

Millbrook Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2021 and 17-07-2021)

Cost Centre Council administration**Code Number 102 Insurance**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
61	23/06/2021		Unity Trust Current		Annual insurance from 1 June 2021	BHIB Council Insurance	Z	1,116.88	0.00	1,116.88
Subtotal for Code: Insurance								£1,116.88	£0.00	£1,116.88

Code Number 103 Admin costs / stationery

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	07/04/2021		Unity Trust Current		Accounting Package	Xero	S	24.00	4.80	28.80
8	21/04/2021		Unity Trust Current		Printer ink	Stinkyink.com	S	33.28	6.66	39.94
22	30/04/2021	239e FC Me	Unity Trust Current		Accounting package subscription	Scribe	S	468.00	93.60	561.60
23	01/04/2021		Petty Cash		Printing paper	Millbrook News	S	4.79	0.96	5.75
25	14/04/2021		Petty Cash		Stationery	Millbrook News	S	4.77	0.95	5.72
26	30/04/2021		Petty Cash		Triplicate book	Millbrook News	S	5.82	1.17	6.99
27	04/05/2021		Unity Trust Current		Data Protection Fee	Information Commission	Z	35.00	0.00	35.00
29	06/05/2021		Unity Trust Current		Accounting package subscription	Xero	S	24.00	4.80	28.80
30	10/05/2021		Unity Trust Current		Google Workspace subscription	Google Ireland	Z	40.25	0.00	40.25
35	25/05/2021		Unity Trust Current		Key safe	Screwfix	S	23.74	4.75	28.49
38	27/05/2021		Unity Trust Current		Ink for office printer	Stinkyink.com	S	125.97	25.19	151.16
39	27/05/2021		Unity Trust Current		DPD - documents to internal auditor	Karenza Heald	Z	18.59	0.00	18.59
40	27/05/2021		Unity Trust Current		Stationery	Viking	S	3.40	0.68	4.08
41	27/05/2021		Unity Trust Current		Stationery	Viking	S	44.28	8.86	53.14
46	22/04/2021		Unity Trust Current		Printer ink	Stinkyink.com	Z	0.00	-0.02	-0.02
52	27/05/2021		Unity Trust Current		Stationery	Viking	S	-1.23	-0.25	-1.48
54	08/06/2021		Unity Trust Current		Google Workspace subscription	Google Ireland	Z	39.90	0.00	39.90
57	09/06/2021		Unity Trust Current		Accounting package subscription 6 Jun	Xero	S	24.00	4.80	28.80
66	23/06/2021	Min 35g	Unity Trust Current		Zoom payment 14/06/2021	Karenza Heald	S	11.99	2.40	14.39
71	03/06/2021		Unity Trust Current		Telephone and Broadband charges 1 M	BT	S	109.28	21.86	131.14
76	06/05/2021		Petty Cash		A4 White card	Millbrook Premier Stores	Z	1.07	0.00	1.07
77	03/05/2021		Petty Cash		Battery for doorbell	Co-op	Z	1.29	0.00	1.29
78	24/05/2021		Petty Cash		Dividers	Millbrook News	Z	1.36	0.00	1.36
79	24/05/2021		Petty Cash		Polypockets	Millbrook Premier Stores	Z	2.58	0.00	2.58
82	01/06/2021		Petty Cash		Zoom payment 14/04/2021	Zoom	S	11.99	2.40	14.39
83	08/07/2021		Unity Trust Current		Accounting package subscription	Xero	S	3.87	0.78	4.65
Subtotal for Code: Admin costs / stationery								£1,061.99	£184.39	£1,246.38

Code Number 104 Subscriptions

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
17	02/07/2021	270a, FC Me	Unity Trust Current		CALC & NALC Subscription	Cornwall ALC	S	709.17	141.84	851.01
18	02/07/2021	270a, FC Me	Unity Trust Current		CALC & NALC Subscription	Cornwall ALC	S	-709.17	-141.84	-851.01
19	02/07/2021	270a, FC Me	Unity Trust Current		CALC & NALC Subscription	Cornwall ALC	Z	132.67	0.00	132.67

