Olney Town Council
Transaction Report
January - March, 2020

Date	Transaction Type	No.	Name	Memo/Description	Account	Split	Amount
Administration							
14/02/2020	Bill	1715	Bucks & Milton Keynes Aas Local Councils	Annual audit training for Town and Parish Councils - Andrew Vincent	Administration	Accounts Payable	41.55
Total for Administration							£ 41.55
Audit							
21/01/2020	Bill		Hames Watts	Carrying out the interim Internal Audit for the year ended 31st March 2020	Administration:Audit	Accounts Payable	400.00
Total for Audit							£ 400.00
Bank Fees							
02/01/2020	Expense		Lloyds Bank	Credit card monthly fee	Administration:Bank Fees	Unity Trust - Corporate Card	3.00
03/02/2020	Expense		Lloyds Bank		Administration:Bank Fees	Unity Trust - Corporate Card	3.00
02/03/2020	Credit Card Expense				Administration:Bank Fees	Unity Trust - Corporate Card	3.00
31/03/2020	Expense		Unity Trust		Administration:Bank Fees	Unity Trust - Current A/C	27.90
31/03/2020	Expense	ewizbrg			Administration:Bank Fees	Unity Trust - Current A/C	65.10
Total for Bank Fees							£ 102.00
Insurance							
25/03/2020	Bill	16276	BHIB Insurance Brokers	renewal of special types insurance effective 3/3/20 and insurance premium tax	Administration:Insurance	Accounts Payable	2,007.60
25/03/2020	Bill	LC00059-348529	BHIB Insurance Brokers	Local Councils Insurance renewal	Administration:Insurance	Accounts Payable	2,393.98
Total for Insurance							£ 4,401.58
Office Expense							
02/01/2020	Expense		Kalara Ltd	Quickbooks subscription	Administration:Office Expense	Unity Trust - Current A/C	27.00
02/01/2020	Expense	DD	CF Corporate Financial Limited	Printer lease	Administration:Office Expense	Unity Trust - Current A/C	84.83
05/01/2020	Expense		Fastfoods Internet Ltd		Administration:Office Expense	Unity Trust - Corporate Card	4.75
07/01/2020	Bill	20135746	M-K Occupational Health Ltd	Occupational Health Service for: John Nicholls	Administration:Office Expense	Accounts Payable	150.00
14/01/2020	Expense	BGC-1292	Mr George Moss	Email Migration 27 Dec 2019 Office 365 Migration - Office 365 account: users and group setup Total Number: 7201020-0001	Administration:Office Expense	Unity Trust - Current A/C	210.00
14/01/2020	Expense	INV-114350	ICT Partners Europe Ltd	Office 365 Business Essentials (01/01/2020 - 31/01/2020)	Administration:Office Expense	Unity Trust - Current A/C	180.00
14/01/2020	Expense	INV-114350	ICT Partners Europe Ltd		Administration:Office Expense	Unity Trust - Current A/C	90.00
16/01/2020	Expense		adobe acrobat subs	Adobe acrobat subscription	Administration:Office Expense	Unity Trust - Corporate Card	15.17
21/01/2020	Bill	BGC-1299	Mr George Moss	2Backup protection DATTO 12month contract £15 per computer for 2 computers	Administration:Office Expense	Accounts Payable	30.00
21/01/2020	Expense	8153881	Ethos (formerly Wallers)	Samsung photo copier meterage from 11th October 2019 to 10th January 2020	Administration:Office Expense	Unity Trust - Current A/C	105.98
27/01/2020	Expense	1283	S&G Consultants Ltd	PC Support Meeting and One Drive	Administration:Office Expense	Unity Trust - Current A/C	45.00
29/01/2020	Expense		Amazon		Administration:Office Expense	Unity Trust - Corporate Card	15.65
31/01/2020	Bill	226193	Adept Telecom	Phone and broadband up until 31 January 2020	Administration:Office Expense	Accounts Payable	55.44
02/02/2020	Expense		Kalara Ltd	Quickbooks subscription	Administration:Office Expense	Unity Trust - Current A/C	27.00
05/02/2020	Credit Card Expense		Fastfoods Internet Ltd		Administration:Office Expense	Unity Trust - Corporate Card	3.75
