



Broadstairs & St Peter's Town Council Quarterly Transparency Report 1st April 2024 to 30th June 2024

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

Grants and Councillor Allowances reported separately.

| Description | Supplier | Amount |
|-------------------------|--------------------------------|---------------|
| hygiene services | Cathedral Leasing Ltd | 811.15 |
| Cleaning | Total Cleaning Services | 863.62 |
| Electricity | Edf | 4,052.81 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 1,122.10 |
| security | Probe Security | 1,104.00 |
| Electricity | SSE Energy Solutions | 781.66 |
| Microsoft 365 licences | Cyber Central | 3,972.10 |
| Subscription | KALC | 2,244.98 |
| Works | E. Saunders Ltd | 663.42 |
| market stalls | Ray Linge Market Stalls Ltd | 1,231.20 |
| deposit return | Pure Cloud Accounting Ltd | 1,143.12 |
| Legal fees | Girlings Solicitors | 686.80 |
| Works | E. Saunders Ltd | 1,881.60 |
| security | Probe Security | 1,080.00 |
| Legal fees | Brachers LLP | 7,678.80 |
| website | Zonkey | 714.00 |
| website | Zonkey | 1,350.00 |
| Fees | Girlings Solicitors | 3,434.00 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 150.00 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 2,358.00 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 2,310.00 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 1,003.50 |
| subscription - bookings | Scribe (Starboard Systems) Ltd | 1,710.72 |
| subscription - accounts | Scribe (Starboard Systems) Ltd | 2,367.36 |
| Works | SparkX Ltd | 1,536.00 |
| Works | Dam High Access | 1,140.00 |
| Cleaning | Total Cleaning Services | 997.03 |
| Cleaning | Total Cleaning Services | 955.93 |
| Electricity | Edf | 1,877.93 |
| Electricity | SSE Energy Solutions | 615.38 |
| security | Probe Security | 924.00 |
| security | Probe Security | 180.00 |
| fee - audit | David Buckett | 629.70 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 3,481.68 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 150.00 |
| security | Marc One Security | 748.00 |
| Cleaning | Total Cleaning Services | 1,009.04 |
| Grounds Maintenance | Boxgreen Landscapes Ltd | 1,003.50 |
| AED maintenance | Hopkins | 907.20 |

| | | |
|------------------------------|------------------------------------|------------------|
| beacon | Viking Fireworks | 600.00 |
| fire survey | EK Fire Protection | 744.00 |
| Works | John Couzens Roofing Contractor | 600.00 |
| electricity - retort | SSE Energy Solutions | 644.24 |
| rent - culmers land | CT10 Parochial Charities | 1,741.90 |
| water tap for promenade | Culligan Water | 3,393.65 |
| Survey | Blackmore Building Consultancy Ltd | 3,000.00 |
| service charge certification | Spurling Cannon | 600.00 |
| window repairs | Ability Sash Windows | 1,512.00 |
| Advertising | Hitched Limited | 1,620.00 |
| | Total | 82,931.22 |

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 |
|--------------------------|--|--|
| Phase III Basement works | 29 April 2024 – 4 June 2024 | 29 April 2024 |

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

| | Were three quotes obtained Y/N | If no, provide explanation |
|----------------------|--------------------------------|---|
| Zonkey – new website | N | Prospective suppliers researched, compared online and testimonials sought. Price was not main driver. |
| SparkX Ltd | N | Company won contract for Christmas lights following formal tender procedure in 2023 |

Signed: _____  _____ Responsible Financial Officer