



SHIRE OF PEPPERMINT GROVE

SHIRE OF PEPPERMINT GROVE

ATTACHMENTS

**Ordinary Council Meeting
22 August 2017**

TABLE OF CONTENTS

SUBJECT HEADING	PAGE
8.5.1 – Financial Report Julye 2017 - Attachment # 1.....	3
8.5.2 – Accounts Paid July 2017 - Attachment # 2.....	11



Ordinary Council Meeting

8.5.1 – Financial Report Julye 2017 - Attachment # 1

SHIRE OF PEPPERMINT GROVE
Statement of Financial Activity
for the period 1 July 2017 to 31 July 2017

	ADOPTED BUDGET 2017/18	YTD BUDGET 2017/2018	YTD ACTUAL 2017/2018	VARIANCE \$ Actual v YTD Budget	VARIANCE % Actual v YTD Budget	Comment REF
Operating Revenue						
FEES & CHARGES	261,300	74,117	79,774	5,657	8%	
GRANTS & SUBSIDIES	120,007	0	0	0		
CONTRIBUTIONS, REIMBURSEMENTS	1,356,668	0	599	599		
INTEREST ON INVESTMENTS	45,790	0	610	610		
OTHER REVENUE	17,500	200	2,923	2,723	1361%	
PROFIT ON SALE OF ASSETS	0	0	0	0		
	1,801,265	74,317	83,906	9,589	13%	
Operating Expenses						
EMPLOYEE COSTS	(2,198,351)	(165,979)	(161,048)	4,931	-3%	
MATERIALS & CONTRACTS	(1,816,643)	(159,140)	(92,137)	67,003	-42%	1
PUBLIC UTILITIES	(150,973)	(8,850)	(7,203)	1,647	-19%	
DEPRECIATION	(136,956)	(11,413)	(11,413)	0	0%	
INTEREST EXPENSES	(63,376)	0	0	0		
INSURANCES	(112,930)	(75,571)	(56,499)	19,072	-25%	2
LOSS ON SALE OF ASSETS	0	0	0	0		
OTHER EXPENSES	(64,250)	0	0	0		
	(4,543,479)	(420,953)	(328,300)	92,653	-22%	
CHANGE IN NET ASSETS	(2,742,214)	(346,636)	(244,395)	102,241	-29%	
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	0	0	0	0		
Depreciation on Assets	136,956	11,413	11,413	0	0%	
	136,956	11,413	11,413	0		
Capital Expenditure						
Land & Buildings	(23,500)	0	0	0		
Plant and Equipment	0	0	0	0		
Furniture & Equipment	(20,000)	0	0	0		
Infrastructure Assets - Roads	(174,688)	0	0	0		
Infrastructure Assets - Other	(190,000)	0	0	0		
Infrastructure Assets - Footpaths	(50,000)	0	0	0		
Infrastructure Assets - Parks & Reserves	0	0	0	0		
Infrastructure Assets - Drainage	0	0	0	0		
	(458,188)	0	0	0		
Capital Revenue						
Proceeds from Disposal of assets	0	0	0	0		
Debt Management						
Repayment of Debentures	(25,884)	0	0	0	0%	
Reserves and Restricted Funds						
Transfers to Reserves	(340,790)	0	0	0		
Transfers from Reserves	51,560	0	0	0		
	(289,230)	0	0	0		
Net Current Assets July 1 B/Fwd	261,470	261,470	459,524	198,054	76%	3
Net Current Assets Year to Date	32,221	3,070,558	3,366,516	295,958	10%	4
Amount Raised from Rates	3,149,311	3,144,311	3,139,973	(4,338)	0%	

SHIRE OF PEPPERMINT GROVE
Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2017 to 31 July 2017

1 Basis of Accounting

This financial report is a special-purpose financial report, which has been prepared in accordance with applicable Australian Accounting Standards, the Local Government Act 1995 (as amended) and accompanying regulations. The report has been prepared on an accrual basis under the convention of historical cost accounting.

2 Net Current Assets

	YTD ACTUAL 2017/2018	C/FWD 1 JULY 2017
CURRENT ASSETS		
Cash - Unrestricted	756,101	463,420
Cash - Restricted	852,376	852,376
Receivables	2,670,024	112,724
	4,278,500	1,428,520
CURRENT LIABILITIES		
Sundry Creditors	(59,609)	(116,620)
Leave Provisions	(169,018)	(169,018)
	4,049,873	1,142,882
Less: Cash - Reserves - Restricted	(852,376)	(852,376)
Add: Cash-Backed Leave Provision	169,018	169,018
NET CURRENT ASSET POSITION	3,366,515	459,524

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2017 to 31 July 2017

3 Reserves

	YTD ACTUAL 2017/2018	BUDGET 2017/18
(a) Roads Reserve		
<i>To be used for</i>		
Opening Balance	268,277	268,277
Amount Set Aside / Transfer to Reserve	0	100,000
Amount Used / Transfer from Reserve	0	0
Interest Received	0	6,700
	268,277	374,977
(b) Library Infrastructure Reserve		
<i>To be used for</i>		
Opening Balance	10,394	10,394
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
Interest Received	0	260
	10,394	10,654
(c) Staff Leave reserve		
<i>To be used for</i>		
Opening Balance	169,018	169,018
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
Interest Received	0	3,750
	169,018	172,768
(d) Infrastructure/Bld Mtce Reserve		
<i>To be used for</i>		
Opening Balance	379,431	379,431
Amount Set Aside / Transfer to Reserve	0	200,000
Amount Used / Transfer from Reserve	0	(51,560)
Interest Received	0	9,450
	379,431	537,321
(e) Plant Reserve		
<i>To be used for</i>		
Opening Balance	0	0
Amount Set Aside/Transfer to Reserve	0	20,000
Amount Used/Transfer from Reserve	0	0
Interest Received	0	0
	0	20,000
(f) Public Open Space Reserve		
<i>To be used for</i>		
Opening Balance	0	0
Amount Set Aside/Transfer to Reserve	0	0
Amount Used/Transfer from Reserve	0	0
Interest Received	0	0
	0	0
(g) Library Leave reserve		
<i>To be used for</i>		
Opening Balance	0	0
Amount Set Aside/Transfer to Reserve	0	0
Amount Used/Transfer from Reserve	0	0
Interest Received	0	0
	0	0
(h) Information Technology Reserve		
<i>To be used for</i>		
Opening Balance	22,472	22,472
Amount Set Aside/Transfer to Reserve	0	0
Amount Used/Transfer from Reserve	0	0
Interest Received	0	560
	22,472	23,032