10/02/2020	Expense	114473	ICT Partners Europe Ltd	10 January 2020 Office 365 Migration - Create extra Office 365 users. Total number: 7201224-0001	Administration:Office Expense	Unity Trust - Current A/C	45.00
10/02/2020	Expense	1283	Mr George Moss	IT services	Administration:Office Expense	Unity Trust - Current A/C	45.00
10/02/2020	Expense	114473	ICT Partners Europe Ltd	Office 365 Business Essentials (10/01/2020 - 31/01/2020)	Administration:Office Expense	Unity Trust - Current A/C	9.18
10/02/2020	Expense	114473	ICT Partners Europe Ltd	Office 365 Business Essentials (01/02/2020 - 29/02/2020)	Administration:Office Expense	Unity Trust - Current A/C	84.50
10/02/2020	Credit Card Expense		Lanyl Registry		Administration:Office Expense	Unity Trust - Corporate Card	38.00
11/02/2020	Bill	20843012800902	Quadient (was Neopost)	Franking machine lease	Administration:Office Expense	Accounts Payable	75.36
17/02/2020	Bill	20200214	M-K Occupational Health Ltd	Occupational Health Service for: staff member dated 14 February	Administration:Office Expense	Accounts Payable	150.00
17/02/2020	Supplier Credit	5906068	ESPO	credit for return of Lunch Box bought in error	Administration:Office Expense	Accounts Payable	-8.10
19/02/2020	Credit Card Expense		adobe acrobat subs		Administration:Office Expense	Unity Trust - Corporate Card	15.17
20/02/2020	Credit Card Expense		SLCC		Administration:Office Expense	Unity Trust - Corporate Card	294.00
20/02/2020	Credit Card Expense		Lanyl Registry		Administration:Office Expense	Unity Trust - Corporate Card	3.00
21/02/2020	Expense	1299	Mr George Moss	DATTO file protection 12 month contract	Administration:Office Expense	Unity Trust - Current A/C	30.00
21/02/2020	Credit Card Expense		Amazon	printer ink	Administration:Office Expense	Unity Trust - Corporate Card	29.27
21/02/2020	Expense	1291	Mr George Moss	IT Support 2PA and 10th of Feb 2020	Administration:Office Expense	Unity Trust - Current A/C	90.00
27/02/2020	Bill	ACS10870589	3 Business Services	mobile phones	Administration:Office Expense	Accounts Payable	299.71
02/03/2020	Expense	12742	Kalara Ltd	Quickbooks subscription	Administration:Office Expense	Unity Trust - Current A/C	27.00
03/03/2020	Expense	DD	CF Corporate Financial Limited	Printer lease	Administration:Office Expense	Unity Trust - Current A/C	384.78
05/03/2020	Bill	114531	ICT Partners Europe Ltd	01/02/2020 Office 365 Migration - setting up Office 365 MFA for users.	Administration:Office Expense	Accounts Payable	22.50
05/03/2020	Bill	114531	ICT Partners Europe Ltd	Office 365 Business Essentials (01/02/2020-31/02/2020)	Administration:Office Expense	Accounts Payable	84.50
05/03/2020	Credit Card Expense		Fastfoods Internet Ltd		Administration:Office Expense	Unity Trust - Corporate Card	4.79
05/03/2020	Credit Card Expense		Lanyl Registry		Administration:Office Expense	Unity Trust - Corporate Card	12.00
05/03/2020	Credit Card Expense		Amazon		Administration:Office Expense	Unity Trust - Corporate Card	23.32
10/03/2020	Bill	232269	Adept Telecom	Phone and broadband up until 29 February 2020	Administration:Office Expense	Accounts Payable	53.03
12/03/2020	Bill	8153384	Ethos (formerly Wallers)	Final Samsung meter readings as at 20/02/2019	Administration:Office Expense	Accounts Payable	32.98
19/03/2020	Credit Card Expense		adobe acrobat subs		Administration:Office Expense	Unity Trust - Corporate Card	15.17
20/03/2020	Credit Card Expense		Amazon		Administration:Office Expense	Unity Trust - Corporate Card	6.98
26/03/2020	Bill		Mr Graham Harrison	Purchase of additional office safe from Binnicks - reimbursement	Administration:Office Expense	Accounts Payable	89.95
27/03/2020	Credit Card Expense		Post Office		Administration:Office Expense	Unity Trust - Corporate Card	29.90
