

Payable Invoice Detail

Kings Hill Parish Council (KHPC)
For the period 11 November 2025 to 25 November 2025

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
Baby Umbrella										
24 Nov 2025	Payable Invoice	FC 089.7		Grant Funding approved by KHPC at: Finance Committee - 23.10.2025 Full Council - 20.11.2025	1	400	-	400.00	400.00	Paid
Total Baby Umbrella					1		-	400.00		
British Gas/E.CC - 604079162										
11 Nov 2025	Payable Invoice	OCT 25 - NOV 25 - 800971487		Electricity charges 7 October 2025 to 6 November 2025	1	551.8400	110.37	662.21	705.76	Paid
11 Nov 2025	Payable Invoice	OCT 25 - NOV 25 - 800971487		Standing charges	1	20.1500	4.03	24.18	705.76	Paid
11 Nov 2025	Payable Invoice	OCT 25 - NOV 25 - 800971487		Climate Change Levy	1	16.1500	3.22	19.37	705.76	Paid
Total British Gas/E.CC - 604079162					3		117.62	705.76		
Casey Everitt										
13 Nov 2025	Payable Invoice	RECEIPTS		Keys cut for both entrance doors to put in outside code safe Batteries for the door control pad	1	23.5000	-	23.50	23.50	Paid
17 Nov 2025	Payable Invoice	RECEIPTS		keys cut - for new cleaner - main entrance x1 - Youth entrance x1 - Both cleaning cupboards - link door x1 5 keys in total	1	41	-	41.00	41.00	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
21 Nov 2025	Payable Invoice	RECEIPTS		keys cut - for new cleaner	1	12	-	12.00	12.00	Paid
Total Casey Everitt					3		-	76.50		
Creed Tax Advisers Ltd										
14 Nov 2025	Payable Invoice	6752		Accounting support for the current month as per quote from 2nd February 2022 and engagement letter 25th February 2022	1	1375	275.00	1,650.00	1,155.00	Paid
14 Nov 2025	Payable Invoice	6752		Reductions following Hannah taking management accounts and VAT return, and reduction re insurance	1	412.5000	(82.50)	(495.00)	1,155.00	Paid
Total Creed Tax Advisers Ltd					2		192.50	1,155.00		
DAVSS										
21 Nov 2025	Payable Invoice	FC 089.7		Grant Funding approved by KHPC at: Finance Committee - 13.11.2025 Full Council - 20.11.2025	1	1000	-	1,000.00	1,000.00	Paid
Total DAVSS					1		-	1,000.00		
Focus Group DD										
14 Nov 2025	Payable Invoice	10968715		VoIP calls to 31.10.2025	1	1.3400	0.27	1.61	332.28	Paid
14 Nov 2025	Payable Invoice	10968715		Line Rental Charges	1	76.0300	15.21	91.24	332.28	Paid
14 Nov 2025	Payable Invoice	10968715		Additional Services	1	199.5300	39.90	239.43	332.28	Paid
Total Focus Group DD					3		55.38	332.28		