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2017 to 31 July 2017

3 Reserves

(i) Arts & Culture Reserve

To be used for

Opening Balance 2,784
 Amount Set Aside/Transfer to Reserve 0
 Amount Used/Transfer from Reserve 0
 Interest Received 0

YTD ACTUAL 2017/2018	BUDGET 2017/18
2,784	2,784
0	0
0	0
0	70
2,784	2,854
852,376	1,141,606

Total Cash Backed Reserves

**Summary of Transfers To and (From)
Cash Backed Reserves**

Transfers to Reserves

Roads Reserve 0
 Library Infrastructure Reserve 0
 Staff Leave reserve 0
 Infrastructure/Bld Mtce Reserve 0
 Plant Reserve 0
 Public Open Space Reserve 0
 Library Leave reserve 0
 Information Technology Reserve 0
 Arts & Culture Reserve 0

YTD ACTUAL 2017/2018	BUDGET 2017/18
0	106,700
0	260
0	3,750
0	209,450
0	20,000
0	0
0	0
0	560
0	70
0	340,790
0	0
0	0
0	0
0	(51,560)
0	0
0	0
0	0
0	0
0	0
0	(51,560)
0	289,230

Transfers from Reserves

Roads Reserve 0
 Library Infrastructure Reserve 0
 Staff Leave reserve 0
 Infrastructure/Bld Mtce Reserve 0
 Plant Reserve 0
 Public Open Space Reserve 0
 Library Leave reserve 0
 IT Reserve 0
 Arts & Culture Reserve 0

Total Transfer to/(from) Reserves

All of the above reserve accounts are supported by money held in financial institutions

SHIRE OF PEPPERMINT GROVE

Notes to and forming part of the Statement of Financial Activity

for the period 1 July 2017 to 31 July 2017

4 Cash and Investments

	OPENING BALANCE 2017/2018	MOVEMENT	CLOSING BALANCE 2017/2018
Restricted Cash Investments			
Library Projects Reserve	10,394.00	0.00	10,394.00
Infrastructure/Building Mtce	379,431.00	0.00	379,431.00
Plant Reserve	0.00	0.00	0.00
IT Reserve	22,472.00	0.00	22,472.00
Road Works reserve	268,277.00	0.00	268,277.00
Library Leave reserve	0.00	0.00	0.00
Staff Leave Reserve	169,018.00	0.00	169,018.00
Arts/Culture Reserve	2,784.00	0.00	2,784.00
Public Open Space Reserve	0.00	0.00	0.00
Total Reserves	852,376.00	0.00	852,376.00

