

Pontesbury Parish Council

22 September 2025 (2025-2026)

PAYMENTS (AWAITING AUTHORISATION) LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Staff Costs - Confidential	20/08/2025 - 19/09/2025				Confidential			24,270.48		24,270.48
144	Repairs & maintenance - public	14/07/2025		CB1 - Unity Current /	Public toilets	EICR Report	Severn Valley Renewables	S	350.00	70.00	420.00
145	Cleaning - Holiday cover	14/07/2025		CB2 - Lloyds Pavilion	Pavilion cleaning	cleaning - holiday cover	Healthmatic Ltd	S	36.00	7.20	43.20
149	Fees and Subscriptions	19/07/2025		CB2 - Lloyds Pavilion		Bank Charges	Lloyds Bank plc	X	8.50		8.50
157	Supplies & incidentals - Pavilior	31/07/2025		CB7 - Equals Card (R	First aid supplies	First Aid supplies	Screwfix Direct Ltd	S	18.55	3.72	22.27
160	Supplies & incidentals - Pavilior	31/07/2025		CB7 - Equals Card (R	Pavilion First Aid K	First Aid supplies	St John Ambulance	S	29.29	5.86	35.15
151	H & S testing & planned mainte	06/08/2025		CB2 - Lloyds Pavilion		Window Cleaning	Monsoon Window Cleaning	X	20.00		20.00
152	Water rates - Pavilion	10/08/2025		CB2 - Lloyds Pavilion		Water bill	WaterPlus	Z	11.44		11.44
152	Water rates - Pavilion	10/08/2025		CB2 - Lloyds Pavilion		Water bill	WaterPlus	S	16.18	3.24	19.42
148	Other Admin costs	11/08/2025		CB1 - Unity Current /	Finance printer	Printer cartridge	Cartridge Save	S	15.30	3.06	18.36
146	IT support	11/08/2025		CB1 - Unity Current /	Back ups/councillo	IT support	Shroptech	X	211.50		211.50
159	Flowerbeds	11/08/2025		CB1 - Unity Current /		Flower beds	SP Garden and Property Se	X	54.40		54.40
158	Tree & Hedge maintenance	11/08/2025		CB1 - Unity Current /	Hedge around lam	Hedge trimming	SP Garden and Property Se	X	100.00		100.00
150	Signage - Play area	11/08/2025		CB1 - Unity Current /	Playground signs	Signage	Shropshire Design and Prin	S	56.00	11.20	67.20
156	Repairs & maintenance - Street	11/08/2025		CB1 - Unity Current /	Solar lighting pane	Streetlight repairs/LED	Highline Electrical Ltd	S	345.03	69.01	414.04
155	Admin & expenses & legal fees	11/08/2025		CB2 - Lloyds Pavilion	Scribe bookings	booking software	Starboard Systems	S	417.60	83.52	501.12
163	Refuse & sanitary collections -	11/08/2025		CB2 - Lloyds Pavilion		Sanitary collection	Border Janitorial Supplies	S	25.90	5.18	31.08
