

**Community Grants
2023-24**

FINANCIAL YEAR 2023-24	1000	1840	Organisations Funds	Eligible. Registered Not for Profit Society	The club has been active since 1885, moving in to its current location in 1931.	Installation of a Defibrillator which is to be accessible to the public. Once installed it will be registered on the National Defibrillator Network	Confirmed	Accounts have been received and confirmed eligible	Project is sustainable and achievable by those managing the project.	Essential resources for emergency services and potential patients who require CPR.	Need proof of LPA permission to install on grade II listed building and within conservation area.
09/03/2023	Daventry Conservative Club	1840	1000	Eligible. Not for Profit organisation and facility open to all members of the community.	DAGA was established in the early 1970's, promoting benefits of growing flowers and vegetables	Yearly event to raise awareness of the health and wellbeing benefits of growing fresh produce for all.	Confirmed	Accounts have been received and confirmed eligible	Confirmed	Promotes health and wellbeing benefits of growing and enjoying fresh produce.	
22/03/2023	Daventry Allotment & Garden Association	1300	900	Community	An idea born from reading an article highlighting how "Advent is Back in Street Calenders" has brought communities across the country together.	To work with businesses, schools, churches, community groups and residents to create 24 individual adverts displays to be unveiled on successive days from 1st December 2023	Project engages with wider community and outcomes will benefit the community and generate civic pride.	No accounts available as local residents organising event	Bringing the community together during the first 24 days of December, helping to publicise local businesses and community groups, whilst encouraging football into the Town.	Community lead project, instilling civic pride and helping to promote the Town.	
24/04/2023	Daventry Advent Calendar Windows	200	100	Registered Charity	The Daventry Abbey Guild was established in 1949, it is a local group within a national organisation that meet on monthly basis, to exchange ideas and develop new skills and interests.	To provide funding towards a celebration of the groups 75th year	No - It does not benefit the whole community	This is a one off event restricted to members only		Unmeasurable	
25/04/2023	Daventry Abbey Townswomen's Guild	3280	1000	Group Funds and Member Contributions							

JAN/FEB/MAR

DAVENTRY TOWN COUNCIL – QUARTERLY FINANCIAL CHECK - FINANCIAL YEAR 2022/2023

Internal Checking is an independent and objective assurance and consulting activity that is guided by philosophy of adding value to improve operations of Daventry Town Council.

This internal financial check is carried out by two councillors appointed by the Finance & Policy Committee on a quarterly basis and no two councillors shall carry out the internal financial check consecutively.

The Clerk/RFO shall not carry out the internal check.

Activity	Action Complete	Action Incomplete	Action Required	Frequency per annum	Comments
Check annual budget produced for revenue and capital expenditure and approved by Council for precepting.	/			1	FC2114.7 20/12/2021
Check that following financial reports are included on every F&P Agenda and approved by Committee: <ul style="list-style-type: none"> Income and expenditure (budget) List of payments Balances and reconciliation Petty Cash payments Inter account transfers 	/			4	09/01/2023 13/02/2023
Undertake minimum of 5 checks on the bank cheque book/ bill payments and invoices to ensure following: <ul style="list-style-type: none"> Payee detail on bill payment / cheque stub Amount on bill payment / cheque stub Initials of two authorised signatories on bill payment / 	/			4	14/02/2023 - £25.32 - ✓✓ 17/01/2023 - £1250.00 - B23011701 ✓ 10/01/2023 - £25.00 - 4677 ✓ 10/01/2023 - £19.59 - B2301101 ✓ 10/01/2023 - £2861.19 - 46529 ✓ 07/03/2023 - £409.54 - 4798 ✓ MISSING SCIP PAY TO COTION ✓

DAVENTRY TOWN COUNCIL – QUARTERLY FINANCIAL CHECK - FINANCIAL YEAR 2022/2023

Activity	Action Complete	Action Incomplete	Action Required	Frequency per annum	Comments
Check financial regulations and standing orders have been approved by Council in current financial year?	✓			1	27/02/2023 TC2302.06
Check staff appraisals been carried out.	✓			1	Verbally completed by RFO Personnel Pared to document - in future.