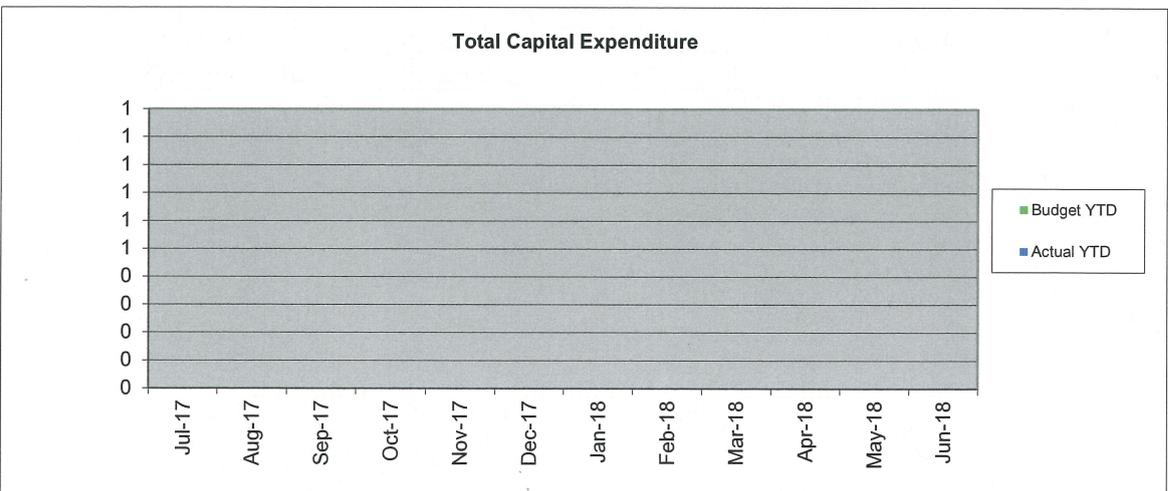
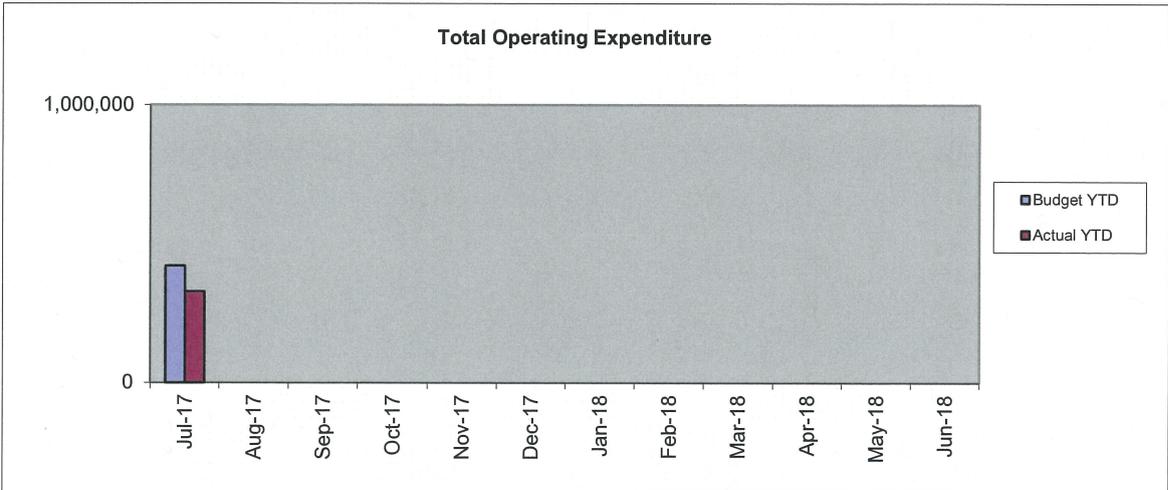
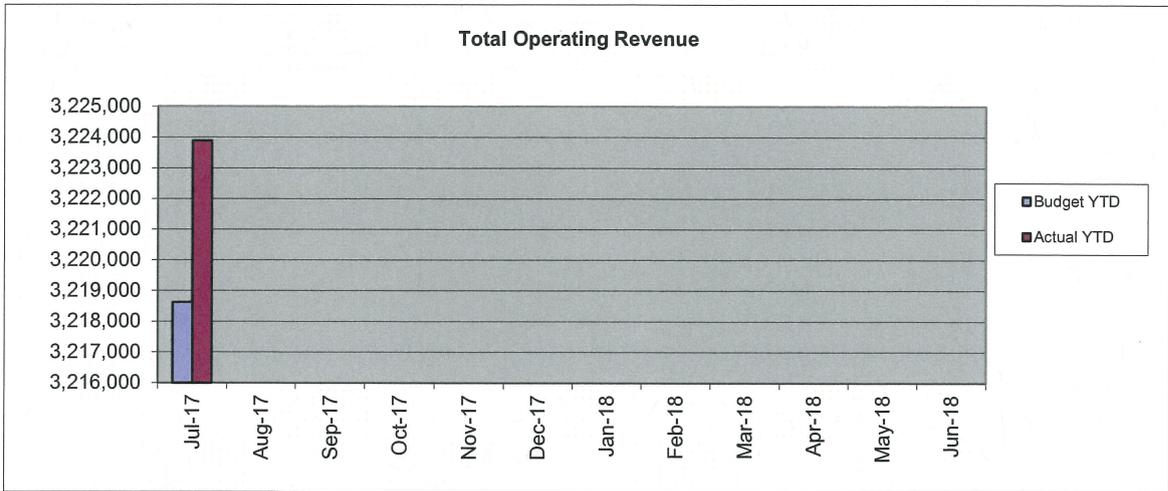
Unrestricted Cash/Investments

Municipal Fund	462,620.00	292,681.00	755,301.00
Petty Cash	800.00	0.00	800.00
Term Deposit Municipal	0.00	0.00	0.00
	463,420.00	292,681.00	756,101.00

Fund and TD Number	Amount Invested	Start Date	Maturity Date	Term (Days)	Interest Rate %	Expected Interest
Reserves	852,376.00	08-Jun-17	08-Sep-17	92	2.46%	5,285.20
Reserves Interest Receivable						5,285.20
Municipal Interest Receivable						0.00

SHIRE OF PEPPERMINT GROVE
Notes to and forming part of the Statement of Financial Activity
for the period 1 July 2017 to 31 July 2017

5 Revenues and Expenditures



CAPITAL EXPENDITURE 2017/18 (as at 31 JULY 2017)

Category Description	Description	EXPENDITURE		SOURCE OF FUNDS - BUDGET					SOURCE OF FUNDS - ACTUALS					
		2017/18 Budget	2017/18 Actual	2017/18 Grants	2017/18 Trade-In	2017/18 Reserves	2017/18 Muni.*	2017/18 Grants	2017/18 Trade-In	2017/18 Reserves	2017/18 Muni.*			
BUILDINGS - NEW	OFFICE/DEPOT SOLAR PANELS	8,500					8,500							
BUILDINGS - NEW	PAVILION	15,000	0			15,000								
TOTAL		23,500	0	0	0	15,000	8,500	0	0	0	0	0	0	0
FURNITURE - RENEWAL	WEBSITE	20,000					20,000							
TOTAL		20,000	0	0	0	0	20,000	0	0	0	0	0	0	0
ROADS - RENEWAL	THE ESPLANADE	99,688		85,599			14,089							
ROADS - RENEWAL	HOBBS PLACE	25,000					25,000							
ROADS - RENEWAL	RIGHTS-OF-WAY	30,000					30,000							
ROADS - RENEWAL	KERBING	20,000					20,000							
TOTAL		174,688	0	85,599	0	0	89,089	0	0	0	0	0	0	0
FOOTPATH - RENEWAL	FOOTPATHS	50,000					50,000							
TOTAL		50,000	0	0	0	0	50,000	0	0	0	0	0	0	0
OTHER INF. - RENEWAL	WALL - REAR OF OFFICE/GROVE	60,000					60,000							
OTHER INF. - RENEWAL	RIVER WALL	105,000				36,560	68,440							
OTHER INF. - NEW	PUBLICARTWORK	25,000					25,000							
TOTAL		190,000	0	0	0	36,560	153,440	0	0	0	0	0	0	0
Grand Total		458,188	0	85,599	0	51,560	321,029	0	0	0	0	0	0	0
						458,188								
RENEWAL CAPEX		409,688												
NEW CAPEX		48,500												
Grand Total		458,188	0											

