

Payable Invoice Detail

Kings Hill Parish Council (KHPC)

For the period 9 October 2024 to 14 November 2024

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
24 Hour Lightning Locksmith										
11 Nov 2024	Payable Invoice	Ladies Cleaning Cupboard		Secure cupboard door. - ladies cleaning cupboard lock Supply and fit 5 lever deadlock to cupboard door	1	140	-	140.00	140.00	Paid
Total 24 Hour Lightning Locksmith					1		-	140.00		
All Clean Windows										
5 Nov 2024	Payable Invoice	1752		Community Centre Window Cleaning Job date - 28/10/2024	1	50	-	50.00	50.00	Paid
Total All Clean Windows					1		-	50.00		
Amazon Business										
11 Oct 2024	Payable Credit Note	GB48H4FABEC		Lawei 12pcs Porcelain Dessert Bowls	-2	21.6500	(8.66)	(51.96)	(51.96)	Voided
16 Oct 2024	Payable Invoice	GB39BGLABEL		LAPTOP CASE INVOICE WAS NOT PAID - JUST CREDITED RETURNED BOTH AS THEY WERE THE WRONG SIZE	1	15.8200	3.16	18.98	18.98	Paid
25 Oct 2024	Payable Invoice	GB41H57XABEY		wireless keyboard and mouse (replacement for Karen's desk)	1	18.3200	3.66	21.98	21.98	Approved

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7 Nov 2024	Payable Invoice	GB41JQ5KABEY		4X 2L TEAPOTS FOR ALL COMMUNITY CENTRE KITCHENS	1	47.8400	9.56	57.40	57.40	Approved
Total Amazon Business					1		7.72	46.40		
Anderson North Limited										
31 Oct 2024	Payable Invoice	DOM4184		Mary Ellis Bar Drawings	1	382.5000	76.50	459.00	459.00	Paid
Total Anderson North Limited					1		76.50	459.00		
Capital Cleaning										
14 Nov 2024	Payable Invoice	0000518173		Cleaning order	1	137.6000	27.52	165.12	165.12	Paid
Total Capital Cleaning					1		27.52	165.12		
Castle Water ALLOT 674										
4 Nov 2024	Payable Invoice	10003877324 OCT 24		water usage - Allotments 01 Oct 2024 - 31 Oct 2024	1	120.5400	-	120.54	120.54	Paid
Total Castle Water ALLOT 674					1		-	120.54		
Castle Water Pre-School/Extension 2204										
4 Nov 2024	Payable Invoice	10003865825		Water Usage for Youth Side/ Preschool 01 Oct 2024 - 31 Oct 2024	1	41.9700	8.39	50.36	50.36	Paid
Total Castle Water Pre-School/Extension 2204					1		8.39	50.36		
Clear it away										
4 Nov 2024	Payable Invoice	3579		Allotment maintenance Disposal of rubbish	1	150	-	150.00	150.00	Paid
Total Clear it away					1		-	150.00		
Coblans Landscapes										
31 Oct 2024	Payable Invoice	OCTOBER 24 SP 00171374		October 2024 Maintenance to	1	234.7800	46.96	281.74	281.74	Paid

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31 Oct 2024	Payable Invoice	OCTOBER 24 ALLO HEDGE	00171375	sports park and pavilion Allotment Hedge and perimeter OCTOBER 2024	1	192.8000	38.56	231.36	231.36	Paid
31 Oct 2024	Payable Invoice	OCTOBER 24 KH Land	00171376	Maintenance for Lapin's Lane, Garden Way, Anson Ave & empty Anson Ave bins OCTOBER 2024	1	239.0100	47.80	286.81	286.81	Paid
Total Coblands Landscapes					3		133.32	799.91		
Creed Tax Advisers Ltd										
14 Oct 2024	Payable Invoice	5679		Accounting support for the current month as per quote from 2nd February 2022 and engagement letter 25th February 2022 Reductions following Hannah taking management accounts and VAT return, and reduction re insurance	1	962.5000	192.50	1,155.00	1,155.00	Paid
Total Creed Tax Advisers Ltd					1		192.50	1,155.00		
Epos Now										
14 Oct 2024	Payable Invoice	T-6724380		Standard Support License 14 October 2024 - 14 November 2024	1	40	8.00	48.00	87.60	Paid
14 Oct 2024	Payable Invoice	T-6724380		Epos Now Payments (V400m) 14 October 2024 - 14 November 2024	1	19	3.80	22.80	87.60	Paid