27/03/2020	Expense	1314	Mr George Moss	datto file protection 12 month contract	Administration:Office Expense	Unity Trust - Current A/C	30.00
31/03/2020	Bill	1323	Mr George Moss	IT support for March 15/03 2 hours, 16/03 2hours, 20/3 1 hour, 24/3 1 hour, 30/3 1 hours 7 hours @ £45.00 per hour	Administration:Office Expense	Accounts Payable	315.00
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	16/3/2020 Data backup and office license - SaaS backup added and license number upgraded as requested.	Administration:Office Expense	Accounts Payable	45.00
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	Office 365 business premium (1/3 - 31/03/2020)	Administration:Office Expense	Accounts Payable	4.55
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	Cloud backup - email (provided 19/03-31/03/2020)	Administration:Office Expense	Accounts Payable	4.52
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	cloud backup - email (1/4/2020 - 30/4/2020)	Administration:Office Expense	Accounts Payable	18.00
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	office 365 business premium (1/4/2020 - 30/4/2020)	Administration:Office Expense	Accounts Payable	9.40
31/03/2020	Bill	INV-114583	ICT Partners Europe Ltd	Office 365 business essentials (1/4/2020-30/4/2020)	Administration:Office Expense	Accounts Payable	90.00
Total for Office Expense							£ 3,436.34
Subscriptions							
14/01/2020	Bill		MKALC	Annual Membership Fee 2019/2020	Administration:Subscriptions	Accounts Payable	110.00
Total for Subscriptions							£ 110.00
Total for Administration with sub-accounts							£ 8,688.10
Allotment Expense							
24/01/2020	Expense		Anglian Water - Allotments	water	Allotment Expense	Unity Trust - Current A/C	130.50
25/02/2020	Expense		Anglian Water - Allotments	water	Allotment Expense	Unity Trust - Current A/C	130.50
24/03/2020	Expense		Anglian Water - Allotments	water	Allotment Expense	Unity Trust - Current A/C	93.00
Total for Allotment Expense							£ 354.00
Allotment General Expenses							
29/02/2020	Bill	269524	Cawleys	Skip for Allotment Association 25/02/2020	Allotment Expense:Allotment General Expenses	Accounts Payable	268.70
Total for Allotment General Expenses							£ 268.70
Total for Allotment Expense with sub-accounts							£ 622.70
Cemetery Expense							
General Expenses							
24/01/2020	Cheque	DD	Anglian Water - Cemetery	Water charges - Cemetery	Cemetery Expense:General Expenses	Unity Trust - Current A/C	0.50
25/02/2020	Bill	DD	Total Gas & Power	electricity at cemetery direct debit 30/01/2020	Cemetery Expense:General Expenses	Accounts Payable	24.50
12/02/2020	Bill		PJC Tree Care	Removal of fallen section of wind damaged pear tree. Sectional removal of remaining split dangerous section of pear tree	Cemetery Expense:General Expenses	Accounts Payable	300.00
25/02/2020	Bill	1108670	Total Gas & Power	electricity at cemetery direct debit 27/02/2020	Cemetery Expense:General Expenses	Accounts Payable	29.81
26/02/2020	Cheque	DD	Anglian Water - Cemetery	Water charges - Cemetery	Cemetery Expense:General Expenses	Unity Trust - Current A/C	0.50
25/03/2020	Bill	20948576620	Total Gas & Power	electricity at cemetery direct debit 26/02/2020	Cemetery Expense:General Expenses	Accounts Payable	24.24
24/03/2020	Cheque	DD	Anglian Water - Cemetery	Water charges - Cemetery	Cemetery Expense:General Expenses	Unity Trust - Current A/C	0.50
25/03/2020	Supplier Credit		Anglian Water - Cemetery	To correct Anglian water balance at year end	Cemetery Expense:General Expenses	Accounts Payable	-0.75
Total for General Expenses							£ 380.32
Total for Cemetery Expense							£ 380.32
Dickens Expense							
