

# Payable Invoice Detail

Kings Hill Parish Council (KHPC)

For the period 9 January 2025 to 11 February 2025

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
<b>All Clean Windows</b>										
10 Jan 2025	Payable Invoice	1760		Community Centre Window Cleaning Job date - 04/01/2025	1	50	-	50.00	50.00	Paid
11 Feb 2025	Payable Invoice	1763		Community Centre Window Cleaning Job date - 03/02/2025	1	50	-	50.00	50.00	Approved
<b>Total All Clean Windows</b>					<b>2</b>		<b>-</b>	<b>100.00</b>		
<b>Breakthrough Communications</b>										
22 Jan 2025	Payable Invoice	20211169		2025 AI PACKAGE -	1	497	99.40	596.40	360.00	Approved
22 Jan 2025	Payable Invoice	20211169		DISCOUNT OF TICKET ALREADY PAID	1	197	(39.40)	(236.40)	360.00	Approved
<b>Total Breakthrough Communications</b>					<b>2</b>		<b>60.00</b>	<b>360.00</b>		
<b>Business Stream (waste supply point ID ending S16)</b>										
29 Jan 2025	Payable Invoice	2722352 / 6991553		CC Waste Service charge 6 December 2024 - 13 February 2025	1	159.5800	-	159.58	159.58	Paid
<b>Total Business Stream (waste supply point ID ending S16)</b>					<b>1</b>		<b>-</b>	<b>159.58</b>		
<b>Capital Cleaning</b>										
23 Jan 2025	Payable Invoice	0000525357		Cleaning order	1	179.4000	35.88	215.28	215.28	Approved
27 Jan 2025	Payable Invoice	0000525805		Cleaning order extras requested: -hand towels -glass	1	99.6100	19.92	119.53	119.53	Approved

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6 Feb 2025	Payable Invoice	0000527126		cleaner -washing up liquid hand and surface sanitiser	1	5.5600	1.11	6.67	6.67	Approved
<b>Total Capital Cleaning</b>					<b>3</b>		<b>56.91</b>	<b>341.48</b>		
<b>Casey Everitt</b>										
24 Jan 2025	Payable Invoice	RECEIPT - ASDA		Refund for equipment bought for the CC -power tape -Glue	1	10.9600	-	10.96	10.96	Approved
<b>Total Casey Everitt</b>					<b>1</b>		<b>-</b>	<b>10.96</b>		
<b>Castle Water ALLOT 674</b>										
3 Feb 2025	Payable Invoice	10005309224 JAN 25		water usage - Allotments 01 Jan 2025 - 31 Jan 2025	1	118.1500	-	118.15	118.15	Paid
<b>Total Castle Water ALLOT 674</b>					<b>1</b>		<b>-</b>	<b>118.15</b>		
<b>Castle Water CC 0676</b>										
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Apr 2023 - 30 Sep 2023 10004877134	-1	829.9400	(165.99)	(995.93)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Oct 2023 - 31 Oct 2023 10004877133	-1	73.7200	(14.74)	(88.46)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Nov 2023 - 30 Nov 2023 10004877132	-1	123.2100	(24.64)	(147.85)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Dec 2023 - 31 Dec 2023 10004877131	-1	125.8100	(25.16)	(150.97)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Jan 2024 - 31 Jan 2024 10004877130	-1	125.8100	(25.16)	(150.97)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Feb 2024 - 29 Feb 2024 10004877129	-1	127.7100	(25.54)	(153.25)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Mar 2024 - 31 Mar 2024 10004877128	-1	225.2600	(45.05)	(270.31)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Apr 2024 - 30 Apr 2024 10004877127	-1	138.5700	(27.71)	(166.28)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 May 2024 - 31 May 2024 10004877126	-1	143.7600	(28.75)	(172.51)	(2,974.11)	Approved

