

**Saltash Town Council**  
Schedule of Payments over £500  
For the period 1 April 2023 to 30 June 2023

Account	Invoice Date	Contact	Reference	Description	Net	VAT	Gross	Cost Centre
6700 ST SE Services Delivery Staff Contingency	01 Apr 2023	Shaun T. Webber & Associates	STW/STC/00323-005 (3865)   05773	Professional Fees - Week Commencing Monday 6th March 2023	750.00	150.00	900.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 Apr 2023	Shaun T. Webber & Associates	STW/STC/00323-005 (3865)   05773	Professional Fees - Week Commencing Monday 13th March 2023	750.00	150.00	900.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 Apr 2023	Shaun T. Webber & Associates	STW/STC/00323-005 (3865)   05773	Professional Fees - Week Commencing Monday 20th March 2023	750.00	150.00	900.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 Apr 2023	Shaun T. Webber & Associates	STW/STC/00323-005 (3865)   05773	Professional Fees - Week Commencing Monday 27th March 2023	750.00	150.00	900.00	Staffing - Service Delivery
6224 PF Professional Costs	01 Apr 2023	Barron Surveying Services Ltd	INV-6536 (3901)   05753	Organizing and overseeing the wall reconstruction - St Stephen's Churchyard and Kellywyth	1,436.67	287.33	1,724.00	P&F
6402 GH Gas - Guildhall	01 Apr 2023	Laser - Guildhall Gas	G8672736 (3940)	Gas - 31/01/2023 to 28/02/2023	617.59	123.52	741.11	Guildhall
6403 GH Electricity - Guildhall	01 Apr 2023	Laser - Guildhall Electric	E8678848 (3941)	Electric - 01/12/2022 to 28/02/2023	1,368.45	273.69	1,642.14	Guildhall
7003 MA Electricity	01 Apr 2023	Laser - The Maurice Huggins Room	E8678853 (3942)	Electric - 01/12/2022 to 28/02/2023	513.82	25.69	539.51	Maurice Huggins
6903 LI Electricity - Library	01 Apr 2023	Laser - Library Electric	E8678809 (4030)	Electric - 01/12/2022 to 28/02/2023	893.40	178.68	1,072.08	Library
6208 PF Subscriptions	01 Apr 2023	Cornwall Association of Local Councils	2324_120 (3814)   05740	Annual CALC Membership Subscription 2023/24	2,063.18	412.64	2,475.82	P&F
6208 PF Subscriptions	01 Apr 2023	Cornwall Association of Local Councils	2324_120 (3814)   05740	Annual NALC Membership Subscription 2023/24	977.86	0.00	977.86	P&F
6661 ST PF Finance Consultancy Fees	03 Apr 2023	Rosevale Accountants Ltd	01304 (3803)   05750	Professional Fees - 30th January 2023 - 2nd April 2023	841.00	168.20	1,009.20	Staffing - P&F
6661 ST PF Finance Consultancy Fees	10 Apr 2023	Rosevale Accountants Ltd	01307 (3804)   05783	Professional Fees - w/c 3rd April 2023	870.00	174.00	1,044.00	Staffing - P&F
6661 ST PF Finance Consultancy Fees	17 Apr 2023	Rosevale Accountants Ltd	01308 (3805)   05784	Professional Fees - w/c 10th April 2023	1,044.00	208.80	1,252.80	Staffing - P&F
6402 GH Gas - Guildhall	17 Apr 2023	Laser - Guildhall Gas	G8713435 (4001)	Gas - 28/02/2023 to 31/03/2023	661.77	132.35	794.12	Guildhall
6902 LI Gas - Library	17 Apr 2023	Laser - Library Gas	G8713385 (4031)	Gas - 28/02/2023 to 31/03/2023	774.53	154.91	929.44	Library
6108 BB Tree Survey & Tree Maintenance	18 Apr 2023	South West Surfacing Specialists Ltd	1040 (3836)   05706	Commencement of footpath surfacing works at St Stephens church	2,000.00	400.00	2,400.00	Burial Board
6224 PF Professional Costs	18 Apr 2023	Barron Surveying Services Ltd	INV-6550 (3876)   05718	Site Survey at Victoria Gardens	1,450.00	290.00	1,740.00	P&F
6220 PF Festival Fund	20 Apr 2023	Salt Arts CIC	Festival Fund Grant 16/23/24 (3811)	Festival Fund grant for Pop up Piano Project - minute number 16/23/24	900.00	0.00	900.00	P&F
6661 ST PF Finance Consultancy Fees	24 Apr 2023	Rosevale Accountants Ltd	01309 (3806)   05785	Professional Fees - w/c 17th April 2023	928.00	185.60	1,113.60	Staffing - P&F
