

Disclosure of Procurement Card Transactions: September 2017

Department	Date of		Description of Spend	Service Area	Type of expenditure	Cost	Account	Net
	Transaction	Supplier Name				Centre	Code	Amount £
Exec Directors	01/09/2017	Pizza Hut	Pizza for working lunch budget meeting	Exec Directors	Refreshments	HN400	04618	43.88
Exec Directors	05/09/2017	Tesco	Milk and biscuits	Exec Directors	Refreshments	HN400	04618	4.99
Exec Directors	05/09/2017	Tesco	Milk and biscuits	Exec Directors	Refreshments	HN400	04618	0.50
Exec Directors	19/09/2017	Tesco	Tea, coffee, milk, sugar	Exec Directors	Refreshments	HN400	04618	11.54
Exec Directors	26/09/2017	Tesco	Milk	Exec Directors	Refreshments	HN400	04618	1.00
Exec Directors	28/09/2017	Tesco	Working lunch during appraisal	Exec Directors	Refreshments	HN400	04618	13.85
Exec Directors	08/09/2017	Amazon	Ink Cartridges	Exec Directors	Stationery and office supplies	HN400	04303	5.50
Exec Directors	15/09/2017	Amazon	George Forman Grill (Wellbeing prize)	Exec Directors	Equipment purchase	H8210	04001	16.66
Exec Directors	15/09/2017	Amazon	Wooden sticks (Wellbeing day)	Exec Directors	Equipment purchase	H8210	04001	1.79
Exec Directors	15/09/2017	Amazon	Plastic wine glasses (Wellbeing day)	Exec Directors	Equipment purchase	H8210	04001	15.52
Exec Directors	18/09/2017	Amazon	Slow Cooker (Wellbeing prize)	Exec Directors	Equipment purchase	H8210	04001	30.28
Exec Directors	19/09/2017	Amazon	Soup Maker (Wellbeing prize)	Exec Directors	Equipment purchase	H8210	04001	40.50
Exec Directors	20/09/2017	Amazon	Fitbit (Wellbeing prize)	Exec Directors	Equipment purchase	H8210	04001	87.41
Exec Directors	20/09/2017	Amazon	Disposable plastic shot glasses (Wellbeing day)	Exec Directors	Equipment purchase	H8210	04001	4.58
Exec Directors	20/09/2017	Amazon	2 x Embellish Crystal cups (Wellbeing day)	Exec Directors	Equipment purchase	H8210	04001	13.96
Exec Directors	21/09/2017	ACCA	Mina Leahy ACCA Membership	Exec Directors	Professional subscriptions	HN100	01406	231.00
Street Scene	21/09/2017	Screwfix	Boots for Crew	Street Scene	Equipment purchase	HF710	04001	143.95
Street Scene	22/09/2017	Post Office	Tax for VN09 MHZ	Street Scene	Road fund licence	HF100	03030	652.50
Street Scene	22/09/2017	Post Office	Tax for VK09 TUJ	Street Scene	Road fund licence	HF100	03030	652.50
Parks	21/09/2017	Squires Garden Centre	gloves and tools	Parks	Equipment purchase	HD301	04001	33.44
HR	26/09/2017	Tesco	FLU Service x 45 and Offsite Fee	HR	Training external	H8210	01403	435.00
HR	27/09/2017	Interflora	Get Well Flowers for S Gray	HR	Flowers and gifts	HN500	04060	33.00
Environment	06/09/2017	CIEH	Food notices Course	Environment	Training external	HF700	01403	95.00
Environment	18/09/2017	Amazon - EBL Official	Battery Charger for CCTV Cameras	Environment	Equipment purchase	HF700	04001	20.82
Environment	19/09/2017	Public Health England	Microbiology Course candidate 1	Environment	Training external	HF700	01403	40.00
Environment	19/09/2017	Public Health England	Microbiology Course candidate 2	Environment	Training external	HF700	01403	40.00
Environment	19/09/2017	Public Health England	Microbiology Course candidate 3	Environment	Training external	HF700	01403	40.00
Environment	19/09/2017	Public Health England	Microbiology Course candidate 4	Environment	Training external	HF700	01403	40.00
Housing	25/09/2017	CIEH	Membership	Housing	Professional subscriptions	HJ100	01406	95.00
Housing	14/09/2017	CIEH	Membership	Housing	Professional subscriptions	HJ100	01406	65.00
Engineering	06/09/2017	Screwfix direct	Petrol powered Multi tool	Engineering	Equipment purchase	HE600	04001	158.33
Engineering	20/09/2017	Dart Valley Systems	Control box for WC flushvalves	Engineering	Building repairs	HN700	02001	109.19
Engineering	26/09/2017	Screwfix direct	credit for price reduction of power tool as per line 1 date 06/09/17	Engineering	Equipment purchase	HE600	04001	50.00
Partnerships	18/09/2017	Tesco	Refreshments Community Strategy Launch	Partnerships	Refreshments	HG630	04618	2.17
Partnerships	18/09/2017	Tesco	Refreshments Community Strategy Launch	Partnerships	Refreshments	HG630	04618	18.72
Partnerships	18/09/2017	Theeventscalplugins	We Move She Moves Project	Partnerships	Equipment purchase	HD600	04001	67.96
Partnerships	30/09/2017	Facebook	Campaign Advertising	Partnerships	Software licences	H8250	04555	16.00
Exec Directors	11/09/2017	Tesco	Milk & Tea bags	Exec Directors	Refreshments	HN400	04618	3.00
Legal & Dem	13/09/2017	Amazon	Envelopes	Legal & Dem	Stationery and office supplies	HN310	04303	8.92
Legal & Dem	19/09/2017	Value Shop	Black Ink Cartridges	Legal & Dem	Stationery and office supplies	H8150	04303	43.91
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