

Sandwich Town Council - Payment Schedule 2022/23 May 2022

Month	Date of Meeting	Pmt No.	Payee	Description	Budget Heading	Power of Expenditure	Net	Vat	Total
MAY	30/05/2022	28	Salaries - Sandwich Town Council	Town Sergeant and Mayoral Salaries - May 2022	Mayor's Attendant & Uniform	STC Minute Ref: 11.06.21 (ii)	£409.63	£0.00	£409.63
MAY	30/05/2022	28	Salaries - Sandwich Town Council	Sandwich Town Council Administration Salaries - May 2022	Town Clerk & Office Staff	STC Minute Ref: 11.06.21 (ii)	£4,968.21	£0.00	£4,968.21
MAY	30/05/2022	28	Salaries - Sandwich Town Council	Quay Conveniences Salaries - May 2022	Quay Conveniences - Salaries	STC Minute Ref: 11.06.21 (ii)	£1,079.50	£0.00	£1,079.50
MAY	30/05/2022	28	Salaries - Sandwich Town Council	Cattle Market Conveniences Salaries - May 2022	Cattle Market Conveniences - Salaries	STC Minute Ref: 11.06.21 (ii)	£260.00	£0.00	£260.00
MAY	30/05/2022	28	Salaries - Sandwich Town Council	S144 - Visitor Information Centre - May 2022	S144 Salaries	STC Minute Ref: 11.06.21 (ii)	£528.39	£0.00	£528.39
MAY	30/05/2022	28	Salaries - Sandwich Town Council	Contribution to Caretaking Staff - May 2022	Contribution to Caretaking Staff	STC Minute Ref: 11.06.21 (ii)	£759.31	£0.00	£759.31
MAY	30/05/2022	28	Salaries - STBF Guildhall	Guildhall Caretaking and Cleaning - May 2022	Guildhall	STC Minute Ref: 11.06.21 (ii)	£6,833.82	£0.00	£6,833.82
MAY	30/05/2022	28	Salaries - STBF Guildhall	Guildhall Administration Salaries - May 2022	Guildhall	STC Minute Ref: 11.06.21 (ii)	£3,141.14	£0.00	£3,141.14
MAY	30/05/2022	28	Salaries - STBF Guildhall	Visitor Information Staff (Guildhall element) - May 2022	Guildhall	STC Minute Ref: 11.06.21 (ii)	£792.58	£0.00	£792.58
MAY	30/05/2022	28	Salaries - Sandwich Toll Bridge Fund	Administration Salaries - May 2022	STBF	STC Minute Ref: 11.06.21 (ii)	£5,837.25	£0.00	£5,837.25
MAY	30/05/2022	29	Training Highway	IT Support - May 2022	IT Expenses (incl. Website)	Minute Ref: STC. 11.06.21 (iii)	£40.00	£0.00	£40.00
MAY	30/05/2022	30	Mr K A Chapman	Warden Fees - Monks Wall Nature Reserve 27/03/2022 - 26/04/2022	Monks Wall Nature Reserve	Chief Executive	£234.33	£0.00	£234.33
MAY	30/05/2022	31	EDF Energy	Public Conveniences electricity 12/01/2022 - 11/04/2022	Quay Conveniences - Other Expenditure	Minute Ref: STC. 11.06.21 (iii)	£602.03	£28.60	£630.63
MAY	30/05/2022	32	Cleaner	Food for Mayoral Civic Award Buffet	Mayoral Expenses	Chief Executive	£26.00	£0.00	£26.00
MAY	30/05/2022	33	Biffa Waste	Recycling charges - April	Office Expenses (incl. telephone)	Chief Executive	£26.64	£5.33	£31.97
MAY	30/05/2022	34	Wade Business Solutions	Photocopier charge - March 2022	Photocopier (Rental & Usage)	Chief Executive	£3.96	£0.79	£4.75
MAY	30/05/2022	35	Phoenix Link UK	Phone Charges - May 2022	S144 (Other Expenditure)	Minute ref: STC 11.06.21 (iii)	£92.00	£18.40	£110.40
