

Procurement Card April 2015 - March 2016

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Month		Jul-15											
Order ref.	Order date	Supplier name	Description of goods/services	Net value zero rated/out of scope £	Net Value Std rate (20%) £	VAT @ 20%	Gross Amount (including VAT)						
User 1	CEX/Policy												
LG1	20/07/2015	National Rail	Train tickets	£125.15			£125.15						
User 2	Mayoral												
AO16	06/07/2015	Wilkinsons	Stationary		£13.33	£2.67	£16.00						
AO17	06/07/2015	Trainline	Train tickets	£26.47			£26.47						
AO18	07/07/2015	Morrisons	Refreshments	£0.60	£101.88	£20.37	£122.85						
AO20	08/07/2015	Wilkinsons	Catering - disposables		£8.13	£1.62	£9.75						
AO21	09/07/2015	Marks and Spencers	Refreshments - Civic Event	£32.50			£32.50						
AO22	10/07/2015	Dutch Flower Parade	Memorial wreath	£90.00			£90.00						
AO23	17/07/2015	The Black arm band Co ltd	Accessories for Civic events	£99.95			£99.95						
AO24	21/07/2015	Marks and Spencers	Accessories for Civic events	£45.60			£45.60						
AO25	20/07/2015	Rymans	Stationary		£13.32	£2.67	£15.99						
AO26	22/07/2015	Wilkinsons	Storage box		£16.66	£3.34	£20.00						
AO27	23/07/2015	St Albans Council	Parking Fees	£25.00			£25.00						
User 3	Community Services												
12414	13/07/2015	Q-Park Ltd	Parking fees for attending meeting		£13.33	£2.67	£16.00						
User 4	Community Services												
DW1	15/07/2015	Trainline	Train tickets	£128.00			£128.00						
User 5	Housing												
TT01	15/07/2015	BHS	Tenant vouchers	£40.00			£40.00						
JT02	15/07/2015	Marks and Spencers	Tenant vouchers	£320.00			£320.00						
User 6	Planning												
Mk016	24/07/2015	Waterstones	Publication	£9.99			£9.99						
				£943.26	£166.65	£33.34	£1,143.25						

Month	Aug-15								
Order ref.	Order date	Supplier name	Description of goods/services	Net value Zero rated/ Out of Scope £	Net Value Std rate (20%) £	VAT @ 20%	Gross Amount (including VAT)		
User 1		Legal and Democratic Services							
1	04/08/2015	University of Nottingham	Publication	£240.00	£7.50	£1.50	£249.00		
2	07/08/2015	ICO	Data protection registration fees	£500.00			£500.00		
3	18/08/2015	Lantern recovery	Vehicle recovery		£85.00	£17.00	£102.00		
User 2		Mayoral							
AO28	08/08/2015	Morrisons	Refreshments - Civic event	£11.27			£11.27		
AO29	26/08/2015	JW Plant	Red ensign flag		£32.37	£6.47	£38.84		
User 3		Community Services							
DW1	12/08/2015	Virgin Trains	Train tickets	£43.10			£43.10		
User 4		Community Services							
RS1	31/07/2015	Net Benefits (UK)	Subscription/membership fees	£57.60			£57.60		
User 5		Housing							
JT1	13/08/2015	Argos	Temporary accommodation - Household items		£30.99	£6.20	£37.19		
	14/08/2015	Argos	Temporary accommodation - Household items		£76.79	£15.36	£92.15		
				£851.97	£232.65	£46.53	£1,131.15		