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20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Jun 2024 - 30 Jun 2024 10004877125	-1	138.5700	(27.71)	(166.28)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Jul 2024 - 31 Jul 2024 10004877124	-1	143.7600	(28.75)	(172.51)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Aug 2024 - 31 Aug 2024 10004877123	-1	143.7600	(28.75)	(172.51)	(2,974.11)	Approved
20 Jan 2025	Payable Credit Note	CREDIT APRIL 23 - SEP 24		01 Sep 2024 - 30 Sep 2024 10004877122	-1	138.5700	(27.71)	(166.28)	(2,974.11)	Approved
3 Feb 2025	Payable Invoice	10005314778 JAN 25		community centre water charges: 01 Jan 2025 - 31 Jan 2025	1	81.4300	16.29	97.72	97.72	Paid
<b>Total Castle Water CC 0676</b>					<b>-12</b>		<b>(479.37)</b>	<b>(2,876.39)</b>		
<b>Castle Water Pre-School/Extension 2204</b>										
4 Feb 2025	Payable Invoice	10005345144 JAN 25		Water Usage for Youth Side/ Preschool 01 Jan 2025 - 31 Jan 2025	1	41.9700	8.39	50.36	50.36	Paid
<b>Total Castle Water Pre-School/Extension 2204</b>					<b>1</b>		<b>8.39</b>	<b>50.36</b>		
<b>Clear it away</b>										
3 Feb 2025	Payable Invoice	3511		Removal of rubbish from the allotments	1	41.6700	8.33	50.00	50.00	Approved
3 Feb 2025	Payable Invoice	3512		Clearing the community centre foyer furniture	1	33.3300	6.67	40.00	40.00	Approved
<b>Total Clear it away</b>					<b>2</b>		<b>15.00</b>	<b>90.00</b>		
<b>Coblans Landscapes</b>										
31 Jan 2025	Payable Invoice	JANUARY 25 ALLO HEDGE 00171631		Allotment Hedge and perimeter JANUARY 2025	1	192.8000	38.56	231.36	231.36	Approved
31 Jan 2025	Payable Invoice	JANUARY 25 KH Land 00171632		Maintenance for Lapin's Lane, Garden Way, Anson Ave & empty Anson Ave bins JANUARY 2025	1	239.0100	47.80	286.81	286.81	Approved

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31 Jan 2025	Payable Invoice	JANUARY 25 SP 00171630		JANUARY 2025 Maintenance to sports park and pavilion	1	234.7800	46.96	281.74	281.74	Approved
<b>Total Coblands Landscapes</b>					<b>3</b>		<b>133.32</b>	<b>799.91</b>		
<b>Creed Tax Advisers Ltd</b>										
14 Jan 2025	Payable Invoice	5953		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
<b>Total Creed Tax Advisers Ltd</b>					<b>1</b>		<b>192.50</b>	<b>1,155.00</b>		
<b>David Jenner</b>										
4 Feb 2025	Payable Invoice	0324		David Jenner Photography calendar	3	10.8300	6.50	39.00	39.00	Approved
<b>Total David Jenner</b>					<b>3</b>		<b>6.50</b>	<b>39.00</b>		
<b>Envirocure</b>										
31 Jan 2025	Payable Invoice	47448		To carry out TMV remedial works at Kings Hill Sports Park - January 2025 (K8203)	1	170	34.00	204.00	204.00	Approved
<b>Total Envirocure</b>					<b>1</b>		<b>34.00</b>	<b>204.00</b>		
<b>Epos Now</b>										

