



ACCOUNTS SUB-COMMITTEE

Thursday 14th July 2022

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 Thursday 14th July 2022 at 11.00 a.m. 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 June 2022

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. Minutes of the Previous Meeting**
To approve as correct and give authorisation to sign the minutes of the last Accounts Sub-Committee held 13th June 2022 (attached)
- 4. Revenue Budget 2022/23**
To receive the budgetary report for the month ending June 2022 (copy to be circulated at the meeting)

5. Payment of Accounts

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

6. Internal Controls Check

Finance officer to give verbal report

NORTHAMPTON TOWN COUNCIL
ACCOUNTS SUB-COMMITTEE
13th June 2022

Minutes of the meeting held on 13th June 2022 at 11:00
in the Committee Room of the Town Council Officers at the Northampton Guildhall

PRESENT: Councillors Marriott (Chair) and Purser

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

9. Apologies

Apologies were submitted by Cllrs Hibbert and Birch

10 Declarations of Interest

No declaration of interests were submitted.

11 Minutes of the Previous Meeting

To approve as correct and give authorisation to sign the minutes of the last Accounts Sub-Committee held 9th May 2022 (not attached, sent out with Policy and Finance Agenda for 6th June 2022)

12 Revenue Budget 2022/23

Tabled for the committee was the latest budget report to the end of May 2022, attached at appendix A.

The Financial Officer (FO) highlighted that the stationary budget had increased upon last month budgetary review. The FO also highlighted the increase in the Mayor's Transport budget though this was to do with forecasted spend being allocated to the budget rather than actual spend. Similarly, Civic Events had increased due to a forecasted spend.

It was noted that the budget for allotments maintenance and utilities may well go into deficit, due to the increasing water costs. It was also noted that the grants budget spends had increased by 15 per cent as applications had come in and been considered and awarded.

It was noted that the events budget was challenging. The estimated costs for events provided by WNC were proving to be underestimates, especially with the steep increases that were being seen recently due to the increase in inflation. An example of this was the Beer Festival and Town Show, both of which were about £3,000 over the estimated budget. However, the Council had put a contingency in place for events when setting the budget. It was posed by a councillor whether WNC should review the funds they provided to NTC. The Town Clerk explained the Town Council were tied into the agreement for a further year after this year. The Council could then review all the events to see if it wanted to carry on its support.

The budget was **NOTED**.

13 **Payment of Accounts**

Tabled at the meeting were the payments for authorisation.

RESOLVED: That the payments as attached at appendix B be approved.

It was explained to councillors that Grants that were recommended for approval by the Grants Sub-Committee were added to the pay list subject their approval at the Community Services Committee meeting held that evening.

The Bank reconciliation was reviewed in conjunction to the bank statements and agreed.

Two invoices from Tangerine Red invoices were tabled and circulated to Councillors that had been received the morning prior to the meeting and therefore, not been included in the payment list. The invoices related to Jubilee and Bands in the Park events. These were approved for payment.

14. **Internal Controls Check**

The Finance Officer reported that she had not met any Cllrs since the previous meeting.

It was reported that she and the Town Clerk had discussed pension administration and agreed that if there was a tolerance message received when paying pensions, it would be sent to the TC to review for approval – this is an added internal control mechanism. A tolerance message would be raised if the amount paid was a significant percentage above or below what had previously been paid. The most recent tolerance had been raised as the Council had employed additional staff, which resulted in an increase in the pension payment.

The Finance Officer and Town Clerk also confirmed that they would better monitor the procurement policy and ensure it is being implemented by officers.

