

Sandwich Town Council - Payment Schedule 2021/22 - December 2021

Month	Date of Meeting	Pmt No.	Payee	Description	Budget Heading	Power of Expenditure	Net	Vat	Total
DECEMBER	13/12/2021	276	Kent County Council	Stationary supplies	Office Expenses (incl. telephone)	Officer (HR / Project Manager)	£21.70	£4.34	£26.04
DECEMBER	13/12/2021	277	Modern Working	GDPR consultancy	Miscellaneous / Unexpected Expenditure	Officer (HR / Project Manager)	£200.00	£0.00	£200.00
DECEMBER	13/12/2021	278	Training Highway	Website Maintenance - November 2021	IT Expenses (incl. Website)	Minute ref: STC 11.06.21 (iii)	£40.00	£0.00	£40.00
DECEMBER	13/12/2021	279	Training Highway	IT Support - December 2021	IT Expenses (incl. Website)	Minute ref: STC 11.06.21 (iii)	£101.40	£0.00	£101.40
DECEMBER	13/12/2021	279	Training Highway	IT Support - December 2021 (To be reimbursed by STBF Guildhall A/C)	Guildhall	Minute ref: STC 11.06.21 (iii)	£101.40	£0.00	£101.40
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	Mayors Attendant Salaries - December 2021	Mayor's Attendant & Uniform	Minute ref: STC 11.06.21 (ii)	£511.95	£0.00	£511.95
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	Sandwich Town Council Administration Salaries - December 2021	Town Clerk & Office Staff	Minute ref: STC 11.06.21 (ii)	£3,813.88	£0.00	£3,813.88
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	Quay Conveniences Salaries - December 2021	Quay Conveniences - Salaries	Minute ref: STC 11.06.21 (ii)	£1,058.73	£0.00	£1,058.73
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	Cattle Market Conveniences Salaries - December 2021	Cattle Market Conveniences - Salaries	Minute ref: STC 11.06.21 (ii)	£260.00	£0.00	£260.00
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	S144 - Visitor Information Centre - December 2021	S144 Salaries	Minute ref: STC 11.06.21 (ii)	£1,013.23	£0.00	£1,013.23
DECEMBER	13/12/2021	280	Salaries - Sandwich Town Council	Contribution to Caretaking Staff - December 2021	Contribution to Caretaking Staff	Minute ref: STC 11.06.21 (ii)	£708.83	£0.00	£708.83
DECEMBER	13/12/2021	280	Salaries - STBF Guildhall	Guildhall Caretaking and Cleaning - December 2021	Guildhall	Minute ref: STC 11.06.21 (ii)	£6,379.49	£0.00	£6,379.49
DECEMBER	13/12/2021	280	Salaries - STBF Guildhall	Guildhall Administration Salaries - December 2021	Guildhall	Minute ref: STC 11.06.21 (ii)	£3,133.33	£0.00	£3,133.33
DECEMBER	13/12/2021	280	Salaries - STBF Guildhall	Visitor Information Staff (Guildhall element) - December 2021	Guildhall	Minute ref: STC 11.06.21 (ii)	£1,519.85	£0.00	£1,519.85
DECEMBER	13/12/2021	280	Salaries - Sandwich Toll Bridge Fund	Administration Salaries - December 2021	STBF	Minute ref: STC 11.06.21 (ii)	£987.41	£0.00	£987.41
DECEMBER	13/12/2021	281	Peninsula Business Services	Provision of HR Services	Peninsula Business (HR)	Minute ref: STC 11.06.21 (iii)	£112.67	£21.28	£133.95
DECEMBER	13/12/2021	282	Mayor of Faversham Charity Fund	Tickets for the Mayor, Mayoress and Driver - Brewery Tour and Dinner	Mayoral Expenses	Officer (HR / Project Manager)	£75.00	£0.00	£75.00
DECEMBER	13/12/2021	283	Caretaker	Reimbursement for Mayoral Mileage	Mayoral Travel	Officer (HR / Project Manager)	£19.22	£0.00	£19.22
DECEMBER	13/12/2021	284	Town Sergeant	Reimbursement for Mayoral Mileage	Mayoral Travel	Officer (HR / Project Manager)	£156.70	£0.00	£156.70
DECEMBER	13/12/2021	285	Sage	Monthly fees - Sage Payroll	IT Expenses (incl. Website)	Officer (HR / Project Manager)	£17.00	£3.40	£20.40
DECEMBER	13/12/2021	286	Biffa	Recycling Charges - Office bins	Office Expenses (incl. telephone)	Officer (HR / Project Manager)	£23.16	£4.63	£27.79
DECEMBER	13/12/2021	287	Annemarie Huigen	Management of the Thursday markets in November 2021	Miscellaneous / Unexpected Expenditure	Officer (HR / Project Manager)	£200.00	£0.00	£200.00
DECEMBER	13/12/2021	288	WBS Copiers	Photocopy charges 22/10/2021 - 24/11/2021	Photocopier (Rental & Usage)	Officer (HR / Project Manager)	£63.97	£12.79	£76.76
DECEMBER	13/12/2021	289	Siemens	Photocopier rental charges	Photocopier (Rental & Usage)	Officer (HR / Project Manager)	£144.60	£28.92	£173.52
DECEMBER	13/12/2021	290	Siemens	Photocopier rental charges	Photocopier (Rental & Usage)	Officer (HR / Project Manager)	£24.61	£4.92	£29.53
						Total	£20,688.13	£80.28	£20,768.41