MAY	30/05/2022	35	Phoenix Link UK	Phone Charges - May 2022	Office Expenses (incl. telephone)	Minute ref: STC 11.06.21 (iii)	£92.00	£18.40	£110.40
MAY	30/05/2022	35	Phoenix Link UK	Phone Charges - May 2022	Guildhall	Minute ref: STC 11.06.21 (iii)	£92.00	£18.40	£110.40
MAY	30/05/2022	36	Wade Business Solutions	Photocopier charges - printer ink	Photocopier (Rental & Usage)	Chief Executive	£73.45	£14.69	£88.14
MAY	30/05/2022	37	Wade Business Solutions	Photocopier charges 24/03/2022 - 22/04/2022	Photocopier (Rental & Usage)	Chief Executive	£3.95	£0.79	£4.74
MAY	30/05/2022	38	Strand Wine	Wine etc for Mayor's Award Ceremony	Mayor's Hospitality (Including Civic Events)	Chief Executive	£54.15	£10.83	£64.98
MAY	30/05/2022	39	Dover District Council	Renewal of Parking Permits for 6 members of Staff	Officers Travel & Parking Expenses	Chief Executive	£825.00	£165.00	£990.00
MAY	30/05/2022	40	Facilities Manager	Reimbursement for Mayoral Mileage	Mayoral Travel	Chief Executive	£30.90	£0.00	£30.90
MAY	30/05/2022	41	Dover District Council	Election Expenses - By Election 10/02/2022	Miscellaneous / Unexpected Expenditure	Determined by DDC	£7,792.69	£0.00	£7,792.69
MAY	30/05/2022	42	Kent County Council	Stationery Expenses	Office Expenses (incl. telephone)	Chief Executive	£71.97	£14.39	£86.36
MAY	30/05/2022	43	British Gas	Fishergate electricity Charges - 08/04/2022 - 07/05/2022	Fishergate	Minute Ref: STC. 11.06.21 (iii)	£13.21	£0.66	£13.87
MAY	30/05/2022	44	Finns	Advice to Hub (part reimbursement due from STBF GH)	Miscellaneous / Unexpected Expenditure	Chief Executive	£1,237.50	£247.50	£1,485.00
MAY	30/05/2022	45	KM Media Group	Adverts for VIC posts	Staff Recruitment	Chief Executive	£240.00	£48.00	£288.00
MAY	30/05/2022	46	Annemarie Huigen	Thursday Market Manager fees - April 2022	Thursday Market Manager	Chief Executive	£250.00	£0.00	£250.00
MAY	30/05/2022	47	Mark Ansell	Town Guide - Design and Printing 40,000 copies	S144 (Other Expenditure)	Minute Ref: STC. 24.04.22	£11,650.00	£0.00	£11,650.00
MAY	30/05/2022	48	Facilities Manager	Reimbursement for Mayoral mileage to Standing Joint Committee	Mayoral Travel	Chief Executive	£22.95	£0.00	£22.95
MAY	30/05/2022	49	Petty Cash	Petty Cash to replenish tin	Petty Cash	Chief Executive	£30.00	£0.00	£30.00
MAY	30/05/2022	50	Peninsula	HR Provision - April 2022	Peninsula Business	Chief Executive	£112.67	£21.28	£133.95
MAY	30/05/2022	51	SAGE	Sage Payroll charge 12/05/2022 - 11/06/2022	IT Expenses (incl. Website)	STC 11.06.21 (iii)	£17.00	£3.40	£20.40
MAY	30/05/2022	52	Training Highway	IT Support - May 2022	IT Expenses (incl. Website)	Minute Ref: STC. 11.06.21 (iii)	£101.40	£0.00	£101.40
MAY	30/05/2022	52	Training Highway	IT Support - May 2022 (To be reimbursed by STBF Guildhall A/C)	Guildhall	Minute Ref: STC. 11.06.21 (iii)	£101.40	£0.00	£101.40
						Total	£48,447.03	£616.46	£49,063.49