MEETING CONCLUDE: 11:32 HOURS

	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	30,579	54,208	376,000	321,792		321,792	14.4%	
4001 Staffing Contingency	0	0	15,500	15,500		15,500	0.0%	
4006 Recruitment	0	0	2,000	2,000		2,000	0.0%	
4010 Payroll Costs	60	102	1,000	898	884	14	98.6%	
4015 Travel and Subsistence	0	4	1,000	996		996	0.4%	
4027 Training and Staff Development	0	0	10,000	10,000	495	9,505	5.0%	
4101 Office Supplies & Photocopying	241	546	5,000	4,454	962	3,492	30.2%	
4110 Post	0	0	2,000	2,000	343	1,657	17.2%	
4120 Subscriptions	30	30	9,000	8,970		8,970	0.3%	
4125 Telephone and Internet	456	958	6,000	5,042	4,655	387	93.6%	
4128 Information Technology	578	3,167	10,000	6,833	6,152	682	93.2%	
4130 Insurance	0	6,127	10,000	3,873		3,873	61.3%	
4140 Advertising and Marketing	98	248	12,000	11,752	150	11,602	3.3%	
4155 Accounting Support	295	885	4,000	3,115	2,950	165	95.9%	
4190 Equipment	6,473	6,473	10,000	3,527	1,807	1,720	82.8%	
Central Administration :- Indirect Expenditure	38,810	72,747	473,500	400,753	18,399	382,354	19.2%	0
Net Expenditure	(38,810)	(72,747)	(473,500)	(400,753)				
<u>105 Corporate Management</u>								
4150 Bank Charges	0	0	500	500		500	0.0%	
4156 Audit Fees	0	0	4,000	4,000		4,000	0.0%	
4159 Legal & Professional Fees	0	0	30,000	30,000	1,200	28,800	4.0%	
4162 Health and Safety	0	0	8,000	8,000		8,000	0.0%	
Corporate Management :- Indirect Expenditure	0	0	42,500	42,500	1,200	41,300	2.8%	0
Net Expenditure	0	0	(42,500)	(42,500)				
<u>110 Civic and Democratic</u>								
4200 Elections	0	0	40,000	40,000		40,000	0.0%	
4210 Mayoral Allowance	3,764	5,307	28,000	22,693	3,897	18,796	32.9%	
4211 Mayor's Transport	5,090	7,317	27,000	19,683	2,910	16,774	37.9%	
4212 Councillor Allowances	0	25	30,000	29,975		29,975	0.1%	
4213 Councillor Training/Conference	0	0	5,000	5,000		5,000	0.0%	
4214 Civic Events	9,082	9,082	12,000	2,918	3,148	(230)	101.9%	
4215 Civic Regalia	482	692	2,000	1,309		1,309	34.6%	
4216 Council Meetings & Room Hire	608	718	5,000	4,282	136	4,146	17.1%	
Civic and Democratic :- Indirect Expenditure	19,026	23,140	149,000	125,860	10,091	115,769	22.3%	0
Net Expenditure	(19,026)	(23,140)	(149,000)	(125,860)				

Detailed Income & Expenditure by Budget Heading 31/05/2022

Month No: 2

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>115 Other Cost and Income</u>								
1176 Precept Received	0	896,650	1,793,300	896,650			50.0%	
Other Cost and Income :- Income	<u>0</u>	<u>896,650</u>	<u>1,793,300</u>	<u>896,650</u>			<u>50.0%</u>	<u>0</u>
4998 Service Reserve	0	0	214,500	214,500		214,500	0.0%	
4999 Contingency	0	0	200,000	200,000		200,000	0.0%	
Other Cost and Income :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>414,500</u>	<u>414,500</u>	<u>0</u>	<u>414,500</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>896,650</u>	<u>1,378,800</u>	<u>482,150</u>				
<u>201 The Guildhall</u>								
4300 Service Charge	0	16,645	70,000	53,355	49,933	3,422	95.1%	
4390 Accommodation Reserve	0	0	115,000	115,000	631	114,369	0.5%	
4999 Contingency	0	0	9,000	9,000		9,000	0.0%	
The Guildhall :- Indirect Expenditure	<u>0</u>	<u>16,645</u>	<u>194,000</u>	<u>177,355</u>	<u>50,564</u>	<u>126,791</u>	<u>34.6%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(16,645)</u>	<u>(194,000)</u>	<u>(177,355)</u>				
Policy and Finance :- Income	0	896,650	1,793,300	896,650			50.0%	
Expenditure	<u>57,835</u>	<u>112,532</u>	<u>1,273,500</u>	<u>1,160,968</u>	<u>80,254</u>	<u>1,080,714</u>	<u>15.1%</u>	
Movement to/(from) Gen Reserve	<u>(57,835)</u>	<u>784,118</u>						

	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	32,547	0	(32,547)			0.0%	
Open Spaces & Environment :- Income	0	32,547	0	(32,547)				0
4536 Northampton In Bloom	266	8,005	50,000	41,995	32,223	9,772	80.5%	
4560 Climate Emergency	138	218	50,000	49,782	54	49,728	0.5%	
Open Spaces & Environment :- Indirect Expenditure	404	8,223	100,000	91,777	32,277	59,500	40.5%	0
Net Income over Expenditure	(404)	24,324	(100,000)	(124,324)				
<u>230 Allotments</u>								
4400 Repairs and Maintenance	4,338	4,338	26,000	21,662	221	21,441	17.5%	
Allotments :- Indirect Expenditure	4,338	4,338	26,000	21,662	221	21,441	17.5%	0
Net Expenditure	(4,338)	(4,338)	(26,000)	(21,662)				
Environmental Services :- Income	0	32,547	0	(32,547)			0.0%	
Expenditure	4,742	12,561	126,000	113,439	32,498	80,942	35.8%	
Movement to/(from) Gen Reserve	(4,742)	19,986						

