



## Broadstairs & St Peter's Town Council Quarterly Transparency Report

Time period covered by the report: 1<sup>st</sup> July to 30th September 2021

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

Ability Decorators x three payments for sash window repairs
Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments
Brightside Publishing – Pierremont Hall marketing
Community Ad – Pierremont Hall marketing
G Battell – Theatre in the park
Grant Stewart – Twinning signs
Haven Power Ltd – 2 x payments for electricity to Pierremont Hall
Hitched Ltd – Advertising website
John Couzens Roofing – repairs to roof x 2 payments
KCC – lamp post survey
Lisa Payne – Theatre in the Park
MacKenzie Dillon – Legal advice
Mark One Security – 5 x payments for beach security
Millenium Quest – call out fee for repair to lights
PKF littlejohn – External audit fee
Probe Security- Patrols 2 x payments
Scribe (Starboard Systems) – Accountancy software
Total Cleaning Services – Pierremont Hall Cleaning x 4 payments
Urban surveying & Design – Project manager fees

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
Ability Decorators	N	Existing contract
Box Green Landscapes – garden maintenance Pierremont Hall x 3 payments	Y	Formal Tender
Brightside Publishing	N	Existing contract
Community Ad	N	Existing contract

G Battell	N	Unique supplier
Grant Stewart	N	Local tradesman offered environmentally sound solution within budget
Haven Power Ltd	Y	Broker obtained best value
Hitched	N	Existing contract
John Couzens Roofing	N	Existing contract
KCC	N	Local authority
Lisa Payne	N	Unique supplier
MacKenzie Dillon	N	Professional service
Mark One Security	N	Existing contract
Millenium Quest	N	Existing contract
PKF Littlejohn	N	Government contract
Probe Security- Patrols 3 x payments	N	Existing Contract
Scribe (Starboard Systems)	N	Compared with existing supplier
Total Cleaning Services –	Y	Formal Tender
Urban Surveying & Design	N	Existing contract

*Kirsty Howard*

Signed: \_\_\_\_\_

\_\_\_\_\_ Responsible Financial Officer