6281 PF EMF Town Vitality Funding Grant	28 Apr 2023	Architecture By Studio Hive Limited	307 (3698-B)   05726	Town Vitality Open Space Project Appointed Consultants April Payment	11,478.33	2,295.67	13,774.00	P&F
6662 ST PE HR Professional Fees	01 May 2023	HR Support Consultancy	6761 (3879)   05749	HR Services as per Personnel Minutes 30.03.23. Minute Number 125/22/23	986.00	197.20	1,183.20	Staffing - P&F
6661 ST PF Finance Consultancy Fees	01 May 2023	Rosevale Accountants Ltd	01321 (3888)   05810	Professional Fees - w/c 24th April 2023	986.00	197.20	1,183.20	Staffing - P&F
6701 ST PE EMF Staff Recruitment	01 May 2023	HR Support Consultancy	6770 (3881)   05624	Staff Recruitment Costs - Finance Officer Position	750.00	150.00	900.00	Staffing - Personnel
6700 ST SE Services Delivery Staff Contingency	01 May 2023	Shaun T. Webber & Associates	STW/STC/00523-001 (3894)   0580	Professional Fees - Week Commencing Monday 3rd April 2023	950.00	190.00	1,140.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 May 2023	Shaun T. Webber & Associates	STW/STC/00523-001 (3894)   0580	Professional Fees - Week Commencing Monday 10th April 2023	950.00	190.00	1,140.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 May 2023	Shaun T. Webber & Associates	STW/STC/00523-001 (3894)   0580	Professional Fees - Week Commencing Monday 17th April 2023	950.00	190.00	1,140.00	Staffing - Service Delivery
6700 ST SE Services Delivery Staff Contingency	01 May 2023	Shaun T. Webber & Associates	STW/STC/00523-001 (3894)   0580	Professional Fees - Week Commencing Monday 24th April 2023	950.00	190.00	1,140.00	Staffing - Service Delivery
6676 ST SE Services Delivery Staff Training	05 May 2023	RosPA Playsafety Ltd	70306 (3885-A)   05676	ROSPA Operational Inspection Course - Assistant Service Delivery Manager	530.00	106.00	636.00	Staffing - Service Delivery
6661 ST PF Finance Consultancy Fees	08 May 2023	Rosevale Accountants Ltd	01322 (3889)   05811	Professional Fees - w/c 1st May 2023	841.00	168.20	1,009.20	Staffing - P&F
6661 ST PF Finance Consultancy Fees	15 May 2023	Rosevale Accountants Ltd	1334 (3945)   05833	Professional Fees - w/c 8th May 2023	986.00	197.20	1,183.20	Staffing - P&F
6271 PF EMF Election	16 May 2023	Cornwall Council	8100371889 (3891)	20th April 2023 Election Recharges	11,485.20	0.00	11,485.20	P&F
6222 PF Commissioning Youth Work	16 May 2023	The Core (THECORE)	INV-0675 (4009-A)   05841	Instalment payment for delivery of youth work in Saltash	9,979.34	0.00	9,979.34	P&F
6506 SE Grounds Maintenance & Watering	18 May 2023	Tartendown Nursery	5085 (3963)   05774	Materials - Grounds Maintenance	1,800.00	360.00	2,160.00	Service Delivery
6506 SE Grounds Maintenance & Watering	18 May 2023	Tartendown Nursery	5086 (4079)   05856	Materials - Grounds Maintenance	1,579.00	315.80	1,894.80	Service Delivery
6220 PF Festival Fund	22 May 2023	Saltash Regatta	18/23/24 (3911)	Festival Fund Project Grant - 18/23/24	3,000.00	0.00	3,000.00	P&F
6661 ST PF Finance Consultancy Fees	22 May 2023	Rosevale Accountants Ltd	1335 (3946)   05834	Professional Fees - w/c 15th May 2023	812.00	162.40	974.40	Staffing - P&F
6210 PF Community Chest	22 May 2023	Saltash United Football Club	18/23/24 (3912)	Community Chest Grant - 18/23/24	1,000.00	0.00	1,000.00	P&F
6412 GH Lift Service & Maintenance	24 May 2023	Otis Ltd	23029319/U1 (3960)   05843	Contractual Maintenance - Guildhall Lift - Maintenance period 01/06/2023 - 31/08/2023.	671.04	134.21	805.25	Guildhall
6201 PF Audit	24 May 2023	Hudson Accounting Ltd	711 (3935)   05832	2022/2023 Internal Audit	600.00	0.00	600.00	P&F
