

Sandwich Town Council - Payment Schedule 2020/21 - July 2020/21

Date of Meeting	Pmt No.	Date of invoice	Payee	Description	Budget Heading	Net	Vat	Total
July	95	01/07/2020	An Easy Move 4U	Collection and Disposal of Waste from Black Lane Allotments on 1st July	Black Lane / Sandown Road Allotments	£263.40	£0.00	£263.40
July	96	26/06/2020	Big Red Branding	IM Therm Forehead Thermometer for use at the Guildhall	Health & Safety Provisions (GH)	£69.95	£13.99	£83.94
July	97	30/06/2020	Business Stream	Water Charges - Quay Conveniences	Quay Conveniences - Other Expenditure	£273.74	£0.00	£273.74
July	98	23/06/2020	Chubb Fire & Security Ltd	Fire Alarm Service - June 2020	Repairs & Maintenance (GH)	£280.12	£56.02	£336.14
July	99	26/06/2020	EDF Energy	Fishergate Electricity Charge 27/05/2020 - 24/06/2020	Miscellaneous / Unexpected Expenditure	£188.82	£9.44	£198.26
July	100	04/06/2020	Business Stream	Fishergate Water Charges 27/04/2020 - 4/06/2020	Miscellaneous / Unexpected Expenditure	£148.71	£0.00	£148.71
July	101	03/07/2020	Kent County Council	Fire Extinguisher Service - July 2020	Repairs & Maintenance (GH)	£282.95	£56.59	£339.54
July	102	27/06/2020	Monitor Cleaning Services Ltd	Contractor opening the Quay and Cattle Market Conveniences - June 2020	Quay Conveniences - Other Expenditure	£448.00	£89.60	£537.60
July	102		Monitor Cleaning Services Ltd	Contractor opening the Quay and Cattle Market Conveniences - June 2020	Cattle Market Conveniences - Other Expenditure	£448.00	£89.60	£537.60
July	103	28/06/2020	Opus Energy	Electricity Charges re Guildhall 29/05/2020 - 27/06/2020	Heating, Lighting, Water & Rates (GH)	£361.23	£72.25	£433.48
July	104	18/06/2020	PC Thomas	Repair to Black Lane Allotments gate padlock	Black Lane / Sandown Road Allotments	£60.00	£0.00	£60.00
July	105	30/06/2020	Peninsula Business Services	Provision of HR Services	Peninsula Business & Capita	£112.67	£21.28	£133.95
July	106	30/06/2020	Phoenix Link UK	Phone Charges - June 2020	S144 Tourism	£64.13	£12.82	£76.95
July	106	30/06/2020	Phoenix Link UK	Phone Charges - June 2020	Office Expenses	£64.13	£12.83	£76.96
July	106	30/06/2020	Phoenix Link UK	Phone Charges - June 2020	Office Expenses (incl telephone) (GH)	£64.13	£12.83	£76.96
July	107	01/07/2020	Sota Solutions Ltd	Guildhall Wi-Fi	Guildhall Wi-Fi (GH)	£310.50	£62.10	£372.60
July	107	07/07/2020	Sota Solutions Ltd	Guildhall Wi-Fi	Guildhall Wi-Fi (GH)	£13.38	£2.68	£16.06
July	108	01/07/2020	Temple Lifts	Lift Maintenance Contract 10/06/2020 - 09/09/2020	Repairs & Maintenance (GH)	£618.39	£123.68	£742.07
July	109	03/07/2020	Total Gas & Power	Gas Charges - Guildhall 31/05/2020 - 30/06/2020	Heating, Lighting, Water & Rates (GH)	£328.74	£65.74	£394.48
July	110	25/06/2020	WBS Copiers and Printers	Photocopier printing charges	Photocopier	£30.00	£6.00	£36.00
July	111	19/07/2020	Capita Business Services	Sandwich Town Council Administration salary costs - July 2020	Town Clerk & Office Staff	£6,480.91	£0.00	£6,480.91
July	111	19/07/2020	Capita Business Services	Quay Convenience salary costs - July 2020	Quay & Cattle Market Salaries	£1,488.60	£0.00	£1,488.60
July	111	19/07/2020	Capita Business Services	Visitor Information Centre salary costs - July 2020	S144 Tourism - Salaries	£673.47	£0.00	£673.47
July	111	19/07/2020	Capita Business Services	10% STC Contribution to Caretaking Staff - July 2020	Contribution to Caretaking Staff	£669.01	£0.00	£669.01
July	111	19/07/2020	Capita Business Services	Guildhall Admin Salaries (GH) - July 2020	Guildhall Admin Salaries (GH)	£4,039.34	£0.00	£4,039.34
July	111	19/07/2020	Capita Business Services	Guildhall Caretaking and Cleaning Salary Costs (GH)- July 2020	Caretaking and Cleaning Salaries (GH)	£6,021.07	£0.00	£6,021.07
July	111	19/07/2020	Capita Business Services	Visitor Information Staff - (Guildhall roomhire / weddings element) salaries - July 2020	Visitor Information Staff (GH)	£1,010.20	£0.00	£1,010.20
July	111	19/07/2020	Capita Business Services	Capita Fees - July 2020	Peninsula Business & Capita	£283.36	£56.67	£340.03
July	112	01/06/2020	Training Highway	3rd monthly payment (June 2020) re Website Maintenance	IT Expenses (incl Website) (STC)	£40.00	£0.00	£40.00
July	113	01/06/2020	Training Highway	IT Support - July 2020	IT Expenses (incl Website) (STC)	£101.40	£0.00	£101.40
July	113	01/06/2020	Training Highway	IT Support - July 2020	IT Expenses (incl Website) (GH)	£101.40	£0.00	£101.40
July	114	12/07/2020	Mr K A Chapman	Warden Fees - Monks Wall Nature Reserve 12/06/2020 - 12/07/2020 and reimbursement for purchase of safety clothing and signage.	Monks Wall Nature Reserve	£440.38	£0.00	£440.38
July	115	15/07/2020	HC Slingsby Plc	6 x durable face sheild mask	Cleaning Stock	£59.94	£0.00	£59.94

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July	116	20/07/2020	Cllr M Lintott	Reimbursement for purchase of various domain names from Fasthosts Internet Ltd	S144 Tourism	£61.76	£0.00	£61.76
July	116	20/07/2020	Nick Easthope	Repair of one broken glass quarry re a leaded light window in the Court Room	Repairs & Maintenance (GH)	£65.00	£0.00	£65.00
July	117	20/07/2020	Responsible Finance Officer	Reimbursement for purchase of Philips 70 inch smart TV for the Guildhall	IT Expenses (incl Website) (GH)	£565.83	£113.17	£679.00
July	118	20/07/2020	Town Sergeant / Head Caretaker	Reimbursement for purchase of cleaning stock and padlock for the Quay Conveniences	Cleaning Stock	£10.40	£0.00	£10.40
July	118	20/07/2020	Town Sergeant / Head Caretaker	Reimbursement for purchase of a padlock for the Quay Conveniences	Quay Conveniences - Other Expenditure	£10.50	£0.00	£10.50
July	119	03/07/2020	Castles Security Shredding	Charge for security shredding - 2 bags	Office Expenses	£10.00	£0.00	£10.00
July	120	30/06/2020	Viridor Waste Services	Recycling services - Guildhall - adhoc charges	Repairs & Maintenance (GH)	£37.10	£7.42	£44.52
July	121	23/07/2020	Furley Page	Professional charges in connection with Fishergate	Miscellaneous / Unexpected Expenditure	£886.00	£177.20	£1,063.20
						£27,486.66	£1,061.91	£28,548.57