

# Bruton Town Council

25 March 2026 (2025-2026)

## PAYMENTS (AWAITING AUTHORISATION) LIST

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Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
	salaries	25/03/2026 - 25/03/2026				Confidential			6,947.58		6,947.58
373	Cleaning	25/02/2026	cleaning 19/01/2026 to 20/01/2026	Unity Trust Current /	PN373	Cleaning - Dovecote Building	Maidment	X	130.00		130.00
374	Electricity - Flood Lights	25/02/2026	refund MUGA electricity	Unity Trust Current /	PN374	MUGA Electricity	Jubilee Park Pavilion	X	186.90		186.90
375	Postage	25/02/2026	stamps - refund expenses L	Unity Trust Current /	PN375	Postage stamps	Lisa Newby	X	34.48		34.48
371	Software	25/02/2026	website accessibility work	Unity Trust Current /	PN371	website support	Zen Computers	S	257.50	51.50	309.00
372	Member Training	25/02/2026	SALC training Introduction to	Unity Trust Current /	PN372	councillor training	Somerset Association of Lo	X	45.00		45.00
388	Rent/Rates	02/03/2026	non domestic rates Dovecote	Unity Trust Current /	property ref 00502	Non-domestic rates Dovecote E	Somerset Council	X	177.00		177.00
389	Rates - Station Road Car Park	02/03/2026	business rates March 26	Unity Trust Current /	PN388	Non-domestic rates Station Ro	Somerset Council	X	100.00		100.00
396	Software	02/03/2026	monthly subscription to civic.	Unity Trust Current /	PN396	civic.ly asset management	Starboard Systems Limited	S	74.00	14.80	88.80
382	Venue hire LCN Youth Project	04/03/2026	venue hire feb pop up sessio	Unity Trust Current /	PN382	Hall hire	Community Hall	X	65.00		65.00
383	Engine Shed	04/03/2026	Ecological Appraisal Engine S	Unity Trust Current /	PN383	survey fee	Arbtech Consulting Ltd	S	889.00	177.80	1,066.80
379	Hall Hire Costs	05/03/2026	Community Hall February 20	Unity Trust Current /	PN379	Hall hire	Community Hall	X	78.00		78.00
380	Software	05/03/2026	microsoft Licenses	Unity Trust Current /	PN380	Microsoft licences	Zen Computers	S	149.68	29.94	179.62
381	Other Costs incl bank charges	05/03/2026	adverts Youth Group pop up	Unity Trust Current /	PN381	advert youth session	The Dove	X	90.00		90.00
384	Other Costs incl bank charges	05/03/2026	volunteer meeting expenses	Unity Trust Current /	PN384	Volunteer expenses	Jocelyn Crawford	X	44.11		44.11
402	Cleaning	10/03/2026	printer cartridges, cleaning r	LLoyds bank credit c	PN402	toilet rolls and black printer car	Amazon	S	33.32	6.67	39.99
402	Maintenance - general	10/03/2026	printer cartridges, cleaning r	LLoyds bank credit c	PN402	toilet rolls and black printer car	Amazon	S	8.81	1.76	10.57
402	Stationery	10/03/2026	printer cartridges, cleaning r	LLoyds bank credit c	PN402	toilet rolls and black printer car	Amazon	S	79.16	15.83	94.99
387	Software	10/03/2026	google workspace	Unity Trust Current /	PN387	Google Workspace	Google Ireland Limited	E	14.00		14.00
391	Other Costs incl bank charges	10/03/2026	credit card fee	LLoyds bank credit c	PN391	Credit card fee	Lloyds	E	3.00		3.00
402	Consumables (including CV-19	10/03/2026	printer cartridges, cleaning r	LLoyds bank credit c	PN402	toilet rolls and black printer car	Amazon	S	99.98	20.00	119.98
392	Data Protection Fee	19/03/2026	ICO fee 2026	Unity Trust Current /	PN392	Data Protection Registration fee	ICO	Z	47.00		47.00
399	Other Maintenance & Repair	20/03/2026	gravel area at rain garden Du	Unity Trust Current /	PN399	gravel area Durslade	SLR Outdoor Maintenance	S	135.00	27.00	162.00
399	Maintenance - general	20/03/2026	gravel area at rain garden Du	Unity Trust Current /	PN399	gravel area Durslade	SLR Outdoor Maintenance	S	145.00	29.00	174.00
403	Cleaning	20/03/2026	stationery and bleach	LLoyds bank credit c	PN403	Stationery & cleaning supplies	Amazon	S	6.27	1.26	7.53
403	Stationery	20/03/2026	stationery and bleach	LLoyds bank credit c	PN403	Stationery & cleaning supplies	Amazon	S	20.82	4.16	24.98
394	Water	23/03/2026	Water rates BA10 OHT & BA1	Unity Trust Current /	PN394	water bill	Everflow	Z	27.11		27.11
404	Cleaning	23/03/2026	cleaning 23/2 to 20/3	Unity Trust Current /	PN404	Cleaning - Dovecote Building	Maidment	X	117.00		117.00
394	Water	23/03/2026	Water rates BA10 OHT & BA1	Unity Trust Current /	PN394	water bill	Everflow	Z	8.19		8.19
386	Telephone & Broadband	25/03/2026	mobile phones march 26	Unity Trust Current /	PN386	Mobile phones	Vodafone	S	117.25	23.45	140.70
393	Electricity	31/03/2026	Information Office Un2 electr	Unity Trust Current /	PN393	Dovecote Building UN2	SSE Energy Supply Ltd	L	442.26	22.11	464.37
393	Electricity	31/03/2026	Information Office Un2 electr	Unity Trust Current /	PN393	Dovecote Building UN2	SSE Energy Supply Ltd	L	-245.46	-12.27	-257.73
405	Other Maintenance & Repairs	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	50.00	10.00	60.00
405	Other Maintenance & Repair	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	25.00	5.00	30.00