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50	30/04/2021		Unity Trust Current		CALC & NALC Subscription	Cornwall ALC	X	851.01	0.00	851.01
51	30/04/2021	270a, FC Me	Unity Trust Current		CALC & NALC Subscription	Cornwall ALC	Z	132.67	0.00	132.67
65	23/06/2021	Min 274c /3€	Unity Trust Current		ICCM Corporate Membership 2021/22	Institute of Cemetry and Cremetorium	Z	95.00	0.00	95.00
Subtotal for Code: Subscriptions								£1,211.35	£0.00	£1,211.35

Code Number 105 Website and domain

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	09/04/2021		Unity Trust Current		Google Workspace subscription	Google Ireland	E	48.79	0.00	48.79
Subtotal for Code: Website and domain								£48.79	£0.00	£48.79

Code Number 106 Councillor training

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
14	30/04/2021	243, FC Mee	Unity Trust Current		Virtual Regional Seminar	SLCC Enterprises	S	187.50	37.50	225.00
Subtotal for Code: Councillor training								£187.50	£37.50	£225.00

Code Number 107 Staff training

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
15	30/04/2021	243, FC 16/€	Unity Trust Current		Virtual Regional Seminar	SLCC Enterprises	S	37.50	7.50	45.00
16	30/04/2021	270a, FC Me	Unity Trust Current		Local Elections	SLCC Enterprises	S	15.00	3.00	18.00
Subtotal for Code: Staff training								£52.50	£10.50	£63.00

Code Number 114 Bank fees

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
75	30/06/2021		Unity Trust Current		Bank Fees	Handling & service charge	Z	34.80	0.00	34.80
Subtotal for Code: Bank fees								£34.80	£0.00	£34.80

Code Number 210 Miscellaneous / Contingency

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
11	30/04/2021	270a, FC Me	Unity Trust Current		Flags	Flagpole Express	S	83.92	16.78	100.70
Subtotal for Code: Miscellaneous / Contingency								£83.92	£16.78	£100.70

Subtotal for Cost Centre: Council administration 3,797.73 249.17 4,046.90

Cost Centre Loans**Code Number 140 Public Works Loan Board**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
58	15/06/2021		Unity Trust Current		Loan repayment	Public Works Loan Board	X	6,940.24	0.00	6,940.24
Subtotal for Code: Public Works Loan Board								£6,940.24	£0.00	£6,940.24

Subtotal for Cost Centre: Loans 6,940.24 0.00 6,940.24

Cost Centre Grants and donations**Code Number 120 Section 137 grant funding**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
10	30/04/2021	268, FC Mee	Unity Trust Current		The Peninsula Trust Local Support Serv	The Peninsula Trust	X	5,000.00	0.00	5,000.00
63	23/06/2021		Unity Trust Current		Section 137 - decked and seating area	Millbrook AFC Football Club	Z	1,200.00	0.00	1,200.00
Subtotal for Code: Section 137 grant funding								£6,200.00	£0.00	£6,200.00

Subtotal for Cost Centre: Grants and donations 6,200.00 0.00 6,200.00

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Cost Centre Public car parks**Code Number 160 Car park repairs & maintenance**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
67	23/06/2021	Min 35g	Unity Trust Current		Car park machine maintenance contrac	Flowbird Smart City UK Ltd	S	601.61	120.32	721.93
Subtotal for Code:								£601.61	£120.32	£721.93

Code Number 162 Car park general

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
24	01/04/2021		Petty Cash		Caps for Height Barriers	Ebay	Z	6.11	0.00	6.11	
Subtotal for Code:								£6.11	£0.00	£6.11	
Subtotal for Cost Centre:								Public car parks	607.72	120.32	728.04

