	£351.88

Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
01/04/2024	SM29985	Rialtas Business Solutions Ltd	£933.00	£186.60	£1,119.60
01/04/2024	SM29986	Rialtas Business Solutions Ltd	£110.00	£22.00	£132.00
27/03/2024	1471	Stage Right Productions	£85.00	£17.00	£102.00
27/03/2024	2024-22	St Peters Church, Weston Favell	£96.00	£0.00	£96.00
22/03/2024	EXPENSES MARCH24	Stuart Carter (Expense Claims)	£50.48	£0.00	£50.48
19/03/2024	INV-10073	TONY JONES FLORIST LTD	£134.17	£26.83	£161.00
12/03/2024	INV0047283	Veolia ES (UK) Ltd	£122.74	£24.55	£147.29
27/03/2024	INV0049411	Veolia ES (UK) Ltd	£80.14	£16.03	£96.17
20/03/2024	424002058746	West Northamptonshire Council	£140.00	£28.00	£168.00
27/03/2024	424002073857	West Northamptonshire Council	£140.25	£28.05	£168.30
27/03/2024	424002073860	West Northamptonshire Council	£30.00	£6.00	£36.00
27/03/2024	424002074102	West Northamptonshire Council	£596.30	£7.50	£603.80
27/03/2024	424002074115	West Northamptonshire Council	£30.00	£6.00	£36.00
08/04/2024	VOI0037207	Zenoffice Limited	£165.73	£33.14	£198.87
05/11/2023	INV-11266	EP Traffic Services Limited	£394.20	£78.84	£1.00
Invoices posted to the system but pending Officer approval. Invoices will not be paid until Officer has confirmed Goods / and or Service have been received.					
20/04/2024	1466	Stage Right Productions	£380.00	£76.00	£456.00
04/04/2024	INV-3699	Northants CALC Ltd	£9,009.94	£272.40	£9,282.34
06/04/2024	19168	Microshade Business Consultants Ltd	£822.01	£164.40	£986.41
20/05/2024	42	Alan Hodge	£195.00	£0.00	£195.00
02/04/2024	MTR-08037	Tangerine Red Ltd	£122.00	£24.40	£146.40
11/04/2024	INV0050874	Veolia ES (UK) Ltd	£425.00	£85.00	£510.00
27/03/2024	INV2156	Tompkins Creative Group Limited T/A THIR	£2,125.00	£425.00	£2,550.00
			£108,228.69	£15,490.77	£123,247.39

Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
Invoices received after list produced and not posted to the system and / or Officer unapproved.					
Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
12/04/2024	13421738A990421	Graspin 1201 Wave Utilities	£ 182.31	£ -	£ 182.31
					£ 182.31
					£ 365.62

Salaries / HMRC / Pension payments				Value presented
Salaries (Net) for including Mayoral Allowance				£24,664.99
HMRC -				£9,627.31
Pensions -				£10,494.91
			Total Salaries / HMRC / Pension	£ 44,787.21

Grant / Councillor Community Fund Applications, Approved at CS Sub-Committee on xx/xx/xx					
Approval date	Grant No	Organisation Name	Clr	Ward	Value
					£ -

Grants,					
04/03/2024	CGF95	Rockin Road Runner	£10,000	n/a	£10,000
04/03/2024	CGF97	Northampton Town of Sanctuary	£10,000	n/a	£10,000
					£20,000.00

ESC Grants,					
12/02/2024	CCGS5	Northampton Town of Sanctuary	£5,000		£5,000

Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total
					£5,000.00
					£193,400.22