

**Bank Payments**

Saltash Town Council

For the period 1 December 2024 to 31 December 2024

Contact	Description	Net	VAT	Gross
Adrian Chapman and Kate Gibbons	Murder Mystery Event 'The Killer in the costume' taking place on Friday 1st November 2024	£ 450.00	£ -	£ 450.00
Allstar Business Solutions Limited	Fuel for Town Council Service Delivery Vehicles	£ 136.89	£ 27.38	£ 164.27
Anglotech Group Limited (Previously Print Copy Scan Ltd)	Staples for photocopier located in reception	£ 42.99	£ 8.60	£ 51.59
Anglotech Group Limited (Previously Print Copy Scan Ltd)	Staples for booklet maker located in reception	£ 45.06	£ 9.01	£ 54.07
Anglotech Group Limited (Previously Print Copy Scan Ltd)	Prints for Photocopiers 29/10/2024 to 28/11/2024	£ 199.45	£ 39.88	£ 239.33
Barclays	Bank Charges	£ 8.52	£ -	£ 8.52
Bright Software Group	BrightPay (UK) - November 2024	£ 1.20	£ 0.24	£ 1.44
BrightHR	Provisions of HR Software - December 2024	£ 78.00	£ 15.60	£ 93.60
Callington Town Council	Hire of Portreeve's Parlour Facility - Callington	£ 5.00	£ 1.00	£ 6.00
Carlton Plastics (SW) Ltd	Maintenance Materials - Pontoon	£ 55.51	£ 11.10	£ 66.61
Cleansing Service Group Ltd	Waterside Cabin - Cleaning and disposal costs	£ 168.00	£ -	£ 168.00
Cornwall Association of Local Councils	Heritage, Local Plans & Class Q Permitted Development Training course - Planning and General Administrator	£ 30.00	£ 6.00	£ 36.00
Cornwall Council	Rent for Longstone Garage and Depot - December 2024	£ 375.00	£ -	£ 375.00
Cornwall Council	Insurance for Longstone Garage and Depot - December 2024	£ 15.00	£ -	£ 15.00
Cornwall Pensions	Pension Fund Payment - December 2024	£ 12,853.97	£ -	£ 12,853.97
Credit Card Purchases (Amazon)	Health and Safety equipment - P&F	£ 9.14	£ 1.84	£ 10.98
Credit Card Purchases (Amazon)	Health and Safety equipment - P&F	£ 5.23	£ 1.05	£ 6.28
Credit Card Purchases (Amazon)	Blue glitter stars for use in the STC Christmas baubles	£ 3.91	£ 0.78	£ 4.69
Credit Card Purchases (Amazon)	Refreshment Costs - Guildhall	£ 19.96	£ -	£ 19.96
Credit Card Purchases (Amazon)	Dinner Fork Set for meeting use at Guildhall	£ 9.38	£ 2.00	£ 11.38
Credit Card Purchases (Amazon)	Teaspoon for meeting use at Guildhall	£ 5.62	£ 1.20	£ 6.82
Credit Card Purchases (Amazon)	Cross-bar Hexagonal Screwdriver for Service Delivery use	£ 7.91	£ 1.58	£ 9.49
Credit Card Purchases (Amazon)	Maintenance Materials - Public Toilets	£ 20.79	£ 4.16	£ 24.95
Credit Card Purchases (Amazon)	Clothing cost - Service Delivery	£ 19.71	£ 3.94	£ 23.65
Credit Card Purchases (Amazon)	Office Cost - Library	£ 44.16	£ 8.84	£ 53.00
Credit Card Purchases (Amazon)	Activities Costs - Library	£ 69.35	£ 13.88	£ 83.23
Credit Card Purchases (Cornwall Council)	Inspection Fee for Cornwall council at Library Site	£ 600.00	£ -	£ 600.00