147	Consultancy fees	11/08/2025		CB1 - Unity Current /	4th Consultancy Pe	ANPR camera project consular	ANPRcheQ	S	74.25	14.85	89.10
154	Electricity -Public toilets	12/08/2025		CB1 - Unity Current /	Public toilets	Electricity Supply	British Gas Lite	L	58.00	2.90	60.90
154	Electricity - Streetlights	12/08/2025		CB1 - Unity Current /	Public toilets	Electricity Supply	British Gas Lite	L	-28.33	-1.42	-29.75
153	Electricity - Streetlights	12/08/2025		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	49.72	2.49	52.21
153	Electricity - Streetlights	12/08/2025		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	-30.86	-1.54	-32.40
165	Fees and Subscriptions	18/08/2025	182.24.4	CB1 - Unity Current /		Partial exemption calculation	The Parkinson Partnership	S	300.00	60.00	360.00
168	IT support	18/08/2025		CB7 - Equals Card (R	Annual zoom licen:	zoom licence	Zoom Video Communicatio	S	129.90	25.98	155.88
164	H & S testing & planned mainte	18/08/2025		CB2 - Lloyds Pavilion	Legionella & Door	Repairs and Maintenance	Shropshire Council PSG	S	71.63	14.33	85.96
167	Consultancy fees	18/08/2025		CB1 - Unity Current /	5th consultancy fe	ANPR camera project consular	ANPRcheQ	S	74.25	14.85	89.10
166	Carbon Reduction Measures	18/08/2025	PAV 8a.2025.6	CB2 - Lloyds Pavilion	Armoured tails anc	Electrical installation	RMW Electrical Services Ltd	S	2,221.11	444.22	2,665.33
169	Other Admin costs	20/08/2025		CB1 - Unity Current /	August payroll	Salary & Expenses	Employee 2	X	52.70		52.70
172	Other Admin costs	20/08/2025		CB1 - Unity Current /	August payroll	Salary & Expenses	Employee 3	X	154.50		154.50
170	Other Admin costs	20/08/2025		CB1 - Unity Current /	August payroll	Salary & Expenses	Employee 1	X	195.70		195.70
171	Other Admin costs	20/08/2025		CB1 - Unity Current /	August payroll	Salary & Expenses	Employee 4	X	56.90		56.90
187	Play Area Refurbishment	27/08/2025		CB1 - Unity Current /	Hydraulic Gate rep	Play area refurbishment	Play & Leisure Ltd	S	1,380.00	276.00	1,656.00
188	Play Area Refurbishment	27/08/2025		CB1 - Unity Current /	Basket swing	Play area refurbishment	Play & Leisure Ltd	S	4,208.37	841.67	5,050.04
161	Refuse & sanitary collections -	30/08/2025		CB1 - Unity Current /		Refuse Collection	Veolia	S	31.85	6.37	38.22