[Signature]

Signed by:

Print Name: ALAN KNAPLE

Designation CUR - VC FRP

[Signature]

Signed by:

Print Name: A.S. JARVIS

Designation COUNCILLOR

Date Internal checks completed on: 26/04/2023

[Signature]

WENDY RANDALL

26/4/23

Internal Audit Report

(to be read in conjunction with the Annual Internal Audit Report in the Annual Governance and Accountability Return)

Name of council:	Daventry Town Council		
Name of Internal Auditor:	Lynn Lavender	Date of report:	25/04/2023
Year ending:	31 March 2023	Date audit carried out:	23/04/2023

Internal audit is the periodic independent review of a council's internal controls resulting in an assurance report designed to improve the effectiveness and efficiency of the activities and operating procedures under the council's control. Managing the council's internal controls should be a day-to-day function of the council through its staff and management and not left for internal audit. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. This report is based on the evidence made available to me and consequently the report is limited to those matters set out below.

The council is required to take appropriate action on all matters raised in reports from internal and external audit and to respond to matters brought to its attention by internal and external audit. Failure to take appropriate action may lead to a qualified audit opinion.

To the Chairman of the Council:

I completed the year-end audit review of Daventry Town Council on 23rd April 2023. I would take this opportunity to thank Sarah Fox, the RFO, for her help and assistance.

I reviewed the information available on www.daventrytowncouncil.gov.uk. I was able to access a well ordered and detailed set of documents and records. By examination of these documents & records plus further questioning, I tested aspects of the Council's internal controls as required for the Internal Audit section of the Annual Return Form 3. I am satisfied that effective policies and procedures together with systems to manage, monitor and control the Council's business are in place. Accordingly, I was able to answer 'yes' to all relevant questions and have signed the Return as required.

This report is based on the evidence made available to me. It would be incorrect to view internal audit as the detailed inspection of all records and transactions of a council in order to detect error or fraud. Consequently, the report is limited to those matters set out above

Yours sincerely,



Lynn Lavender MA FSLCC
Ncalc
Internal Auditor to the Council
Lynnlavender_5@hotmail.com

The figures submitted in the Annual Governance and Accountability Return are:

	Year ending 31 March 2022	Year ending 31 March 2023
1. Balances brought forward	431838	464515
2. Annual precept	1291879	1467404
3. Total other receipts	140945	123348
4. Staff costs	318472	367322
5. Loan interest/capital repayments	21828	21828
6. Total other payments	1059847	1104872
7. Balances carried forward	464515	561245
8. Total cash and investments	453594	518630
9. Total fixed assets and long-term assets	518102	521698
10. Total borrowings	328833	314323

The proper practices referred to in Accounts and Audit Regulations are set out in *Governance and Accountability for Smaller Authorities in England (2022)*. It is a guide to the accounting practices to be followed by local councils and it sets out the appropriate standard of financial reporting to be followed. A copy of the guide is available for free download from:

<https://www.northantscalc.com/uploads/practitioners-guide-2022-8.pdf>

Annual Internal Audit Report 2022/23

DAVENTRY TOWN COUNCIL
www.daentrytowncouncil.gov.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No	Not covered
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		✗
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and Investments registers were complete and accurate and property maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	✓		

For any other risk areas identified by this authority which exist (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 23-4-2023
INTERNAL AUDIT SERVICE Name of person who carried out the internal audit: LYNN LAWSON

Signature of person who carried out the internal audit: *L. Lawson*

Date: 23-4-2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Report on: ANNUAL GOVERNANCE STATEMENT
Report by: Cllrs A Knape and S Dabbs
Date: 26th April 2023

Section 1 of the Annual Audit return requires members to acknowledge their responsibility for ensuring there is a sound system of internal control, including the preparation of the statement of accounts.

