

Alwoodley Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

01 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
28	Room Hire - Parish Council Me	02/07/2026		Virgin	10195484 82 PC-028	ACA Meeting Room Hire	Alwoodley Community Assc	Z			
24	IT - Equipment	07/07/2026	2526/102(3)	Virgin	10195484 82	Laptop	Employee	S	333.32	66.66	399.98
											399.98
26	Room Hire - Parish Council Me	07/07/2026		Virgin	10195484 82 PC-028	ACA Meeting Room Hire	Alwoodley Community Assc	Z	350.00		350.00
											350.00
25	IT - Equipment	07/07/2026	2526/102 (3)	Virgin	10195484 82 206-6737701-6123	laptop stand and keyboard	Employee	S	24.97	4.99	29.96
25	IT - Equipment	07/07/2026	2526/102 (3)	Virgin	10195484 82 206-6737701-6123	laptop stand and keyboard	Employee	Z	-1.99		-1.99
											27.97
32	Audit Fees	07/07/2026		Virgin	10195484 82 Alwoodley PC	Internal Audit Report	Sonya Blythe	Z	190.00		190.00
											190.00
33	Stationary	07/07/2026		Virgin	10195484 82 SI-7591	Posters & Leaflets Community	FX Print & Stationery Ltd	S	31.25	6.25	37.50
											37.50
40	Books/Training	07/07/2026		Virgin	10195484 82 Alwoodley PC	Training on Managing Conflict	Dorchester Town Council	X	25.00		25.00
											25.00
35	Books/Training	07/07/2026		Virgin	10195484 82 Alwoodley	Bronze Award Application Fee	Yorkshire Local Councils As	S	50.00	10.00	60.00
											60.00
36	Payroll Services	07/07/2026		Virgin	10195484 82 P53106	Payroll Administration	Bradford Community Payro	S	64.50	12.90	77.40
											77.40
49	Memberships	07/07/2026		Virgin	10195484 82	SLCC Membership	Society of Local Council Cle	E	200.00		200.00
											200.00
42	Mini Flower Beds	07/07/2026		Virgin	10195484 82 INV-3172	Flowers for mini beds	BK Growers Ltd	S	218.40	43.68	262.08
											262.08
41	Ranger Services	07/07/2026		Virgin	10195484 82 P2/75	Formal Beds Management	MK Ventures	E	500.00		500.00
											500.00
29	Ranger Services	07/07/2026		Virgin	10195484 82 P7/91	Ranger Services May 2026	MK Ventures	Z	684.60		684.60
											684.60
30	Allotments Payment	07/07/2026		Virgin	10195484 82 90190134	Allotment Rent	Leeds City Council - City Dr	Z	450.00		450.00
											450.00
31	Band Concert / Community Picn	07/07/2026		Virgin	10195484 82 44403	banners	Jlife LTD	S	179.00	35.80	214.80
											214.80
34	Community Grants	07/07/2026	2627/54(7)	Virgin	10195484 82 APC- Table Tennis	Grant - Table Tennis Robot	Alwoodley Community Assc	Z	323.97		323.97
											323.97
21	Salary and Wages	21/07/2026	Approved Regular Payment	Virgin	10195484 82	Clerk's Salary	Employee	Z	1,070.14		1,070.14
											1,070.14
39	Salary and Wages	21/07/2026		Virgin	10195484 82 10185484	pension	Nest	Z	101.54		101.54
											101.54

Alwoodley Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

01 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
Total									4,794.70	180.28	4,974.98

Jennifer Roberts

Jennifer Roberts, RFO

Prepared by: _____
Name and Role

Date: 01/072026/2026

Approved by: _____
Name and Role

Date: _____

Approved by: _____
Name and Role

Date: _____

Order Summary

Order placed 28 May 2026 Order No. 206-6741122-9801108

Dispatch to	Payment method	Order Summary	
Jennifer A Roberts 29 TALL TREES LEEDS LS17 7WA United Kingdom	British Airways American Express® Credit Card **** 1002	Item(s) Subtotal:	£333.33
		Postage & Packing:	£0.00
		Total before VAT:	£333.33
		Estimated VAT:	£66.66
		Total:	£399.99
		Grand Total:	£399.99

Arriving Saturday



ASUS Vivobook 15 E1504FA Laptop | 15.6" Full HD screen | AMD Ryzen 5 40 | 16GB
RAM | 512GB PCIe SSD | Windows 11
Sold by: Amazon.co.uk
£399.99

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Alwoodley Community Association
Community Hall, The Avenue, Alwoodley, Leeds LS17 7NZ
Telephone : (0113) 267 1331
www.alwoodleycommunityassociation.com

