

<b>REPORT TO:</b>	<b>Full Council</b>	<b>15<sup>th</sup> February 2024</b>
<b>AUTHOR/S:</b>	<b>Theresa King, RFO</b>	

**Purpose:**

Expenditure or orders for work other than regular commitments and some maintenance issues (including Clerks' Delegation). Issues requiring particular **ratification or note in bold**

**For approval: CamAlarms Replacement Fire Panel in Pavilion**

The fire control panel outside the Community Room no longer meets safety standards and needs replacing. CamAlarms are our approved contractor for the work. **Cost £956.26 + VAT**

**British Gas Lite: Recreation Ground Gas.** Out contract for the gas ran out on 31<sup>st</sup> December 2023 and we have now moved to a new British Gas Lite contract. The old price was 0.03659p per unit and a standing charge of 83.533 per day, with DD and online renewal discount; the new rates are 0.108 per unit and 45.0p per day standing charge with the same discounts. This contract is fixed for three years but RFO will monitor to try and reduce costs.

**Brookfield Groundcare:** Trees at the Copse already noted for removal were blown over in recent storms. **£580.00 + VAT**

**To list accounts paid by delegated approval, and payment of outstanding accounts**

- Accounts paid by delegated approval February 24 – to note only:

Accounts paid by DDR February 2024					
Supplier	Description	Net	VAT	Total	Code
British Gas	Crossing Keeper's Hut electricity 02.01.24 to 01.02.24	24.42	1.22	25.64	Open Spaces Electricity
British Gas	Green Feeder Pillar 02.01.2024 to 01.02.2024	24.91	1.24	26.15	Open Spaces Electricity
British Gas	Recreation Ground Gas bill - closure 01.01.2024 to 03.01.2024	1.88	0.09	1.97	Rec Utilities:- Gas
British Gas LITE	Recreation Ground Gas 04.01.2024 to 30.01.2024	498.89	99.78	598.67	Rec Utilities:- Gas
British Gas LITE	Recreation Ground Electricity 13.12.2024 to 13.01.2024	740.73	148.15	888.88	Rec Utilities: Electricity
Lloyds Bank	Credit Card - various purchases	266.08	49.45	315.53	Various purchases
London Fuel Ltd	Piaggio Fuel and cans for Recreation Ground	33.25	6.65	39.9	Piaggio and Recreation Ground fuel
Onecom Ltd	Telephone and Broadband Jan 24	104.92	20.98	125.90	Telephone & Broadband
Sharp Business Systems	Sharp printer usage Dec 23	25.00	5.00	30.00	Office Costs
Team Flitwick (Certas Energy)	Recreation Ground Diesel fill up	671.00	134.20	805.20	Rec Utilities: Fuel
B&CE Holdings Ltd - People's Pension	B&CE People's Pension February 2024	419.87	0.00	419.87	Pensions -Admin
	<b>TOTAL DDRS</b>	<b>2,810.95</b>	<b>466.76</b>	<b>3,277.71</b>	

○ Accounts for approval February 2024

Accounts for Approval February 2024					
Supplier	Description	Net	VAT	Total	Code
A J Gallagher (Came &Co)	Cyber Insurance 2024-2025	367.36	0.00	367.36	Insurance
Avocet Cleaning Services Ltd	Office and Pavilion cleaning January 2024	951.67	190.33	1,142.00	Office & Pavilion cleaning
Brookfield Groundcare	Grass Cutting contract January 2024	1,298.00	259.60	1,557.60	Grasscutting
Brookfield Groundcare	Emergency Tree Works at The Copse after storm	580.00	116.00	696.00	Trees & Hedges Maintenance
C B S Office Solutions	Printer Paper	38.30	7.66	45.96	Office Costs
CSA Cleaning	Toilet paper and soap for pavilion	150.26	30.05	180.31	Rec Pavilion Maintenance
Tree Officer	Tree Officer Consultancy - January 2024	672.00	0.00	672.00	General Reserves Spend
M & M Heating (Cams) Ltd	Replacement kitchen tap and tap in public toilet	422.00	84.40	506.40	Rec Pavilion Maintenance
Origin (Rigby Taylor)	Microflow Fertiliser	78.50	15.70	94.20	Rec Pitch Maintenance
S Hobbs	Emergency light repairs	368.00	73.60	441.60	Rec Pavilion Maintenance
S Hobbs	Replacement workshop light	155.50	31.10	186.60	Rec Ground Maintenance
S Hobbs	Replacement car park floodlights	278.88	55.78	334.66	Rec CCTV & Lights Maintenance
S J Pollard Building & Maintenance Ltd	Telescopic bollard in cemetery	550.00	110.00	660.00	Burial Ground:Equipment & Expenses
S J Pollard Building & Maintenance Ltd	Bench repairs on the Green and other locations	955.00	191.00	1,146.00	Street Furniture Maintenance
S J Pollard Building & Maintenance Ltd	Maintenance of high street car park	915.00	183.00	1,098.00	High St Car Park Maintenance
S J Pollard Building & Maintenance Ltd	Replacement of concrete bollard on Rec Patio area	395.00	79.00	474.00	Rec Ground Maintenance
S Whyatt	Help with Christmas lights put up and take down	550.00	0.00	550.00	Village Green
Thalia Limited	Trade Waste Burial Ground 29.12.23 to 17.01.24	74.96	14.99	89.95	Trade Waste
Thalia Limited	Trade Waste Recreation Ground 29.12.23 to 17.01.24	168.66	33.73	202.39	Trade Waste
Tomlinson Groundcare	Denis RA560 service and repair (wicket mower)	404.68	80.95	485.63	Rec Machinery Maintenance

					Agenda Item 23/101.1,101.2,101.3
Tomlinson Groundcare	John Deere Tractor service and repairs on site	777.12	155.42	932.54	Rec Machinery Maintenance
Tomlinson Groundcare	Gang Mower service	648.18	129.64	777.82	Rec Machinery Maintenance
Tomlinson Groundcare	Service of John Deere Ride on mower	213.32	42.66	255.98	Rec Machinery Maintenance
Wilby & Burnett LLP	Professional services to develop a Masterplan for the Recreation Ground (remainder)	2,220.00	444.00	2,664.00	General Reserves Spend
Resident	Refund of Pavilion party hire deposit	350.00	0.00	350.00	Pavilion Hire
Payroll M11	Figure includes B&C Pension which is paid by DDR of £419.87	11,188.24	0.00	11,188.24	Admin Payroll
	Payroll includes telephone expenses for Head Ranger of 25.00, working from home allowance of 26.00				
	<b>TOTAL BACS PAYMENTS</b>	<b>24,770.63</b>	<b>2,328.61</b>	<b>27,099.24</b>	

<b>To note: Accounts paid in 12.01.24 to</b>		
Asset Income	119.23	WRL
Interest (Cambridge Building Society December 23)	6,578.39	FGL
Ground Takings: Football	96.00	WRL
School Hill Refuse Collection	150.00	HFDS
Sports Courts Fees: Football	396.00	WRL
Sports Court Fees : General	50.00	WRL
Sports Courts Fees: Netball	149.25	WRL
Sports Courts Fees: Tennis	128.21	WRL
VAT refund (Q3)	11,188.43	WRL
Pavilion Rental	735.67	WRL
<b>TOTAL</b>	<b>19,591.18</b>	

**N.B. Two authorised signatories required to submit accounts due for payment by BACS (Unity Bank)**