



Broadstairs & St Peter's Town Council Quarterly Transparency Report

Time period covered by the report: 1st October to 31st December 2022

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

Grants and Councillor Allowances reported separately.

Accountancy software licence	Scribe (Starboard Systems) Ltd	2,832.00
Transfer of tenant's service charge	Henderson Setterfield	2,013.42
Bandstand Concert Fireworks	Alan Laffey (Charlie Don't Surf)	500.00
Rent of Culmer's Amenity area	CT10 Parochial Charities	1,741.90
Works	John Couzens Roofing Contractor	995.00
Works	Automatic Access Ltd	624.50
Monthly security bill Pierremont Hall	Probe Security	750.00
Service Charge	Henderson Setterfield	2,500.00
Monthly Grounds Maintenance Pierremont Hall	Boxgreen Landscapes Ltd	1,073.75
Monthly electricity bill	Drax	626.19
Tax Consultancy fee	LAVAT Consulting Ltd	2,250.00
Hygiene Waste Services Pierremont Hall	Cathedral Leasing Ltd	675.96
Works	Ramsgate Glass	710.00
Hygiene Services Retort House	VR Sani-co	564.50
Hygiene Supplies Retort House	VR Sani-co	806.00
Blinds	Drake Blinds	645.00
In Bloom	YOUNG'S NURSERIES	1,782.07
Retention fee payment	Urban Surveying & Design Ltd	1,352.43
Monthly cleaning Pierremont Hall	Total Cleaning Services	737.68
Monthly security Pierremont Hall	Probe Security	770.00
Bandstand Concert	M. Harmsworth (Curb Pilots)	650.00
Electricity	Drax	781.56
Remembrance Security	Marc One Security	720.00
Grounds Maintenance	Boxgreen Landscapes Ltd	787.50
Fireworks Display	Viking Fireworks	4,000.00
street furniture	Broxap Limited	1,306.98
Decorative Lighting	Millennium Quest	1,195.00
Decorative Lighting	Millennium Quest	10,042.00
Corporate credit card	Lloyds commercial cards	753.03
Deposit for Council van	Richards Cars Limited	500.00
Tree survey works	Invicta Arboriculture	1,250.00

Telephone	Venture Telecoms Ltd	559.71
Christmas tree	YOUNG'S NURSERIES	748.00
Fee	Ashford Facilities Management	1,169.00
Monthly Electricity bill	Drax	1,512.59
Monthly cleaning bill Pierremont Hall	Total Cleaning Services	737.68
Monthly security bill Pierremont Hall	Probe Security	750.00
tree works	Top Branch Tree Services	600.00
risk assessment	EK Fire Protection	790.00
Tax consultancy Fee	PS Tax	900.00
Neighbourhood planning consultancy Fee	Goldstone Town Planning	912.50
Monthly Grounds Maintenance bill Pierremont Hall	Boxgreen Landscapes Ltd	787.50
phones	Venture Telecoms Ltd	714.70
Purchase of council van	Richards Cars Limited	7,250.00
rent - Culmers land	CT10 Parochial Charities	1,741.90

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 posted on website/social media and noticeboards
Regular Cleaning Pierremont Hall	18 November 2022	18 November 2022
Seasonal floral displays	13 October 2022	13 October 2022

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

	Were three quotes obtained Y/N	If no, provide explanation
Box Green Landscapes x 3 payments	Y – formal tender	
CT10 Parochial Charities	N	Payment of rent
Drax	N	Existing contract
E Saunders	N	Existing contract
EDF	N	Energy supplier
Probe Security	N	Existing account
Total Cleaning Services –	Y	Formal Tender
Youngs Nurseries	N	Formal tender 2019

Signed: _____

Kirsty Howard

_____ Responsible Financial Officer