

# KETTERING TOWN COUNCIL

## REPORT FOR INFORMATION

Item No FC22/21

Committee:-	Finance and Governance Committee
Date:-	22 <sup>nd</sup> June 2022
Author:-	Martin Hammond, Clerk
Report Title:-	INVOICES
Wards Affected:-	n/a

### 1. Purpose of Report

To approve the payment of invoices.

### 2. Recommendations

The Committee is asked to not the report.

### 3. Information

- 3.1. No unplanned costs have been incurred or invoices received since the last meeting.
- 3.2. As agreed previously, all invoices arising from a contractual commitment or which have been pre-approved by committee are now being posted direct to the bank account for the authorising members to sign off. Invoices authorised or received since the last meeting under delegated powers or made automatically are:-

- Affinity Lottery – see para 3.3 -4 below. £360 incl VAT
- Cloudy IT – ITC support charges June 2022 £240.24 incl. VAT
- NNC – accommodation charge June 2022 £1000
- Salary and tax, including National insurance (May) £3731.51
- Northamptonshire Pension Fund – admission fees to scheme £2400 incl VAT
- CDR Resourcing – market labour costs –invoices since May 18th £3273.89 incl VAT
- Business rate for the market May £402
- Starboard Services – accounting system £582 incl VAT
- Laugh Out Loud Theatre Company Jubilee theatre performance £390
- Vegan market entertainment
  - Shire sounds £150
  - Inflateable Theatre – balloon modelling £150

- Various musicians expenses

£ 90

3.3. The first draw for the lottery was held on 10<sup>th</sup> June. The arrangements are that the income from each week's ticket sales are paid into the Council's lottery bank account (separate from our normal bank account) and then the 35% (plus VAT) that is due to Affinity Lottery is paid from that receipt. However, there is a £300 (plus VAT) set up fee to pay at the outset. As the income from the first draw will not cover the set up fee as well as the 35% fee, a transfer of £360 from the Council's ordinary account was necessary. This can be repaid in due course once income from the lottery is sufficient to meet the costs.

3.4. The first week's receipts were £71, of which

- £24.85 plus VAT is paid to Affinity Lottery (£29.82)
- £3.55 is reserved for KTC to meet its costs
- £42.60 is now available for good causes once all VAT is reclaimed.

3.5. There were three Kettering prize-winners in the first draw.

#### **4. Finance, Legal and Resource Implications**

4.1 Budgetary provision exists to cover the costs above.

4.2. In relation to the lottery, a sum of £1300 is contained within the budget to meet the set up fee, VAT payments and any direct public relations costs of the lottery whilst the account is still relatively light on income.