	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	15,000	20,000	100,000	80,000		80,000	20.0%	
Community Grants :- Indirect Expenditure	15,000	20,000	100,000	80,000	0	80,000	20.0%	0
Net Expenditure	(15,000)	(20,000)	(100,000)	(80,000)				
310 Community Services								
4171 Councillor Community Funding	2,999	11,064	75,000	63,936		63,936	14.8%	
4221 Community Needs Analysis	0	0	50,000	50,000		50,000	0.0%	
4225 Covid Community Projects	0	0	50,000	50,000		50,000	0.0%	
Community Services :- Indirect Expenditure	2,999	11,064	175,000	163,936	0	163,936	6.3%	0
Net Expenditure	(2,999)	(11,064)	(175,000)	(163,936)				
315 Public Events								
1155 WNC Transfer	0	0	215,000	215,000			0.0%	
Public Events :- Income	0	0	215,000	215,000			0.0%	0
4500 Diwali	0	0	5,000	5,000		5,000	0.0%	
4501 Christmas Event	0	0	186,000	186,000	22,080	163,920	11.9%	
4502 Fireworks	6,000	6,000	45,000	39,000	10,000	29,000	35.6%	
4503 Bands in the Park	1,500	2,400	9,000	6,600	2,025	4,575	49.2%	
4504 Music Festival	650	650	0	(650)		(650)	0.0%	
4510 General Events	1,586	3,637	108,800	105,163	852	104,311	4.1%	
4511 EID	4,999	4,999	10,000	5,001		5,001	50.0%	
4512 NMF22	5,626	5,626	10,000	4,374	3,516	858	91.4%	
4513 Northampton Carnival	381	381	10,000	9,620	3,615	6,005	40.0%	
4514 Party in the Park	9,999	9,999	5,000	(4,999)		(4,999)	200.0%	
4515 Pride	2,000	2,000	2,000	0		0	100.0%	
4516 Queens Platinum Jubilee	3,016	3,016	10,000	6,984	3,115	3,869	61.3%	
4517 Remembrance Day	0	0	5,000	5,000		5,000	0.0%	
4518 Town Festival	10,709	10,709	5,000	(5,709)		(5,709)	214.2%	
4519 Armed Forces Day	1,495	1,495	5,000	3,505		3,505	29.9%	
4520 Beer Festival	8,319	8,319	5,000	(3,319)		(3,319)	166.4%	
Public Events :- Indirect Expenditure	56,279	59,230	420,800	361,570	45,203	316,367	24.8%	0
Net Income over Expenditure	(56,279)	(59,230)	(205,800)	(146,570)				
Community Services :- Income	0	0	215,000	215,000			0.0%	
Expenditure	74,277	90,294	695,800	605,506	45,203	560,303	19.5%	
Movement to/(from) Gen Reserve	(74,277)	(90,294)						

	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>								
4600 Local Campaigns	0	0	20,000	20,000		20,000	0.0%	
Planning :- Indirect Expenditure	0	0	20,000	20,000	0	20,000	0.0%	0
Net Expenditure	0	0	(20,000)	(20,000)				
Planning :- Income	0	0	0	0			0.0%	
Expenditure	0	0	20,000	20,000	0	20,000	0.0%	
Movement to/(from) Gen Reserve	0	0						
Grand Totals:- Income	0	929,197	2,008,300	1,079,103			46.3%	
Expenditure	136,855	215,387	2,115,300	1,899,913	157,955	1,741,958	17.6%	
Net Income over Expenditure	(136,855)	713,810	(107,000)	(820,810)				
Movement to/(from) Gen Reserve	(136,855)	713,810						

	Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total	Total Supplier Balance to pay	Description	Account Code	Cost Centre	Account Code Description	Cost centre Description	Committee	Due Date	Comments / Bank Transaction Number
	21/05/2022	16522	Aflora And Luxe Gifts	£ 25.00	£ -	£ 25.00	£ 25.00	Bouquet 16th May	4214	110	Civic Events	Civic and Democratic	Policy & Finance	20/06/2022	
*	18/05/2022	64	Alan Hodge	£ 150.00	£ -	£ 150.00	£ 150.00	Toastmaster 18/05	4214	110	Civic Events	Civic and Democratic	Policy & Finance	Paid	approved 9th May
	12/05/2022	134	All Saints Church	£ 500.00	£ -	£ 500.00	£ 500.00	Oak Apple Day 2022 – 29th May	4214	110	Civic Events	Civic and Democratic	Policy & Finance	11/06/2022	
	07/06/2022	18	Andrew Pook	£ 300.00	£ -	£ 300.00	£ 300.00	Jubilee entertainment	4516	315	Queens Platinum Jubilee	Public Events	Community Services	07/07/2022	
	29/05/2022	2022-001	Brackley and District Band	£ 500.00	£ -	£ 500.00	£ 500.00	bands in Park 22/05/22	4503	315	Bands In The Park	Public Events	Community Services	28/06/2022	
	06/05/2022	41866	Chelsea Hire complete Event Hire Solution	£ 2,522.80	£ 504.56	£ 3,027.36	£ 3,027.36	Marquee Eid	4511	315	EID	Public Events	Community Services	05/06/2022	
	15/05/2022	1/22	City of Coventry Brass	£ 425.00	£ -	£ 425.00	£ 425.00	Performance at Abington Park,	4503	315	Bands In The Park	Public Events	Community Services	14/06/2022	
	30/05/2022	INC-0055	Classic Carriages of Northampton	£ 2,031.98	£ -	£ 2,031.98	£ 2,031.98	Mayors TO May22	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	29/06/2022	
	24/05/2022	DENNIS MEREDITH EXPE	Clr. Dennis Meredith	£ 136.98	£ -	£ 136.98	£ 136.98	Drinks for Mayors Parlour	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	13/06/2022	
*	30/04/2022	276049276333	Colemans Warehouse Shop	£ 275.55	£ 55.11	£ 330.66		Stationery	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	13/06/2022	approved 9th May
*	09/06/2022	262430	Colemans Warehouse Shop	£ 67.02	£ 13.41	£ 80.43		Posted as invoice in error	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	13/06/2022	
	09/06/2022	262430 CR	Colemans Warehouse Shop	-£ 67.02	-£ 13.41	-£ 80.43		part cancels Invoice 276049276333	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	09/07/2022	
	09/06/2022	262430 CREDIT	Colemans Warehouse Shop	-£ 67.02	-£ 13.41	-£ 80.43	£ 250.23	Correction for above error	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	09/07/2022	
	09/06/2022	54	Council for Voluntary Service Northampton	£ 162.00	£ 32.40	£ 194.40	£ 194.40	Payroll June	4010	101	Payroll Costs	Central Administration	Policy & Finance	23/06/2022	
	09/05/2022	1 7 0 9 05	Creative Event Services	£ 300.00	£ 60.00	£ 360.00		Catering 09/05	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	08/06/2022	
	09/05/2022	1 8 0 9 05	Creative Event Services	£ 250.00	£ 50.00	£ 300.00		Catering 09/05	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	08/06/2022	
	19/05/2022	1 9 15 05	Creative Event Services	£ 220.00	£ 44.00	£ 264.00		Catering 19/05	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	18/06/2022	
	19/05/2022	20 1 9 05	Creative Event Services	£ 450.00	£ 90.00	£ 540.00		Catering 19/05	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	18/06/2022	
*	23/05/2022	212305	Creative Event Services	£ 250.00	£ 50.00	£ 300.00		Food 29/05/22	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	18/06/2022	
*	24/05/2022	2 42005	Creative Event Services	£ 2,290.00	£ 458.00	£ 2,748.00	£ 4,512.00	Food Jubilee	4510	315	General Events	Public Events	Community Services	18/06/2022	
	08/06/2022	8TH JUNE 2022	Ernie Almond	£ 200.00	£ -	£ 200.00	£ 200.00	Entertainment Jubilee	4516	315	Queens Platinum Jubilee	Public Events	Community Services	08/07/2022	
	06/05/2022	INV-5115	FTF Worldwide Event Management Limited	£ 6,000.00	£ 1,200.00	£ 7,200.00		Fireworks deposit	4502	315	Fireworks	Public Events	Community Services	31/05/2022	