* Includes grants totalling \$39,330 received in 2016/17 & brought forward as part of 2017/18 opening surplus

Renewal CAPEX net of grants/trade-ins (inc 15/16 grants b/fwd)	324,089	0
Estimated depreciation expenses	136,956	11,413
Asset Sustainability Ratio	2.37	0.00



Ordinary Council Meeting

8.5.2 – Accounts Paid July 2017 - Attachment # 2

ACCOUNTS PAID JULY 2017

EFT No.	Vendor Name	Details	Amount	Payment Date
112	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL W/E 28/6/17	3,195.72	6/07/2017
112	CONSTRUCTION TRAINING FUND	LEVY REMITTANCE - JUNE 2017	3,191.75	6/07/2017
112	EASIFLEET	STAFF NOVATED LEASE PAYROLL DEDUCTIONS	2,078.10	6/07/2017
112	CHARLES SERVICE COMPANY	CLEANING PRODUCTS TO 30/6/17	291.07	6/07/2017
112	STAPLES AUSTRALIA PTY LTD	LIBRARY STATIONARY	381.44	6/07/2017
112	CREATION LANDSCAPE SUPPLIES	4 CU. METRES JUNGLE MULCH	414.00	6/07/2017
112	PERTH WATER FEATURES	WATER FEATURE CLEANING - JUNE 2017	150.00	6/07/2017
112	CTI COURIERS	LIBRARY FREIGHT - JUNE 2017	375.65	6/07/2017
112	MOWER CITY t/as KC TRANSPORT (WA) PTY LTD	NEW LAWN EDGER	1,350.00	6/07/2017
112	COVS PARTS PTY LTD	REVERSING ALARM	100.85	6/07/2017
112	AXIIS CONTRACTING PTY LTD	NEW FOOTPATH - LILLA STREET/M HILL PARK	16,817.90	6/07/2017
112	WA TREASURY CORPORATION	LIBRARY LOAN GUARANTEE FEE	2,846.80	6/07/2017
112	SD & VH FINDLAY	EXTERNAL OFFICE PAINTING	1,650.00	6/07/2017
112	MCINTOSH & SON PTY LTD	SKID STEER LOADER HOSE REPAIRS	429.00	6/07/2017
112	BOWDEN TREE CONSULTANCY	MYRTLE RUST ARBORICULTURAL REVIEW	1,144.00	6/07/2017
112	AUDACIOUS ENTERPRISE	STAFF YOGA	200.00	6/07/2017
112	SEASHORE ENGINEERING PTY LTD	RIVERWALL - STAGE ONE DETAILED DESIGN	17,798.00	6/07/2017
112	DEBRA BURN	REIMBURSEMENT - VEHICLE EXPENSES	363.98	6/07/2017
112	LANDGATE	VALUATIONS	194.67	6/07/2017
112	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD (RECALL)	EXTERNAL RECORDS STORAGE	100.39	6/07/2017
112	TURFMASTER FACILITY MANAGEMENT	RESERVES MOWING - JUNE 2017	2,637.80	6/07/2017
112	PHIL JOHNSON PLUMBING & GAS	REPAIR CISTERN IN LADIES PUBLIC TOILETS	138.00	6/07/2017
112	BUILDING COMMISSION	LEVY REMITTANCE - JUNE 2017	5,479.90	6/07/2017
113	SYNERGY	ELECTRICITY - STREET LIGHTING	3,137.05	7/07/2017
114	JOSHUA CARACCIOLO	REIMBURSEMENT UNI FEES (EX YOUTH GRANT)	1,031.00	7/07/2017
115	BP AUSTRALIA LIMITED	FUEL - JUNE 2017	1,332.09	7/07/2017
116	ALLEASING	QRTLY. LEASE PAYMENT - LIBRARY PUBLIC KIOSK	2,304.37	11/07/2017
117	FUJI XEROX	LIBRARY PRINTER LEASES - JULY 2017	459.80	11/07/2017
118	SHIRE CREDIT CARDS	SEE SEPARATE STATEMENTS FOR DETAILS	9,623.16	14/07/2017
119	CLICK SUPER	JULY PAY DEDUCTIONS/SHIRE CONTRIBUTIONS	31,559.27	20/07/2017
120	AUSTRALIA POST	LIBRARY POSTAGE	20.98	20/07/2017