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
14 Jan 2025	Payable Invoice	T-7053479		Standard Support License 14 January 2025 - 14 February 2025	1	40	8.00	48.00	87.60	Paid
14 Jan 2025	Payable Invoice	T-7053479		Epos Now Payments (V400m) 14 January 2025 - 14 February 2025	1	19	3.80	22.80	87.60	Paid
14 Jan 2025	Payable Invoice	T-7053479		Protect Now Care Plan 14 January 2025 - 14 February 2025	1	14	2.80	16.80	87.60	Paid
18 Jan 2025	Payable Invoice	T-7134241		Payment Premium 18 January 2025 - 18 February 2025	1	15	3.00	18.00	18.00	Paid
<b>Total Epos Now</b>					<b>4</b>		<b>17.60</b>	<b>105.60</b>		
<b>Focus Group DD</b>										
14 Jan 2025	Payable Invoice	10669136		VoIP calls to 31/12/24	1	8.4200	1.68	10.10	300.10	Paid
14 Jan 2025	Payable Invoice	10669136		Line Rental Charges	1	59.7300	11.95	71.68	300.10	Paid
14 Jan 2025	Payable Invoice	10669136		Additional Services	1	181.9300	36.39	218.32	300.10	Paid
<b>Total Focus Group DD</b>					<b>3</b>		<b>50.02</b>	<b>300.10</b>		
<b>Function Central</b>										
11 Feb 2025	Payable Invoice	23506		The Speakeasies : Kings Hill Parish Council c/o Corporate -VE - Day event - 10th May 2025 - Deposit payment	1	358.3300	71.67	430.00	430.00	Approved
<b>Total Function Central</b>					<b>1</b>		<b>71.67</b>	<b>430.00</b>		
<b>Garen and Gala Games</b>										

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11 Feb 2025	Payable Invoice	1001		retro fair games for VE day event 2025 - with staff - x6 games	1	250	-	250.00	250.00	Approved
<b>Total Garen and Gala Games</b>					<b>1</b>		<b>-</b>	<b>250.00</b>		
<b>Hannah Usher</b>										
23 Jan 2025	Payable Invoice	1394045			1	39	-	39.00	39.00	Paid
<b>Total Hannah Usher</b>					<b>1</b>		<b>-</b>	<b>39.00</b>		
<b>Hugo Fox</b>										
20 Jan 2025	Payable Invoice	11565		Subscription for Community Centre website with Hugo Fox JANUARY 2025	1	2.4900	0.50	2.99	2.99	Paid
<b>Total Hugo Fox</b>					<b>1</b>		<b>0.50</b>	<b>2.99</b>		
<b>Kent Association of Local Councils</b>										
13 Jan 2025	Payable Credit Note	9339 (INV-10190844869)		advanced planning topics for local councils - postponed - original invoice 10190844869 MARGARET COLMAN	-1	50	(10.00)	(60.00)	(60.00)	Paid
<b>Total Kent Association of Local Councils</b>					<b>-1</b>		<b>(10.00)</b>	<b>(60.00)</b>		
<b>Kentlean</b>										
1 Feb 2025	Payable Invoice	15105		Bi monthly account for cleaning bus shelter on Discovery Drive JANUARY 2025	1	51.3600	10.27	61.63	61.63	Approved
<b>Total Kentlean</b>					<b>1</b>		<b>10.27</b>	<b>61.63</b>		
<b>Kings Hill Estate Management</b>										
14 Jan 2025	Payable Invoice	0386		Address area of loose blocks on	1	88.8000	17.76	106.56	106.56	Approved

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				pathway leading to the entrance of the Community Centre -Covered in the lease for us to pay -						
28 Jan 2025	Payable Invoice	0404		Communtiy Centre winow repair -mary ellis - 2x windows smashed	1	631.7400	126.35	758.09	758.09	Approved
<b>Total Kings Hill Estate Management</b>					<b>2</b>		<b>144.11</b>	<b>864.65</b>		
<b>Knockout Print</b>										
14 Jan 2025	Payable Invoice	11298		Office Opening hours sign A4	1	50	10.00	60.00	60.00	Paid
<b>Total Knockout Print</b>					<b>1</b>		<b>10.00</b>	<b>60.00</b>		
<b>Liberty Property Trust UK Limited</b>										
11 Feb 2025	Payable Invoice	SP 24-25 Insurance		Sports Park Insurance INV-165	1	15,827.2900	3,165.46	18,992.75	18,992.75	Approved
11 Feb 2025	Payable Invoice	24-25 Insurance		Community Centre Insurance INV-164 31/12/2024-30/12/2025	1	8,465.0500	1,693.01	10,158.06	10,158.06	Approved
<b>Total Liberty Property Trust UK Limited</b>					<b>2</b>		<b>4,858.47</b>	<b>29,150.81</b>		
<b>Locks Direct</b>										
15 Jan 2025	Payable Invoice	16510		2x locks for the allotments	1	204.1100	40.82	244.93	244.93	Approved
<b>Total Locks Direct</b>					<b>1</b>		<b>40.82</b>	<b>244.93</b>		
<b>Office Boffins</b>										
10 Feb 2025	Payable Invoice	S12444575		Foyer Sofas - new in the cc (blue)	1	3656	731.20	4,387.20	4,387.20	Approved
<b>Total Office Boffins</b>					<b>1</b>		<b>731.20</b>	<b>4,387.20</b>		
<b>PC Matters Ltd</b>										