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14 Oct 2024	Payable Invoice	T-6724380		Protect Now Care Plan 14 October 2024 - 14 November 2024	1	14	2.80	16.80	87.60	Paid
18 Oct 2024	Payable Invoice	T-5326164		Payment Premium 18 October 2024 - 18 November 2024	1	15	3.00	18.00	18.00	Paid
14 Nov 2024	Payable Invoice	T-6824627		Standard Support License 14 November 2024 - 14 December 2024	1	40	8.00	48.00	87.60	Paid
14 Nov 2024	Payable Invoice	T-6824627		Epos Now Payments (V400m) 14 November 2024 - 14 December 2024	1	19	3.80	22.80	87.60	Paid
14 Nov 2024	Payable Invoice	T-6824627		Protect Now Care Plan 14 November 2024 - 14 December 2024	1	14	2.80	16.80	87.60	Paid
Total Epos Now					7		32.20	193.20		
Focus Group DD										
10 Oct 2024	Payable Invoice	10583941		VoIP Calls to 30/09/24 Line Rental Charges Additional Services	1	214.1800	42.84	257.02	257.02	Paid
31 Oct 2024	Payable Invoice	10597798		Equipment for access points to be changed to focus equipment.	1	328	65.60	393.60	393.60	Paid
13 Nov 2024	Payable Invoice	10612554		VoIP calls to 31/10/24	1	9.2500	1.85	11.10	301.10	Paid
13 Nov 2024	Payable Invoice	10612554		Line Rental Charges	1	59.7300	11.95	71.68	301.10	Paid
13 Nov 2024	Payable Invoice	10612554		Additional Services	1	181.9300	36.39	218.32	301.10	Paid
Total Focus Group DD					5		158.63	951.72		
Furniture at Work										

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30 Oct 2024	Payable Credit Note	ORD0655811		Refund for 146 black banquet chairs REASON: Chased for payment when item was not in stock - Hannah requested refund of all chairs purchased	-1	5110	(1,022.00)	(6,132.00)	(6,132.00)	Paid
Total Furniture at Work					-1		(1,022.00)	(6,132.00)		
Gallagher										
15 Oct 2024	Payable Invoice	39296127		£3,621.86 - Parish Council renewal with Gallagher (Parish Council Insurance)	1	3,621.8600	-	3,621.86	3,621.86	Paid
Total Gallagher					1		-	3,621.86		
Gullands LLP										
8 Nov 2024	Payable Invoice	SYD/RO50355.000551		Renewal of underlease to Kings Hill Pre School.	1	400	80.00	480.00	480.00	Paid
Total Gullands LLP					1		80.00	480.00		
Hugo Fox										
20 Oct 2024	Payable Invoice	INV-9341		Subscription for Community Centre website with Hugo Fox OCTOBER 2024	1	2.4900	0.50	2.99	2.99	Paid
Total Hugo Fox					1		0.50	2.99		
Kent Association of Local Councils										
5 Nov 2024	Payable Invoice	10581688569		CLIMATE CHANGE CONFERENCE 2024 -Margaret Colman	1	70	14.00	84.00	84.00	Approved
12 Nov 2024	Payable Invoice	10190844869		ADVANCED PLANNING TOPICS FOR LOCAL	1	50	10.00	60.00	60.00	Paid