ACCOUNTS PAID JULY 2017

EFT No.	Vendor Name	Details	Amount	Payment Date
120	PROFESSIONAL PC SUPPORT PTY LTD (PPS)	LIBRARY IT SUPPORT	66.00	20/07/2017
120	WESTERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL W/E 4/7/16 & 11/7/17	8,049.95	20/07/2017
120	WILSON SECURITY	ALARM ATTENDANCES - JUNE 2017	348.15	20/07/2017
120	ACURIX NETWORKS PTY LTD	LIBRARY WIFI JULY 2017	368.50	20/07/2017
120	ROCKWATER PTY LTD	GROUNDWATER MONITORING - JUNE 2017	1,342.99	20/07/2017
120	KONE ELEVATORS PTY LTD	LIFT SERVICE FEE - 1/7/17 TO 30/9/17	1,726.10	20/07/2017
120	EASIFLEET	STAFF NOVATED LEASE PAYROLL DEDUCTIONS	2,078.10	20/07/2017
120	SUEZ RECOVERY & RECYCLING (PERTH) PTY LTD	WASTE/RECYCLABLES - JUNE 2017	15,922.14	20/07/2017
120	ACOUSTIGUIDE	LIBRARY ANNUAL APPLICATION FEE	660.00	20/07/2017
120	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY BETTER BEGINNINGS - 2017/18	759.00	20/07/2017
120	WAVESOUND PTY LTD	COMICPLUS SUBSCRIPTION 2017/18	2,055.10	20/07/2017
120	BUNNINGS TRADE	HARDWARE	183.54	20/07/2017
120	HERITAGE TREE SURGEONS	TREE REMOVAL & PRUNING	4,510.00	20/07/2017
120	ROBOT WELDING	MESH PANEL FOR VERTICAL GARDEN	2,689.50	20/07/2017
120	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASS.	2017/18 SUBSCRIPTIONS	12,983.42	20/07/2017
120	ENVIRO SWEEP PTY LTD (EWCS)	ROAD SWEEPING - JUNE 2017	2,462.90	20/07/2017
120	TEMPTATIONS CATERING	CATERING 11/7/17	413.20	20/07/2017
120	RAECO	LIBRARY STATIONARY	418.33	20/07/2017
120	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP ENQUIRY FEES	36.30	20/07/2017
120	ABCO PRODUCTS PTY LTD	PUBLIC TOILET SUPPLIES	389.06	20/07/2017
120	MIZCO PTY LTD	OFFICE/GROVE BMS SYSTEM JULY-SEPT.	8,143.74	20/07/2017
120	SUNNY SIGN COMPANY PTY LTD	TRAFFIC SIGNS	1,863.84	20/07/2017
120	COMMISSIONERS OF PRESBYTERIAN CHURCH IN WA	BOND REFUND	1,000.00	20/07/2017
120	URBAN ECOLOGICAL	RAINWATER PUMP MAINTENANCE	552.95	20/07/2017
120	NAPOLEON PAPIER & CO	LIBRARY PERIODICALS	76.28	20/07/2017
120	SONTEC INTEGRATED SYSTEMS	SECURITY SYSTEM MONITORING - 2017/18	457.60	20/07/2017
120	LOVEGROVE TURF SERVICES	5 SQ. METRES KIKUYU ROLL-ON LAWN	25.00	20/07/2017
120	MEDIA EQUATION PTY LTD	PERFECT PICTURES LICENCE 2017/18	1,246.30	20/07/2017
120	SUNLINE PRESS	LIBRARY BOOK PURCHASE	25.00	20/07/2017
120	THE ROYAL W.A. HISTORICAL SOCIETY INC.	SUBSCRIPTION 2017/18	95.00	20/07/2017
120	HOUSE & HERITAGE RESEARCH	GALLIPOLI REMEMBERED CONTRIBUTION	3,000.00	20/07/2017

ACCOUNTS PAID JULY 2017

EFT No.	Vendor Name	Details	Amount	Payment Date
120	RAMM SOFTWARE PTY LTD	SUPPORT/MAINTENANCE FEES 2017/18	5,840.04	20/07/2017
120	JOSH BYRNE & ASSOCIATES	BOND REFUND	100.00	20/07/2017
120	CANNON HYGIENE AUSTRALIA PTY LTD	ANNUAL SERVICE FEE	1,002.84	20/07/2017
120	NS ADVISORY	LAND & BUILDING FAIR VALUATIONS	4,950.00	20/07/2017
120	DEPT. OF BIODIVERSITY, CONSERVATION & ATTRACTION	REFUND OF UNSPENT PORTION OF GRANT	1,634.60	20/07/2017
120	TOWN OF CLAREMONT	CONTRIBUTION TO CEO FAREWELL COSTS	68.42	20/07/2017
120	LANDGATE	LAND ENQUIRY FEE	25.30	20/07/2017
120	PHIL JOHNSON PLUMBING & GAS	NEW TOILET SUITE - FEMALE CONVENIENCES	549.00	20/07/2017
120	WORMALD	6-MINTHLY FIRE EXTINGUISHER SERVICE	121.00	20/07/2017
120	CLEAN CITY GROUP PTY LTD	BIN VALET/CLEANING/GRAFFITI REMOVAL	3,525.50	20/07/2017
120	FUJI XEROX	PHOTOPIER MAINTENANCE FEES	3,717.21	20/07/2017
121	LGIS WA	INSURANCE PREMIUMS (SIX MONTHS)	42,182.70	26/07/2017
121	LGIS INSURANCE (BROKER)	INSURANCE PREMIUMS (NON SELF INSURE.)	19,966.55	26/07/2017
122	SYNERGY	OFFICE/GROVE POWER 9.6.17 TO 13.7.17	5,987.95	31/07/2017
	TOTAL EFT PAYMENTS		274,415.84	

CHQ No.	Vendor Name	Details	Amount	Payment Date
280	GW & SE MACKAY	REFUNBD OF SENIORS RATES REBATE	382.45	23/06/2017
281	PETTY CASH	SHIRE PETTY CASH	422.60	7/07/2017
282	CITY OF NEDLANDS	WESROC PROJECTS TO 30.6.2017	15,275.70	7/07/2017
283	D GUTTERIDGE	BOND REFUND	100.00	20/07/2017
284	CR R THOMAS	REIMBURSEMENT (TREE PURCHASES)	62.30	20/07/2017
285	TELSTRA	LIBRARY WIFI ADSL LINK	34.95	20/07/2017
286	TELSTRA	SHIRE MOBILE PHONE EXPENSES	282.48	20/07/2017
287	CANCELLED	CANCELLED	0.00	20/07/2017
288	ALINTA ENERGY	OFFCIE/GROVE GAS 5.4.17 TO 7.7.17	35.85	20/07/2017
289	WATER CORPORATION	OFFICE/GROVE & RESERVES	1,471.01	20/07/2017
290	DEPT. OF TRANSPORT	VEHICLE REGISTRATIONS	155.00	26/07/2017
	TOTAL CHEQUE PAYMENTS		18,222.34	