The Annual Governance Statement must be approved by Council and signed by the Chairman and Clerk.

Two members were appointed by the Finance and Policy Committee, Cllr Alan Knape and Cllr Stephen Dabbs to refer to the nine specific statements and on evidence provided by the Clerk/RFO advise and confirm the accounting statements for the financial year ended March 2023.

Having scrutinised the councils accounting processes and procedures, we confidently advise and recommend, to the best of our knowledge and belief, the following responses to those statements (in bold):

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.

Yes

The accounts are prepared on an income and expenditure basis in accordance with the Accounts and Audit Regulations and guidance in Governance and Accountability for Local Councils A Practitioner's Guide 2010 (England) and submitted to the finance and policy committee on a monthly basis for scrutiny and approval.

2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

Yes

A review of the effectiveness of the Council's internal control was carried out by the Town Council, at its meeting on 27th February 2023 TC2302.6. The aim of the review was to identify and implement measures, to prevent and detect fraud.

3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.

Yes

The Council operates within a robust set of governance arrangements. Reports are regularly submitted to committees, providing detail on costs, powers, viability and any other relevant detail, from the Clerk and other professional bodies.

4. We provided proper opportunity during the year for the exercise of elector's rights in accordance with the requirements of the Accounts and Audit Regulations.

Yes

The Council makes its accounts available for inspection, on a monthly basis at the Finance and Policy committee meetings and available to any interested party, by appointment.

Report on: ANNUAL GOVERNANCE STATEMENT
Report by: Cllrs A Knape and S Dabbs
Date: 26th April 2023

5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and / or external insurance cover where required.

Yes

Review of the adopted BDO financial risk assessment, review of insurance requirements and review of Fidelity Guarantee was carried out and actions approved by the Town Council at its meeting on 27th February 2023 TC2302.6 and TC2302.7.

6. We maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems.

Yes

The Council carries out internal financial checks, on a quarterly basis, by two members appointed from the Finance & Policy Committee. All reports are submitted to the F&P Committee and Minuted. An Internal Auditor, appointed by NCALC, reviews the accounts on an annual basis and reports his/her findings to Council.

7. We took appropriate action on all matters raised in reports from internal and external audit.

Yes

There were no matters arising which came to the external auditor's attentions which required the issuing of a separate additional issues arising report.

8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on this authority and, where appropriate have included them in accounting statements.

Yes

The Council is confident that it is open and transparent in all its business activity.

9. Trust Funds (including charitable) – in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the fund(s) /assets, including financial reporting and, if required, independent examination or audit.

Yes

The Council has been appointed as Trustee of land belonging to the charity established by an indenture dated 31st March 1890 "Daventry Recreation Ground" by the previous trustee Daventry District Council.

The Council keeps separate accounts for the charity to comply with all provisions of the Charities Act 2011 in the keeping and submitting of accounts.

The charity is registered with the Charity Commission which is the independent regulator of charities in England and Wales. The Annual Return for the for the reporting year to 31st March 2022 have been submitted within the relevant timescales.

There are currently no funds held by the Trust.

Section 2 – Accounting Statements 2022/23 for

DAVENTY TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	431,838	464,515	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	1,291,879	1,467,404	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	140,945	123,348	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	318,472	367,322	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	21,828	21,828	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,059,847	1,104,872	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	464,515	561,245	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	453,594	518,630	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	518,102	521,698	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	328,833	314,323	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 REQUIRED

Date

19/04/2023

I confirm that these Accounting Statements were approved by this authority on this date:

DDMMYYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Council Income & Expenditure – April 2023