Credit Card Purchases (DVLA)	Road fund license - 12 months - EA14 ZVZ	£ 337.50	£ -	£ 337.50
Credit Card Purchases (Iron Mongery Direct)	Ironmongery Items For Public Toilets	£ 42.05	£ 8.41	£ 50.46
Credit Card Purchases (Solar Centre)	Atlas Solar Spotlights	£ 79.98	£ 16.00	£ 95.98
Credit Card Purchases (St Johns Ambulance)	St John Ambulance Medium Workplace First Aid Kit	£ 455.75	£ 91.15	£ 546.90
Credit Card Purchases (St Johns Ambulance)	St John Ambulance Burns First Aid Kit	£ 107.50	£ 21.50	£ 129.00
Credit Card Purchases (Workplace Depot)	Garage Storage Shelves	£ 64.99	£ 13.00	£ 77.99
Credit Card Purchases (Xero UK Ltd)	Subscription - 01/11/2024 to 30/11/2024	£ 31.02	£ 6.60	£ 37.62
Dainton Group Services	Rent for Waterside Cabin and Effluent Tank	£ 332.13	£ 66.43	£ 398.56
Denmans	Christmas Lights Maintenance Cost	£ 62.72	£ 12.54	£ 75.26
Denmans	Equipment maintenance materials - Service Delivery	£ 14.50	£ 2.90	£ 17.40
Denmans	Christmas Lights Maintenance Cost	£ 41.89	£ 8.38	£ 50.27
Denmans	Maintenance Materials - Pubic Toilets	£ 33.28	£ 6.66	£ 39.94

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Denmans	Christmas Lights Maintenance Cost	£ 99.17	£ 19.84	£ 119.01
Denmans	Christmas Lights Maintenance Cost	£ 12.49	£ 2.50	£ 14.99
Devon Contract Waste Ltd	08/11/2024 Recycling Costs	£ 13.50	£ 2.70	£ 16.20
Devon Contract Waste Ltd	12/12/2024 Recycling Costs	£ 13.50	£ 2.70	£ 16.20
Diverse Events	Organisation and road management for Remembrance 2024	£ 630.48	£ -	£ 630.48
EE	Staff mobiles and Pontoon broadband charges	£ 121.35	£ 24.27	£ 145.62
Efficient Comms Ltd	Telephone Call and Service Charges - November 2024	£ 240.49	£ 48.10	£ 288.59
EON	Electricity Charges - 01/11/2024 - 30/11/2024	£ 449.29	£ 22.46	£ 471.75
Grin	12 month subscription to daily GRIN e-bulletins	£ 15.00	£ -	£ 15.00
HMRC	PAYE payment - December 2024	£ 11,704.30	£ -	£ 11,704.30
Howdens	Repair Materials - Isambard House	£ 31.48	£ 6.30	£ 37.78
HR Support Consultancy	HR Services for work carried out during the month of October 2024	£ 723.45	£ 144.69	£ 868.14
HR Support Consultancy	HR Services for work carried out during the month of November 2024	£ 723.45	£ 144.69	£ 868.14
Hygiene 2 Health Ltd	Introduction to Risk Assessment course for Receptionist	£ 17.50	£ 3.50	£ 21.00
Hygiene 2 Health Ltd	Introduction to Risk Assessment course for Assistant to the Town Clerk	£ 17.50	£ 3.50	£ 21.00
Hygiene 2 Health Ltd	Risk Assessment for Working in Extreme Conditions	£ 105.00	£ 21.00	£ 126.00
James Hallam Council Guard	Pontoon insurance from 14/12/2024 - 13/12/2025	£ 2,769.89	£ -	£ 2,769.89
Laser - Guildhall Gas	Gas Charges - 30/09/2024 to 31/10/2024	£ 130.00	£ 6.50	£ 136.50