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405	Maintenance - general	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	75.00	15.01	90.01
390	Telephone & Broadband	31/03/2026	phone and broadband Feb 26	Unity Trust Current /	PN390	Telephone and Broadband	OneCom Limited	S	56.84	11.37	68.21
405	Speed Indicator Device	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	62.00	12.40	74.40
405	Pitch Cutting	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	250.00	50.00	300.00
385	Other Costs incl bank charges	31/03/2026	bank charges Feb 26	Unity Trust Current /	PN385	Bank charges	Unity Trust Bank	E	13.45		13.45
397	Payroll Services	31/03/2026	Payroll costs Q4	Unity Trust Current /	PN397	Payroll services Q4	PATA (UK)	X	125.10		125.10
398	Tree Maintenance	31/03/2026	T25/11d 03/06/2025	Unity Trust Current /	PN398	Tree Maintenance	Osborne Tree Works Ltd	S	660.00	132.00	792.00
400	Other Costs incl bank charges	31/03/2026	additional charges Dec 25 to	Unity Trust Current /	PN400	Bank charges	Unity Trust Bank	X	5.40		5.40
405	Maintenance -Station Road Car	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	25.00	5.00	30.00
405	Cuckoo Hill allotments Grounds	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	59.25	11.85	71.10
405	Durslade Grounds Maintenance	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	237.50	47.50	285.00
405	Station Road Car Park Grounds	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	40.50	8.10	48.60
405	Abbey Ponds Grounds Mainteni	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	28.00	5.60	33.60
405	Dovecote Car Park Grounds Ma	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	336.02	67.20	403.22
405	MUGA & Skate Park Grounds M	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	43.70	8.74	52.44
405	Play area Grounds Maintenance	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	40.87	8.17	49.04
405	Churchyard Grounds Maintenan	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	616.67	123.33	740.00
405	Cemetery Grounds Maintenanc	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	203.00	40.60	243.60
406	website outsource support	31/03/2026	website accessibility work	Unity Trust Current /	PN406	website accessibility work	Zen Computers	S	1,200.00	240.00	1,440.00
395	Litter and Dog Waste bin empt	31/03/2026	bin emptying Q4 25/26	Unity Trust Current /	PN395	bin empty	Somerset Council	S	1,436.50	287.30	1,723.80
401	GWR Grant - Abbey Ponds	31/03/2026	installation of two foundation	Unity Trust Current /	PN401	foundation pads postions 2 anc	Renovation Building Works	S	2,800.00	560.00	3,360.00
405	grounds maintenance - other	31/03/2026	grounds maintenance March	Unity Trust Current /	PN405	Grounds maintenance	SLR Outdoor Maintenance	S	271.74	54.35	326.09
<b>Total</b>									<b>18,988.50</b>	<b>2,116.53</b>	<b>21,105.03</b>

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Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*