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>						
Income	768,010	1,544,646	776,637			49.7%
Expenditure	54,363	642,956	588,593	0	588,593	8.5%
Net Income over Expenditure	713,646					
plus Transfer from EMR	0					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	713,646					
<u>Community Services</u>						
Income	0	0	0			0.0%
Expenditure	7,349	87,350	80,001	0	80,001	8.4%
Net Income over Expenditure	(7,349)	814,340	108,043			
plus Transfer from EMR	4,790					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	(2,559)					
<u>Museum</u>						
Income	0	0	0			0.0%
Expenditure	396	7,990	7,594	0	7,594	5.0%
Net Income over Expenditure	(396)	(7,990)	(7,594)			
plus Transfer from EMR	0					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	(396)					
<u>Planning & Licensing</u>						
Income	0	0	0			0.0%
Expenditure	0	0	0	0	0	0.0%
Net Income over Expenditure	0					
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	0					

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Council Income & Expenditure – April 2023

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Community Infrastructure Levy</u>						
Income	50,859	0	(50,859)			0.0%
Expenditure	0	0	0	0	0	0.0%
Net Income over Expenditure	50,859	0	(50,859)			
plus Transfer from EMR	0					
less Transfer to EMR	50,859					
Movement to/(from) Gen Reserve	0					
<u>Parks, Open Spaces & Environ</u>						
Income	6,110	82,665	76,555			7.4%
Expenditure	69,922	889,015	819,093	0	819,093	7.9%
Net Income over Expenditure	(63,812)					
plus Transfer from EMR	0					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	(63,812)					
<hr/>						
Grand Totals:- Income	824,979	1,627,311	802,332			50.7%
Expenditure	132,030	1,627,311	1,495,281	0	1,495,281	8.1%
Net Income over Expenditure	692,949	0	(692,949)			
plus Transfer from EMR	4,790					
less Transfer to EMR	50,859					
Movement to/(from) Gen Reserve	646,880					

Earmarked Reserves 2023/2024

	Balance as at 31st March 2023	2023/2024 Budget Allocation	Spend 2023/2024	Balance
<u>Restricted Funds</u>				
Community Infrastructure Levy	£ 44,671.83	£ 50,859.06	£ -	£ 95,530.89
Healthy Young Daventry Grant	£ 9,935.41	£ -	£ -	£ 9,935.41
Public Works Loan	£ 6,642.00	£ -	£ -	£ 6,642.00
S106 - Allotments	£ 5,148.74	£ -	£ -	£ 5,148.74
S106 - Grounds Maint - Middlemore	£ 6,203.00	£ -	£ -	£ 6,203.00
S106 - POS - Dennetts Close	£ 15,254.04	£ -	£ -	£ 15,254.04
	£ 87,855.02	£ 50,859.06	£ -	£ 138,714.08
<u>Earmarked Reserves</u>				
Museum Equipment	£ 1,215.59	£ -	£ -	£ 1,215.59
Museum Donations	£ 1,507.21	£ -	£ -	£ 1,507.21
Planning Consultant	£ 2,331.68	£ -	£ -	£ 2,331.68
Mayors Chain of Office	£ 6,987.00	£ -	£ -	£ 6,987.00
Open Spaces	£ 46,592.64	£ -	£ -	£ 46,592.64
Devolution	£ 7,466.62	£ -	£ -	£ 7,466.62
Christmas Lights Scheme	£ 27,614.10	£ -	£ -	£ 27,614.10
Building Repairs	£ 15,000.00	£ -	£ -	£ 15,000.00
War Memorial	£ 7,296.00	£ -	£ -	£ 7,296.00
Events	£ 5,250.68	£ -	£ -	£ 5,250.68
Community Transport	£ 8,061.52	£ -	£ 3,750.00	£ 4,311.52
Elections	£ 4,000.00	£ -	£ -	£ 4,000.00
Cemeteries	£ 35,404.40	£ -	£ -	£ 35,404.40
Litter Campaign	£ 1,000.00	£ -	£ -	£ 1,000.00
Street Lighting	£ 2,000.00	£ -	£ -	£ 2,000.00
Play Equipment	£ 10,000.00	£ -	£ -	£ 10,000.00
Crime & Disorder	£ 27,605.38	£ -	£ 1,040.00	£ 26,565.38
	£ 209,332.82	£ -	£ 4,790.00	£ 204,542.82
	£ 297,187.84	£ 50,859.06	£ 4,790.00	£ 343,256.90