6170 BB EMF Repairs to Cemetery Wall	24 May 2023	Obedair Ltd	7701091 (3988)   05751	St Stephens Church Stone wall re-building works (including variations of work).	15,762.67	3,152.53	18,915.20	Burial Board
6281 PF EMF Town Vitality Funding Grant	28 May 2023	Architecture By Studio Hive Limited	3049 (3698-C)   05726	Town Vitality Open Space Project Appointed Consultants May Payment	11,478.33	2,295.67	13,774.00	P&F
6661 ST PF Finance Consultancy Fees	29 May 2023	Rosevale Accountants Ltd	1336 (3947)   05842	Professional Fees - w/c 22nd May 2023	1,073.00	214.60	1,287.60	P&F
6370 PF EMF Computer Equipment Renewal	30 May 2023	SOS Consultancy	INV-13883 (3936)   05789	Provisions for Councillor IT Equipment	655.00	131.00	786.00	P&F
6306 PF IT Maintenance	30 May 2023	SOS Consultancy	INV-13959 (3924)	Office 365 Business Premium - Monthly Fee	529.54	105.91	635.45	P&F
6662 ST PE HR Professional Fees	01 Jun 2023	HR Support Consultancy	6790 (3964)   05852	HR Services for work carried out during the month of May 2023	682.50	136.50	819.00	Staffing - Personnel
6004 BA General Site Maintenance	02 Jun 2023	Devon Garden Machinery	2203869 (4088)   05815	Hire For Plant Machinery Hire Grounds Maintenance	525.00	105.00	630.00	Burial Authority
6661 ST PF Finance Consultancy Fees	05 Jun 2023	Rosevale Accountants Ltd	01337 (4011)   05870	Professional Fees - w/c 29th May 2023	899.00	179.80	1,078.80	Staffing - P&F
6661 ST PF Finance Consultancy Fees	12 Jun 2023	Rosevale Accountants Ltd	01338 (4012)   05871	Professional Fees - w/c 5th June 2023	1,392.00	278.40	1,670.40	P&F
6578 SE EMF Equipment and Vehicles (Capital Works)	14 Jun 2023	Vincent Tractors Ltd	310570 (3977-A)   05798	Purchase of Stand on mower (including part-exchange)	9,400.00	1,880.00	11,280.00	Service Delivery
6303 PF Copier Maintenance	14 Jun 2023	PEAC Finance	006/24/0046662 (3968)	Photocopier Lease 26/07/2023 - 25/10/2023	649.28	129.86	779.14	P&F
6403 GH Electricity - Guildhall	15 Jun 2023	Laser - Guildhall Electric	E8843927 (4003)	Electric - 01/03/2023 to 31/05/2023	1,230.28	246.06	1,476.34	Guildhall
6903 LI Electricity - Library	15 Jun 2023	Laser - Library Electric	E8844040 (4032)	Electric - 01/03/2023 to 31/05/2023	858.40	42.92	901.32	Library
6222 PF Commissioning Youth Work	16 Jun 2023	Livewire Youth Music Project	LW730 (4017-A)   05849	Instalment payment for delivery of youth work in Saltash	9,979.34	0.00	9,979.34	P&F
6701 ST PE EMF Staff Recruitment	19 Jun 2023	DK Recruitment	INV-12521 (4050)   05816	Recruitment Fee for Finance Officer	5,444.70	1,088.94	6,533.64	Staffing - Personnel
6214 PF Health & Safety	19 Jun 2023	Hygiene 2 Health Ltd	INV-2791 (4261)   06011	Legionella Risk Assessment 09/06/2023	650.00	130.00	780.00	P&F
6578 SE EMF Equipment and Vehicles (Capital Works)	26 Jun 2023	Devon Garden Machinery	2204961 (4117)   05799	Stihl F591 Brushcutter/Strimmer	850.00	170.00	1,020.00	Service Delivery
6578 SE EMF Equipment and Vehicles (Capital Works)	26 Jun 2023	Devon Garden Machinery	2204961 (4117)   05799	Grin Mower PM46A Pedestrian Mower	3,930.00	786.00	4,716.00	Service Delivery
6281 PF EMF Town Vitality Funding Grant	28 Jun 2023	Architecture By Studio Hive Limited	3053 (3698-D)   05726	Town Vitality Open Space Project Appointed Consultants June Payment	11,478.33	2,295.67	13,774.00	P&F
6306 PF IT Maintenance	29 Jun 2023	SOS Consultancy	INV-14118 (4029)	Office 365 Business Premium - Monthly Fee	529.54	105.91	635.45	P&F
6370 PF EMF Computer Equipment Renewal	29 Jun 2023	SOS Consultancy	INV-14066 (4028)   05851	Provisions for Councillor IT Equipment	655.00	131.00	786.00	P&F
					<b>149,972.59</b>	<b>22,204.36</b>	<b>172,176.95</b>	