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162	Fees and Subscriptions	31/08/2025		CB1 - Unity Current /		Bank Charges	Unity Trust Bank	X	11.10		11.10
176	Admin & expenses & legal fees	01/09/2025	Pav 14. b.	CB2 - Lloyds Pavilion	Music license 0224	PPL/PRS Licence	PPL/PRS Ltd.	S	231.58	46.32	277.90
182	Other Admin costs	08/09/2025		CB1 - Unity Current /	Deputy Clerk's pri	Printer cartridge	Cartridge Save	S	19.68	3.94	23.62
186	Printing - Newsletter	08/09/2025		CB1 - Unity Current /		Newsletter printing	New Era Printing Ltd	Z	591.00		591.00
183	Flowerbeds	08/09/2025		CB1 - Unity Current /		Flower beds	SP Garden and Property Se	X	54.40		54.40
193	Grounds maintenance	08/09/2025		CB1 - Unity Current /		Grounds Maintenance	M.I & T.E.M Pritchard	S	575.66	115.13	690.79
181	Electricity - Streetlights	08/09/2025		CB1 - Unity Current /	Joint energy Q2	Streetlight electricity	Shropshire Council	S	904.94	180.99	1,085.93
192	H & S testing & planned maint	08/09/2025		CB2 - Lloyds Pavilion	Legionella monitor	Repairs and Maintenance	Shropshire Council PSG	S	24.69	4.94	29.63
189	Refuse & sanitary collections -	08/09/2025		CB2 - Lloyds Pavilion		Sanitary collection	Border Janitorial Supplies	S	25.90	5.18	31.08
179	Admin & expenses & legal fees	09/09/2025		CB2 - Lloyds Pavilion		Paper	Viking Office UK Ltd	S	40.85	8.17	49.02
202	IT support	11/09/2025		CB1 - Unity Current /	GNS & Pavilion dor	Web Hosting and Support	Shroptech	X	117.50		117.50
202	Website hosting & domain	11/09/2025		CB1 - Unity Current /	GNS & Pavilion dor	Web Hosting and Support	Shroptech	X	11.00		11.00
201	Grounds maintenance	11/09/2025		CB1 - Unity Current /		Grounds Maintenance	M.I & T.E.M Pritchard	S	575.66	115.13	690.79
202	Website - Pavilion	11/09/2025		CB1 - Unity Current /	GNS & Pavilion dor	Web Hosting and Support	Shroptech	X	71.00		71.00
203	Cleaning - Holiday cover	11/09/2025		CB2 - Lloyds Pavilion	Holiday cleaning c	cleaning - holiday cover	Healthmatic Ltd	S	108.00	21.60	129.60
178	Electricity -Public toilets	14/09/2025		CB1 - Unity Current /	Public Toilets Elect	Electricity Supply	British Gas Lite	L	26.80	1.34	28.14
177	Electricity - Streetlights	14/09/2025		CB1 - Unity Current /	School Green stree	Electricity Supply	British Gas Lite	L	28.21	1.41	29.62
180	Water rates - Pavilion	15/09/2025		CB2 - Lloyds Pavilion	Pavilion water	Water bill	WaterPlus	Z	11.67		11.67
180	Water rates - Pavilion	15/09/2025		CB2 - Lloyds Pavilion	Pavilion water	Water bill	WaterPlus	S	16.45	3.29	19.74
190	Heating & Lighting - Pavilion	16/09/2025		CB1 - Unity Current /	Pavilion Electricity	Electricity Supply	British Gas Lite	L	78.58	3.93	82.51
190	Heating & Lighting - Pavilion	16/09/2025		CB1 - Unity Current /	Pavilion Electricity	Electricity Supply	British Gas Lite	L	-68.22	-3.41	-71.63
197	Other Admin costs	19/09/2025		CB1 - Unity Current /	September Payroll	Salary & Expenses	Employee 1	X	140.48		140.48
196	Other Admin costs	19/09/2025		CB1 - Unity Current /	September Payroll	Salary & Expenses	Employee 3	X	206.70		206.70
194	Other Admin costs	19/09/2025		CB1 - Unity Current /	September Payroll	Salary & Expenses	Employee 4	X	32.07		32.07
195	Other Admin costs	19/09/2025		CB1 - Unity Current /	September Payroll	Salary & Expenses	Employee 2	X	9.10		9.10
204	Audit (External/Internal)	22/09/2025		CB1 - Unity Current /	External audit fee	External Audit	PKF Littlejohn LLP	S	840.00	168.00	1,008.00
205	Parish Council Insurance	22/09/2025		CB1 - Unity Current /	Public liability insur	Insurance	Clear Councils Insurance	Z	3,537.59		3,537.59
206	Repairs & maintenance - public	22/09/2025		CB1 - Unity Current /		Repairs to public toilets	Severn Valley Renewables	S	610.00	122.00	732.00
208	Parish community grants	22/09/2025		CB1 - Unity Current /	cheque no 116	remembrance wreath	Royal British Legion	X	50.00		50.00
207	Repairs - Pavilion	22/09/2025		CB2 - Lloyds Pavilion	Toilet bulb change	Pavilion repairs	Severn Valley Renewables	S	105.00	21.00	126.00
185	Fees and Subscriptions	30/09/2025		CB1 - Unity Current /		Bank Charges	Unity Trust Bank	X	9.45		9.45
191	Refuse & sanitary collections -	30/09/2025		CB1 - Unity Current /		Refuse Collection	Veolia	S	31.85	6.37	38.22
184	Business rates - Pavilion	01/10/2025		CB2 - Lloyds Pavilion	October instalment	Non Domestic Rates	Shropshire Council	X	1,609.00		1,609.00
Total									45,623.55	2,788.02	48,411.57

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Prepared by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

Name and Role

Approved by: _____

Date: _____

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