

Sandwich Town Council - Payment Schedule 2022/23 - December 2022

| Month | Date of Meeting | Pmt No. | Payee | Description | Budget Heading | Power of Expenditure | Net | Vat | Total |
|----------|-----------------|---------|---|--|--|--------------------------------|-------------------|----------------|-------------------|
| DECEMBER | 19/12/2022 | 248 | Training Highway | IT Support - November 2022 | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £101.40 | £0.00 | £101.40 |
| DECEMBER | 19/12/2022 | 248 | Training Highway | IT Support - November 2022 (To be reimbursed by STBF Guildhall A/C) | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £101.40 | £0.00 | £101.40 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | Town Sergeant and Mayoral Salaries - December 2022 | Mayor's Attendant & Uniform | STC Minute Ref: 32.06.22 (iii) | £135.46 | £0.00 | £135.46 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | Sandwich Town Council Administration Salaries - December 2022 | Town Clerk & Office Staff | STC Minute Ref: 32.06.22 (iii) | £5,402.88 | £0.00 | £5,402.88 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | Quay Conveniences Salaries - December 2022 | Quay Conveniences - Salaries | STC Minute Ref: 32.06.22 (iii) | £782.63 | £0.00 | £782.63 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | Cattle Market Conveniences Salaries - December 2022 | Cattle Market Conveniences - Salaries | STC Minute Ref: 32.06.22 (iii) | £260.00 | £0.00 | £260.00 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | S144 - Visitor Information Centre - December 2022 | S144 Salaries | STC Minute Ref: 32.06.22 (iii) | £724.93 | £0.00 | £724.93 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Town Council | Contribution to Caretaking Staff - December 2022 | Contribution to Caretaking Staff | STC Minute Ref: 32.06.22 (iii) | £690.55 | £0.00 | £690.55 |
| DECEMBER | 19/12/2022 | 249 | Salaries - STBF Guildhall | Guildhall Caretaking and Cleaning - December 2022 | Guildhall | STC Minute Ref: 32.06.22 (iii) | £6,214.95 | £0.00 | £6,214.95 |
| DECEMBER | 19/12/2022 | 249 | Salaries - STBF Guildhall | Guildhall Administration Salaries - December 2022 | Guildhall | STC Minute Ref: 32.06.22 (iii) | £3,387.79 | £0.00 | £3,387.79 |
| DECEMBER | 19/12/2022 | 249 | Salaries - STBF Guildhall | Visitor Information Staff (Guildhall element) - December 2022 | Guildhall | STC Minute Ref: 32.06.22 (iii) | £809.53 | £0.00 | £809.53 |
| DECEMBER | 19/12/2022 | 249 | Salaries - Sandwich Toll Bridge Fund | Administration Salaries - December 2022 | STBF | STC Minute Ref: 32.06.22 (iii) | £4,599.30 | £0.00 | £4,599.30 |
| DECEMBER | 19/12/2022 | 250 | Biffa Waste | Recycling Charges | Office Expenses (incl. telephone) | Chief Executive | £26.64 | £5.33 | £31.97 |
| DECEMBER | 19/12/2022 | 251 | Kent County Council | Stationary | Office Expenses (incl. telephone) | Chief Executive | £65.98 | £13.20 | £79.18 |
| DECEMBER | 19/12/2022 | 252 | Girlings Solicitors | Legal costs incurred re advice regarding setting up a new charity | Miscellaneous / Unexpected Expenditure | Chief Executive | £240.00 | £48.00 | £288.00 |
| DECEMBER | 19/12/2022 | 253 | Mr T Reene | Hythe Town Sergeant - reimbursement for mileage re Brightingsea Choosing Day | Mayoral Travel | Chief Executive | £179.70 | £0.00 | £179.70 |