General Expense							
01/01/2020	Bill	18619	Dave Bosley Electrical	Hire of cherry picker for erecting xmas lights	Dickens Expense:General Expense	Accounts Payable	438.60
16/01/2020	Bill		Mr Tim Iley	7 hours labour assisting groundsmen for Dickens of a Christmas 2019 VAT Lunches 5 years 5 road drivers @ £8.00 Total labour £56.00	Dickens Expense:General Expense	Accounts Payable	56.00
16/01/2020	Bill		Carlton House Club	Dickens Ball Contract hire for first aid cover at Dickens of a Christmas 2019 First Responders (Pat McGrane)	Dickens Expense:General Expense	Accounts Payable	60.00
21/01/2020	Bill		South Central Ambulance Service		Dickens Expense:General Expense	Accounts Payable	480.00
Total for General Expense							£ 1,034.60
Total for Dickens Expense							£ 1,034.60
Market Expense							
Car Park							
14/01/2020	Expense	1358	Napier Parking Ltd	Management charges for December 2019 Visits: 1st, 8th, 15th, 22nd, 29th 23 each Visits: 7th & 21st December Management charges for January 2020 Visits: 5th, 12th, 19th, 26th 23 each Visits: 2nd, 9th, 16th, 23rd, 29th, 31st January	Market Expense:Car Park	Unity Trust - Current A/C	163.35
10/02/2020	Expense	1379	Napier Parking Ltd	Management charges for February 2020 Visits: 2nd, 9th, 16th, 23rd, 29th 23 each	Market Expense:Car Park	Unity Trust - Current A/C	166.68
29/02/2020	Bill	1396	Napier Parking Ltd	Management charges for February 2020 5 tickets issued - 5 paid at £3.33 each visits 4th, 18th, 24th March	Market Expense:Car Park	Accounts Payable	180.02
31/03/2020	Bill	1410	Napier Parking Ltd	Management charges for March 2020 1 ticket issued 3 paid at £3.33 each visits 4th, 18th, 24th March	Market Expense:Car Park	Accounts Payable	180.01
Total for Car Park							£ 740.06
CCTV							
07/02/2020	Bill	20022879	British Telecom	Rectiune view standard definition mincam bundle yearly charge period 01/02/2020 to 31/01/2021 CCTV/VAT	Market Expense:CCTV	Accounts Payable	588.00
Total for CCTV							£ 588.00
General Expenses							
13/01/2020	Bill		Buckbase Civils & Lintels	2Dogs Macadam, 2Dogs Post mix (for filling up holes on Market Place)	Market Expense:General Expenses	Accounts Payable	79.41
23/01/2020	Cheque	DD	Anglian Water - Toilets	Water charges - Market toilets	Market Expense:General Expenses	Unity Trust - Current A/C	54.50
23/01/2020	Bill		J & H Craig	Supply and erection of Market Square Nativities Christmas Tree 2019	Market Expense:General Expenses	Accounts Payable	590.00
30/01/2020	Bill	DD	Total Gas & Power	electricity at Market Place direct debit 28/01/2020	Market Expense:General Expenses	Accounts Payable	101.75
20/02/2020	Cheque	DD	Anglian Water - Toilets	Water charges - Market toilets	Market Expense:General Expenses	Unity Trust - Current A/C	54.50
25/02/2020	Bill	1108669	Total Gas & Power	electricity at Market Place direct debit 28/02/2020	Market Expense:General Expenses	Accounts Payable	196.92
11/03/2020	Bill	CC08308	Buckbase Civils & Lintels	2Dogs Macadam, 2Dogs Post mix (for filling up holes on Market Place) x 10 @ 8.50 each	Market Expense:General Expenses	Accounts Payable	85.00
11/03/2020	Bill	20948576620	Total Gas & Power	electricity at Market Place direct debit 26/02/2020	Market Expense:General Expenses	Accounts Payable	195.75
24/03/2020	Cheque	DD	Anglian Water - Toilets	Water charges - Market toilets	Market Expense:General Expenses	Unity Trust - Current A/C	54.50
25/03/2020	Bill	CC9375597	Buckbase Civils & Lintels	2Dogs Macadam, 2Dogs Post mix (for filling up holes on Market Place) x 6 @8.50 each	Market Expense:General Expenses	Accounts Payable	51.00
31/03/2020	Bill		Anglian Water - Toilets	Anglian Water correction as at 31.3.2020	Market Expense:General Expenses	Accounts Payable	323.50