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				COUNCILS -Margaret Colman						
Total Kent Association of Local Councils					2		24.00	144.00		
Kings Hill Mums										
5 Nov 2024	Payable Invoice	00762		Advert in Kings Hill Mums - CC Advert November/December	1	50	-	50.00	50.00	Paid
Total Kings Hill Mums					1		-	50.00		
Living wage Foundation										
16 Oct 2024	Payable Invoice	158035		Employer accreditation/Recognition Kings Hill Parish 2024	1	69	13.80	82.80	82.80	Paid
Total Living wage Foundation					1		13.80	82.80		
Majestic Cleaning										
21 Oct 2024	Payable Invoice	MCS2127		Cleaning Cover - Covering lorraine sick leave from 21/10/2024 - 8/11/2024	1	600	-	600.00	600.00	Paid
Total Majestic Cleaning					1		-	600.00		
Mulberry and Co										
11 Oct 2024	Payable Invoice	INV-0589		Professional services rendered in connection with the provision of an internal audit for the 2024-25 council year. Fee based on time spent 3.5 hours at £70ph	1	245	49.00	294.00	326.40	Paid

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11 Oct 2024	Payable Invoice	INV-0589		Mileage 60 miles charged at 45p per mile	1	27	5.40	32.40	326.40	Paid
Total Mulberry and Co					2		54.40	326.40		
Nicola Cooper										
30 Oct 2024	Payable Invoice	2400883		Refund for DBS check payment	1	15	-	15.00	15.00	Paid
8 Nov 2024	Payable Invoice	RECEIPT		Back restock for party on the 8/11/2024	1	38.4000	-	38.40	38.40	Paid
Total Nicola Cooper					2		-	53.40		
Parish Online										
3 Nov 2024	Payable Invoice	29UP027-0007		Digital mapping (Yearly)	1	210	42.00	252.00	252.00	Approved
Total Parish Online					1		42.00	252.00		
PC Matters Ltd										
1 Nov 2024	Payable Invoice	5661		Microsoft Product:PCM-M365 Business Standard - Monthly	6	19	22.80	136.80	459.00	Paid
1 Nov 2024	Payable Invoice	5661		Microsoft Product:PCM-M365 Exchange (Plan1) - Monthly	14	6	16.80	100.80	459.00	Paid
1 Nov 2024	Payable Invoice	5661		Microsoft Product:PCM-M365 Apps for Business - Monthly - copy	2	22.2500	8.90	53.40	459.00	Paid
1 Nov 2024	Payable Invoice	5661		Regular Maintenance Charge:	6	15	18.00	108.00	459.00	Paid

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1 Nov 2024	Payable Invoice	5661		Labour work: carried out on Nick's computer (clearing a virus)	1	50	10.00	60.00	459.00	Paid
Total PC Matters Ltd					29		76.50	459.00		
SLCC for Local Council Professionals										
7 Nov 2024	Payable Invoice	MEM252047-1		Membership Fee: Karen Bell Due - 01/01/2025	1	355	-	355.00	355.00	Paid
13 Nov 2024	Payable Invoice	BK218461-1		New clerks series 5 of 5 (10th Dec 2024) Nicola Cooper	1	30	6.00	36.00	36.00	Paid
Total SLCC for Local Council Professionals					2		6.00	391.00		
Smart Office Solution Ltd										
31 Oct 2024	Payable Invoice	643326		Service and Rental charge Period - 17/10/2024 to 16/11/2024	1	200	40.00	240.00	240.00	Paid
Total Smart Office Solution Ltd					1		40.00	240.00		
SSE/E.CC A-8700162706										
1 Nov 2024	Payable Invoice			ELECTRIC Community Centre 01/12/2023-20/04/2024 METER NUMBER - P13B100198	1	10,735.9000	2,147.18	12,883.08	9,362.75	Draft
1 Nov 2024	Payable Invoice			5% VAT rate credited	1	3,324.1200	(166.21)	(3,490.33)	9,362.75	Draft
1 Nov 2024	Payable Invoice			Guaranteed service credit	1	30	-	(30.00)	9,362.75	Draft
Total SSE/E.CC A-8700162706					3		1,980.97	9,362.75		
SSE/E.PS A-8700113107										
28 Oct 2024	Payable Invoice	JULY - OCT 24 (IV01831520)		21/07/2024 - 20/10/2024 preschool/ youth	1	973.5100	48.68	1,022.19	1,022.19	Paid

