



## Broadstairs & St. Peter's Quarterly Transparency Report

Time period covered by the report: \_1<sup>st</sup> April 2018- 31<sup>st</sup> March 2019\_(Full year as first report)

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

|                                                                               |
|-------------------------------------------------------------------------------|
| All About Asbestos – Asbestos Removal Retort House x 4 payments               |
| Aspect Four Demolition Services- Removal of Park Hall and Community Hall      |
| BM Ambulance Service Ltd. 5 <sup>th</sup> November                            |
| Boys & Maughan Legal fees- Culmer's Lease                                     |
| Brent De Witt- Punch and Judy show                                            |
| Broadstairs Carpets- new carpet following flood (Insurance reimbursed)        |
| Cardiac Science - Defibrillator                                               |
| CEAS Lent Ltd. - Retort House Electric Works                                  |
| CT10 Parochial Charities Rent for Culmer's Amenity Land                       |
| Dennison Gen Builders - Repainting of the bandstand                           |
| E. Saunders Jetty Phone Box repairs                                           |
| Earths Anchors – new notice board x 2                                         |
| Edge IT accountancy software package                                          |
| Fourjays Toilet hire May Bank Holiday weekend                                 |
| John Cousens Roofing – Pierremont Hall Roof                                   |
| KALC Subscription                                                             |
| Kent handyman service- building works after flood (reimbursed by insurance)   |
| KT Fire Protection Ltd- fire alarm maintenance                                |
| Lee Boreham- Retort House Painting                                            |
| LT Drawing Service Ltd- Planning Drawings for Retort House                    |
| Millennium Quest Christmas light, fitting, storage and testing (x 3 payments) |
| Mullaney Roofing- Retort House Roof Repairs                                   |
| Pettman's Auctions -Asset Valuation                                           |
| PKF Littlejohns External Audit                                                |
| Public Convenience Ltd. Toilet Survey Part 1                                  |
| Purchase of Pierremont Hall                                                   |
| Purchase of Retort House                                                      |
| PWLB – Loan Repayments                                                        |
| Ramsgate Glass- Retort House                                                  |
| Rubicon - Removal of vegetaion adjoining the The Cottage, Pierremont Park     |
| Rubicon Report for S106                                                       |
| Rubicon- Scaffolding around Pierremont Hall fire escape                       |
| Satswana Ltd. Data Protection Officer Service                                 |
| Serco -Culmer's Grass Cutting                                                 |

|                                                                               |
|-------------------------------------------------------------------------------|
| SGN- Gas disconnection Community Hall                                         |
| SSE Scottish Hydro- Electricity Pierremont Hall                               |
| Standfast CCTV Pierremont Hall and Music Room                                 |
| T.J Elcock New Shutter Council Chamber – (paid for by Georgian Society Grant) |
| Terence Painter Estate Agent Fees – Retort House                              |
| Thanet District Council - Office Business rates                               |
| Thanet District Council- Planning Advice Fee                                  |
| Thorley Tavern Mayor Making                                                   |
| Top Branch Tree Services- Culmer’s Trees                                      |
| Urban Design and Surveying – Asbestos Survey Retort House                     |
| Viking Fireworks- 11 <sup>th</sup> November Beacon Lighting                   |
| Viking Fireworks- 5 <sup>th</sup> November Display                            |
| Young’s Nursery bedding plants Pierremont Hall                                |
| Young’s Nursery Christmas Tree                                                |
| Young’s Nursery In Bloom 2018                                                 |
| Zurich 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 |
|-------------------------------------------------|-------------------------------------------|----------------------------------------------------------|
| Replacement roof to listed building             | 01/09/2018-14/09/18                       | 7/9/2018                                                 |
| Demolition of two single storey outbuildings    | 18/12/2018- 1/10/2018                     | 7/9/2018                                                 |
| Grounds Maintenance Contract                    | 21/11/18-07/01/2019                       | 23/11/2019                                               |
| Redecoration of the exterior of Pierremont Hall | 17/12/2019-04/02/2019                     | 21/12/2018                                               |
| Refurbishment of Community Sports Hall          | 06/02/2019-06/03/2019                     | 15/2/2019                                                |
| Groundworks at Pierremont Park                  | 26/02/2019-14/03/2019                     | 1/3/2019                                                 |

