



Broadstairs & St Peter's Town Council Quarterly Transparency Report

Time period covered by the report: 1st January to 31st March 2021

List of expenditure exceeding £500 (NET) – Excluding salaries and grants

Ability Decorators x two payments for sash window repairs
Anglian Techtonics – damp course survey Retort House
Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments
Breakthrough Communications – Neighbourhood Plan x 2 payments
CT10 Parochial Charities - rent
Cyber Central – laptop for home working
Geoff's Garden Ornaments – Urn planters for rear portico
Goldstone Town Planning – Neighbourhood Plan consultancy
Harmer & Sons Ground Maintenance
Philips Blinds- Blinds in the Meeting Rooms
Probe Security- Patrols 3 x payments
Public Works Loans Board - Repayments
SSE Electricity x 2 payments Pierremont Hall electricity
Total Cleaning Services – Pierremont Hall Cleaning x 3 payments
Totalglaze- Secondary Glazing
UK Power Networks Electricity upgrade at Retort house
Zurich Municipal: Annual insurance

List of formal Tenders undertaken in accordance with the Town Council Financial Regulations

Item/Service	Dates of formal tender on Contract Finder	Date public notice/advert was placed in local newspaper
None		

Items and services purchased that required three quotes in accordance with the Financial Regulations: ie exceed

	Were three quotes obtained Y/N	If no, provide explanation
Ability Decorators	N	Only one respondent to Deputy Town Clerk's enquiries
Anglian Tectonics	N	Only 2 specialist companies responded to Clerk's enquiry

Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments	Y	Formal Tender
Breakthrough communications	N	Specialist supplier
CT10	N	Specialist supplier
Cyber Central	N	Existing supplier
Geoff's Garden Ornaments	Y	
Goldstone Town Planning	N	Existing contract
Harmer & Sons Ground Maintenance	N	Only one company quoted despite requests for others
Philips Blinds	Y	
Probe Security- Patrols 3 x payments	N	Existing Contract
Public Works Loans Board	N	Existing Contract
SSE Electricity	N	Existing Contract
Total Cleaning Services – Pierremont Hall Cleaning x 2 payments	Y	Formal Tender
Totalglaze- Secondary Glazing Music Room	Y	
UK Power Networks	N	Specialist supplier
Zurich	Y	Long term Agreement

Kirsty Howard

Signed: _____

_____ Responsible Financial Officer