INVOICE

Addressee :

The Clerk (Jennifer Walper Roberts)
Alwoodley Parish Council
60 The Avenue
Leeds
LS17 7NZ

Invoice Number : PC-028

Invoice Date : 29th May 2026

Description	Amount (£)
Parish Council Meeting Dates in the Council Room	
Monday 13th April 2026	£ 35.00
Monday 11th May 2026	£ 35.00
Monday 1st June 2026	£ 35.00
Monday 22nd June 2026 (Extraordinary Meeting)	£ 35.00
Monday 6th July 2026	£ 35.00
Monday 3rd August 2026	£ 35.00
Monday 7th September 2026	£ 35.00
Monday 5th October 2026	£ 35.00
Monday 2nd November 2026	£ 35.00
Monday 7th December 2026	£ 35.00
Cheques to be made payable to 'Alwoodley Community Association' Bank Account Name : Alwoodley Community Association Account Number : 21259857 Sort Code : 40-44-01	
Invoice Total	£ 350.00

Order Summary

Order placed 28 May 2026 Order No. 206-6737701-6123568

Dispatch to	Payment method	Order Summary	
Jennifer A Roberts 29 TALL TREES LEEDS LS17 7WA United Kingdom	British Airways American Express® Credit Card **** 1002	Item(s) Subtotal:	£23.31
		Postage & Packing:	£1.66
		Total before VAT:	£24.97
		Estimated VAT:	£4.99
		Total:	£29.96
		Promotion Applied:	-£1.99
		Grand Total:	£27.97

Arriving today 5 pm – 10 pm



Babacom Laptop Stand, Ergonomic Foldable Computer Stand with Adjustable Height, Ventilated Aluminium Alloy Laptop Riser Desktop Book Stands Compatible with MacBook Air Pro, All 10-16" Laptops (Silver)
Sold by: Babacom TECH UK Store
£15.98

Arriving today 5 pm – 10 pm



HP 150 Wired Mouse and Keyboard Combo | 1600 DPI | Ergonomically Designed and Quiet Performance | F12 Functions | LED Indicators | USB-A Connection
Sold by: Amazon.co.uk
£11.99

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SB Auditing
73 The Cains
Taverham
Norwich
NR8 6FU
sonya.blythe2@outlook.com
07596 971533

5 June 2026

To: Alwoodley Parish Council

Invoice:

To carry out the annual internal audit for Alwoodley Parish Council, for the 2025/26 accounts.

£190.00

Cheque made payable to Sonya Blythe.

BACS
Lloyds Bank
Miss S Blythe
Sort 30 96 17
Account 13695568

FX Print & Stationery Ltd

The Old Post Office, 395 Harrogate Road
LEEDS, West Yorkshire, LS17 6DJ
United Kingdom

Website www.fxprintandstationery.co.uk
Telephone: 0113 2930145
Email fx@fxprint.co.uk



Invoice To:

Jennifer Walper Roberts
Alwoodley Parish Council
60 The Avenue
Leeds
LS17 7NZ

Invoice Date

05/06/2026

Due Date

05/06/2026

Invoice Number

SI-7591

SALES INVOICE

Code	Description	Qty	Price/Rate	VAT %	Net
Print	Printing of A3 x 10 and A5 x 50 posters/leaflets - Community Picnic	1.00	31.25	0.00	31.25

VAT Rate	Net	VAT	Total Net	31.25
Zero Rated 0.00% (0.00%)	£31.25	£0.00	Total VAT	0.00
			TOTAL	£31.25

Pay Now

We accept online payments. It's a fast, secure and very easy way to pay.
Simply click the "Pay Now" button to pay this invoice using your credit or debit card.

Ready to pay?

Grab your phone
and scan the QR
code to pay online,
safely and instantly.



Notes:

Bank Details: Barclays Bank UK PLC, Sort Code 204842 Acc. No. 70178926, Acc. Name FX Print & Stationery Ltd

Deliver To:

Jennifer Walper Roberts
Alwoodley Parish Council
60 The Avenue
Leeds
LS17 7NZ

Registered in England and Wales No. 05734017 , VAT Registration Number GB 651412173
Registered Address The Old Post Office, 395 Harrogate Road, LEEDS, West Yorkshire, LS17 6DJ, United Kingdom

Company Reg. No. 05734017
VAT Reg No. 651 412 173

Email: fx@fxprint.co.uk
www.fxprintandstationery.co.uk
www.fxprint.co.uk

Thankyou for your business!