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017

Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

<u>Date</u>	<u>Details</u>		<u>Approval</u>	<u>Receipt Amount (\$AUD)</u>		
	<u>GL Code</u>	<u>CC Code</u>		<u>Department</u>	<u>Net</u>	<u>Tax</u>
29 May 2017	Account Fees		No Appr Req'd		<input type="checkbox"/>	\$110.00
27130	129	0403		\$100.00	\$10.00	\$110.00
Account Fees Cc Maintenance Fee						
Credit card charges						
Total for this period:						\$110.00

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature *Paul Rawlings*

Dated 29 / 6 / 17

Employee ID: 24

Approved By

Signature *[Signature]*

Dated 29 / 6 / 17

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017
Cardholder Name: Paul Rawlings



JSKR VISA Purchasing Card (Client Expenses)

<u>Date</u>	<u>Details</u>			<u>Approval</u>	<u>Receipt Amount (\$AUD)</u>	
	<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>	<u>Gross</u>
29 May 2017	Optus Billing Pay My B Macquarie Par			Approved	<input checked="" type="checkbox"/>	\$65.00
	30500	169	0403	\$59.09	\$5.91	\$65.00
	Purchase Optus Billing Pay My B MCS Mobile Phone					
14 Jun 2017	Yabrn Pty Ltd Nedlands			Approved	<input checked="" type="checkbox"/>	\$60.35
	27210	129	1002	\$54.86	\$5.49	\$60.35
	Purchase Yabrn Pty Ltd Copy of Building Plans					
21 Jun 2017	Woolworths 4356 Cottesloe			Approved	<input checked="" type="checkbox"/>	\$10.37
	28238	139	0403	\$9.43	\$0.94	\$10.37
	Purchase Woolworths 4356 Goods for records disaster recovery kit					
21 Jun 2017	Bunnings 391000 Peppermint Gr			Approved	<input checked="" type="checkbox"/>	\$107.68
	28238	139	0403	\$97.89	\$9.79	\$107.68
	Purchase Bunnings 391000 Goods for records disaster recovery kit					
23 Jun 2017	Optus Billing Pay My B Macquarie Par			Approved	<input checked="" type="checkbox"/>	\$65.00
	30500	169	0403	\$59.09	\$5.91	\$65.00
	Purchase Optus Billing Pay My B MCS Mobile Phone					
28 Jun 2017	Account Fees			No Appr Req'd	<input type="checkbox"/>	\$6.82
	27130	129	0403	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee Credit card charges					
28 Jun 2017	Bale Data Services Landsdale			Approved	<input checked="" type="checkbox"/>	\$87.56
	27250	139	1106	\$79.60	\$7.96	\$87.56
	Purchase Bale Data Services Thermal paper rolls for library					
Total for this period:						\$402.78

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature *Paul Rawlings*

Dated 28 / 6 / 17

Employee ID: 24

Approved By

Signature *JA*

Dated 28 / 7 / 17

On Completion



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017
Cardholder Name: Donovan Norgard



JSKR VISA Purchasing Card (Client Expenses)

<u>Date</u>	<u>Details</u>		<u>Approval</u>	<u>Receipt Amount (\$AUD)</u>		
<u>GL Code</u>	<u>CC Code</u>	<u>Department</u>	<u>Net</u>	<u>Tax</u>	<u>Gross</u>	
03 Jun 2017	Jurien Bay Service	Jurien Bay	Approved	<input checked="" type="checkbox"/>		\$63.89
28360	139	1404	\$58.08	\$5.81	\$63.89	
Purchase Jurien Bay Service Fuel - MCS Vehicle 3.6.17						
06 Jun 2017	Arborwest Tree Farm	Mariginiup	Approved	<input checked="" type="checkbox"/>		\$847.00
28630	139	1104	\$770.00	\$77.00	\$847.00	
Purchase Arborwest Tree Farm 7 Tuarts & 4 Peppermint trees						
08 Jun 2017	It Frontiers Pty Ltd	Applecross	Approved	<input checked="" type="checkbox"/>		\$130.00
28845	129	1403	\$118.18	\$11.82	\$130.00	
Purchase It Frontiers Pty Ltd Copy data from u/s pc						
10 Jun 2017	Jurien Bay Service	Jurien Bay	Approved	<input checked="" type="checkbox"/>		\$57.67
28360	139	1404	\$52.43	\$5.24	\$57.67	
Purchase Jurien Bay Service Fuel - MCS Vehicle 10.6.17						
12 Jun 2017	Dot - Licensing	Willagee	Approved	<input checked="" type="checkbox"/>		\$395.90
28480	129	1404	\$359.91	\$35.99	\$395.90	
Purchase Dot - Licensing Vehicle Registration Hilux 1GHP006						
13 Jun 2017	Jb Hi Fi Claremont	Claremont	Approved	<input checked="" type="checkbox"/>		\$1,550.06
28845	129	1104	\$1,409.15	\$140.91	\$1,550.06	
Purchase Jb Hi Fi Claremont Replacement PC for Works Depot						
14 Jun 2017	Bunnings 317000	Melville	Approved	<input checked="" type="checkbox"/>		\$273.98
28830	139	1404	\$249.07	\$24.91	\$273.98	
Purchase Bunnings 317000 Tools etc						
19 Jun 2017	Dot - Licensing	Willagee	Approved	<input checked="" type="checkbox"/>		\$8.80
28480	129	1104	\$8.00	\$0.80	\$8.80	
Purchase Dot - Licensing Copy of vehicle registration						
20 Jun 2017	Prestige Communication	Malaga	Approved	<input checked="" type="checkbox"/>		\$98.09
28830	129	1404	\$89.17	\$8.92	\$98.09	
Purchase Prestige Communication Headset repairs						
21 Jun 2017	Bunnings 317000	Melville	Approved	<input checked="" type="checkbox"/>		\$32.50
28830	139	1404	\$29.55	\$2.95	\$32.50	
Purchase Bunnings 317000 Measuring wheel						
28 Jun 2017	Account Fees		No Appr Req'd	<input type="checkbox"/>		\$6.82
27130	129	0403	\$6.20	\$0.62	\$6.82	
Account Fees Cc Fp User Fee Credit card charge						
Total for this period:						\$3,464.71