	01/06/2022	INV-5116	FTF Worldwide Event Management Limited	£ 4,000.00	£ 800.00	£ 4,800.00	£ 12,000.00	Fireworks	4502	315	Fireworks	Public Events	Community Services	30/06/2022	
	11/05/2022	INV-865	Gusto Catering Ltd	£ 3,358.33	£ 671.67	£ 4,030.00	£ 4,030.00	Civic Reception	4214	110	Civic Events	Civic and Democratic	Policy & Finance	10/06/2022	
	30/05/2022	36591	Hassett Fencing Limited T/A Hassett Plan	£ 266.24	£ 53.25	£ 319.49	£ 319.49	Plants jubilee 3 tier planter	4536	210	Northampton in Bloom	Open Spaces	Environmental Services	29/06/2022	
	09/05/2022	INV-1853	Hope Enterprises (Northampton) CIC	£ 118.00	£ 23.60	£ 141.60		Mayoral buffet 27/04	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	08/06/2022	
	09/05/2022	INV-1854	Hope Enterprises (Northampton) CIC	£ 238.00	£ 47.60	£ 285.60	£ 427.20	Mayoral buffet 29/04	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	08/06/2022	
	13/05/2022	358339	Horizon Telecom Ltd	£ 887.90	£ 177.58	£ 1,065.48	£ 1,065.48	Landline/ mobile / GH lease	4125	101	telephone and internet	Central Administration	Policy & Finance	12/06/2022	
	27/04/2022	10841015	Idverde Ltd	£ 930.00	£ 186.00	£ 1,116.00	£ 1,116.00	Cherry Trees	4214	110	Civic Events	Civic and Democratic	Policy & Finance	27/05/2022	
	18/05/2022	J HAINES EXP MAY22	Josephine Haines (Expense Claims)	£ 30.00	£ -	£ 30.00		Purple Guide	4120	101	subscriptions	Central Administration	Policy & Finance	13/06/2022	
	06/06/2022	EXPENSES_TOOL STATIO	Josephine Haines (Expense Claims)	£ 15.46	£ -	£ 15.46	£ 45.46	Materials -Jubilee party	4516	315	Queens Platinum Jubilee	Public Events	Community Services	13/06/2022	
	31/05/2022	5628	Kreative Bunting Limited	£ 749.00	£ 149.80	£ 898.80	£ 898.80	Bunting	4516	315	Queens Platinum Jubilee	Public Events	Community Services	30/06/2022	
	27/05/2022	LHJ EXP MAY 22	Louise Hannam-Jones	£ 34.65	£ -	£ 34.65	£ 34.65	Jubilee Sashes	4516	315	Queens Platinum Jubilee	Public Events	Community Services	27/05/2022	
	08/06/2022	INV0046	Martin Layzell	£ 300.00	£ -	£ 300.00	£ 300.00	Entertainment Jubilee	4516	315	Queens Platinum Jubilee	Public Events	Community Services	08/07/2022	
	14/05/2022	69917	Mayfair Cars (Northampton) Ltd	£ 79.20	£ 15.84	£ 95.04		Mayors TP 14/05	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	13/06/2022	
	31/05/2022	70066	Mayfair Cars (Northampton) Ltd	£ 145.20	£ 29.04	£ 174.24	£ 269.28	Mayors TP	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	30/06/2022	
*	24/05/2022	RUFIA ASHRAF EXPENSE	Mayor Rufia Ashraf (Expenses)	£ 244.86	£ -	£ 244.86	£ 244.86	Expenses Spring Crafts	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	13/06/2022	
	06/06/2022	16221	Microshade Business Consultants Ltd	£ 596.32	£ 119.26	£ 715.58	£ 715.58	Hosting	4128	101	Information Technology	Central Administration	Policy & Finance	06/07/2022	
	08/06/2022	8TH JUNE 2022	Northampton Concert Band	£ 500.00	£ -	£ 500.00	£ 500.00	8th June bands in Park	4503	315	Bands In The Park	Public Events	Community Services	08/07/2022	
	12/05/2022	NTC-01	NS-UK Group (Northern) Ltd	£ 468.00	£ 93.60	£ 561.60		security EID	4510	315	General Events	Public Events	Community Services	11/06/2022	
	12/05/2022	NTC-02	NS-UK Group (Northern) Ltd	£ 496.00	£ 99.20	£ 595.20	£ 1,156.80	security EID night shift	4510	315	General Events	Public Events	Community Services	11/06/2022	
	03/05/2022	120245	Pellacraft limited	£ 182.00	£ 36.40	£ 218.40	£ 218.40	Hi Vis jackets	4510	315	General Events	Public Events	Community Services	02/06/2022	
*	08/05/2022	BJ010211	Pitney Bowes Limited	£ 355.22	£ -	£ 355.22	£ 355.22	Franking machine -post	4110	101	Post	Central Administration	Policy & Finance	13/06/2022	
*	01/06/2022	INV-0874	RTC Medical Solutions Ltd	£ 440.00	£ -	£ 440.00		NMF22	4512	315	NMF22	Public Events	Community Services	pending event	