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1 Feb 2025	Payable Invoice	5904		Microsoft Product:PCM-M365 Business Standard - Monthly	6	19	22.80	136.80	399.00	Approved
1 Feb 2025	Payable Invoice	5904		Microsoft Product:PCM-M365 Exchange (Plan1) - Monthly	14	6	16.80	100.80	399.00	Approved
1 Feb 2025	Payable Invoice	5904		Microsoft Product:PCM-M365 Apps for Business - Monthly - copy	2	22.2500	8.90	53.40	399.00	Approved
1 Feb 2025	Payable Invoice	5904		Regular Maintenance Charge:	6	15	18.00	108.00	399.00	Approved
<b>Total PC Matters Ltd</b>					<b>28</b>		<b>66.50</b>	<b>399.00</b>		
<b>Richard Buxton Solicitors</b>										
28 Jan 2025	Payable Invoice	FC 111		Solicitors for judicial review -clear heart lane (KIN5/1) LF/HB/CS	1	3750	750.00	4,500.00	4,500.00	Paid
<b>Total Richard Buxton Solicitors</b>					<b>1</b>		<b>750.00</b>	<b>4,500.00</b>		
<b>SLCC for Local Council Professionals</b>										
24 Jan 2025	Payable Invoice	BK219551-1		microsoft excel	1	140	28.00	168.00	168.00	Approved
24 Jan 2025	Payable Invoice	BK219550-1		Allotment Management - Site facilities and health and Safety -	1	35	7.00	42.00	42.00	Approved
<b>Total SLCC for Local Council Professionals</b>					<b>2</b>		<b>35.00</b>	<b>210.00</b>		
<b>Smart Office Solution Ltd</b>										
30 Jan 2025	Payable Invoice	645842		Service and Rental charge Period -	1	200	40.00	240.00	240.00	Approved



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				17/01/2025 to 16/02/2025						
<b>Total Smart Office Solution Ltd</b>					<b>1</b>		<b>40.00</b>	<b>240.00</b>		
<b>SSE/E.CC A-8700162706</b>										
28 Jan 2025	Payable Invoice	IV02372926		ELECTRIC Community Centre 21/10/2024 to 19/01/2025 METER NUMBER - P13B100198	1	3,570.5200	714.10	4,284.62	4,284.62	Paid
28 Jan 2025	Payable Invoice	IV02372926		Rebilled Electric charges for Community Centre: 21/11/2024 to 20/01/2025	1	3,380.5100	676.10	4,056.61	4,056.61	Approved
<b>Total SSE/E.CC A-8700162706</b>					<b>2</b>		<b>1,390.20</b>	<b>8,341.23</b>		
<b>SSE/E.PS A-8700113107</b>										
28 Jan 2025	Payable Invoice	SEPT- JAN 25 (IV02371642)		10/09/2024 - 19/01/2025 preschool/ youth side electric IV02371642	1	1128	56.40	1,184.40	1,184.40	Paid
<b>Total SSE/E.PS A-8700113107</b>					<b>1</b>		<b>56.40</b>	<b>1,184.40</b>		
<b>SSE/G.CC A-8700143501</b>										
18 Jan 2025	Payable Invoice	DECEMBER 24 (IV02325459)		CC Gas - 01/12/2024 to 31/12/2024 METER NUMBER: M016A0760401A6 IV02325459	1	1,089.1000	217.82	1,306.92	1,402.57	Paid
18 Jan 2025	Payable Invoice	DECEMBER 24 (IV02325459)		CCL	1	79.7100	15.94	95.65	1,402.57	Paid
<b>Total SSE/G.CC A-8700143501</b>					<b>2</b>		<b>233.76</b>	<b>1,402.57</b>		
<b>SSE/G.PS A- 8700165531</b>										
18 Jan 2025	Payable Invoice	DECEMBER 24 (IV02325425)		Gas for Preschool and Youth Centre	1	544.2600	108.85	653.11	701.04	Paid

