

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

Month	Date of Meeting	Pmt No.	Payee	Description	Budget Heading	Power of Expenditure	Net	Vat	Total
MARCH	27/03/2023	328	Mayor's Charity Fund	Mayor to attend Tour of Allington Castle	Mayoral Expenses	PA to CEO	£40.00	£0.00	£40.00
MARCH	27/03/2023	329	Wade Business Solutions	Photocopying Charges	Photocopier (Rental & Usage)	STC Minute Ref: 32.06.22 (iv)	£68.62	£13.72	£82.34
MARCH	27/03/2023	330	Mr A Nigol	Temporary Clerk services - February 2023	Staffing Contingency	STC 36.12.22 (ii)	£2,358.00	£0.00	£2,358.00
MARCH	27/03/2023	331	British Gas	Gas Charges - Bay Hall, 19/01/23 - 23/02/23	Miscellaneous / Unexpected Expenditure	STC Minute Ref: 32.06.22 (iv)	£347.50	£0.00	£347.50
MARCH	27/03/2023	332	Training Highway	IT Support - March 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£40.00	£0.00	£40.00
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	Town Sergeant and Mayoral Salaries - March 2023	Mayor's Attendant & Uniform	STC Minute Ref: 32.06.22 (iii)	£100.00	£0.00	£100.00
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	Sandwich Town Council Administration Salaries - March 2023	Town Clerk & Office Staff	STC Minute Ref: 32.06.22 (iii)	£5,139.86	£0.00	£5,139.86
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	Quay Conveniences Salaries - March 2023	Quay Conveniences - Salaries	STC Minute Ref: 32.06.22 (iii)	£766.00	£0.00	£766.00
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	Cattle Market Conveniences Salaries - March 2023	Cattle Market Conveniences - Salaries	STC Minute Ref: 32.06.22 (iii)	£260.00	£0.00	£260.00
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	S144 - Visitor Information Centre - March 2023	S144 Salaries	STC Minute Ref: 32.06.22 (iii)	£453.79	£0.00	£453.79
MARCH	27/03/2023	333	Salaries - Sandwich Town Council	Contribution to Caretaking Staff - March 2023	Contribution to Caretaking Staff	STC Minute Ref: 32.06.22 (iii)	£541.07	£0.00	£541.07
MARCH	27/03/2023	333	Salaries - STBF Guildhall	Guildhall Caretaking and Cleaning - March 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£4,869.64	£0.00	£4,869.64
MARCH	27/03/2023	333	Salaries - STBF Guildhall	Guildhall Administration Salaries - March 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£3,382.92	£0.00	£3,382.92
MARCH	27/03/2023	333	Salaries - STBF Guildhall	Visitor Information Staff (Guildhall element) - March 2023	Guildhall	STC Minute Ref: 32.06.22 (iii)	£680.69	£0.00	£680.69
MARCH	27/03/2023	333	Salaries - Sandwich Toll Bridge Fund	Administration Salaries - March 2023	STBF	STC Minute Ref: 32.06.22 (iii)	£4,571.67	£0.00	£4,571.67
MARCH	27/03/2023	334	Margate Charter Trustees	Attendance at Blessing of the Seas - Margate	Mayoral Expenses	PA to CEO	£76.00	£0.00	£76.00
MARCH	27/03/2023	335	Kent County Council	Stationary	Office Expenses (incl. telephone)	PA to CEO	£76.98	£23.39	£100.37
MARCH	27/03/2023	335	Kent County Council	Hand Towels (cost to be reimbursed by STBF Guildhall)	Guildhall	PA to CEO	£39.99	£0.00	£39.99
MARCH	27/03/2023	336	VR Sani	Sanitary Disposal - Cattle Market Conveniences 04/04/2023 - 03/04/2024	Cattle Market Conveniences - Other Expenditure	PA to CEO	£204.76	£40.95	£245.71
MARCH	27/03/2023	337	Mr B Finch	Mayoral Mileage Reimbursement	Mayoral Travel	PA to CEO	£89.50	£0.00	£89.50
MARCH	27/03/2023	337	Mr B Finch	Mayors Attendant	Mayor's Attendant & Uniform	PA to CEO	£222.69	£0.00	£222.69
MARCH	27/03/2023	338	Training Highway	IT Contract - removal of 50% discount on Services Balance - February	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£216.00	£0.00	£216.00
MARCH	27/03/2023	339	Training Highway	IT Contract - removal of 50% discount on Services Balance - March	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£216.00	£0.00	£216.00
MARCH	27/03/2023	340	Mr K A Chapman	Warden Fees - Monks Wall Nature Reserve 10/01/2023 - 01/03/2023	Monks Wall Nature Reserve	PA to CEO	£208.33	£0.00	£208.33
MARCH	27/03/2023	341	Biffa Waste	Recycling Services	Office Expenses (incl. telephone)	PA to CEO	£29.58	£5.92	£35.50
MARCH	27/03/2023	342	Sandwich Toll Bridge Fund Guildhall Account	Refund of VAT (reclaimed from HMRC for 01/04/2022 - 28/02/2023)	Vat Refund	PA to CEO	£8,377.92	£0.00	£8,377.92
MARCH	27/03/2023	343	Sandwich Toll Bridge Fund Account	Refund of VAT (reclaimed from HMRC for 01/04/2022 - 28/02/2023)	Vat Refund	PA to CEO	£1,086.60	£0.00	£1,086.60
MARCH	27/03/2023	344	Sandwich Toll Bridge Fund Museum Account	Refund of VAT (reclaimed from HMRC for 01/04/2022 - 28/02/2023)	Vat Refund	PA to CEO	£6,608.78	£0.00	£6,608.78
MARCH	27/03/2023	345	Southern Water	Water Charges for Bay Hall (14/07/2022 - 11/10/2022)	Miscellaneous / Unexpected Expenditure	STC Minute Ref: 32.06.22 (iv)	£17.57	£0.00	£17.57
MARCH	27/03/2023	346	Peninsula	HR Service - February 2023	Peninsula Business	STC Minute Ref: 32.06.22 (iv)	£121.59	£24.32	£145.91
MARCH	27/03/2023	347	A Skip	Skip hire for Black Lane Allotments	Black Lane / Sandown Road Allotments	PA to CEO	£450.00	£90.00	£540.00
MARCH	27/03/2023	348	S Weatherall	Mowing of Donkey Paddock	Donkey Paddock	PA to CEO	£150.00	£0.00	£150.00
MARCH	27/03/2023	349	Acting Town Clerk	Town Clerk Services March 2023	Staffing Contingency	STC 36.12.22 (ii)	£1,398.00	£0.00	£1,398.00

