



Broadstairs & St Peter's Town Council Quarterly Transparency Report 1st October 2023 to 31st December 2023

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

Grants and Councillor Allowances reported separately.

Description	Supplier	Net
Regular cleaning August	Total Cleaning Services	759.66
Indirect tax consultant fee	LAVAT Consulting Ltd	787.50
Grounds maintenance (Culmers and Pierremont)	Boxgreen Landscapes Ltd	1170.08
Regular cleaning Sept	Total Cleaning Services	799.64
Management fee	Henderson Setterfield	570.53
Storage - Xmas lighting	Millennium Quest	912.50
First aid cover - Nov 5th	BM Ambulance Service Ltd	907.20
Risk assessments	EK Fire Protection	1,780.00
refund - grounds maintenance 2022/23	Tenant	696.83
Works - retort house	Thanet District Council	4,500.00
Hygiene services	Cathedral Leasing Ltd	675.96
Land hire fee – Nov 5th	Thanet District Council	554.00
Bench St Peter's Court	Earth Anchors Ltd	507.50
Fireworks Display	Viking Fireworks	4,000.00
Audit	Mazars LLP	1,680.00
Christmas tree	Young's Nurseries	1,620.00
Grounds Maintenance (Culmer's and Pierremont)	Boxgreen Landscapes Ltd	935.08
Indirect tax consultant fee	LAVAT Consulting Ltd	1,518.75
Decorative lighting	SparkX Ltd	15,950.00
Bandstand - Nov 5th	Decades Showband	600.00
Regular cleaning Oct	Total Cleaning Services	799.64
Security - Nov 5th	Marc One Security	640.00
Electricity Retort House	SSE Scottish Hydro	5,086.67
Water hygiene tests Retort House	Ashford Facilities Management	349.25
Electricity Pierremont Hall	Edf	1,330.93
Water hygiene tests Pierremont Hall	Ashford Facilities Management	1,278.50
Alarm maintenance	Westgate Security & Electrical Ltd	725.00
Security – Remembrance Service	Mark One Security	512.00
Annual tree inspections	Invicta Arboriculture	1,500.00
Works Stella Maris roof	John Couzens Roofing Contractor	4,950.00
Works Porch roof	John Couzens Roofing Contractor	3,800.00
Alarm maintenance	Westgate Security & Electrical Ltd	525.00
Market stalls for Christmas event	Ray Linge Market Stalls Ltd	1,275.00

Security	Probe Security	920.00
PA supply Christmas event	Chris Basford	700.00
Power and lighting supply Christmas event	David Hooker	640.00
Internal audit	David Buckett	629.70
Street planting (tree)	Kent County Council	744.32
Regular cleaning Nov	Total Cleaning Services	799.64
Roofing	John Couzens Roofing Contractor	500.00
Grounds Maintenance (Culmer's and Pierremont)	Boxgreen Landscapes Ltd	1185.08
Hedge removal and bulb planting	Boxgreen Landscapes Ltd	1,105.00
Electric van purchase	Jarretts Motors Ltd	21,407.50
Electricity	Edf	3,808.61

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
NONE		

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

	Were three quotes obtained Y/N	If no, provide explanation
SparkX Decorative Lighting	N	Tender process followed but only 2 respondents
Electric Van Purchase	Y	
PA Supply	N	3 sought but only 2 respondents
Market stalls	N	Proprietary product

Signed: _____  _____ Responsible Financial Officer