Laser - Station Gas	Gas Charges - 30/09/2024 to 31/10/2024	£ 23.99	£ 1.20	£ 25.19
Laser - Unmetered supply - 1051655	Electricity Charges - 01/10/2024 to 31/10/2024	£ 19.35	£ 0.97	£ 20.32
Laser - Unmetered supply - 1051655	Electricity Charges - 01/11/2024 to 30/11/2024	£ 19.47	£ 0.97	£ 20.44
Mike Pitches	Photography for Remembrance on 10/11/2024	£ 120.00	£ -	£ 120.00
Minster Cleaning (South West Commercial Cleaning Ltd)	Opening, closing and cleaning of Saltash Town Council toilet blocks for November 2024	£ 2,497.95	£ 499.59	£ 2,997.54
Opayo (previously Sage)	Card Machine Charges	£ 13.00	£ 2.60	£ 15.60
Opayo (previously Sage)	Card Machine Charges	£ 37.13	£ -	£ 37.13
Otis Ltd	Contractual Maintenance carried out Guildhall Lift - 01/12/2024 - 28/02/2025	£ 720.00	£ 144.00	£ 864.00
Pertemps Recruitment	Admin officer Pertemps staffing hours 29.5 hours W/C 18/11/2024	£ 662.28	£ 132.46	£ 794.74
Pertemps Recruitment	Admin officer Pertemps staffing hours 37 hours W/C 25/11/2024	£ 830.65	£ 166.13	£ 996.78
Rexel	Festive Lighting Maintenance Cost	£ 67.45	£ 13.49	£ 80.94
Rexel	Grounds Maintenance Materials	£ 20.36	£ 4.07	£ 24.43
Richard Ough's Motor Services	Labour charge to diagnose fuel leak & handbrake fault on Service Delivery vehicle	£ 204.00	£ 40.80	£ 244.80
Robert Mcneil	Additional tree survey for Pillmere area siding A38	£ 250.00	£ -	£ 250.00
Robert Mcneil	Tree survey for Victoria Gardens	£ 250.00	£ -	£ 250.00
Saltash & District Observer	Town Messenger - October 2024	£ 330.00	£ -	£ 330.00
Saltash & District Observer	Town Messenger - November 2024	£ 330.00	£ -	£ 330.00
Sir Fix-a-Lock Ltd	2 x security keys for the Guildhall	£ 44.00	£ 8.80	£ 52.80
SLCC Enterprises Ltd	Building Resilience in the Face of Challenges and Abuse Training course - Planning and General Administrator	£ 35.00	£ 7.00	£ 42.00
SLCC Enterprises Ltd	SLCC Membership for CiLCA course - Assistant to the Town Clerk	£ 303.00	£ -	£ 303.00
SOS Consultancy	Monthly ICT Support and Maintenance Services	£ 1,363.13	£ 272.63	£ 1,635.76
SOS Consultancy	Dell 15" business laptop, Docking Station, Monitors, keyboard and mouse for Admin Officer	£ 1,178.00	£ 235.60	£ 1,413.60
South West Assessment & Training	Training For Assistant Service Delivery Manager - Advanced Plumbing Course On Legionella's Management And Disinfection To Hot And Cold Water System 25/01/2025	£ 200.00	£ 40.00	£ 240.00

Contact	Description	Net	VAT	Gross
South West Hygiene	Sanitary Bin and Nappy Disposal Units Rental - Alexandra Square Toilets 07/01/2025 - 06/01/2026	£ 146.84	£ 29.36	£ 176.20
South West Hygiene	Sanitary Bin and Nappy Disposal Units Rental - Belle Vue Car Park 07/01/2025-06/01/2026	£ 231.87	£ 46.38	£ 278.25
South West Hygiene	Sanitary Bin and Nappy Disposal Units Rental - Waterside Toilets 07/01/2025-06/01/2026	£ 231.87	£ 46.38	£ 278.25