| DECEMBER | 19/12/2022 | 253 | Mr T Reene | Hythe Town Sergeant - reimbursement for hours re Brightingsea Choosing Day | Mayor's Attendant & Uniform | Chief Executive | £178.20 | £0.00 | £178.20 |
| DECEMBER | 19/12/2022 | 254 | Castle Shredding Limited | Charges for 8 bags of paperwork to be security shredded | Office Expenses (incl. telephone) | Chief Executive | £48.00 | £5.00 | £53.00 |
| DECEMBER | 19/12/2022 | 255 | British Gas | Gas Charges - Bay Hall 05/10/2022 - 23/11/2022 | Miscellaneous / Unexpected Expenditure | STC Minute Ref: 32.06.22 (iv) | £223.01 | £11.15 | £234.16 |
| DECEMBER | 19/12/2022 | 256 | The Mayor of New Romney's Charity Account | Donation re New Romney's Christmas Concert | Mayoral Expenses | Chief Executive | £20.00 | £0.00 | £20.00 |
| DECEMBER | 19/12/2022 | 257 | Wade Business Solutions | Photocopying Charges | Photocopier (Rental & Usage) | STC Minute Ref: 32.06.22 (iv) | £101.38 | £20.28 | £121.66 |
| DECEMBER | 19/12/2022 | 258 | Training Highway | IT Support - December 2022 | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £40.00 | £0.00 | £40.00 |
| DECEMBER | 19/12/2022 | 259 | Training Highway | IT Support - December 2022 | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £101.40 | £0.00 | £101.40 |
| DECEMBER | 19/12/2022 | 259 | Training Highway | IT Support - December 2022 (To be reimbursed by STBF Guildhall A/C) | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £101.40 | £0.00 | £101.40 |
| DECEMBER | 19/12/2022 | 260 | Phoenix Link UK | Phone Charges - December 2022 | S144 (Other Expenditure) | STC Minute Ref: 32.06.22 (iv) | £50.00 | £10.00 | £60.00 |
| DECEMBER | 19/12/2022 | 260 | Phoenix Link UK | Phone Charges - December 2022 | Office Expenses (incl. telephone) | STC Minute Ref: 32.06.22 (iv) | £50.00 | £10.00 | £60.00 |
| DECEMBER | 19/12/2022 | 260 | Phoenix Link UK | Phone Charges - December 2022 | Guildhall | STC Minute Ref: 32.06.22 (iv) | £50.00 | £10.00 | £60.00 |
| DECEMBER | 19/12/2022 | 261 | Peninsula | HR Services - December 2022 | Peninsula Business | STC Minute Ref: 32.06.22 (iv) | £112.67 | £21.28 | £133.95 |
| DECEMBER | 19/12/2022 | 262 | Sage | Sage Payroll charge 12/12/2022 - 11/01/2023 | IT Expenses (incl. Website) | STC Minute Ref: 32.06.22 (iv) | £17.00 | £3.40 | £20.40 |
| DECEMBER | 19/12/2022 | 263 | Mayoress of Folkestones' Charity Fund | Mayor and Mayoress to attend Turkish Night - Folkestone | Mayoral Expenses | Chief Executive | £56.00 | £0.00 | £56.00 |
| DECEMBER | 19/12/2022 | 264 | Sainsburys | Buffet food and drink for Museum Volunteers Buffet | Mayor's Hospitality (Including Civic Events) | Chief Executive | £17.00 | £0.00 | £17.00 |
| DECEMBER | 19/12/2022 | 265 | Siemens | Photocopier rental charges | Photocopier (Rental & Usage) | STC Minute Ref: 32.06.22 (iv) | £144.60 | £28.92 | £173.52 |
| DECEMBER | 19/12/2022 | 266 | Siemens | Photocopier rental charges | Photocopier (Rental & Usage) | STC Minute Ref: 32.06.22 (iv) | £24.61 | £4.92 | £29.53 |
| DECEMBER | 19/12/2022 | 267 | People Safe | Security tracking system - Monks Wall Nature Reserve | Monks Wall Nature Reserve | Chief Executive | £174.00 | £34.80 | £208.80 |
| | | | | | | Total | £25,232.41 | £226.28 | £25,458.69 |