

KETTERING TOWN COUNCIL

REPORT FOR DECISION

Item No FC22/052

Committee:-	Finance and Governance Committee
Date:-	26 th October 2022
Author:-	Martin Hammond, Clerk
Report Title:-	INVOICES AND EXPENDITURE
Wards Affected:-	n/a

1. Purpose of Report

To approve the payment of invoices.

2. Recommendations

The Committee is asked to approve the payments in 3.1 below and note the remainder of the report.

3. Information

3.1. The following costs have been incurred, or estimates received since the last meeting, for which approval is required.

- Knights and Hyde – stationary orders – 2 invoices totalling £37.98 plus VAT
- Cllr Bunday – purchase of projector for meetings at Toller £179.99 incl VAT

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:-

ADMINISTRATIVE

- Cloudy IT – ITC support charge October 2022 £240.48 incl. VAT
- Bank charges £ 18
- NNC – accommodation charge October 2022 £1000
- Salary and tax, including employee pension and NI(September) £4051.06
- Employer NI costs (Sept) £435.34
- Employer Pension contributions (September) £387.59
- Website training (2Commune) £180 incl VAT

- Payroll services admin for 2nd quarter £45.00

MARKETS

- CDR Resourcing – market labour costs –invoices since Sept 21st £1507.19
- Business rates for the market October £402

EVENTS

- Christmas
 - Xmas trail material Artizan Signs £36
- Street Food Saturdays
 - Revellers Steelband £75
 - Shire Sounds (2 events) £350
- Bands in the Park
 - Kettering Silver Band £275
- Food and Drink Festival
 - Revellers Steel band £75
 - Stilt walker £438
 - Poppy Print – banner £45 plus VAT
 - Fun with Faces – face painting £200
 - Alfe Game juggler £100

GRANTS

- St Michaels Church £850
- Citizens Advice Bureau £1500

**Note – not all these payments will have left the bank account at the point the report is published.*

3.3 Town Lottery – transactions on this account have been dealt with in the budget monitoring report.

3.4. **VAT** – following advice from HMRC, we will not be required to levy VAT on market stalls, and £104 of VAT has been refunded to those traders who made payments to us in June- August.

4. Finance, Legal and Resource Implications

4.1 Budgetary provision exists to cover the costs above.