Community Governance - Devon / Dorset Team

Online Training Event, 16 July 26 - 6.30pm

Invoice

Alwoodley Parish Council
60 The Avenue
Alwoodley
Leeds
LS17 7NZ

Invoice No.	20
Invoice/Tax Date	22/06/2026
Order No.	
Account No.	

Service Details		Amount
Managing Conflict in Council Meetings Online Training 16/07/26		25.00
Total		25.00

For BAC Payments:

Sort Code: 30-92-69

Account: 00210258

A/c Name: Dorchester Town Council



National Association of Local Councils
10 Bloomsbury Way
Holborn
London
WC1A 2SL

VAT Reg No: 233410214

To

Alwoodley Parish Council
60 The Avenue
Alwoodley
Leeds
LS17 7NZ

INVOICE

Page 1

Invoice No	820510
Invoice Date	08/06/2026
Order No	
Account Re	ALWOODLE

Quantity	Description	Unit Price	Disc Amt	Net Amt	VAT %	VAT
1.00	Local Council Award Scheme - Registration Fee Bronze Award	50.00	0.00	50.00	20.00	10.00

Payment details:

Account Name: NALC
Account No: 61063277
Sort Code: 08-02-28
Payment terms: 30 Days

Please send remittances to: finance@nalc.gov.uk

Total Discount	£	0.00
Total Net Amount	£	50.00
Carriage Net	£	0.00
Total Tax Amount	£	10.00
Invoice Total	£	60.00

Bradford Community Payroll and Accounts

First Floor, Land Mark House, 3 Broadway

Bradford

West Yorkshire

BD1 1JD

+01274787800

payroll@bradfordcpa.co.uk

www.bradfordcpa.co.uk

VAT Registration No.: 772257712



VAT Invoice

INVOICE TO

ALWOODLEY PARISH

COUNCIL (3319)

60 THE AVENUE

ALWOODLEY

LS17 7NZ

INVOICE NO. P53106**DATE** 17/06/2026**DUE DATE** 01/07/2026**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	Monthly payslip £5.50	Monthly payroll fees	20.0% S	3	5.50	16.50
	RTI fees	RTI Fees	20.0% S	3	5.00	15.00
	Auto Enrolment monthly fees	Auto Enrolment monthly fees	20.0% S	3	2.00	6.00
	Year End Fees	Year End E filing	20.0% S	1	25.00	25.00
	Year end fees P60's	Year end fees P60's	20.0% S	1	2.00	2.00

SUBTOTAL 64.50

VAT TOTAL 12.90

TOTAL 77.40

BALANCE DUE **£77.40****TAX SUMMARY**

	RATE	TAX	NET
VAT @ 20%		12.90	64.50

Bradford Community Payroll & Accounts Ltd
Sort Code 60-83-01
Account Number 20040804

Collar Factory, Suite 2.03
112 St. Augustine Street
Taunton
Somerset
TA1 1QN
Tel: 01823 253646
Email: finance@slcc.co.uk



Alwoodley Parish Council
Alwoodley Community Hall
60 The Avenue
Leeds
West Yorkshire
LS17 7NZ

Invoice

Invoice No	MEM259317-1
Invoice Date	01/07/2026
Reference	01-300625

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1	Membership Fee: Jennifer Roberts (1014945) Due:01/07/2026	£200.00	£200.00	0.00	£0.00

Total Net Amount	£200.00
Total Tax Amount	£0.00
Invoice Total	£200.00

Payment Due: 30/08/2026

REMITTANCE

Detach and return with payment

Invoice Number:	MEM259317-1
Client:	Alwoodley Parish Council
Date:	
Amount Enclosed:	

The Society of Local Council Clerks is a company limited by guarantee and is registered in England and Wales with Company Registration No 10566132; registered office as above.

Pay by BACS - Account Name: Society of Local Council Clerks, Sort Code 60-83-01 A/C No. 20314459 Ref:



BK Growers Ltd
Riverside Plants

TAX INVOICE

Alwoodley Parish Council

Invoice Date

16 Jun 2026

Due Date:

23 Jun 2026

Invoice Number

INV-3172

Reference

BK Growers Ltd
Riverside Nurseries
Linton Common
Linton
Wetherby
West Yorkshire
LS22 4JD
GBR

Description	Quantity	Unit Price	VAT	Amount GBP
Zonal Geranium 1.5lt -- Pelargonium zonale	84.00	2.10	20%	176.40
Geranium 4/pack -- Pelargonium x hortorum	24.00	1.75	20%	42.00
Subtotal				218.40
Total VAT 20%				43.68
Invoice Total GBP				262.08
Total Net Payments GBP				0.00
Amount Due GBP				262.08