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
G.C Industrial Heating Services										
25 Nov 2025	Payable Invoice	0438		HEATING REPAIR 10/11/25 Mary Ellis Hall - Supplied and fitted replacement thermostatic radiator valve to radiator, tested and left operational.	1	160	32.00	192.00	192.00	Paid
Total G.C Industrial Heating Services					1		32.00	192.00		
Hayley Richardson										
21 Nov 2025	Payable Invoice	FC 089.7		Grant Funding approved by KHPC at: Finance Committee - 23.10.2025 Full Council - 20.11.2025	1	400	-	400.00	400.00	Paid
Total Hayley Richardson					1		-	400.00		
Heart of Kent Hospice										
21 Nov 2025	Payable Invoice	FC 089.7		Grant Funding approved by KHPC at: Finance Committee - 13.11.2025 Full Council - 20.11.2025	1	1000	-	1,000.00	1,000.00	Paid
Total Heart of Kent Hospice					1		-	1,000.00		
Knockout Print										
18 Nov 2025	Payable Invoice	12967		Leaflets for Local Plan A5 x 250	1	70	-	70.00	70.00	Paid
Total Knockout Print					1		-	70.00		
Mereworth & Kings Hill Scout Group										
21 Nov 2025	Payable Invoice	FC 089.7		Grant Funding approved by KHPC at: Finance	1	900	-	900.00	900.00	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
				Commitee - 13.11.2025 Full Council - 20.11.2025						
Total Mereworth & Kings Hill Scout Group					1		-	900.00		
Scribe										
24 Nov 2025	Payable Invoice	13759		Scribe bookings renewal (2026) Invoice 1 of 1 Service period: February 1, 2026 - January 31, 2027	1	420	84.00	504.00	504.00	Paid
Total Scribe					1		84.00	504.00		
Total Building Care										
23 Nov 2025	Payable Invoice	202540		Additional costs for erection of greenhouse at Kings Hill Allotments	1	450	90.00	540.00	540.00	Paid
Total Total Building Care					1		90.00	540.00		
Unity/Lloyds bank Credit card										
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER ADEXA - POSTS FOR EVENT	1	570	(114.00)	(684.00)	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER AMAZON - KEY SAFE	1	27.1500	5.43	32.58	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER ZOHO - CAMPAIGNS ANNUAL SUBSCRIPTION FEE (15 OCT 25 - 14 OCT 26)	1	28.8000	5.76	34.56	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER AMAZON - FIRE DRILL LOG BOOK	1	7.6900	1.54	9.23	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER CURRYS - WASHING MACHINE	1	315.8300	63.17	379.00	7,005.25	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MISS H USHER AMAZON - COSHH CUPBOARD SIGNS	1	7.4800	1.50	8.98	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MONTHLY FEE ACCOUNT - MISS H USHER	1	3	-	3.00	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL SAFETYSUPPL DEPARTMENT STORES - MANHOLE LIFTING KEYS	1	26.7500	5.35	32.10	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL CO OP - CONSUMABLES FOR PROLOGIS MEETING	1	6.5800	1.32	7.90	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL HMCTS ONLINE GOVERNMENT FEE - SMALL CLAIMS FEE	1	29.1700	5.83	35.00	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL EVENTBRITE - THE LOCAL CLIMATE REPORT LAUNCH & CONFERENCE - SARAH BARKER	1	27.6800	5.54	33.22	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL NISBETS - UNDER COUNTER ICE MACHINE	1	749.9800	150.00	899.98	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL NISBETS - BAR GLASSWASHER	1	3,833.9800	766.79	4,600.77	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL POST OFFICE - POSTAGE STAMPS	1	8.5400	1.71	10.25	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL CO OP - WATER FOR MEETINGS	1	2.2100	0.44	2.65	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL NISBETS - BAR	1	999.9800	199.99	1,199.97	7,005.25	Paid

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
				COOLER TRIPLE SLIDING DOORS						
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL ECOFRESH - LAUNDRY	1	65.8300	13.17	79.00	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL AMAZON - BAR SUPPLIES	1	50.7600	10.15	60.91	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL MEMPHIS BELLE - CONSUMABLES FOR TOWN COUNCIL MEETING	1	176.6700	35.33	212.00	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL WAITROSE - FLOWERS & ORANGE JUICE FOR TOWN COUNCIL MEETING	1	13.3300	2.67	16.00	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL CO OP - CONSUMABLES COMMUNITY MEETING	1	16.5800	3.32	19.90	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MRS KAREN BELL POST OFFICE - POSTAGE	1	7.7100	1.54	9.25	7,005.25	Paid
20 Nov 2025	Payable Invoice	CREDIT CARD NOVEMBER 25		MONTHLY FEE ACCOUNT - MRS KAREN BELL	1	3	-	3.00	7,005.25	Paid
Total Unity/Lloyds bank Credit card					23		1,166.55	7,005.25		
Viking DD										
11 Nov 2025	Payable Invoice	4410106625		Stationery Order	1	13.9200	-	13.92	263.34	Approved
11 Nov 2025	Payable Invoice	4410106625		Stationery Order	1	207.8400	41.58	249.42	263.34	Approved
Total Viking DD					2		41.58	263.34		
VP Event Security LTD										

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
21 Nov 2025	Payable Invoice	VP-001		Security for event 28/11/25 Deborah Seal 17:00-00:00	1	208.3300	41.67	250.00	250.00	Paid
Total VP Event Security LTD					1		41.67	250.00		
Xero (UK) Ltd										
23 Nov 2025	Payable Invoice	26569003		Kings Hill Parish Council (KHPC). Monthly Subscription, Ultimate, 23 Nov 2025 to 22 Dec 2025.	1	65	13.00	78.00	78.00	Paid
Total Xero (UK) Ltd					1		13.00	78.00		
Total					47		1,834.30	14,872.13		