South West Hygiene	Sanitary Bin and Nappy Disposal Units Rental - Longstone Park Toilets 07/01/2025-06/01/2026	£ 218.26	£ 43.66	£ 261.92
South West Signs	Cemetery Safety Notice Sign	£ 25.50	£ 5.10	£ 30.60
South West Signs	Memorial Warning Notice	£ 197.50	£ 39.50	£ 237.00
South West Signs	Reception sign	£ 29.40	£ 5.90	£ 35.30
South West Signs	Replacement frosting to Chamber window	£ 80.00	£ 16.00	£ 96.00
South West Signs	Frosting to reception office window	£ 80.00	£ 16.00	£ 96.00
South West Signs	Vinyl lettering for the Freeman board	£ 35.00	£ 7.00	£ 42.00
South West Signs	Opening Hours vinyl for Guildhall Entrance Door	£ 35.00	£ 7.00	£ 42.00
South West Signs	No Parking Signs - Longstone Depot	£ 35.00	£ 7.00	£ 42.00
South West Signs	Pontoon Closed Signs	£ 205.00	£ 41.00	£ 246.00
South West Surfacing Specialists Ltd	Resurfacing of Isambard House Car Park - part payment	£ 12,750.00	£ 2,550.00	£ 15,300.00
South West Water - Belle Vue Toilets	Water and Sewerage Charges 27/09/2024 - 26/11/2024	£ 191.09	£ -	£ 191.09
South West Water - Library	Water and Sewerage Charges - 02/11/2024 to 03/12/2024	£ 18.58	£ -	£ 18.58
South West Water - Longstone Depot - Connection to Bowling Green	Water and Sewerage Charges - 02/11/2024 to 03/12/2024	£ 18.18	£ 1.58	£ 19.76
South West Water - Longstone Toilets - Connection to Bowling Pavilion	Water and Sewerage Charges 02/10/2024 to 01/11/2024	£ 171.60	£ 13.28	£ 184.88
South West Water - Longstone Toilets - Connection to Bowling Pavilion	Water and Sewerage Charges 02/11/2024 to 02/12/2024	£ 182.95	£ 14.14	£ 197.09
South West Water - Maurice Huggins Room	Water and Sewerage Charges - 02/11/2024 to 02/12/2024	£ 18.18	£ 1.58	£ 19.76
Spot-On-Supplies	Cleaning Materials - Maurice Huggins	£ 41.09	£ 8.22	£ 49.31
Spot-On-Supplies	Cleaning Materials - Isambard House	£ 46.74	£ 9.35	£ 56.09
Spot-On-Supplies	Cleaning Materials - Longstone Depot	£ 63.06	£ 12.61	£ 75.67
Spot-On-Supplies	Cleaning Materials - Public Toilets	£ 115.23	£ 23.05	£ 138.28
Spot-On-Supplies	Cleaning Materials - Library	£ 33.58	£ 6.71	£ 40.29
Spot-On-Supplies	Cleaning Materials - Guildhall	£ 116.68	£ 23.34	£ 140.02
Spot-On-Supplies	Cleaning Materials - Guildhall	£ 18.39	£ 3.68	£ 22.07
Spot-On-Supplies	Cleaning Materials - Public Toilets	£ 12.60	£ 2.52	£ 15.12
Staff Expenses	Activities Cost - Library	£ 42.31	£ 5.66	£ 47.97
Staff Expenses	Refreshments Costs - Library	£ 11.70	£ -	£ 11.70
Staff Expenses	Flu Jab for staff	£ 14.99	£ -	£ 14.99
Staff Expenses	Flu Jab for staff	£ 20.00	£ 3.99	£ 23.99
Staff Salaries	Staff Salaries	£ 41,562.40	£ -	£ 41,562.40
Standard Life Assurance	Pension Fund Payment - December 2024	£ 800.00	£ -	£ 800.00
Sumup	Card Machine Charges	£ 3.55	£ -	£ 3.55
