

Bank Payments
Saltash Town Council
For the period 1 March 2025 to 31 March 2025

Contact	Description	Net	VAT	Gross
All Seasons Window Cleaning	Station Window Cleaning - February 2025	£ 35.00	£ -	£ 35.00
Allstar Business Solutions Limited	Fuel for Town Council Service Delivery Vehicles	£ 211.58	£ 42.31	£ 253.89
Anglotech Group Limited (Previously Print Copy Scan Ltd)	Prints for Photocopiers 28/01/2025 to 27/02/2025	£ 205.99	£ 41.19	£ 247.18
Austen Knapman Ltd	Metal Round Pipe To Store Equipment Longstone Garage	£ 21.74	£ 4.35	£ 26.09
Barclays	Bank charges	£ 9.98	£ -	£ 9.98
Barclays Active Saver	Transfer to cover expenditure	£ 100,000.00	£ -	£ 100,000.00
Barclays Mayor's Charity A/c	Donation received for Mayors Charity Account	£ 590.00	£ -	£ 590.00
Barclays Mayor's Charity A/c	Transfer to cover bank charges	£ 86.35	£ -	£ 86.35
Barron Surveying Services Ltd	Scope of works for external repair and painting of the front elevation of the Heritage Building.	£ 650.00	£ 130.00	£ 780.00
Barron Surveying Services Ltd	Drone survey to examine the current condition of the Heritage Building pitched roof	£ 250.00	£ -	£ 250.00
BrightHR	Provisions of HR Software - March 2025	£ 78.00	£ 15.60	£ 93.60
CEF Plymouth Central	New Type Outside Bulbs for Waterside Festoon Lighting	£ 620.00	£ 124.00	£ 744.00
Civica - Modern.Gov	Annual Civica software subscription commencing 01/04/2025 - 31/03/2026	£ 10,399.33	£ 2,079.87	£ 12,479.20
Cleansing Service Group Ltd	Waterside Cabin - Cleaning and disposal costs	£ 176.40	£ -	£ 176.40
Cloud 1 Ltd	Staff Training software subscription for 1 month	£ 15.00	£ 3.00	£ 18.00
Cornwall Association of Local Councils	Pre-Election Part 1 for Clerks training course for Town Clerk 14/01/2025	£ 35.00	£ 7.00	£ 42.00
Cornwall Association of Local Councils	Procurement Act 2023 Training Course for Finance Officer 21/01/2025	£ 35.00	£ 7.00	£ 42.00
Cornwall Council	Insurance for Longstone Garage and Depot - March 2025	£ 15.00	£ -	£ 15.00
Cornwall Council	Rent for Longstone Garage and Depot - March 2025	£ 375.00	£ -	£ 375.00
Cornwall Pensions	Cornwall Pensions Fund Payment - March 2025	£ 13,401.04	£ -	£ 13,401.04
Credit Card Purchases (Amazon)	Stationery - P&F	£ 57.81	£ 11.56	£ 69.37
Credit Card Purchases (Amazon)	IT Equipment - Guildhall	£ 73.33	£ 14.67	£ 88.00
Credit Card Purchases (Amazon)	Office equipment - Guildhall	£ 28.51	£ 5.71	£ 34.22
Credit Card Purchases (Amazon)	Under counter fridge for Guildhall Kitchen	£ 116.66	£ 23.33	£ 139.99
Credit Card Purchases (Amazon)	IT Equipment - Guildhall	£ 41.55	£ 8.31	£ 49.86
Credit Card Purchases (Amazon)	Monitor Stands for Guildhall staff use	£ 118.55	£ 23.72	£ 142.27
Credit Card Purchases (Amazon)	Video and Interview equipment for Guildhall Staff	£ 57.05	£ 11.41	£ 68.46
Credit Card Purchases (Amazon)	Dog Fouling Sign - Service Delivery	£ 8.32	£ 1.66	£ 9.98
Credit Card Purchases (Amazon)	Activities Cost - Library	£ 33.00	£ 6.60	£ 39.60
Credit Card Purchases (Barclaycard)	Barclaycard Membership Fee	-£ 7.89	£ -	-£ 7.89
Credit Card Purchases (Canva)	Canva Annual Subscription	£ 83.33	£ 16.66	£ 99.99
Credit Card Purchases (Canva)	Addon Lite subscription (monthly)	£ 13.62	£ 2.72	£ 16.34
Credit Card Purchases (DVLA)	Road fund license - 12 months - BX15 HWJ	£ 337.50	£ -	£ 337.50
Credit Card Purchases (Interflora)	Sympathy flowers for staff member	£ 46.25	£ 9.25	£ 55.50
Credit Card Purchases (Xero (UK) Ltd	Subscription - 01/02/2025 to 28/02/2025	£ 33.00	£ 6.60	£ 39.60
Dainton Group Services	Rent for Waterside Cabin and Effluent Tank	£ 332.13	£ 66.43	£ 398.56
Denmans	Bulkhead Lights for Guildhall	£ 53.41	£ 10.67	£ 64.08
