



Broadstairs & St. Peter's Quarterly Transparency Report

Time period covered by the report: 1st October 2019- 31st December 2019

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

Apres Furniture Table Mayor's Parlour
BM Ambulance Service- 5 th November Fireworks
Boxgreen Landscapes Ltd- Ground Maintenance x 3 payments
Boys & Maughan Solicitors- Conveyancing fees x 2
Broadstairs Carpets- Flooring for Pierremont Hall x 2
Canterbury Lighting Chandelier
CT10- Parochial Charities – rent Culmer's Amenity Land x 1 payments
Curb Pilots performance 5 th November Fireworks
Form Fit Out- Building works Pierremont Hall x 4 payments
Hygiene Supplies Direct – Supplies Pierremont Hall
Invicta Arboriculture – tree survey Mockett's Wood
Kent Property Estates Ltd.- building works Retort House x 3 payments
Laura Ashley – Council Chamber lighting
Marc One Security 5 th November
Millennium Quest decorative lighting x 7 payments
Performing Rights Society
Probe Security Patrols x 3
Rubicon Building Consultancy- Project manager fee Pierremont Hall x 2 payments
Serco- Ground maintenance and lighting repayment 2018-19 x 2 payments
SSE Scottish Hydro – Electricity bill x 2
Strictly Tables and Chairs Furniture Pierremont Hall
Terrence Painter Estate agent fees office tenancies
The Broadstairs & St. Peter's Heritage Foundation
UK Power Networks Electricity upgrade Pierremont Hall
Urban Surveying and Design – Project Manager Fee Retort House x 3 payments
Viking Fireworks 5 th November Fireworks display
Young's Nurseries – planting x Christmas tree x 2 payments

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
Broadstairs in Bloom Tender- provision of flowers, baskets and planters	4 th November 2019 – 22 nd November 2019	8 th November 2019

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

	Were 3 quotes obtained? Y/N	If no, provide explanation
Apres Furniture Table Mayor's Parlour	Y	
BM Ambulance Service- 5 th November Fireworks	Y	
Boxgreen Landscapes Ltd- Ground Maintenance x 3 payments	Y	
Boys & Maughan Solicitors- Conveyancing fees x 2	Y	
Broadstairs Carpets- Flooring for Pierremont Hall x 2	Y	
Canterbury Lighting Chandelier	Y	
CT10- Parochial Charities – rent Culmer's Amenity Land x 1 payments	N	N/A tenancy agreement
Curb Pilots performance 5 th November Fireworks	N	Within budget
Form Fit Out- Building works Pierremont Hall x 4 payments	Y	
Hygiene Supplies Direct – Supplies Pierremont Hall	Y	
Invicta Arboriculture – tree survey Mockett's Wood	Y	
Kent Property Estates Ltd.- building works Retort House x 3 payments	Y	
Laura Ashley – Council Chamber lighting	Y	
Marc One Security 5 th November	N	Specialist work
Millennium Quest decorative lighting x 7 payments	Yes in part	Some work was pre-arranged maintenance
Performing Rights Society	N	Standard fee
Probe Security Patrols x 3	N	Existing contract
Rubicon Building Consultancy- Project manager fee Pierremont Hall x 2 payments	Y	
Serco- Ground maintenance and lighting repayment 2018-19 x 2 payments	N	Not applicable quotes were obtained originally for this work
SSE Scottish Hydro – Electricity bill x 2	N	
Strictly Tables and Chairs Furniture Pierremont Hall	Y	
Terrence Painter Estate agent fees office tenancies	Y	
The Broadstairs & St. Peter's Heritage Foundation	N	Civic grant agreed at Council
UK Power Networks Electricity upgrade Pierremont Hall	N	Standard Fee
Urban Surveying and Design – Project Manager Fee Retort House x 3 payments	Y	

Viking Fireworks 5 th November Fireworks display	N	Pre-booked
Young's Nurseries – planting x Christmas tree x 2 payments	N	Existing contract which went out for tender.

Signed: _____ *D.L. Dunn* _____ Responsible Financial Officer