Tartendown Nursery	Flowers for Grounds Maintenance	£ 104.70	£ 20.94	£ 125.64
Thirsty Work	Water Cooler Hire & water - December 2024	£ 83.65	£ 16.73	£ 100.38
Tool station	Grounds Maintenance Materials	£ 31.63	£ 6.33	£ 37.96
Tool station	Maintenance Materials - Public Toilets	£ 7.57	£ 1.51	£ 9.08
Tool station	Maintenance Materials - Public Toilets	£ 97.77	£ 19.55	£ 117.32
Tool station	Maintenance Materials - Public Toilets	£ 40.37	£ 8.08	£ 48.45

Contact	Description	Net	VAT	Gross
Tool station	Maintenance Materials - Public Toilets	£ 26.80	£ 5.35	£ 32.15
Trade UK Account	Maintenance Materials - Public Toilets	£ 83.34	£ 16.66	£ 100.00
Trade UK Account	Allotments Maintenance Materials	£ 6.41	£ 1.28	£ 7.69
Trade UK Account	Maintenance Materials - Festive Lighting	£ 21.25	£ 4.25	£ 25.50
Trade UK Account	Maintenance Materials - Public Toilets	£ 59.17	£ 11.83	£ 71.00
Trade UK Account	Maintenance Materials - Library	£ 15.82	£ 3.16	£ 18.98
Trade UK Account	Sanding sheets for Service Delivery use	£ 6.64	£ 1.34	£ 7.98
Trade UK Account	Repair Materials - Library	£ 11.67	£ 2.33	£ 14.00
Trade UK Account	Maintenance Materials - Public Toilets	£ 39.28	£ 7.86	£ 47.14
Trade UK Account	Paint for Cemetery fence	£ 37.49	£ 7.50	£ 44.99
Trade UK Account	Repair Materials - Waterside Toilet	£ 19.99	£ 4.00	£ 23.99
Travis Perkins Trading Company Ltd	Repair Materials - Waterside Toilet	£ 10.64	£ 2.13	£ 12.77
Travis Perkins Trading Company Ltd	Repair Materials - Waterside Toilet	£ 3.89	£ 0.78	£ 4.67
Tudor Environmental	Tool Consumables for Longstone Depot	£ 157.21	£ 31.44	£ 188.65
UK Identity Ltd	ID Badge for staff	£ 5.45	£ 0.75	£ 6.20
Viking Direct	Office Chair for Guildhall	£ 298.00	£ 59.60	£ 357.60
Viking Direct	Stationery - P&F	£ 77.90	£ 15.58	£ 93.48
Vital Parts Ltd	Maintenance Materials - Pontoon	£ 45.38	£ 9.08	£ 54.46
West Country Embroidery	New uniform costs - Service Delivery	£ 352.00	£ 70.40	£ 422.40
West Country Embroidery	New uniform costs - Service Delivery	£ 201.90	£ 40.38	£ 242.28
Westcountry Skip Hire	14/11/2024 Disposal of Mixed Waste	£ 106.40	£ 21.28	£ 127.68
Westcountry Skip Hire	26/11/2024 Disposal of Green Waste	£ 71.68	£ 14.34	£ 86.02
Westcountry Skip Hire	28/11/2024 Disposal of Skip Waste	£ 321.00	£ 64.20	£ 385.20
WesternWeb Ltd	Annual renewal of hosting for Saltash Neighbourhood Plan website plan4saltash.co.uk	£ 85.00	£ 17.00	£ 102.00
Wilf Dawes Tyres & Batteries	Maintenance Costs - Service Delivery Mower	£ 139.57	£ 27.93	£ 167.50
Wolseley	Repair Materials - Library	£ 42.03	£ 8.41	£ 50.44
Wolseley	Maintenance Materials - Allotments	£ 34.43	£ 6.89	£ 41.32
Wolseley	Maintenance Materials - Guildhall	£ 8.44	£ 1.69	£ 10.13
<b>Grand Total</b>		<b>£ 104,678.27</b>	<b>£ 5,955.28</b>	<b>£ 110,633.55</b>