Daventry Town Council Annual Community Infrastructure Levy Report

Report for the period 1st April 2023 to 31st March 2024

A	Total CIL Income carried over from previous years	£44,671.83
B	Total CIL Income received for 2023/24	£50,859.06
C	Total CIL Expenditure for 2023/24 as listed below	£0.00
D	Total CIL repaid following a repayment notice	£0.00
E	Total CIL Retained at year end (A+B-C-D)	£95,530.89

Summary of CIL Expenditure during the year 2023/24

Item / Purpose	Amount Spent
Total Spent	£0.00

Balance Sheet – As at 30th April 2023

A/c	Description	Actual
<i>Current Assets</i>		
105	VAT Control A/c	29,175
110	Prepayments	102,392
200	HSBC Current/Deposit A/c	1,166,713
205	Unity Trust Current/Deposit	100,476
215	Public Sector Deposit Fund	77,832
250	Petty Cash	5
Total Current Assets		1,476,592
<i>Current Liabilities</i>		
500	Creditors	184,969
510	Accruals	31,597
560	Receipts In Advance	5,832
Total Current Liabilities		222,397
Net Current Assets		1,254,194
Total Assets less Current Liabilities		1,254,194
<i>Represented by :-</i>		
300	Current Year Fund	692,949
310	General Fund	217,988
321	EMR - Healthy Young Daventry G	9,935
322	EMR - Museum Equipment	1,216
323	EMR - Museum Donations	1,507
324	EMR - Planning Consultant	2,332
325	EMR - Mayors Chain of Office	6,987
326	EMR - Open Spaces	46,593
327	EMR - Devolution	7,467
328	EMR - Community Infrastructure	95,531
329	EMR - Christmas Lights Scheme	27,614
330	EMR - Building Repairs	15,000
332	EMR - S106 Allotments	5,149
333	EMR - S106 Grounds Maint Middl	6,203
334	EMR - S106 POS - Dennetts Clos	15,254
335	EMR - Civic - War Memorial	7,296
336	EMR - Cemeteries	35,404
337	EMR - Events	5,251
338	EMR - Community Transport	4,312
339	EMR - Elections	4,000
340	EMR - Public Works Loan	6,642
341	EMR - Litter Campaign	1,000
343	EMR - Street Lighting	2,000
344	EMR - Play Equipment	10,000
345	EMR - Crime & Disorder	26,565
Total Equity		1,254,194

Note: The bank accounts were reconciled as at 30th April 2023 and agree with the statement of balances detailed above by the Chairman of the Finance & Policy Committee, in the presence of the Chief Officer.