Month	Sep-15								
Order ref.	Order date	Supplier name	Description of goods/services	Net value zero rated/Out of Scope £	Net Value Std rate (20%) £	VAT @ 20%	Gross Amount (including VAT)		
User 1	Legal and democratic services								
ML1	14/09/2015	TSGN (Thames link, Southern and Northern Rail	Train tickets	£12.00			£12.00		
ML2	16/09/2015	TSGN (Thames link, Southern and Northern Rail	Train tickets	£22.50			£22.50		
User 2	Mayoral								
AO1	18/09/2015	Marks and spencers	Refreshments - Civic event	£45.20			£45.20		
AO2	25/09/2015	St Johns Ambulance	First aid training course for officer		£205.00	£41.00	£246.00		
User 3	Community Services								
RS1	28/08/2015	Virgin Trains	Train tickets	£186.50			£186.50		
RS2	04/09/2015	Trainline	Train tickets	£104.04			£104.04		
RS3	04/09/2015	Trainline	Train tickets	£65.28			£65.28		
RS4	14/09/2015	Nexus travel shop	Train tickets	£4.60			£4.60		
RS5	14/09/2015	TSGN (Thames link, Southern and Northern Rail	Train tickets	£23.00			£23.00		
RS6	21/09/2015	TSGN (Thames link, Southern and Northern Rail	Train tickets	£24.50			£24.50		
RS7	22/09/2015	Gov.uk Dartford crossing	Dartford crossing tolls	£5.00			£5.00		
RS8	22/09/2015	Gov.uk Dartford crossing	Dartford crossing tolls	£5.00			£5.00		
RS9	22/09/2015	Gov.uk Dartford crossing	Dartford crossing tolls	£5.00			£5.00		
User 4	Housing								
JT1	03/09/2015	Homebase	Tenant Vouchers - Telford Court	£81.99			£81.99		
JT2	04/09/2015	Marks and Spencers	Tenant Vouchers - Telford Court	£200.00			£200.00		
JT3	04/09/2015	Marks and Spencers	Tenant Vouchers - Telford Court	£432.50			£432.50		
JT4	04/09/2015	Marks and Spencers	Tenant Vouchers - Telford Court	£282.00			£282.00		
JT5	07/09/2015	Tescos	Tenant Vouchers - Telford Court	£100.00			£100.00		

JT6		14/09/2015	Tescos	Tenant Vouchers - Telford Court	£700.00			£700.00
JT7		15/09/2015	BHS	Tenant Vouchers - Telford Court	£80.00			£80.00
JT8		25/09/2015	Marks and Spencers	Tenant Vouchers - Telford Court	£100.00			£100.00
JT9		25/09/2015	Tescos	Tenant Vouchers - Telford Court	£100.00			£100.00
JT10		25/09/2015	Argos	Tenant Vouchers - Telford Court	£54.99			£54.99
JT11		26/09/2015	Marks and Spencers	Tenant Vouchers - Telford Court	£13.95			£13.95
User 6		CEX/Policy						
LG1		03/09/2015	Premier Inn	Hotel for officer to attend course in Bournemouth	£113.33	£22.67		£136.00
User 7		Community Services						
DW1			RICS- Royal Institution of Chartered Surveyors	RICS Building surveying conference for officers	£295.00	£59.00		£354.00
DW2		15/09/2015	Holiday Inn	Hotel for officers to attend seminar	£82.50	£14.50		£99.00
DW3		18/09/2015	Holiday Inn	Hotel for officers to attend seminar	£247.50	£49.50		£297.00
User 8		CEX/Policy						
CW1		17/09/2015	Survey Monkey	Subscription/license annual fees	£249.17	£49.83		£299.00
					£2,648.05	£1,192.50	£236.50	£4,079.05

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SH1		04/10/2015	Premier Inn Booking	Accommodation		£60.83	£12.17	£73.00
SH2		04/10/2015	Premier Inn Booking	Accommodation		£60.83	£12.17	£73.00
SH3		04/10/2015	Premier Inn Booking	Accommodation	£63.00			£63.00
SH4		05/10/2015	Premier Inn Booking	Accommodation		£60.83	£12.17	£73.00
User 7		Housing						
JT1		09/10/2015	Tesco	Gift Cards	£50.00			£50.00
JT2		21/10/2015	Tesco	Gift Cards	£80.00			£80.00
User 8		Finance						
7554608		08/10/2015	Moneyclaim.gov	Court Fees	£185.00			£185.00
User 9		Community Services						
RS1		05/10/2015	Marks and Spencer's	Refreshments	£30.55			£30.55
					£2,278.60	£846.86	£90.23	£3,294.86