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				side electric IV01831520						
Total SSE/E.PS A-8700113107					1		48.68	1,022.19		
Strictly Tables and Chairs										
30 Oct 2024	Payable Invoice	205863		Black Banquet chairs x 146 (to replace the ones ordered from furniture at work)	1	3,727.7000	745.54	4,473.24	4,473.24	Paid
Total Strictly Tables and Chairs					1		745.54	4,473.24		
Style Moveable Partition Specialists										
23 Oct 2024	Payable Invoice	M20062		Repair to partition wall (material nearly fell on casey)	1	350	70.00	420.00	420.00	Paid
Total Style Moveable Partition Specialists					1		70.00	420.00		
Unity/Lloyds bank Credit card										
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER POST AND PACKING: -Allotment Letters	1	16.4000	-	16.40	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER O2 Phone: - Credit for caretaker phone	1	8.3300	1.67	10.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER ASDA	1	8.3300	1.67	10.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER POST AND PACKING - allotment letters	1	4.8000	-	4.80	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER ZOHO - Campaigns Subscription	1	28.8000	5.76	34.56	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER EES Supplies grey Circle fold up tables and trolley x16 set	1	1694	338.80	2,032.80	3,433.91	Paid

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1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER ASDA Community club expenses	1	12.9200	2.58	15.50	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER VERIFY ONLINE - Tasha Brockey DBS Payment	1	12.5000	2.50	15.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MISS H USHER ASDA Community club expenses	1	3.6700	0.73	4.40	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MONTHLY FEE ACCOUNT - MISS H USHER	1	3	-	3.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS KAREN BELL ASDA - Community Club	1	3.7500	0.75	4.50	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS K BELL ECO FRESH -CC TABLES CLOTH AND CHAIR COVER CLEAN	1	15	3.00	18.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS K BELL	1	4.3800	0.87	5.25	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS K BELL ECO FRESH -CC TABLES CLOTH AND CHAIR COVER CLEAN	1	25	5.00	30.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS KAREN BELL	1	8.8500	-	8.85	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS KAREN BELL ROYAL BRITISH LEGION Tommy Statue	1	729.1700	145.83	875.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS K BELL Kings Hill Golf Club - Christmas Do (£326.70) (£3.30)	1	275	55.00	330.00	3,433.91	Paid

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1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MONTHLY FEE ACCOUNT - MRS K BELL	1	3	-	3.00	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS K BELL	1	2.7900	0.56	3.35	3,433.91	Paid
1 Nov 2024	Payable Invoice	CREDIT CARD NOVEMBER 24		MRS KAREN BELL	1	7.9200	1.58	9.50	3,433.91	Paid
Total Unity/Lloyds bank Credit card					20		566.30	3,433.91		
Veolia										
31 Oct 2024	Payable Invoice	1000101442		Veolia Period- 01/10/2024 To 31/10/2024	1	217.4900	43.50	260.99	260.99	Paid
Total Veolia					1		43.50	260.99		
Verisure Services										
1 Nov 2024	Payable Invoice	2411C014770		November 2024 charge for alarm system	1	59.6800	11.94	71.62	71.62	Paid
Total Verisure Services					1		11.94	71.62		
Viking DD										
25 Oct 2024	Payable Invoice	4949534		Office Supplies -general office equipment	1	149.9500	29.99	179.94	198.28	Paid
25 Oct 2024	Payable Invoice	4949534		protection plus	1	3.9500	0.79	4.74	198.28	Paid
25 Oct 2024	Payable Invoice	4949534		Office Supplies -general office equipment	1	13.6000	-	13.60	198.28	Paid
Total Viking DD					3		30.78	198.28		
Xero (UK) Ltd										

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23 Oct 2024	Payable Invoice	21216378		Kings Hill Parish Council (KHPC). Monthly Subscription, Premium + Payroll, 23 Oct 2024 to 22 Nov 2024.	1	52	10.40	62.40	62.40	Paid
Total Xero (UK) Ltd					1		10.40	62.40		
Total					100		3,460.09	24,158.08		