Submitted to the Finance & Policy Committee at its meeting on 3rd May 2023 and

Approved

Date

Payment Schedule 14/03/2023 - 03/05/2023

REF	SUPPLIER	Ex VAT	VAT	TOTAL	DETAILS
230101	Amazon	£ 12.89	£ 2.59	£ 15.48	Stationery
230102	Amazon	£ 9.95	£ -	£ 9.95	Red Food Colouring - British Science Week event
230103	Amazon	£ 40.99	£ 8.20	£ 49.19	Hi Viz Vest - Community Ranger
230104	Amazon	£ 23.90	£ 4.77	£ 28.67	Yarn and Pom Pom Makers for Coronations Crafts
230105	Amazon	£ 30.05	£ 4.41	£ 34.46	USB Hub, Wooden Pencils, Graffiti removal wipes
230106	Anglian Water	£ 16.98	£ -	£ 16.98	Water - Cherry Orch 0301/2023-02/04/2023
230107	Anglian Water	£ 120.73	£ -	£ 120.73	Water - Top Allotments 03/01/2023-02/04/2023
230108	Anglian Water	£ 79.75	£ -	£ 79.75	Water - Welton Rd (Danesholme) 09/01/2023-08/04/2023
230109	Aperture	£ 25.00	£ -	£ 25.00	Window Cleaning 30/03/2023
230110	Aperture	£ 27.00	£ -	£ 27.00	Window Cleaning 27/04/2023
230111	Aviva Pension	£ 3,581.49	£ -	£ 3,581.49	Pension 2022-23 April 2023
230112	Blizzard	£ 96.05	£ 19.21	£ 115.26	Broadband and Mobile Phone March 2023
230113	Blizzard Telecom	£ 41.31	£ 8.26	£ 49.57	Broadband and Mobile Phone April 2023
230114	CF Corporate Finance Ltd	£ 188.84	£ 37.77	£ 226.61	Lease Rental Apr - Jun 2023
230115	Citizens Advice Daventry & District	£ 5,000.00	£ -	£ 5,000.00	Funding Agreement - 1st Installment
230116	Complete	£ 29.10	£ 5.82	£ 34.92	Stationery
230117	Complete	£ 52.12	£ 10.42	£ 62.54	Storage Boxes and Storage Bags
230118	Complete	£ 22.40	£ 4.48	£ 26.88	Hand Towels
230119	Cottons	£ 75.00	£ 15.00	£ 90.00	Payroll Processing Fees March 2023
230120	Cottons	£ 75.00	£ 15.00	£ 90.00	Payroll Processing Fees April 2023
230121	Daventry Area Community Transport	£ 3,750.00	£ -	£ 3,750.00	Funding Agreement - 1st Installment
230122	Daventry Blinds	£ 90.00	£ 18.00	£ 108.00	New Fabric Slats - 1st Floor Offices
230123	Daventry New Street Day Centre	£ 375.00	£ -	£ 375.00	Afternoon Tea x 50 people - Civic Service
230124	Development & Liaison Officer (S Good)	£ 32.66	£ -	£ 32.66	Expenses - Items for British Science Week Event
230125	eAutomotive	£ 68.40	£ 13.68	£ 82.08	IT Support March 2023 / Trend Software February'23
230126	eAutomotive	£ 60.00	£ 12.00	£ 72.00	Destruction of Data on Terrastation
230127	Engle	£ 35.96	£ 2.43	£ 38.39	Market Toilet Elec 05/01/2023 to 31/01/2023
230128	Engle	£ 49.06	£ 2.45	£ 51.51	Market Toilet Elec 01/02/2023 to 28/02/2023
230129	Engle	£ 52.52	£ 2.63	£ 55.15	Market Toilet Elec 01/03/2023 to 31/03/2023
230130	Epic Xtras	£ 250.00	£ -	£ 250.00	Balloon Modelling - Easter Market
230131	First Light Photography	£ 80.00	£ 16.00	£ 96.00	Cllr M Ogle Photograph & Digital Image
230132	First Light Photography	£ 95.00	£ 19.00	£ 114.00	Photo gift for outgoing Macebearer
230133	Flagpole Express	£ 557.00	£ 111.40	£ 668.40	Safety Check of Flagpoles and repairs to damaged flagpole
230134	GB Lighting & Electrical	£ 3,430.00	£ -	£ 3,430.00	Labour & Matreial - Upgrade of bollards as per EICR
230135	Grenadier Grounds & Trees	£ 575.00	£ 115.00	£ 690.00	Repairs to fence on The Hollow
230136	Grenadier Grounds & Trees	£ 100.00	£ 20.00	£ 120.00	Tree Planting - supply of canes and chicken wire
230137	Grenadier Grounds & Trees	£ 220.00	£ 44.00	£ 264.00	Turfing edge of allotments at Danesholme
230138	Guiding Young Minds	£ 3,830.00	£ -	£ 3,830.00	Daventry Outreach 22nd March to 22nd June 2023
230139	HAGS	£ 468.00	£ 93.60	£ 561.60	Play Equipment - Replacement Seat
230140	Hawk Pest Control	£ 110.00	£ -	£ 110.00	Rodent Control Contract March 2023
230141	Hawk Pest Control	£ 110.00	£ -	£ 110.00	Pest Control April 2023
230142	HSBC	£ 12.00	£ -	£ 12.00	Bank Charges March 2023
230143	HSP Financial Planning	£ 500.00	£ -	£ 500.00	Workplace Pension 23/24