Month	Nov-15												
Order ref.	Order date	Supplier name	Description of goods/services	Net value zero rated/Out of Scope £	Net Value Std rate (20%) £	VAT @ 20%	Gross Amount (including VAT)						
User 1 Legal and democratic services													
01/01/1900	29/10/2015	Chartered Institute Environmental Health	Conference	£55.00			£55.00						
02/01/1900	02/11/2015	Chartered Institute Environmental Health	Conference	£55.00			£55.00						
User 2 Housing													
JT01	06/11/2015	192.com	Membership to website		£149.95	£29.99	£179.94						
User 3 Planning													
MK19	11/11/2015	Argos	Laser pointer		£19.78	£3.96	£23.74						
MK20	19/11/2015	Chartered association of Building Engineers	Staff Training		£125.00	£25.00	£150.00						
User 4 Mayoral													
AO42	03/11/2015	Beelex Electrical	Cable ties		£4.31	£0.86	£5.17						
AO43	06/11/2015	Morrisons	Refreshments - Civic Duties	£23.26	£2.32	£0.46	£26.04						
AO44	09/11/2015	Waterstones	Competition prizes	£50.00			£50.00						
AO45	17/11/2015	Rymans	Stationary		£22.49	£4.50	£26.99						
AO46	20/11/2015	Morrisons	Refreshments - Civic Duties	£13.14			£13.14						
User 5 Community services													
27005151	03/11/2015	Marks and Spencers	Refreshments for event	£96.50			£96.50						
10217680	06/11/2015	Tescos	Refreshments for event	£36.00	£9.08	£1.82	£46.90						
User 6 Community services													
1	03/11/2015	The Entertainer	Prizes for Community services competition		£96.00	£24.00	£120.00						
2	04/11/2015	Marks and Spencers	Refreshments for event	£38.00			£38.00						
				£366.90	£428.93	£90.59	£886.42						

Month	Dec-15								
Order ref.	Order date	Supplier name	Description of goods/services	Net value zero rated/Out of Scope £	Net Value Std rate (20%) £	VAT @ 20%	Gross Amount (including VAT)		
User 1	Mayoral								
AO47	02.12.15	Marks and Spencer	Refreshments - Civic Event	£29.95			£29.95		
AO48	02.12.15	Tesco	Refreshments - Civic Event	£2.05			£2.05		
AO49	06.12.15	Morrisons	Refreshments - Christmas Coffee Morning	£35.13			£35.13		
User 2	Housing								
SH/00001	01/12/2015	Quality Hotel	Accommodation		£66.67	£13.33	£80.00		
User 3	Chief Executive/policy								
1	01/12/2016	Eatpure Ltd	Event refreshments			£14.80	£88.80		
2	03/12/2016	Sainsbury's Supermarket	Event refreshments				£20.15		
3	04/12/2016	Cotlandswick London	Event refreshments		£28.75	£5.75	£34.50		
4	09/12/2016	Colney	Solace Leadership Forum		£137.50	£55.00	£192.50		
4	09/12/2016	SOLACE	Solace Leadership Forum		£137.50		£137.50		
User 4	Housing								
JT1	02/12/2015	Tescos	Food vouchers - Telford Court - Sewage Leak	£60.00			£60.00		
JT2	05/12/2015	Morrisons	Cleaning products - Telford Court - Sewage Leak		£38.50	£7.70	£46.20		
JT3	08/12/2015	Marks and Spencers	Event refreshments	£33.24			£33.24		
JT4	08/12/2015	Claahs Olsen	Event refreshments		£5.81	£1.16	£6.97		
JT5	09/12/2015	Tescos	Event refreshments	£2.00			£2.00		
JT6	18/12/2015	Waitrose	Vouchers - Open day	£200.00			£200.00		
JT7	23/12/2015	DVLA	Tax - caretakers van				£227.50		

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