Total for General Expenses							£ 1,587.13
Toilets							
10/01/2020	Expense	32	Wards of Olney	Cleaning for Rec & Mkt toilets for December @ £34 per day for 31 days	Market Expense:Toilets	Unity Trust - Current A/C	1,116.00
03/02/2020	Expense		Mrs Leanne Ward	Cleaning: 31 days in January 2020	Market Expense:Toilets	Unity Trust - Current A/C	1,116.00
13/02/2020	Expense	INV00002	Mrs Leanne Ward	Cleaning 29 days in February 2020 @ £36 per day	Market Expense:Toilets	Unity Trust - Current A/C	1,044.00
27/03/2020	Expense	4	Mrs Leanne Ward	Cleaning 31 days in March 2020 @ £36 per day	Market Expense:Toilets	Unity Trust - Current A/C	1,116.00
Total for Toilets							£ 4,392.00
Total for Market Expense							£ 7,317.94
Olney Centre Expense							
27/01/2020	Bill	19545	Aqua Jet Maintenance Services Ltd	called to blocked toilets, carried out a combination of water jetting and drain survey and mechanical rodding with flails etc to remove excessive amount of debris and scale deposits from the pipework	Olney Centre Expense	Accounts Payable	105.00
28/01/2020	Bill	19548	Aqua Jet Maintenance Services Ltd	Called to blocked ftsu girls, carried out water jetting to clear blockage checked to external manhole, left flowing called to blocked ladies toilets, carried out water jetting, unable to clear blockage removed panels and toilet for access to carry out mech rodding to clear blockage	Olney Centre Expense	Accounts Payable	85.00
30/01/2020	Bill	19638	Aqua Jet Maintenance Services Ltd		Olney Centre Expense	Accounts Payable	182.50
Total for Olney Centre Expense							£ 422.50
Caretaking							
10/01/2020	Expense	32	Wards of Olney	Caretaking/cleaning for December 2019 31 days @ £46 per day	Olney Centre:Caretaking	Unity Trust - Current A/C	1,426.00
03/02/2020	Expense		Mrs Leanne Ward	Caretaking 31 days in January 2020	Olney Centre:Caretaking	Unity Trust - Current A/C	1,426.00
13/02/2020	Expense	INV00002	Mrs Leanne Ward	Caretaking 29 days @ £46 per day	Olney Centre:Caretaking	Unity Trust - Current A/C	1,392.00
27/03/2020	Expense	4	Mrs Leanne Ward	Caretaking 31 days @ £46 per day	Olney Centre:Caretaking	Unity Trust - Current A/C	1,426.00
Total for Caretaking							£ 5,670.00
Cleaning							
10/01/2020	Expense	32	Wards of Olney	Cleaning at Olney Centre for weekdays December 2019 (21 days @ £36 per day)	Olney Centre:Cleaning	Unity Trust - Current A/C	756.00
03/02/2020	Bill	5363071	ESPO	New vacuum cleaner henry	Olney Centre:Cleaning	Unity Trust - Current A/C	37.00
14/01/2020	Expense	5469820	ESPO	refuse sacks box 200	Olney Centre:Cleaning	Unity Trust - Current A/C	29.55
14/01/2020	Expense	5515523	ESPO	toilet cleaner 12 x 750ml	Olney Centre:Cleaning	Unity Trust - Current A/C	23.55
23/01/2020	Expense		ESPO	Various office/cleaning supplies: Floor Cleaner, CIF, Cloths, drain cleaner, washing up liquid, flies, paper dockers	Olney Centre:Cleaning	Unity Trust - Current A/C	188.88
23/01/2020	Expense		ESPO	cleaning, Olney Centre: 23 days in January 2020	Olney Centre:Cleaning	Unity Trust - Current A/C	828.00
27/02/2020	Bill	5580020	ESPO	Various cleaning products and black bin bags x 200	Olney Centre:Cleaning	Unity Trust - Current A/C	101.28
03/03/2020	Expense	INV00002	Mrs Leanne Ward	Cleaning Olney Centre in February @ £36 per day	Olney Centre:Cleaning	Unity Trust - Current A/C	756.00
18/03/2020	Bill	5611968	ESPO	ear defenders and black bin bags x 200	Olney Centre:Cleaning	Unity Trust - Current A/C	18.17
27/03/2020	Expense	4	Mrs Leanne Ward	Cleaning Olney Centre in March @ £36 per day	Olney Centre:Cleaning	Unity Trust - Current A/C	792.00
Total for Cleaning							£ 3,570.23