*	06/06/2022	INV-0879	RTC Medical Solutions Ltd	£ 1,780.00	£ -	£ 1,780.00	£ 2,220.00	Northampton Carnival	4513	315	Northampton Carnival	Public Events	Community Services	pending event	
	31/05/2022	002/22	Rushden Town Band	£ 375.00	£ -	£ 375.00	£ 375.00	Bands in Park 24/04	4503	315	Bands In The Park	Public Events	Community Services	30/06/2022	
	02/05/2022	#3	Sax's Cool Band	£ 200.00	£ -	£ 200.00	£ 200.00	Bands in park 01/05/22	4503	315	Bands In The Park	Public Events	Community Services	02/05/2022	
*	13/05/2022	1153	Stage Right Productions	£ 5,275.00	£ 1,055.00	£ 6,330.00		Beer Festival	4520	315	Beer Festival	Public Events	Community Services	pending event	
*	13/05/2022	1154	Stage Right Productions	£ 7,665.00	£ 1,533.00	£ 9,198.00		Town Festival	4518	315	Town Festival	Public Events	Community Services	pending event	
*	13/05/2022	1155	Stage Right Productions	£ 6,955.00	£ 1,391.00	£ 8,346.00		Party in the Park	4514	315	Party in the park	Public Events	Community Services	pending event	
	24/05/2022	1170	Stage Right Productions	£ 2,156.00	£ 431.20	£ 2,587.20		EID Event	4511	315	EID	Public Events	Community Services	23/06/2022	
	28/05/2022	1171	Stage Right Productions	£ 2,232.00	£ 446.40	£ 2,678.40		Queens Jubilee	4516	315	Queens Platinum Jubilee	Public Events	Community Services	27/06/2022	
*	30/05/2022	1183	Stage Right Productions	£ 1,495.00	£ 299.00	£ 1,794.00		Armed Forces Day	4519	315	Armed Forces day	Public Events	Community Services	pending event	
*	30/05/2022	1184	Stage Right Productions	£ 5,626.00	£ 1,125.20	£ 6,751.20	£ 37,684.80	NMF22	4512	315	NMF22	Public Events	Community Services	pending event	
*	12/06/2022	220612	Stu Vincent Photography	£ 35.00	£ -	£ 35.00	£ 35.00	Photography	4503	315	Bands In The Park	Public Events	Community Services	30/06/2022	
	15/04/2022	6230	Tangerine Red Ltd	£ 5.00	£ 1.00	£ 6.00		Certificate Printing	4215	110	Civic Regalia	Civic and Democratic	Policy & Finance	15/05/2022	
	28/04/2022	6264	Tangerine Red Ltd	£ 180.00	£ 36.00	£ 216.00		Civic Invitations	4214	110	Civic Events	Civic and Democratic	Policy & Finance	28/05/2022	
	06/05/2022	6301	Tangerine Red Ltd	£ 98.00	£ 19.60	£ 117.60		Vinyl Banner 3m x 1m EID	4140	101	Advertising and marketing	Central Administration	Policy & Finance	05/06/2022	
	11/05/2022	6311	Tangerine Red Ltd	£ 226.00	£ 45.20	£ 271.20		DL leaflet x300	4214	110	Civic Events	Civic and Democratic	Policy & Finance	10/06/2022	
	13/05/2022	6324	Tangerine Red Ltd	£ 71.00	£ 14.20	£ 85.20		Diameter Circle Stickers	4560	210	Climate Emergency	Open Spaces	Environmental Services	12/06/2022	
*	01/06/2022	6388	Tangerine Red Ltd	£ 455.40	£ 91.08	£ 546.48	£ 1,242.48	Name badges	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	30/06/2022	
	06/06/2022	#0013	The StarLight Sisters	£ 300.00	£ -	£ 300.00	£ 300.00	Entertainment Jubilee	4516	315	Queens Platinum Jubilee	Public Events	Community Services	06/07/2022	
	10/05/2022	OP/1606298	Veolia ES (UK) Ltd	£ 115.33	£ 23.07	£ 138.40		Mayors Fuel March	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	09/06/2022	
	26/05/2022	OP/1607434	Veolia ES (UK) Ltd	£ 146.60	£ 29.32	£ 175.92		Mayors Fuel April	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	25/06/2022	
	07/06/2022	OP/1608027	Veolia ES (UK) Ltd	£ 214.15	£ 42.83	£ 256.98	£ 571.30	Mayors Fuel May	4211	110	Mayors Transport	Civic and Democratic	Policy & Finance	07/07/2022	
	10/05/2022	42400807135	West Northamptonshire Council	£ 42.60	£ 8.52	£ 51.12		HoComm refreshments 6/5	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	09/06/2022	
	11/05/2022	42400817808	West Northamptonshire Council	£ 93.00	£ -	£ 93.00		Room hire 09/05	4216	110	Council Meetings & Room Hire	Civic and Democratic	Policy & Finance	10/06/2022	
	11/05/2022	42400817811	West Northamptonshire Council	£ 33.25	£ 6.65	£ 39.90		Refreshments 09/05							