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature [Signature]

Dated 1/8/17

Employee ID: 169

Approved By

Signature [Signature]

Dated 29/7/17

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017
Cardholder Name: John Merrick



JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt Amount (\$AUD)		
	GL Code	CC Code	Department	Net	Tax	Gross	
07 Jun 2017	28280	139	0801	Approval Req'd	<input checked="" type="checkbox"/>	\$24.50	
	Chpt 1 Peppermint Gr Purchase Chpt 1 Catering - DAIP Meeting			\$22.27	\$2.23	\$24.50	
20 Jun 2017	28280	139	0401	Approval Req'd	<input checked="" type="checkbox"/>	\$289.70	
	Paypal *boatshedmar 4029357733 Purchase Paypal *boatshedmar Catering - June OCM			\$263.36	\$26.34	\$289.70	
28 Jun 2017	27130	129	0403	No Appr Req'd	<input type="checkbox"/>	\$6.82	
	Account Fees Account Fees Cc Fp User Fee Credit card charges			\$6.20	\$0.62	\$6.82	
27 Jun 2017	28280	139	0401	Approval Req'd	<input checked="" type="checkbox"/>	\$12.00	
	Woolworths 4356 Cottesloe Purchase Woolworths 4356 Refreshments - Council Chambers			\$10.91	\$1.09	\$12.00	
27 Jun 2017	28280	139	0401	Approval Req'd	<input checked="" type="checkbox"/>	\$179.98	
	Cellarbrations At Co Peppermint Gr Purchase Cellarbrations At Co Refreshments - Council Chambers			\$163.62	\$16.36	\$179.98	
Total for this period:						\$513.00	

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature _____

Dated 27/7/17

Employee ID: 1

Approved By

Signature _____

Dated 27/7/17

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017

Cardholder Name: Debra Burn



JSKR VISA Purchasing Card (Client Expenses)

Date	Details			Approval	Receipt Amount (\$AUD)	
	GL Code	CC Code	Department		Net	Tax
02 Jun 2017	Ibis Hotel Wldsq 2132 Sydney			Approved	<input checked="" type="checkbox"/>	\$767.20
	28530	129	1106	\$697.45	\$69.75	\$767.20
	Purchase Ibis Hotel Wldsq 2132 Accommodation Oral History Conference S. Dowden					
02 Jun 2017	D.C. Conferences Pty L North Sydney			Approved	<input checked="" type="checkbox"/>	\$375.55
	28530	129	1106	\$341.41	\$34.14	\$375.55
	Purchase D.C. Conferences Pty L Oral History Conference Registration S. Dowden					
03 Jun 2017	Virgin Aust 7952139198963 Spring Hill			Approved	<input checked="" type="checkbox"/>	\$398.00
	28530	129	1106	\$361.82	\$36.18	\$398.00
	Purchase Virgin Aust 7952139198963 Flight Perth Sydney return S. Dowden Oral History Conference					
03 Jun 2017	Virgin Aust 7958226483952 Spring Hill			Approved	<input checked="" type="checkbox"/>	\$5.17
	28530	129	1106	\$4.70	\$0.47	\$5.17
	Purchase Virgin Aust 7958226483952 Credit card payment surcharge					
10 Jun 2017	Wanewsdti Osborne Park			Approved	<input checked="" type="checkbox"/>	\$228.18
	27180	139	1106	\$207.44	\$20.74	\$228.18
	Purchase Wanewsdti Subscription to West Australian					
15 Jun 2017	Adobe Creative Cloud 800-833-6687			Approved	<input checked="" type="checkbox"/>	\$31.89
	28545	129	1106	\$28.99	\$2.90	\$31.89
	Purchase Adobe Creative Cloud Adobe suite ABN: 980559184					
22 Jun 2017	Booktopia Pty Ltd Lidcombe			Approved	<input checked="" type="checkbox"/>	\$185.40
	28470	139	1106	\$168.55	\$16.85	\$185.40
	Purchase Booktopia Pty Ltd Adult books					
28 Jun 2017	Account Fees			No Appr Req'd	<input type="checkbox"/>	\$6.82
	27130	129	1106	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee Credit card bank fee					
Total for this period:						\$1,998.21

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature Debra Burn

Dated 6/7/17

Employee ID: 51

Approved By

Signature _____

Dated 27, 7, 17

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator


**FlexiPurchase
Account Statement**
Statement for NAB
Statement Period: 30 May 2017 to 28 Jun 2017
Cardholder Name: Lance Hopkinson

JSKR VISA Purchasing Card (Client Expenses)