Please send remittance advice to:- accounts@bkgrowers.co.uk

Sort Code: 20-45-14 Account Number: 40149756

VAT NO. 288 8162 08



BK Growers Ltd
Riverside Plants

UK Plant Passport

Invoice Date

16 Jun 2026

Part C:**Invoice Number**

INV-3172

Reference

BK Growers Ltd
Riverside Nurseries
Linton Common
Linton
Wetherby
West Yorkshire
LS22 4JD
GBR

Part D: GB

Part A:

Part B: 11298

Genus & Species**Quantity**

Pelargonium zonale	84.00
Pelargonium x hortorum	24.00

INVOICE

The Parish Clerk
Alwoodley Parish Council
60 The Avenue,
Leeds
LS17 7SE

Date: 26/06/2026

Invoice No: P2/75

Our Ref No: A/R2/26

Your Ref No:

Description	Net (£)
Clear weeds and tidy formal flowerbeds. Six months July to December 2025.	£250.00
Clear weeds and tidy formal flowerbeds. Six months January to June 2026.	£250.00
Terms payment due 10 Days	£500.00
Sub Total	£500.00
Balance Due	£500.00

Please note:

Payment BACS payment Acc. No. 56135235 Sort code 05-01-26

Cheques should be made payable to J M Illingworth

INVOICE

The Parish Clerk
Alwoodley Parish Council
60 The Avenue,
Leeds
LS17 7SE

Date: 01/06/2026

Invoice No: P7/91

Our Ref No: A/R5/26

Description	Net (£)
W/C 4 th May. 9 hrs. Work including Litter picking, admin, notice boards, Pick Balsam.	£153.00
W/C 11 th May. 10½ hrs. Work including Litter picking, Balsam pulling, digging flower beds, Parish meeting, paint little library.	£178.50
W/C 18 th May. 9½ hrs. Work including Balsam pulling, replace poo bags, check gym equipment, notices in notice boards, path clearance.	£161.50
W/C 25 th May. 10 hrs. Work including planting flower beds, litter picking, post agendas in notice boards, admin.	£170.00
48miles @ 45ppm.	£21.60
Terms payment due 10 Days	Sub Total
	£684.60
	Balance Due
	£684.60

Please note:

Payment BACS payment Acc no 56135235 Sort code 05-01-26
 HSBC,
 Cheques should be made payable to J M Illingworth

MK Ventures, PO Box 275, Leeds, LS17 7WR, Tel. 0113 2660723, e-mail. maxkim@mac.com

City Development Income Team



Date of issue: 13 May 2026

Tenant Reference No.
90190134

Invoice No.
314289

VAT No.
GB 171 4591 62

Alwoodley Parish Council
C/O Jennifer Walper Roberts
60 The Avenue
Alwoodley
Leeds
LS17 7NZ

Description of property:
Eccup Moor Road (4.6 Acres)

Charge Details:

	VAT Rate	Amount
Yearly Licence - Billed (No VAT) in Advance From 27 May 2026 To 26 May 2027	0.00	450.00

TOTAL NET: 450.00
TOTAL VAT: 0.00

Total Due: £ 450.00

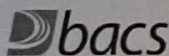
If you are not currently paying by Direct Debit but would like to, please contact the council, who will be pleased to provide you with the necessary documentation.

For payment details see below. Only official receipts are valid. Enquiries: 0113 3787255 Post: Leeds City Council, Income Team, 10th Floor East, Merrion House, 110 Merrion Centre Leeds LS2 8BB.
E-mail: CityDevelopmentIncomeTeam@leeds.gov.uk.
In all cases please quote your tenant reference no.

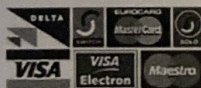
How to pay



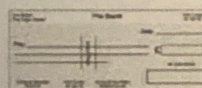
The Easiest way to pay. To set up a Direct Debit, please ask us for a mandate form



Please quote your 8 digit reference number when making a payment. Sort code: **57-12-72**, Account number **00000000 (8 zero's)**. You must send a separate remittance advice quoting amounts and the 8 digit tenant reference numbers



Please ring 0300 456 0484. Please choose **option 7** (Commercial, Market and Allotment rents). You will need to quote your 8 digit tenant reference number.



Please make all cheques payable to "Leeds City Council" and write your 8 digit tenant reference number on the back. Please send by post only to: **Leeds City Council, P.O. Box 60, Great George Street, Leeds, LS2 8JR**



Internet

www.leeds.gov.uk
Please choose the **"Make an online payment"** button and select **"Commercial, Market and Allotment rent"**. You will need to give your 8 digit tenant reference number.