Electricity							
01/01/2020	Bill	196/19	Dave Bosley Electrical	Supply and R 1 bulkhead led lights to car park supply and R 3 line energy saver to path lights	Olney Centre Expense:Electricity	Accounts Payable	57.00
30/01/2020	Bill	DD	Total Gas & Power	electricity at Olney Centre direct debit 30/01/2020	Olney Centre Expense:Electricity	Accounts Payable	457.72
26/02/2020	Bill		Total Gas & Power	electricity at Olney Centre direct debit 25/02/2020	Olney Centre Expense:Electricity	Accounts Payable	484.92
11/03/2020	Bill	20950081620	Total Gas & Power	electricity at Olney Centre direct debit 27/03/2020	Olney Centre Expense:Electricity	Accounts Payable	397.48
Total for Electricity							£ 1,437.12
Gas							
31/01/2020	Bill	G1105899	ESPO_Energy	Gas - Olney Centre 31 July to 31 August 2019	Olney Centre Expense:Gas	Accounts Payable	52.16
31/01/2020	Bill	G1108675	ESPO_Energy	Gas - Olney Centre 31 August to 30 September 2019	Olney Centre Expense:Gas	Accounts Payable	104.37
31/01/2020	Bill	G1110022	ESPO_Energy	Gas - Olney Centre 01st Oct to 30th November 2019	Olney Centre Expense:Gas	Accounts Payable	462.26
31/01/2020	Bill	G1113003	ESPO_Energy	Gas - Olney Centre 01 September - 31 October 2019	Olney Centre Expense:Gas	Accounts Payable	526.85
31/01/2020	Bill		ESPO_Energy	Gas - Olney Centre July 2019	Olney Centre Expense:Gas	Accounts Payable	86.94
07/02/2020	Bill	G1115454	ESPO_Energy	Gas - Olney Centre 30th November - 31 December 2019	Olney Centre Expense:Gas	Accounts Payable	661.54
07/02/2020	Bill	G1122813	ESPO_Energy	Gas - Olney Centre 31 Dec 2019 to 31 Jan 2020	Olney Centre Expense:Gas	Accounts Payable	795.51
12/03/2020	Bill	G1125295	ESPO_Energy	Gas - Olney Centre 31 January to 29 February 2020	Olney Centre Expense:Gas	Accounts Payable	682.64
Total for Gas							£ 3,522.34
General Expenses							
06/01/2020	Supplier Credit	6710279	PHS01	CREDIT RELATING TO INVOICE 6640614	Olney Centre Expense:General Expenses	Accounts Payable	-261.24
10/01/2020	Bill	5238	Greenguard Services	Intruder alarm response and key holding services Period: 8th October 2019 to 7th January 2020	Olney Centre Expense:General Expenses	Accounts Payable	350.00
21/01/2020	Bill	5715	C T Wilson & Son	Intruder alarm response 12th Oct 2019 and 21/01/2020	Olney Centre Expense:General Expenses	Accounts Payable	5.75
05/02/2020	Bill	6737274	PHS01	16 PAPER 11/03/2020 TO 10/03/2021	Olney Centre Expense:General Expenses	Accounts Payable	301.20
29/02/2020	Bill	5767	C T Wilson & Son	Various items dated for February 2020	Olney Centre Expense:General Expenses	Accounts Payable	112.80
29/02/2020	Bill	RH4874	Greenguard Services	Intruder alarm response 12th May 2019 activation 10.20 full patrol in order. No sign of criminal activity. report refers.	Olney Centre Expense:General Expenses	Accounts Payable	36.00
31/03/2020	Bill	5853	C T Wilson & Son	Various items dated for March 2020	Olney Centre Expense:General Expenses	Accounts Payable	29.45
Total for General Expenses							£ 623.16
Maintenance							
13/01/2020	Bill	SN466668	Office Furniture Online	4 fabric tables (replacement tables for some that have disappeared) x-4-003 x 2700 Colour: Jasmine Beige Delivery Date: Delivery Date 02/01/2019	Olney Centre Expense:Maintenance	Accounts Payable	732.00
14/01/2020	Bill	920155	Dymo	To investigate cause of blockages in ladies toilets. Camera from external manhole towards toilets found covered manhole at approx 19 metres. Removed panels behind toilets with cubicle blockage in free pipe cleared	Olney Centre Expense:Maintenance	Accounts Payable	130.00
21/01/2020	Bill		Andrew Griffin	Hire of cherry picker for Dickens of a Christmas time spent in Olney Centre (1501/20) as instructed by WCA and emails	Olney Centre Expense:Maintenance	Accounts Payable	96.00