Payment Schedule 14/03/2023 - 03/05/2023

230144 HSP Financial Planning	£	185.88	£	-	£	185.88	Implementation of Group Death In Service Scheme
230145 ICCM	£	95.00	£	-	£	95.00	ICCM Membership 23/24
230146 Iland Cleaning Services	£	288.00	£	-	£	288.00	Cleaning March'23
230147 Iland Cleaning Services	£	256.00	£	-	£	256.00	Office Cleaning April 2023
230148 Instagram	£	67.98	£	13.60	£	81.58	30 x correx signs for Easter Market Promotion
230149 Juice	£	1,451.88	£	290.38	£	1,742.26	Easter Market Set Up
230150 Juice	£	427.68	£	85.54	£	513.22	British Science Week - Garden Marque & Equipment for activities
230151 Legal & General	£	988.06	£	-	£	988.06	Group Life Assurance Benefit 22/23
230152 Matterport	£	7.99	£	1.60	£	9.59	Matterport Subscription April 2023
230153 Matterport	£	7.99	£	1.60	£	9.59	Matterport Subscription May 2023
230154 Meta Platforms	£	199.81	£	-	£	199.81	Facebook Advertisement - Easter Market
230155 Microsoft	£	1,112.40	£	222.48	£	1,334.88	9 x Microsoft 365 Business Standard Licences
230156 Midrepro	£	93.30	£	18.66	£	111.96	Photocopies 28/02/2023 to 30/03/2023
230157 Midrepro	£	102.79	£	20.56	£	123.35	Photocopies April 2023
230158 NAMBA	£	384.00	£	-	£	384.00	NAMBA Annual Subscription 22/23
230159 NCALC	£	4,445.78	£	-	£	4,445.78	Membership 23/24
230160 NCALC	£	1,246.00	£	249.20	£	1,495.20	IAS Band 11 Council - YE2024
230161 NCALC	£	55.00	£	11.00	£	66.00	Preparing for Localism - DJ
230162 Npower	-£	0.21	-£	0.01	-£	0.22	Gazebo Electricity 03.07.21 to 26.02.23
230163 Npower	-£	36.61	-£	1.84	-£	38.45	Market Toilet Elec Dec & Jan
230164 Npower	£	3.91	£	0.20	£	4.11	Market Toilet Elec Jan'23 - Final Bill
230165 Oh Sew Crafty	£	16.13	£	3.22	£	19.35	Faux Fur Trim - Coronation Crafts
230166 Patrol Store	£	59.98	£	12.00	£	71.98	Boots - Community Ranger
230167 Personnel Advice & Solutions	£	100.00	£	20.00	£	120.00	Personnel Advice Service March 2023
230168 Personnel Advice & Solutions	£	100.00	£	20.00	£	120.00	Personnel Advice Service April 2023
230169 Premier Print	£	29.48	£	5.90	£	35.38	Foamex Signage - No Mow May
230170 Rapido	£	122.50	£	24.50	£	147.00	10 Correx Boards - Coronation Trail
230171 Rialtas	£	787.84	£	157.56	£	945.40	Finance Software Support 23/24
230172 Rialtas	£	135.13	£	27.02	£	162.15	Allotment Software Support 23/24
230173 Rialtas	£	66.91	£	13.39	£	80.30	Allotment App Software Support 22/23
230174 Screwfix	£	4.99	£	1.00	£	5.99	Line Marking Paint - Easter Market
230175 Solopress	£	76.33	£	15.27	£	91.60	Roller Banner - Teen Clinic
230176 Sound of Steel	£	38.70	£	-	£	38.70	Travel Expenses - Christmas Market
230177 Southern Electric	£	220.67	£	44.13	£	264.80	CCTV Electricity March'23
230178 Southern Electric	£	210.95	£	42.19	£	253.14	Street Lighting Electricity March'23
230179 Southern Electric	£	10.26	£	0.51	£	10.77	Street Lighting Electricity March'23
230180 Sumup	£	79.00	£	15.80	£	94.80	Solo Bundle Cradle
230181 Surface Impressions	£	900.00	£	180.00	£	1,080.00	Museum Website Support
230182 Surface Impressions	£	395.90	£	79.18	£	475.08	Museum Website Hosting 23/24
230183 Tesco	£	24.05	£	-	£	24.05	Refreshments/Cleaning Products/Items for British Science Week event
230184 Tesco	£	32.75	£	-	£	32.75	Craft Items for Easter Market
230185 Tesco	£	10.75	£	-	£	10.75	Volunteer Refreshments
230186 Tesco	£	1.95	£	-	£	1.95	Cat Litter - Easter Market
230187 Tesco	£	6.60	£	-	£	6.60	Refreshments
230188 The Joker Entertainment	£	408.00	£	81.60	£	489.60	Stilt Walker - Easter Market - 1st April 2023