Cost Centre Staffing costs**Code Number 130 Council Officers' wages costs**

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
12	30/04/2021		Unity Trust Current		Karenza Heald - Wages April 2021	Karenza Heald	X	1,681.50	0.00	1,681.50	
34	27/05/2021		Unity Trust Current		PAYE - May 2021	HMRC	X	733.37	0.00	733.37	
37	27/05/2021		Unity Trust Current		PAYE - April 2021	HMRC	X	639.57	0.00	639.57	
42	27/05/2021		Unity Trust Current		Anthony Pearce - Wages May 2021	Anthony Pearce	X	248.07	0.00	248.07	
43	28/05/2021		Unity Trust Current		Staff wages - May 2021	Karenza Heald	X	1,587.70	0.00	1,587.70	
56	09/06/2021		Unity Trust Current		Staff pension - May 2021	NEST	X	86.01	0.00	86.01	
72	28/06/2021		Unity Trust Current		PAYE - June 2021	HMRC	X	733.37	0.00	733.37	
73	28/06/2021		Unity Trust Current		Staff wages - June 2021	Karenza Heald	X	1,587.70	0.00	1,587.70	
Subtotal for Code:								Council Officers' wages costs	£7,297.29	£0.00	£7,297.29

Code Number 132 Staff pension

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
28	06/05/2021		Unity Trust Current		Staff pension - April 2021	NEST	X	301.02	0.00	301.02	
55	09/06/2021		Unity Trust Current		Staff pension - May 2021	NEST	X	215.01	0.00	215.01	
84	12/07/2021		Unity Trust Current		Staff pension - June 2021	NEST	X	301.02	0.00	301.02	
Subtotal for Code:								Staff pension	£817.05	£0.00	£817.05

Code Number 133 Council Groundworker's wages costs

Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
3	04/04/2021		Unity Trust Current		Net wages	Anthony Pearce	X	55.96	0.00	55.96	
7	21/04/2021		Unity Trust Current		Anthony Pearce PAYE March 2021	HMRC	X	13.87	0.00	13.87	
13	30/04/2021		Unity Trust Current		Anthony Pearce - Wages April 2021	Anthony Pearce	X	310.07	0.00	310.07	
47	30/04/2021		Unity Trust Current		Anthony Pearce - Wages April 2021	Anthony Pearce	X	-62.00	0.00	-62.00	
74	28/06/2021		Unity Trust Current		Staff wages - June 2021	Anthony Pearce	X	248.07	0.00	248.07	
Subtotal for Code:								Council Groundworker's wage	£565.97	£0.00	£565.97
Subtotal for Cost Centre:								Staffing costs	8,680.31	0.00	8,680.31

Cost Centre Open spaces & public amenities

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Code Number		170 Devolved services								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
68	23/06/2021	Min 241B / 3	Unity Trust Current		Caretaking and Enforcement Service (£	Torpoint Town Council	S	540.00	108.00	648.00
Subtotal for Code: Devolved services								£540.00	£108.00	£648.00

Code Number		191 Plants and trees								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
64	23/06/2021	Min 35g	Unity Trust Current		Removal of dangerous tree	Enhanscapes	Z	50.00	0.00	50.00
Subtotal for Code: Plants and trees								£50.00	£0.00	£50.00

Code Number		192 Repairs and maintenance general								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	06/04/2021		Unity Trust Current		Rat traps	Anthony Pearce	Z	15.94	0.00	15.94
Subtotal for Code: Repairs and maintenance ger								£15.94	£0.00	£15.94

Code Number		193 Grass cutting and lake flail								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
36	27/05/2021		Unity Trust Current		Grounds maintenance - April 2021	Enhanscapes	Z	580.00	0.00	580.00
69	23/06/2021	Min 35g	Unity Trust Current		Grounds maintenance - May 2021	Enhanscapes	Z	580.00	0.00	580.00
Subtotal for Code: Grass cutting and lake flail								£1,160.00	£0.00	£1,160.00