21/01/2020	Bill	2846	Greg Hardie Roofing	slate repair/gutter and flat roof cleaned/treated repair to roof lantern	Olney Centre Expense:Maintenance	Accounts Payable	260.00
31/01/2020	Bill	20379	Sterling Installations	22/01 to attend site following reports of system not working, arrive on site and found several TRV pins stuck Checked all rads and freed pins. Advised customer how to operate thermostat for changing times.Temperatures as requested. All left working satisfactorily. Attend site 29/01 to carry out annual service of 1 x boiler and 1 x water heater. Boiler operating within manufacturer specification. Water heater operating at higher than it rads in preschool were not getting hot. Checked all rads and freed pins in the TVRs and the rads again heating up. All left working.	Olney Centre Expense:Maintenance	Accounts Payable	90.00
13/02/2020	Bill	20441	Sterling Installations	1152 to attend site and carry out annual service of 1 x boiler and all associated equipment.	Olney Centre Expense:Maintenance	Accounts Payable	175.00
13/02/2020	Bill	20454	Sterling Installations	For the attendance of our engineer Dean McVeigh at your premises to carry out work on your intruder system due to customer work required.	Olney Centre Expense:Maintenance	Accounts Payable	107.00
18/02/2020	Bill	38985	Binnick Locksmiths	Mul f Lock interior Keys	Olney Centre Expense:Maintenance	Accounts Payable	11.95
19/02/2020	Bill	A2738371-15	ACT Fire & Security	Signalling transceiver services charge for period 22/03/2020 to 21/03/2021	Olney Centre Expense:Maintenance	Accounts Payable	198.00
13/03/2020	Bill	68731	USS	Job no: 29875 called to attend to faulty trust water boiler. Removed from site for workshop repair.	Olney Centre Expense:Maintenance	Accounts Payable	262.11
19/03/2020	Bill	A3634151-15	ACT Fire & Security	Debels of work carried out to system.	Olney Centre Expense:Maintenance	Accounts Payable	38.00
20/03/2020	Bill	30745	Binnick Locksmiths	Supply and install 3 x integrator overlayers 70mm. Turn MK and KA integrator overlayers single eXtra MK & KA and 4 x integrator additional keys	Olney Centre Expense:Maintenance	Accounts Payable	401.23
Total for Maintenance							£ 2,945.79
Renewals							
16/01/2020	Bill	1523	CT Fixing Services Limited	Job No: 1523 Dated 15/10/2019 Door closing too quickly, adjusted hold time and activation sensor. Tested all ok	Olney Centre Expense:Renewals	Accounts Payable	165.00
Total for Renewals							£ 165.00
Water							
22/01/2020	Cheque	DD	Anglian Water - The Olney Centre	Water charges - Olney Centre	Olney Centre Expense:Water	Unity Trust - Current A/C	91.00
25/02/2020	Cheque	DD	Anglian Water - The Olney Centre	Water charges - Olney Centre	Olney Centre Expense:Water	Unity Trust - Current A/C	91.00
24/03/2020	Cheque	DD	Anglian Water - The Olney Centre	Water charges - Olney Centre	Olney Centre Expense:Water	Unity Trust - Current A/C	91.00
31/03/2020	Bill		Anglian Water - The Olney Centre	Anglian Water correction as at 31.3.2020	Olney Centre Expense:Water	Accounts Payable	457.00
Total for Water							£ 730.00
Total for Olney Centre Expense with sub-accounts							£ 18,971.84
Open Space Expense							
15/01/2020	Expense	3399868	Certas Energy	Fuel	Open Space Expense	Unity Trust - Current A/C	750.18
31/01/2020	Bill	4200006/1347	MKC	Refund of overpayment of Landscape grant for period 01/01/2020 - 31/03/2020 (ref invoice 15963) Grass Cutting Contract Invoice number: ref: 4200006/1347	Open Space Expense	Accounts Payable	157.50
06/03/2020	Bill		Jewson Ltd	Plate compactor for filling pot holes in market Place on 13/3/2020	Open Space Expense	Accounts Payable	77.58