17/05/2022	424000826815	West Northamptonshire Council	£ 71.00	£ 14.20	£ 85.20	Refreshments Mayor Making	4214	110	Civic Events	Civic and Democratic	Policy & Finance	16/06/2022
17/05/2022	424000826828	West Northamptonshire Council	£ 85.20	£ 17.04	£ 102.24	William Tilley Room AGM	4214	110	Civic Events	Civic and Democratic	Policy & Finance	16/06/2022
21/05/2022	424000849025	West Northamptonshire Council	£ 320.00	£ 64.00	£ 384.00	Security Cost for Mayor Making	4214	110	Civic Events	Civic and Democratic	Policy & Finance	20/06/2022
24/05/2022	424000849753	West Northamptonshire Council	£ 2,000.00	£ -	£ 2,000.00	Pride Event	4515	315	PRIDE	Public Events	Community Services	23/06/2022
26/05/2022	424000850603	West Northamptonshire Council	£ 508.00	£ -	£ 508.00	Oak Apple Day 2022 – 29th May	4214	110	Civic Events	Civic and Democratic	Policy & Finance	25/06/2022
26/05/2022	424000850616	West Northamptonshire Council	£ 424.28	£ 84.86	£ 509.14	Electors meeting	4216	110	Council Meetings & Room Hire	Civic and Democratic	Policy & Finance	25/06/2022
26/05/2022	424000850645	West Northamptonshire Council	£ 320.00	£ 64.00	£ 384.00	Door Supervisor	4214	110	Civic Events	Civic and Democratic	Policy & Finance	25/06/2022
26/05/2022	424000850674	West Northamptonshire Council	£ 31.36	£ 6.27	£ 37.63	Good Shepherd Refreshments	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	25/06/2022
26/05/2022	CR 424000850687	West Northamptonshire Council	-£ 320.00	-£ 64.00	-£ 384.00	cancel invoice 424000849025	4214	110	Civic Events	Civic and Democratic	Policy & Finance	25/06/2022
28/05/2022	424000851741	West Northamptonshire Council	£ 54.36	£ 10.87	£ 65.23	Plasma and Refreshments	4210	110	Mayoral Allowance	Civic and Democratic	Policy & Finance	27/06/2022
28/05/2022	424000851754	West Northamptonshire Council	£ 102.00	£ 20.40	£ 122.40	Red Carpet	4214	110	Civic Events	Civic and Democratic	Policy & Finance	27/06/2022
* 02/06/2022	424000861621	West Northamptonshire Council	£ 49.70	£ 9.94	£ 59.64	Refreshments 29/05	4214	110	Civic Events	Civic and Democratic	Policy & Finance	13/06/2022
08/06/2022	424000862536	West Northamptonshire Council	£ 330.00	£ 66.00	£ 396.00	Linen Jubilee	4510	315	General Events	Public Events	Community Services	08/07/2022
* 08/06/2022	424000862552	West Northamptonshire Council	£ 240.00	£ 48.00	£ 288.00	Security Jubilee	4510	315	General Events	Public Events	Community Services	07/07/2022
* 11/06/2022	424000864848	West Northamptonshire Council	£ 17.04	£ 3.41	£ 20.45	Refreshments P&F 6/6/22	4216	110	Council Meetings & Room Hire	Civic and Democratic	Policy & Finance	10/07/2022
08/06/2022	WB08062202	William Byrne	£ 450.00	£ -	£ 450.00	Entertainment Jubilee	4516	315	Queens Platinum Jubilee	Public Events	Community Services	13/06/2022
07/06/2022	VOI0027052	Zen office Limited	£ 156.42	£ 31.28	£ 187.70	Printer copier costs May	4101	101	Office Supplies & Photocopying	Central Administration	Policy & Finance	DD
POA			£ 82,762.32	£ 12,039.36	£ 94,801.68	£ 94,801.68						

