



Broadstairs & St Peter's Town Council Quarterly Transparency Report

Time period covered by the report: 1st April to 30th June 2020

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

Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments
Boys and Maughan Solicitors – Conveyancing fees
Business Stream – water charges
CT10 Parochial Charities – Lease of Culmer's
Cyber Central – 3 x new laptops for home working
Chase Construction Ltd- Retort House trenching works
DDS Demolition- groundwork's and trenching x 2 payments and 1 x payment new bin store
Fitzpatrick Woolmer- Signage Pierremont Hall
BM Plant Hire- Telegraph Pole Removal Culmer's Amenity Land
Immediate Media Company - Advertising
John Couzen's Roofing- Repairs to Pierremont Porch Roof
Kent Association of Local Councils- Annual Subscription
Kent Property Estates Ltd- Retort House building works
Marc One Security- Beach Security x 3 payments
Pestraid- Squirrel Removal
Probe Security- Patrols 3 x payments
SSE Scottish Hydro- Electricity x 2 payments
Thanet District Council – Business Rates x 3 payments
Total Cleaning Services – Pierremont Hall Cleaning
Town Legal LLP- Solicitors Fees for Neighbourhood Plan x 2 payments
Urban Design and Surveying Ltd – Project management fees, Retort House
Zurich Municipal – Town Council Insurance Policy

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

	Were three quotes obtained Y/N	If no, provide explanation
Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments	Y	Formal Tender
Boys and Maughan Solicitors – Conveyancing	Y	

fees		
Business Stream – water charges	N	Water provider
CT10 Parochial Charities – Lease of Culmer’s	N	N/A Tenancy agreement
Cyber Central – 3 x new laptops for home working	N	Individual laptops below the limit for 3 quotes
Chase Construction Ltd- Retort House trenching works	Y	Part of the main Retort House Tender
DDS Demolition- groundworks and trenching x 2 payments and 1 x payment new bin store	Y	
Fitzpatrick Woomer- Signage Pierremont Hall	Y	
BM Plant Hire- Telegraph Pole Removal Culmer’s Amenity Land	N	Removal of pole due to health and safety issue
Immediate Media Company - Advertising	Y	
John Couzens Roofing- Repairs to Pierremont Porch Roof	N	Part of the original roof works where three quotes were obtained
Kent Association of Local Councils- Annual Subscription	N	Subscription
Kent Property Estates Ltd- Retort House building works	Y	Part of the original Retort House Tender Contract
Marc One Security- Beach Security x 3 payments	Y	
Pestraid- Squirrel Removal	N	Couldn’t get three quotes
Probe Security- Patrols 3 x payments	N	Existing Contract
SSE Scottish Hydro- Electricity x 2 payments	N	Electricity supplier
Thanet District Council – Business Rates x 3 payments	N	Business Rates
Total Cleaning Services – Pierremont Hall Cleaning	Y	Existing Contract agreed by tender
Town Legal LLP- Solicitors Fees for Neighbourhood Plan x 2 payments	N	Specialist legal services
Urban Design and Surveying Ltd – Project management fees, Retort House	Y	
Zurich Municipal – Town Council Insurance Policy	Y	Existing 5 year contract

Signed: _____



_____ Responsible Financial Officer