Total for Open Space Expense							£ 985.26
Bedding Plants							
03/03/2020	Bill	1217	St Neots Town Council	Flowers winter 2019 flowers recharges for cost of seeds growing and planting them	Open Space Expense:Bedding Plants	Accounts Payable	2,739.50
Total for Bedding Plants							£ 2,739.50
Dog Bins							
14/01/2020	Expense	5243	Mercia Young Landscapes Ltd	Dog & litter waste bin emptying 28 Dog bins @ £2.50 per bin second weekly collections for December 2019	Open Space Expense:Dog Bins	Unity Trust - Current A/C	280.00
14/01/2020	Expense	20802	JPB Enterprise Ltd (Rolle Bulb)	Economy Dispenser - Litter Dispenser Dispense refill Waste Bags 500 per case.	Open Space Expense:Dog Bins	Unity Trust - Current A/C	391.95
10/02/2020	Expense	5243	Mercia Young Landscapes Ltd	Dog & litter waste bin emptying 44 Dog bins @ £2.50 per bin weekly collections for December 2019	Open Space Expense:Dog Bins	Unity Trust - Current A/C	550.00
10/02/2020	Expense	5340	Mercia Young Landscapes Ltd	Dog & litter waste bin emptying 28 Dog bins @ £2.50 per bin weekly collections for January 2020	Open Space Expense:Dog Bins	Unity Trust - Current A/C	440.00
10/02/2020	Expense	5340	Mercia Young Landscapes Ltd	Dog & litter waste bin emptying 28 Dog bins @ £2.50 per bin second weekly collections for January 2020	Open Space Expense:Dog Bins	Unity Trust - Current A/C	350.00
01/03/2020	Bill	3354	Mercia Young Landscapes Ltd	Dog Bin emptying February 2020	Open Space Expense:Dog Bins	Accounts Payable	720.00
Total for Dog Bins							£ 2,731.95
Electricity							
06/01/2020	Bill	0220	Dave Bosley Electrical	Work for the lighting in the ladies and gents toilets at the Rec, consisting of removal of 20 lights and replace with 3 LED 14.5w bulk head light fittings Hire wiring supply to centre flood lights on hard court. Correct wiring to security alarm that was disconnected when flood light fault disconnected power	Open Space Expense:Electricity	Accounts Payable	430.00
29/01/2020	Bill		Dave Bosley Electrical		Open Space Expense:Electricity	Accounts Payable	180.00
30/01/2020	Bill	DD	Total Gas & Power	electricity direct debit 30/01/2020	Open Space Expense:Electricity	Accounts Payable	237.20
30/01/2020	Bill	14030	Dave Bosley Electrical	Taking down Christmas lights from lamp standards removing lights and cables from Market Place & plant tree insurance	Open Space Expense:Electricity	Accounts Payable	595.00
20/02/2020	Bill	24420	Dave Bosley Electrical	Hire of cherry picker for removing Christmas lights	Open Space Expense:Electricity	Accounts Payable	438.00
25/02/2020	Bill	1117530	Total Gas & Power	electricity direct debit 25/02/2020	Open Space Expense:Electricity	Accounts Payable	291.05
11/03/2020	Bill	20961018620	Total Gas & Power	electricity direct debit 27/03/2020	Open Space Expense:Electricity	Accounts Payable	289.21
Total for Electricity							£ 2,431.04
Football Clubhouse							
11/03/2020	Bill	20961081620	Total Gas & Power	account number 30908184847Football Club Pavilion - electricity	Open Space Expense:Football Clubhouse	Accounts Payable	4,958.56
Total for Football Clubhouse							£ 4,958.56
General Expenses							
17/02/2020	Bill	3192	SA Welding Ltd	Repair to tapper as requested. Ref Bob	Open Space Expense:General Expenses	Accounts Payable	180.00
26/02/2020	Bill	5420	Total Signs & Graphics	To supply and fit new graphics to road signs- Ref Pancake day	Open Space Expense:General Expenses	Accounts Payable	38.90
18/03/2020	Bill	58993	Tudor Environmental	gloves and ear defenders - ref BOB	Open Space Expense:General Expenses	Accounts Payable	24.00
25/03/2020	Bill		PJC Tree