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MARCH	27/03/2023	350	Phoenix Link UK	Phone Charges - March 2023	S144 (Other Expenditure)	STC Minute Ref: 32.06.22 (iv)	£50.15	£10.03	£60.18
MARCH	27/03/2023	350	Phoenix Link UK	Phone Charges - March 2023	Office Expenses (incl. telephone)	STC Minute Ref: 32.06.22 (iv)	£50.15	£10.03	£60.18
MARCH	27/03/2023	350	Phoenix Link UK	Phone Charges - March 2023	Guildhall	STC Minute Ref: 32.06.22 (iv)	£50.16	£10.03	£60.19
MARCH	27/03/2023	353	SAGE	Sage Payroll charge 12/03/2023 - 11/04/2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£17.00	£3.40	£20.40
MARCH	27/03/2023	354	Global	Toilet Roll holders for Cattle Market Conveniences	Cattle Market Conveniences - Other Expenditure	PA to CEO	£59.97	£11.99	£71.96
MARCH	27/03/2023	355	Highway Business Services	Set up of Office 365 on one iPad	IT Expenses (incl. Website)	PA to CEO	£39.10	£7.82	£46.92
MARCH	27/03/2023	356	Training Highway	IT Support - March 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£101.40	£0.00	£101.40
MARCH	27/03/2023	356	Training Highway	IT Support - March 2023	IT Expenses (incl. Website)	STC Minute Ref: 32.06.22 (iv)	£101.40	£0.00	£101.40
MARCH	27/03/2023	357	Annemarie Huigen	Thursday Market Mangement Fees - February 2023	Thursday Market Manager	PA to CEO	£200.00	£0.00	£200.00
MARCH	27/03/2023	358	Business Stream	Water Charges - Quay Public Conveniences	Quay Conveniences - Other Expenditure	STC Minute Ref: 32.06.22 (iv)	£281.49	£0.00	£281.49
MARCH	27/03/2023	359	Peninsula	HR Services - EXTRA SERVICES	Peninsula Business	STC refs 01.23.5 & 25.02.23	£82.91	£16.58	£99.49
MARCH	27/03/2023	360	Sandwich Toll Bridge Fund Guildhall Account	Room Hire income received in error - refunded to STBF Guildhall Account	Guildhall	PA to CEO	£529.00	£0.00	£529.00
MARCH	27/03/2023	361	Sandwich Toll Bridge Fund Guildhall Account	Utlities Contribution to STBF	Heating, Lighting, Water & Rates	PA to CEO	£6,804.18	£0.00	£6,804.18
MARCH	27/03/2023	362	Sandwich Toll Bridge Fund Guildhall Account	Cleaning Stock relating to STC	Quay Conveniences - Other Expenditure	PA to CEO	£1,909.39	£0.00	£1,909.39
MARCH	27/03/2023	363	Peninsula	HR Services - EXTRA SERVICES	Peninsula Business	STC refs 01.23.5 & 25.02.23	£278.99	£55.80	£334.79
MARCH	27/03/2023	364	Peninsula	HR Services - March 2023	Peninsula Business	STC Minute Ref: 32.06.22 (iv)	£121.59	£24.32	£145.91
						Total	£53,886.93	£348.30	£54,235.23