Date	Details	Approval	Receipt	Amount (SAUD)
Gl. Code	CC Code	Department	Net	Gross
31 May 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd Adult Books	Approved	<input checked="" type="checkbox"/>	\$256.80
		\$233.45	\$23.35	\$256.80
31 May 2017	Woolworths 4356 Cottesloe 28520 190 Purchase Woolworths 4356 Natasha Lester Author talk nibbles	Approved	<input checked="" type="checkbox"/>	\$24.50
		\$22.27	\$2.23	\$24.50
31 May 2017	Cellarbrations At Co Peppermint Gr 28520 190 Purchase Cellarbrations At Co Natasha Lester Author talk wine	Approved	<input checked="" type="checkbox"/>	\$60.00
		\$54.55	\$5.45	\$60.00
01 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd Adult Books	Approved	<input checked="" type="checkbox"/>	\$228.20
		\$207.45	\$20.75	\$228.20
04 Jun 2017	Bunnings 391000 Peppermint Gr 28520 190 Purchase Bunnings 391000 Gallery hanging items for Grove Classics	Approved	<input checked="" type="checkbox"/>	\$55.67
		\$50.61	\$5.06	\$55.67
06 Jun 2017	Jb Hi-Fi Online Chadstone 28470 139 Purchase Jb Hi-Fi Online Adult CD/DVDs	Approved	<input checked="" type="checkbox"/>	\$130.41
		\$118.55	\$11.86	\$130.41
14 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd Adult Books	Approval Req'd	<input checked="" type="checkbox"/>	\$160.65
		\$146.05	\$14.60	\$160.65
15 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd Adult Books	Approval Req'd	<input checked="" type="checkbox"/>	\$169.60
		\$154.18	\$15.42	\$169.60
16 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd Adult Books	Approval Req'd	<input checked="" type="checkbox"/>	\$366.05
		\$332.77	\$33.28	\$366.05
20 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd adult Books	Approval Req'd	<input checked="" type="checkbox"/>	\$251.30
		\$228.45	\$22.85	\$251.30
22 Jun 2017	Booktopia Pty Ltd Lidcombe 28470 139 Purchase Booktopia Pty Ltd adult books	Approval Req'd	<input checked="" type="checkbox"/>	\$242.20
		\$220.18	\$22.02	\$242.20
28 Jun 2017	Account Fees Not Coded Not Coded Not Coded Account Fees Cc Fp User Fee	No Appr Req'd	<input type="checkbox"/>	\$6.82
		\$6.20	\$0.62	\$6.82
Total for this period:				\$1 952.20

↑ Prev. Statement

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature [Handwritten Signature]

Dated 6/7/17

Employee ID: 60

Approved By

Signature [Handwritten Signature]

Dated 6/7/17

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator



**FlexiPurchase
Account Statement**

Statement for NAB

Statement Period: 30 May 2017 to 28 Jun 2017

Cardholder Name: Stewart Farley

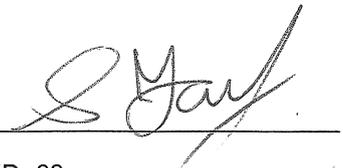


JSKR VISA Purchasing Card (Client Expenses)

<u>Date</u>	<u>Details</u>	<u>Approval</u>	<u>Receipt</u>	<u>Amount (\$AUD)</u>	
GL Code	CC Code	Department	Net	Tax	Gross
05 Jun 2017	Bookdepository.Com 441452307905		Approved	<input checked="" type="checkbox"/>	\$283.72
28471	139	1106	\$283.72	\$0.00	\$283.72
	Purchase Bookdepository.Com kids book purchases				
05 Jun 2017	Booktopia Pty Ltd Lidcombe		Approved	<input checked="" type="checkbox"/>	\$444.30
28471	139	1106	\$403.91	\$40.39	\$444.30
	Purchase Booktopia Pty Ltd kids book purchases				
11 Jun 2017	Bookdepository.Com 441452307905		Approved	<input checked="" type="checkbox"/>	\$210.39
28471	139	1106	\$210.39	\$0.00	\$210.39
	Purchase Bookdepository.Com kids book purchases				
09 Jun 2017	Peppermint Grv News Peppermint Gr		Approved	<input checked="" type="checkbox"/>	\$46.90
28471	139	1106	\$42.64	\$4.26	\$46.90
	Purchase Peppermint Grv News kids book purchases				
13 Jun 2017	Booktopia Pty Ltd Lidcombe		Approved	<input checked="" type="checkbox"/>	\$23.90 CR
28471	139	1106	\$23.90 CR	\$0.00 CR	\$23.90 CR
	Credit Voucher Booktopia Pty Ltd kids book refund				
20 Jun 2017	Bunnings 317000 Melville		Approved	<input checked="" type="checkbox"/>	\$100.99
28270	139	1106	\$91.81	\$9.18	\$100.99
	Purchase Bunnings 317000 plastic free July holiday craft				
24 Jun 2017	Bunnings 316000 Maddington		Approved	<input checked="" type="checkbox"/>	\$54.00
28270	139	1106	\$49.09	\$4.91	\$54.00
	Purchase Bunnings 316000 Plastic free july kids holiday craft				
26 Jun 2017	P.I.C. Enterprises P Osborne Park		Approved	<input checked="" type="checkbox"/>	\$59.04
27250	139	1106	\$53.67	\$5.37	\$59.04
	Purchase P.I.C. Enterprises P book covering				
28 Jun 2017	Account Fees		No Appr Req'd	<input type="checkbox"/>	\$6.82
28770	139	1106	\$6.20	\$0.62	\$6.82
	Account Fees Cc Fp User Fee credit card fee				
Total for this period:					\$1,182.26

Cardholder Declaration

I declare that all purchases were authorised or necessarily incurred on behalf of the company.

Signature 
Employee ID: 63

Dated 14 / 7 / 2017

Approved By

Signature 

Dated 14 / 7 / 2017

On Completion

ALL Receipts should be attached to this form and then forwarded to your P-Card Administrator