

## HOLYBROOK PARISH COUNCIL PAYMENT SHEET 09-2021/22

Items for payment presented to the meeting on 7th February 2022

Members are requested to authorise the following payments made since the compilation of the agenda of the last full Council meeting on Monday 10th January 2022 and payable before the compilation of the agenda for the full Council meeting on Monday 7th February 2022.

Minutes reference (where necessary)	Payment to:-	Centre	Charge	Total Payment	Payment date/cheque dated	Payment method	Cost code	Authorised by
120/21/22	Ion Sytems - file migration to Office 365	IT Expenditure	£834.00	£834.00	05/01/2022	22155	1170	
	Countrywide Grounds Maintenance - Wardens (December)	Neighbourhood Wardens scheme	£1,466.66	£1,466.66	05/01/2022	22156	3180	
	Sunshine Commercial Services - Grounds maintenance (December)	Grass/hedge cutting	£328.92	£328.92	05/01/2022	22157	4155	
	DTS Cleaning Services - Window clean	Cleaning	£30.00	£30.00	05/01/2022	22158	2123	
	Relyon Cleaning (December)	Cleaning	£1,005.60	£1,864.12	05/01/2022	22159	2123	
	Relyon Caretaking (December)	Caretaking	£808.80		05/01/2022	22159	2121	
	Relyon cleaning products	Cleaning products	£49.72		05/01/2022	22159	2124	
	Relyon - annual carpet clean	Cleaning	£192.00		05/01/2022	22160	2123	
	Party Hire - inv 6777	Deposits/deposit returns	£150.00	£150.00	07/01/2022	FASTER	2182	
	ICO - Data Protection Fee	Subscriptions	£35.00	£35.00	13/01/2022	DD	1168	
	Crown Gas and Power - Gas	Gas	£308.45	£308.45	17/01/2022	DD	2146	
	Rialtas Business Solutions (RBS) - Bookings software annual subscription and support	Subscriptions	£236.40	£236.40	17/01/2022	22161	1168	
Spending from EMR 322	SLCC - training course (AA)	Staff training	£84.00	£84.00	17/01/2022	22162	1167	
Spending from EMR 322	SLCC - Training course (Clerk)	Staff training	£36.00	£36.00	17/01/2022	22163	1167	
Spending from EMR 322	SLCC - Training course (Clerk)	Staff training	£36.00	£36.00	17/01/2022	22164	1167	
Spending from EMR 322	SLCC - Training course (Clerk)	Staff training	£36.00	£36.00	17/01/2022	22165	1167	
Spending from EMR 322	SLCC - Training course (Clerk)	Staff training	£18.00	£18.00	17/01/2022	22166	1167	
	Frasers - paper	Stationery	£34.74	£34.74	17/01/2022	22167	1169	
	Party Hire - inv 6781	Deposits/deposit returns	£100.00	£100.00	17/01/2022	FASTER	2182	
	Party Hire - inv 6748	Deposits/deposit returns	£100.00	£100.00	17/01/2022	FASTER	2182	
	Amazon - phone case	Telephone	£9.69	£9.69	21/01/2022	CARD	1174	
	Moorepay - payroll admin	Clerical salaries	£54.01	£54.01	22/01/2022	DD	1123	
	Party Hire - inv 6778	Deposits/deposit returns	£152.00	£152.00	26/01/2022	FASTER	2182	
	SLCC - Themed Summit: Climate Change (Councillor)	Members training	£108.00	£108.00	28/01/2022	22168	1151	
	Vision ICT Ltd - annual Email hosting	Subscriptions	£21.60	£21.60	28/01/2022	22169	1168	
	Castle Water	Water	£5.00	£5.00	28/01/2022	DD	2175	
	Sunshine Commercial Services - Grounds maintenance (November)	Grass/hedge cutting	£328.92	£328.92	28/01/2022	22170	4155	

**Expenditure since  
previous meeting                      £6,569.51**