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18 Jan 2025	Payable Invoice	DECEMBER 24 (IV02325425)		01/12/2024 to 31/12/2024 METER NUMBER - MO25A0085106A6 IV02325425	1	39.9400	7.99	47.93	701.04	Paid
<b>Total SSE/G.PS A- 8700165531</b>					<b>2</b>		<b>116.84</b>	<b>701.04</b>		
<b>Tonbridge &amp; Malling Borough Council</b>										
28 Jan 2025	Payable Invoice	0000087446		15x copies of the good councillors guide	1	42.1100	-	42.11	42.11	Approved
<b>Total Tonbridge &amp; Malling Borough Council</b>					<b>1</b>		<b>-</b>	<b>42.11</b>		
<b>Total Building Care</b>										
4 Feb 2025	Payable Invoice	202502		Fit 4 solar lights to posts at allotments as instructed	1	150	30.00	180.00	180.00	Approved
4 Feb 2025	Payable Invoice	202501		Works to noticeboard as follows: Repair and refurbish 4 No noticeboards. Repair doors and frames as necessary. Sand down and apply two coats Sadolin Extra stain	1	140	28.00	168.00	1,488.00	Approved
4 Feb 2025	Payable Invoice	202501		Move noticeboard by bin at entrance	1	1100	220.00	1,320.00	1,488.00	Approved
<b>Total Total Building Care</b>					<b>3</b>		<b>278.00</b>	<b>1,668.00</b>		
<b>Uk Educational Furniture</b>										
10 Jan 2025	Payable Invoice	25231		zig zap x3 children's seats for the main foyer	1	445	89.00	534.00	534.00	Paid
<b>Total Uk Educational Furniture</b>					<b>1</b>		<b>89.00</b>	<b>534.00</b>		

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<b>Veolia</b>										
31 Jan 2025	Payable Invoice	1000123947		Veolia Period - 01/01/2025 To 31/01/2025	1	249.6900	49.94	299.63	299.63	Approved
<b>Total Veolia</b>					<b>1</b>		<b>49.94</b>	<b>299.63</b>		
<b>Verisure Services</b>										
1 Feb 2025	Payable Invoice	2502C137783		february 2025 charge for alarm system	1	63.6800	12.74	76.42	76.42	Paid
<b>Total Verisure Services</b>					<b>1</b>		<b>12.74</b>	<b>76.42</b>		
<b>Viking DD</b>										
5 Feb 2025	Payable Invoice	5418634		Office Supplies -general office equipment	1	152.2000	30.44	182.64	182.64	Approved
<b>Total Viking DD</b>					<b>1</b>		<b>30.44</b>	<b>182.64</b>		
<b>Xero (UK) Ltd</b>										
23 Jan 2025	Payable Invoice	22374810		Kings Hill Parish Council (KHPC). 2 Additional Employee Charges, 23 Dec 2024 to 22 Jan 2025.	1	3	0.60	3.60	66.00	Paid
23 Jan 2025	Payable Invoice	22374810		Kings Hill Parish Council (KHPC). Monthly Subscription, Premium + Payroll, 23 Jan 2025 to 22 Feb 2025.	1	52	10.40	62.40	66.00	Paid
<b>Total Xero (UK) Ltd</b>					<b>2</b>		<b>11.00</b>	<b>66.00</b>		
<b>Total</b>					<b>76</b>		<b>9,111.73</b>	<b>56,236.00</b>		