Denmans	Access Control Equipment for Longstone Park And Belle Vue Toilets Automatic Locking System	£ 374.08	£ 74.83	£ 448.91
Denmans	Cleaning equipment - Guildhall	£ 21.16	£ 4.23	£ 25.39
Devon Contract Waste Ltd	25/02/2025 Recycling Costs	£ 17.46	£ 3.49	£ 20.95
Devon Contract Waste Ltd	11/03/2025 Recycling Costs	£ 20.12	£ 4.02	£ 24.14
Diverse Events	Banners for promotion of the Saltash Market Trials	£ 134.00	£ -	£ 134.00
EE	Staff mobiles and Pontoon broadband charges	£ 133.07	£ 26.61	£ 159.68
Efficient Comms Ltd	Starlink monthly rental - March 2025	£ 75.00	£ 15.00	£ 90.00
Efficient Comms Ltd	Telephone Call and Service Charges - February 2025	£ 241.97	£ 48.39	£ 290.36
EON	Electricity Charges - 01/02/2025 - 28/02/2025	£ 531.35	£ 106.27	£ 637.62
Fernbank advertising	Production of the precept design for print and publication in Saltash bus stops	£ 506.00	£ 101.20	£ 607.20
HMRC	PAYE payment - March 2025	£ 12,777.87	£ -	£ 12,777.87
Howdens	Maintenance Materials - Guildhall	£ 222.33	£ 44.47	£ 266.80
HR Support Consultancy	HR Services for work carried out during the month of January 2025	£ 873.45	£ 174.69	£ 1,048.14
HR Support Consultancy	HR Services for work carried out during the month of February 2025	£ 723.45	£ 144.69	£ 868.14
Jackman SW Limited	New Expansion Vessel Central Heating System for Guildhall Boiler Room	£ 618.00	£ 123.60	£ 741.60
James Hallam Council Guard	Commercial Motor insurance from 06/03/2025 - 05/03/2026	£ 2,456.80	£ -	£ 2,456.80
JEB Supplies Ltd	Lock Cylinders for Guildhall Cupboard doors	£ 169.18	£ 33.84	£ 203.02

Contact	Description	Net	VAT	Gross
Laser - Guildhall Gas	Gas Charges 31/12/2024 to 31/01/2025	£ 485.17	£ 97.03	£ 582.20
Laser - Library Gas	Gas Charges 31/12/2024 to 31/01/2025	£ 451.84	£ 90.37	£ 542.21
Laser - Station Gas	Gas Charges 31/12/2024 to 31/01/2025	£ 68.61	£ 3.43	£ 72.04
Meristem Design Ltd	50% Initial Deposit - Design and installation of street furniture to include planters and signage together with appropriate plants/trees to improve the visual impact of Fore Street and aid navigation around the town.	£ 29,444.00	£ 5,888.80	£ 35,332.80
Michael Spiers	Cleaning and polishing the Civic Regalia	£ 1,000.00	£ 200.00	£ 1,200.00
Ministry of Media Ltd	Day rate for filming to be completed on 7th and 8th February.	£ 450.00	£ -	£ 450.00
Minster Cleaning (South West Commercial Cleaning Ltd)	Opening, closing and cleaning of Saltash Town Council toilet blocks for February 2025	£ 2,914.25	£ 582.85	£ 3,497.10
Ms Gypsy Watkins	Activities Cost - Library	£ 25.00	£ -	£ 25.00
Ms Gypsy Watkins	Activities Cost - Library	£ 125.00	£ -	£ 125.00
Opayo (previously Sage)	Card Machine Charges	£ 13.00	£ 2.60	£ 15.60
Otis Ltd	Contractual Maintenance on Guildhall lift : 01/03/2025 - 31/05/2025	£ 720.00	£ 144.00	£ 864.00
Petty Cash	Top up of Petty Cash funds	£ 90.00	£ -	£ 90.00
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 04/02/2025	£ 837.00	£ 167.40	£ 1,004.40
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 10/02/2025	£ 1,032.30	£ 206.46	£ 1,238.76
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 17/02/2025	£ 1,032.30	£ 206.46	£ 1,238.76
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 24/02/2025	£ 1,004.40	£ 200.88	£ 1,205.28
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 03/03/2025	£ 990.45	£ 198.09	£ 1,188.54
Reed Specialist Recruitment Ltd	Admin officer Staffing hours - Week Commencing 10/03/2025	£ 1,032.30	£ 206.46	£ 1,238.76
Saltash Window Cleaning	Cleaning of Saltash Council Office January 2025 and February 2025	£ 90.00	£ -	£ 90.00