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

| All About Asbestos – Asbestos Removal Retort House x 4 payments        | Were 3 quotes obtained? Y/N | If no, provide explanation                                                                                                                     |
|------------------------------------------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| BM Ambulance Service Ltd. 5 <sup>th</sup> November                     | No                          | Tried to obtain quotes, only one provider locally able to undertake work                                                                       |
| Boys & Maughan Legal fees- Culmer’s Lease                              | No                          | Original piece of work was below the amount required for quotes. However, problems with land registry caused price to increase over threshold. |
| Brent De Witt- Punch and Judy show                                     | No                          | Only one provider who has undertaken the show for 13 years                                                                                     |
| Broadstairs Carpets- new carpet following flood (Insurance reimbursed) | Yes                         |                                                                                                                                                |

|                                                                               |     |                                                                                                   |
|-------------------------------------------------------------------------------|-----|---------------------------------------------------------------------------------------------------|
| Cardiac Science - Defibrillator                                               | Yes |                                                                                                   |
| CEAS Lent Ltd. - Retort House Electric Works                                  | No  | This was the Electrician used by the new tenant for Retort House, we paid for some enabling work. |
| Dennison Gen Builders - Repainting of the bandstand                           | No  | Same decorators used who always decorate bandstand.                                               |
| E. Saunders Jetty Phone Box repairs                                           | Yes |                                                                                                   |
| Earths Anchors – new notice board x 2                                         | Yes |                                                                                                   |
| Edge IT accountancy software package                                          | No  | In contract                                                                                       |
| Fourjays Toilet hire May Bank Holiday weekend                                 | Yes |                                                                                                   |
| Kent Handyman Service- building works following flood                         | Yes |                                                                                                   |
| KT Fire Protection Ltd- fire alarm maintenance                                | No  | In contract                                                                                       |
| Lee Boreham- Retort House Painting                                            | Yes |                                                                                                   |
| LT Drawing Service Ltd- Planning Drawings for Retort House                    | Yes |                                                                                                   |
| Millennium Quest Christmas light, fitting, storage and testing (x 3 payments) | Yes |                                                                                                   |
| Mullaney Roofing- Retort House Roof Repairs                                   | No  | Roof leaking emergency repair, only roofer available at short notice.                             |
| Pettman's Auctions -Asset Valuation                                           | Yes |                                                                                                   |
| Public Convenience Ltd. Toilet Survey Part 1                                  | Yes |                                                                                                   |
| Ramsgate Glass- Retort House                                                  | Yes |                                                                                                   |
| Rubicon - Removal of vegetation adjoining The Cottage, Pierremont Park        | No  | Part of wider project manager contract that quotes were obtained in previous financial year       |
| Rubicon Report for S106                                                       | No  | Part of wider project manager contract that quotes were obtained in previous financial year       |
| Rubicon- Scaffolding around Pierremont Hall fire escape                       | No  | Part of wider project manager contract that quotes were obtained in previous financial year       |
| Satswana Ltd. Data Protection Officer Service                                 | Yes |                                                                                                   |
| Serco -Culmer's Grass Cutting                                                 | Yes |                                                                                                   |
| Standfast CCTV Pierremont Hall and Music Room                                 | No  | CCTV had to be incorporated into existing system which was supplied by Standfast                  |
| T.J Elcock New Shutter Council Chamber – (paid for by Georgian Society Grant) | No  | Tried to obtain quotes, only one provider locally able to undertake work                          |
| Top Branch Tree Services- Culmer's Trees                                      | Yes |                                                                                                   |
| Urban Design and Surveying – Asbestos Survey Retort House                     | No  | Specialist survey                                                                                 |
| Viking Fireworks- 11 <sup>th</sup> November Beacon Lighting                   | No  | Tried to obtain quotes, only one provider locally able to undertake work                          |
| Viking Fireworks- 5 <sup>th</sup> November Display                            | No  | Specialist provision                                                                              |
| Young's Nursery bedding plants Pierremont Hall                                | Yes |                                                                                                   |
| Young's Nursery Christmas Tree                                                | Yes |                                                                                                   |
| Young's Nursery In Bloom 2018                                                 | Yes |                                                                                                   |

Signed: \_\_\_\_\_ *D.L. Dunn* \_\_\_\_\_ Responsible Financial Officer