Retrospective Approval Required

09/05/2022	VOI0026602	Zen Office	£ 32.44	£ 6.49	£ 38.93	Printer copier costs Apr	4101	101	Office Supplies & Photocopying	Central Administration		Paid DD 19/05/22
07/05/2022	325	Butt Sweets & Curries	£ 175.00	£ 35.00	£ 210.00	Samosas EID	4210	110	Mayoral Allowance	Civic and Democratic		Paid 19/05/22 955642476
10/05/2022	328	Butt Sweets & Curries	£ 250.00	£ 50.00	£ 300.00	Samosas t James School	4210	110	Mayoral Allowance	Civic and Democratic		Paid 19/05/22 955642476
19/05/2022	Grant Refund 12508	Groundwork UK	£ 780.72	£ -	£ 780.72	Semilong & Trinity Groundworks grant	566		Third Party Funding			Paid 18/05/22 170772230

3 invoices tabled as a late addition to the payment list: Tangerine Red invoices 06408 £78, 06398 £180 & 06409 £283.20

Pending Approval and entry to system

31/05/2022	276693277168	Colemans			£ 555.30	Stationery						
12/06/2022	NTC-03	NS-UK	£ 2,755.00	£ 551.00	£ 3,306.00	Security - Carnival						

Salaries / HMRC / Pension payments June.			Comments	Payment Due Date	Ac Code	Description	Comment	Bank Payment Transaction Number
including Mayoral Allowance and Cllr Allowance			£ 26,718.25			20/06/2022	520 Wages	
HMRC June			£ 10,128.66			06/07/2022	515 PAYE / NI	
Pension June			£ 7,738.15			06/07/2022	516 Pensions	

Councillor Community Fund Grants

App no.	Organisation	Project Description	Value	Cllr	Ward	Town Clerk Comment
a CCF70	65 th Northampton Guides Paddle Sports	Instructor Paddle Board session for Guides at Northampton Active	£ 50.00	Kilbride	Park	Approved. to be signed off by the Community Services Committee on Monday evening but could be added to the payment list for Accounts Sub Monday morning so they are not waiting a further month for approval to be paid? If they are not approved Monday evening then we could amend them or take them off.
b CCF71	Queen's Park Working Men's Club	Events for local community	£ 500.00	Birch	Trinity	
c CCF72	Community Spaces Northampton	Refurbishment of internal spaces at Veron Terrace Community Centre	£ 1,000.00	Purser & Tarasiewicz	Abingdon	
d CCF73	Earth's Lonely Angels	Monday Night outreach Project	£ 1,000.00	Fuchshuber & Meredith	Talavera	
e CCF74	NDAS	Moving Out Packs for each client	£ 2,284.00	T Eales	Kingsheath	
f CCF75	Basketball Northants	3x3 Event at the Racecourse	£ 500.00	Birch	Trinity	
g CCF76	Doddridge Centre Limited	Monthly News Letter	£ 1,305.00	Charity Commission Link		

APPLICATIONS TO THE GENERAL GRANTS FUND			Project Description	Value	Town Clerk Comment
a	CGF26	Cherwell Theatre Company	Song for Summer youth theatre project	£ 4,215.00	Approved. to be signed off by the Community Services Committee on Monday evening B & C were in principle approved but they wanted a clarification on a few of the points that they were looking for funding for, which may result in the amount awarded being less than the amount requested. Added to the accounts Sub with a caveat that the amount listed and agreed at the Accounts Sub, may reduce depending on what is agreed at the Comm Services meeting that evening?
b	CGF27	Northampton Association of Youth Clubs	Wellbeing and mental health first aid training to youth workers in Northampton	£ 11,770.00	
c	CGF29	Wall Games	Graffiti art and wellbeing project in Northampton	£ 13,675.00	

Bring to your attention Creative event services Bank Account name is in gthe name of Andrew Heywood. Also applies to some Bands playing in Bands in the Park.