

Melbourn Parish Council Regular Payments and Ongoing Contracts 2020-21				
	Contract Details	Supplier	Payment Method	2020-21 Budget or Estimate
Electricity – Car park workshop	1 yr (ends 12/08/20)	British Gas	Direct Debit	£900
Electricity – Pavilion	1 yr (ends 12 Aug 2020)	British Gas	Direct Debit	£1,200
Electricity – Old Recreation Ground	1 yr (ends 23 May 2020)	e.on	Direct Debit	£180
Electricity – Orchard Rd Cemetery	1 yr (ends 5 Feb 2021)	e.on	Direct Debit	£100
Water – allotments x 2		Cambridge Water	Direct Debit	£145
Water – New Road Cemetery		Cambridge Water	Direct Debit	£100
Water - Pavilion		Cambridge Water	Direct Debit	£100
Water – Car Park Workshop		Wave	BACS	£150
Rates – Orchard Road Cemetery		SCDC	Direct Debit	£244.51 (1x £61.51; 3 x £61)
Rates – New Road Cemetery		SCDC	Direct Debit	£748.50 (1x£73.50; 9 x £75)
Rates – Pavilion Recreation Ground		SCDC	Direct Debit	£2,594.80 (1x £263.80; 9 x £259)
Rates – Car Park Workshop		SCDC	Direct Debit	£11,976 (1 x £1,194; 9 x £1,198)
Trade waste - Pavilion		SCDC	Direct Debit	£350
Dog & Litter bins – Stockbridge, Recreation Ground, Play Areas		SCDC	Direct Debit	£3,250
Recreation Grounds Maintenance	Out of contract – old arrangements carried over	H&CGM	Bank Tfr	£9,060 (£755 per month)
General Maintenance Contract	3 yrs (ends 2021)	H&CGM	Bank Tfr	£5,520 (£460 per month)
Cemetery Grounds Maintenance	3 yrs (ends 2021)	H&CGM	Bank Tfr	£4870 (£405.83 per month)
Verges Grounds Maintenance	3 yrs (ends 2021)	H&CGM	Bank Tfr	£7,470 (£622.50 per month)

Pavilion Cleaner	Rolling	DK	Bank Tfr	£1,500
Parish Office Cleaner	Rolling	Melbourn Hub	Bank Tfr	£275
Litter Picking	Rolling	TimNovations	Bank Tfr	£4,000
IT support		Lucid	Bank Tfr	£972 (£81p/m)
Website		1&1 Ionos	Debit Card	£100
Photocopier hire/printing costs		Ricoh	Bank Tfr	£1,200
Payroll Software	Annual	Moneysoft	Debit Card	£70
Accounting Software	3 yrs (ends Feb 2022)	Edge IT	Bank Tfr	£1,250
External audit fee	2021/22	PKF Littlejohn LLP	Bank Tfr	£1,000
Mobile phone for Timebank		BT via Melbourn Hub	Bank Tfr	£336 (£28/mth)
Hub – service charge		Hundred Houses Society	Bank Tfr	£930
Hub – fire extinguisher service		Baron Fire	Bank Tfr	£330
Pavilion – alarm maintenance		Briar Security	Bank Tfr	£80
Pavilion – heat pump service		Shelford Heating	Bank Tfr	£200
Pavilion – sanitary waste disposal		PHS	Bank Tfr	£250
Littlehands – annual drain clean	Service agreement	Dyno-Rod (AMG Southern)	Bank Tfr	£450
Road Tax for Parish Van	Statutory	DVLA		£250
Pension Scheme Service Charge		Now Pensions	Direct Debit	£432 (£36/mth)
Loan – Community Hub		PWLB (HMRC)	Direct Debit	£32,954.20 (2 x £16,477.10)
Loan – Car Park 1		PWLB (HMRC)	Direct Debit	£13,285.58 (2 x £6,642.79)
Loan – Car Park 2		PWLB (HMRC)	Direct Debit	£3,601.88 (2 x £1,800.94)
Feed in Tariff	Payments of income to Hub	Melbourn Hub	Bank Tfr	£1,400
Employee Salaries, PAYE/NI and Pension Contributions*	Rolling Contracts/statutory	MPC Employees/HMRC/ Now Pensions	Bank Tfr Direct Debit	£75,000

*Confidential items