Payment Schedule 14/03/2023 - 03/05/2023

230189	The National Allotment Society	£	55.00	£	11.00	£	66.00	Allotment Society Membership 23/24
230190	The Royal Collection Shop	£	34.74	£	-	£	34.74	Coronations items for Musuem Collection
230191	The Soccer Store	£	1,450.00	£	241.67	£	1,691.67	Goal Posts - Fishponds
230192	The Swift Flash	£	75.00	£	15.00	£	90.00	Quarter Page Advert - Events
230193	Total Gas & Power	£	1,314.72	£	262.95	£	1,577.67	New Street Gas 31/12/2022-31/03/2023
230194	Total Gas & Power	£	201.68	£	40.34	£	242.02	New Street Elec 01/03/23-31/03/23
230195	Total Gas & Power	£	36.01	£	1.80	£	37.81	Feeder Pillar(Market) Elec 01/03/23-31/03/23
230196	Total Gas & Power	£	116.86	£	5.84	£	122.70	Summer Haze Elec 01/03/23-31/03/23
230197	Total Gas & Power	£	18.20	£	0.91	£	19.11	Gazebo Electricity 01/03/23-31/03/23
230198	VoiceHost	£	24.54	£	4.91	£	29.45	VOIP Calls and Charges March'23
230199	VoiceHost	£	21.98	£	4.40	£	26.38	VOIP Calls and Charges April'23
230200	Volunteer Curator (R Vivieash)	£	20.00	£	-	£	20.00	Expenses - Items for British Science Week Event
230201	West Northamptonshire Council	£	274.45	£	-	£	274.45	Toilet Facilities Rates 01/04/2023 to 31/03/2023
230202	West Northamptonshire Council	£	10,104.75	£	-	£	10,104.75	3 New Street Rates 01/04/2023 to 31/03/2023
230203	West Northamptonshire Council	£	1,347.30	£	-	£	1,347.30	Cemetery Rates 01/04/2023 to 31/03/2023
230204	West Northamptonshire NORSE	£	23.59	£	4.72	£	28.31	Trade Waste March 2023
230205	West Northamptonshire NORSE	£	23.59	£	4.72	£	28.31	Trade Waste April 2023
230206	West Northants NORSE	£	68,959.75	£	13,791.95	£	82,751.70	Contract Partnership Fee - May'23
230207	West Northants NORSE	£	68,959.75	£	13,791.95	£	82,751.70	Contract Partnership Fee - April'23
230208	Wicksteed Leisure	£	52.21	£	10.44	£	62.65	Play Equipment Repair items
Total Invoices		£	192,734.77	£	30,454.96	£	223,189.73	

Approved.....

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