SOS Consultancy	Nitro PDF Software Extra user for new staff members	£ 201.60	£ 40.32	£ 241.92
SOS Consultancy	Monthly ICT Support and Maintenance Services	£ 1,399.36	£ 279.87	£ 1,679.23
SOS Consultancy	STC Website Maintenance Cost	£ 56.00	£ 11.20	£ 67.20
South West Signs	Refurbishment of cast iron crest located above the entrance to the Guildhall	£ 395.00	£ 79.00	£ 474.00
South West Signs	2 x A2 1960 prints of Library and frames	£ 117.00	£ 23.40	£ 140.40
South West Water - Library	Water and Sewerage Charges - 05/02/2025 to 05/03/2025	£ 34.45	£ -	£ 34.45
South West Water - Longstone Depot - Connection to Bowling Green	Water and Sewerage Charges - 05/02/2025 to 05/03/2025	£ 23.07	£ 1.94	£ 25.01
South West Water - Maurice Huggins Room	Water and Sewerage Charges - 05/02/2025 to 05/03/2025	£ 11.71	£ 1.07	£ 12.78
South West Water - Victoria Gardens	Water Charges - 26/06/2023 to 01/10/ 2024	£ 94.41	£ 18.90	£ 113.31
South West Water - Victoria Gardens	Water Charges -02/10/2024 to 01/11/2024	£ 6.25	£ 1.25	£ 7.50
South West Water - Victoria Gardens	Water Charges - 03/12/2024 to 02/01/2025	£ 6.25	£ 1.25	£ 7.50
South West Water - Victoria Gardens	Water Charges - 03/01/2025 to 04/02/2025	£ 6.65	£ 1.33	£ 7.98
South West Water - Victoria Gardens	Water Charges - 05/02/2025 to 05/03/2025	£ 5.85	£ 1.17	£ 7.02
Spot-On-Supplies	Cleaning Supplies - Longstone Depot	£ 152.58	£ 30.52	£ 183.10
Spot-On-Supplies	Cleaning Supplies - Public Toilets	£ 100.68	£ 20.14	£ 120.82
Spot-On-Supplies	Cleaning Supplies - Guildhall	£ 25.86	£ 5.17	£ 31.03
Spot-On-Supplies	Cleaning Supplies - Maurice Huggins Room	£ 10.28	£ 2.06	£ 12.34
Spot-On-Supplies	Cleaning Supplies - Library	£ 89.40	£ 17.87	£ 107.27
Staff Expenses	Western Morning Newspaper - 03/02/2025 - 27/02/2025	£ 31.50	£ -	£ 31.50
Staff Salaries	Staff Salaries	£ 44,389.71	£ -	£ 44,389.71
Steve Hillman Ground Works And Cherry Picker Services Saltash.	Maintenance to Guildhall Flag brackets and Downpipes	£ 200.00	£ -	£ 200.00
Stripe	Card Processing fees	£ 60.48	£ -	£ 60.48
Survitec	Life Jackets Maintenance Cost	£ 100.08	£ 20.02	£ 120.10
The Urbanist	Design work to support Saltash Town Council/Town Team with the Fore Street greening and wayfinding project.	£ 4,925.00	£ 985.00	£ 5,910.00
Thirsty Work	Water Cooler Hire & water - March 2024	£ 97.65	£ 19.53	£ 117.18
Tool station	Maintenance Materials for Notice Board	£ 29.78	£ 5.96	£ 35.74
Tool station	Storage box for PAT testing equipment	£ 71.23	£ 14.25	£ 85.48
Trade UK Account	Replacement trousers for Service Delivery staff	£ 71.64	£ 14.34	£ 85.98
Travis Perkins Trading Company Ltd	Grounds Maintenance Materials	£ 18.75	£ 3.75	£ 22.50
Travis Perkins Trading Company Ltd	Materials required for gate access for tree maintenance at Pillmere	£ 41.65	£ 8.33	£ 49.98
Travis Perkins Trading Company Ltd	Wood to be used as a backing sheet for cork board in notice boards	£ 76.25	£ 15.25	£ 91.50
Travis Perkins Trading Company Ltd	Consumables to Refurbish Newly Acquired Town Notice Boards	£ 24.58	£ 4.91	£ 29.49
Tufferman Ltd	Garage shelving for Guildhall	£ 89.97	£ 18.00	£ 107.97

Contact	Description	Net	VAT	Gross
Viking Direct	Office chair for Guildhall Staff	£ 149.00	£ 29.80	£ 178.80
Viking Direct	Office Cost - Library	£ 42.90	£ 8.58	£ 51.48
Viking Direct	Paper for Guildhall use	£ 21.45	£ 4.29	£ 25.74
WesternWeb Ltd	Website updating cost	£ 60.00	£ 12.00	£ 72.00
Wolseley	Plumbing Maintenance materials for Longstone Depot	£ 110.21	£ 22.04	£ 132.25
Wolseley	Tool consumables for Longstone Depot	£ 18.76	£ 3.75	£ 22.51
Wolseley	Repair Materials - Longstone Depot	£ 10.62	£ 2.12	£ 12.74
Grand Total		£ 243,715.06	£ 13,502.16	£ 257,217.22