Code Number		194 General groundworks								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
21	30/04/2021		Unity Trust Current		Maintenance - Tennis courts, park & lal	Jed Gibson	E	133.83	0.00	133.83
Subtotal for Code: General groundworks								£133.83	£0.00	£133.83

Code Number		195 Utilities costs (Tanyard)								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
33	24/05/2021		Unity Trust Current		Water useage in the Tanyard 15/01/21 t	South West Water	Z	4.86	0.00	4.86
Subtotal for Code: Utilities costs (Tanyard)								£4.86	£0.00	£4.86
Subtotal for Cost Centre: Open spaces & public ameniti								1,904.63	108.00	2,012.63

Cost Centre Public toilets

Code Number		151 Utility costs								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	09/04/2021		Unity Trust Current		Electric consumption	Bulb	Z	20.00	0.00	20.00
31	10/05/2021		Unity Trust Current		Electric consumption	Bulb	Z	20.00	0.00	20.00
32	22/04/2021		Unity Trust Current		Water bill - 09/01/2021 to 22/04/2021	Source for Business (South West Wat	Z	263.20	0.00	263.20
44	22/04/2021		Unity Trust Current		Water bill - 09/01/2021 to 22/04/2021	Source for Business (South West Wat	Z	-263.20	0.00	-263.20
45	24/05/2021		Unity Trust Current		Water bill - 09/01/2021 to 22/04/2021	Source for Business (South West Wat	Z	263.20	0.00	263.20
53	01/05/2021		Unity Trust Current		Non domestic rates	Cornwall Council	Z	53.00	0.00	53.00
59	10/06/2021		Unity Trust Current		Electric consumption	Bulb	Z	20.00	0.00	20.00
85	12/07/2021		Unity Trust Current		Electric consumption	Bulb	Z	20.00	0.00	20.00
Subtotal for Code: Utility costs								£396.20	£0.00	£396.20

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Code Number		152 Non domestic rates								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	01/04/2021		Unity Trust Current		Non domestic rates	Cornwall Council	E	53.23	0.00	53.23
70	01/06/2021		Unity Trust Current		Non domestic rates	Cornwall Council	Z	53.00	0.00	53.00
Subtotal for Code: Non domestic rates								£106.23	£0.00	£106.23
Code Number		153 Public toilets repairs & maintenance c								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
60	23/06/2021		Unity Trust Current		Wallgate service contract	Wallgate	S	738.51	147.70	886.21
Subtotal for Code: Public toilets repairs & mainte								£738.51	£147.70	£886.21
Code Number		154 Public toilets supplies								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
20	30/04/2021	270a, FC Me	Unity Trust Current		Bin bags & sanitiser	Nisbets	S	50.97	10.20	61.17
80	02/06/2021		Petty Cash		Key for toilet store cupboard	Torpoint Hardware	S	3.33	0.67	4.00
81	01/07/2021		Petty Cash		Millbrook Pharmacy	Sanitiser	S	4.93	0.99	5.92
Subtotal for Code: Public toilets supplies								£59.23	£11.86	£71.09
Subtotal for Cost Centre: Public toilets								1,300.17	159.56	1,459.73
Cost Centre		Play park & sport facilities								
Code Number		181 Skatepark								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	29/04/2021	196c, FC Me	Unity Trust Current		Picnic bench for skatepark	Kedel Ltd	S	672.43	134.49	806.92
Subtotal for Code: Skatepark								£672.43	£134.49	£806.92
Code Number		182 Tennis Courts								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
62	23/06/2021	Min 35g	Unity Trust Current		Materials for tennis courts	Trade UK	S	40.32	8.06	48.38
Subtotal for Code: Tennis Courts								£40.32	£8.06	£48.38
Subtotal for Cost Centre: Play park & sport facilities								712.75	142.55	855.30
TOTALS								£30,143.55	£779.60	£30,923.15