

Sandwich Town Council - Payment Schedule 2022/23 - February 2023

Month	Date of Meeting	Pmt No.	Payee	Description	Budget Heading	Power of Expenditure	Net	Vat	Total
FEBRUARY	27/02/2023	307	Mr B Finch	Mayoral Mileage Reimbursement	Mayoral Travel	PA to CEO	£115.50	£0.00	£115.50
FEBRUARY	27/02/2023	308	Mr B Finch	Mayors Attendant	Mayor's Attendant & Uniform	PA to CEO	£290.64	£0.00	£290.64
FEBRUARY	27/02/2023	309	Mr A Nigol	Temporary Clerk services - January 2023	Staffing Contingency	STC 36.12.22 (ii)	£1,356.00	£0.00	£1,356.00
FEBRUARY	27/02/2023	310	Training Highway	IT Contract - removal of 50% discount on Services Balance - January	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£216.00	£0.00	£216.00
FEBRUARY	27/02/2023	311	Annemarie Huigen	Thursday Market Mangement Fees - January 2023	Thursday Market Manager	PA to CEO	£200.00	£0.00	£200.00
FEBRUARY	27/02/2023	312	Kent County Council	Whiteboard markers x 4	Office Expenses (incl. telephone)	PA to CEO	£3.49	£0.70	£4.19
FEBRUARY	27/02/2023	313	Biffa Waste	Recycling Services - January 2023	Office Expenses (incl. telephone)	PA to CEO	£29.58	£5.92	£35.50
FEBRUARY	27/02/2023	314	Ms Summerhayes	Reimbursement for Wine and other Drinks for Curfew Ringers Supper	Curfew Ringers Supper (not bell repairs)	PA to CEO	£133.15	£0.00	£133.15
FEBRUARY	27/02/2023	315	Wade Business Solutions	Photocopier toner	Photocopier (Rental & Usage)	STC Minute Ref: 32.06.22 (iv)	£6.95	£1.39	£8.34
FEBRUARY	27/02/2023	316	Wade Business Solutions	Photocopier charges	Photocopier (Rental & Usage)	STC Minute Ref: 32.06.22 (iv)	£47.61	£9.52	£57.13
FEBRUARY	27/02/2023	317	British Gas	Gas Charges - Bay Hall 13/12/2022 - 18/01/2023	Miscellaneous / Unexpected Expenditure	STC Minute Ref: 32.06.22 (iv)	£296.69	£0.00	£296.69
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	Town Sergeant and Mayoral Salaries - February 2023	Mayor's Attendant & Uniform	STC Minute Ref: 32.06.22 (iii)	£100.00	£0.00	£100.00
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	Sandwich Town Council Administration Salaries - February 2023	Town Clerk & Office Staff	STC Minute Ref: 32.06.22 (iii)	£5,117.12	£0.00	£5,117.12
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	Quay Conveniences Salaries - February 2023	Quay Conveniences - Salaries	STC Minute Ref: 32.06.22 (iii)	£832.50	£0.00	£832.50
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	Cattle Market Conveniences Salaries - February 2023	Cattle Market Conveniences - Salaries	STC Minute Ref: 32.06.22 (iii)	£260.00	£0.00	£260.00
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	S144 - Visitor Information Centre - February 2023	S144 Salaries	STC Minute Ref: 32.06.22 (iii)	£484.77	£0.00	£484.77
FEBRUARY	27/02/2023	318	Salaries - Sandwich Town Council	Contribution to Caretaking Staff - February 2023	Contribution to Caretaking Staff	STC Minute Ref: 32.06.22 (iii)	£534.35	£0.00	£534.35
FEBRUARY	27/02/2023	318	Salaries - STBF Guildhall	Guildhall Caretaking and Cleaning - February 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£4,809.17	£0.00	£4,809.17
FEBRUARY	27/02/2023	318	Salaries - STBF Guildhall	Guildhall Administration Salaries - February 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£3,354.48	£0.00	£3,354.48
FEBRUARY	27/02/2023	318	Salaries - STBF Guildhall	Visitor Information Staff (Guildhall element) - February 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£727.16	£0.00	£727.16
FEBRUARY	27/02/2023	318	Salaries - Sandwich Toll Bridge Fund	Administration Salaries - February 2023	STBF	STC Minute Ref: 32.06.22 (iii)	£4,565.99	£0.00	£4,565.99
FEBRUARY	27/02/2023	319	Training Highway	IT Support - February 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£40.00	£0.00	£40.00
FEBRUARY	27/02/2023	320	Smartest Energy	Electricity Charges - Guildhall - to be reimbursed by STBF Guildhall account	Guildhall	STC Minute Ref: 32.06.22 (iv)	£2,067.00	£0.00	£2,067.00
FEBRUARY	27/02/2023	321	Highway Business Services	Office 365 on one iPad	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£39.10	£7.82	£46.92
FEBRUARY	27/02/2023	322	SAGE	Sage Payroll charge 12/02/2023 - 11/03/2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£17.00	£3.40	£20.40
FEBRUARY	27/02/2023	323	Mrs N H Westwood	Catering for Curfew Ringers Supper	Curfew Ringers Supper (not bell repairs)	PA to CEO	£570.00	£0.00	£570.00
FEBRUARY	27/02/2023	324	Phoenix Link UK	Phone Charges - February 2023	S144 (Other Expenditure)	STC Minute Ref: 32.06.22 (iv)	£50.57	£10.11	£60.68
FEBRUARY	27/02/2023	324	Phoenix Link UK	Phone Charges - February 2023	Office Expenses (incl. telephone)	STC Minute Ref: 32.06.22 (iv)	£50.57	£10.11	£60.68
FEBRUARY	27/02/2023	324	Phoenix Link UK	Phone Charges - February 2023	Guildhall	STC Minute Ref: 32.06.22 (iv)	£50.58	£10.12	£60.70
FEBRUARY	27/02/2023	325	Kent County Council	Stationary	Office Expenses (incl. telephone)	PA to CEO	£49.96	£9.99	£59.95
FEBRUARY	27/02/2023	326	Training Highway	IT Support - February 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£101.40	£0.00	£101.40
FEBRUARY	27/02/2023	326	Training Highway	IT Support - February 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£101.40	£0.00	£101.40

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FEBRUARY	27/02/2023	327	Canterbury City Council	Tickets for Mayor and Driver to Lord Mayor's Banquet - Canterbury	Mayoral Expenses	PA to CEO	£85.00	£0.00	£85.00
						Total	£26,703.73	£69.08	£26,772.81