

Saltash Town Council
Payable Invoice Detail
For the period 1 April 2024 to 30 June 2024

Account	Invoice Date	Contact	Reference	Description	Net	VAT	Gross	Invoice Total	Cost Centre
6900 LI Rates - Library	01 Apr 2024	Cornwall Council Rates Only	802715751 (5144)	Non Domestic Rates 2024-2025 - Saltash Library	13,098.75	0.00	13,098.75	13,098.75	Library
6800 SA Rates - Isambard House	01 Apr 2024	Cornwall Council Rates Only	802670486 (5143)	Non Domestic Rates 2024-2025 - Station Building	3,842.30	0.00	3,842.30	3,842.30	Station
6400 GH Rates - Guildhall	01 Apr 2024	Cornwall Council Rates Only	800092122 (5145)	Non Domestic Rates 2024/25 - Guildhall	10,728.50	0.00	10,728.50	10,728.50	Guildhall
6208 PF Subscriptions	01 Apr 2024	Cornwall Association of Local Councils	2425_120 (5105) 06590	Annual Subscription fee to CALC	2,129.12	425.82	2,554.94	3,557.29	P&F
6208 PF Subscriptions	01 Apr 2024	Cornwall Association of Local Councils	2425_120 (5105) 06590	Annual Subscription fee to NALC	1,002.35	0.00	1,002.35	3,557.29	P&F
6530 SE Allotment Software Subscription	01 Apr 2024	Starboard Systems Ltd t/a Scribe Accounts	INV-5535 (5139) 06640	Scribe Allotments Subscription Fee (2024)	420.00	84.00	504.00	802.89	Service Delivery
6531 SE Public Toilet Commercial Cleaning	01 Apr 2024	Minster Cleaning (South West Commercial Cleaning Ltd)	101140 (5167) 06662	Opening, closing and cleaning of Saltash Town Council toilet blocks for March 2024	2,275.00	455.00	2,730.00	2,748.00	Service Delivery
6531 SE Public Toilet Commercial Cleaning	01 Apr 2024	Minster Cleaning (South West Commercial Cleaning Ltd)	101215 (5169) 06663	Opening, closing and cleaning of Saltash Town Council toilet blocks for April 2024	2,914.25	582.85	3,497.10	3,497.10	Service Delivery
7103 LO Electricity - Longstone	01 Apr 2024	Laser - Longstone Park Depo	E9250086 (5406)	Electricity Charges - 01/12/2023 to 29/02/2024	662.48	33.12	695.60	695.60	Longstone
6300 PF Telephone	02 Apr 2024	Efficient Comms Ltd	SI-1996 (5152) 06633	Annual Support commencing 01/05/24	474.70	94.94	569.64	569.64	P&F
6971 LI EMF Saltash Library Property Refurbishment	03 Apr 2024	Credit Card Purchases	PPND-RSX2-RDTD (5361) 06747	Building Control - Full Plans and Building Notice application	437.50	87.50	525.00	525.00	Library
6220 PF Festival Fund	09 Apr 2024	Saltash May Fair Committee (SALTMAFYF)	Festival Fund Grant 180/23/24 (5109)	Festival Fund Grant - Saltash May Fair 180/23/24	5,000.00	0.00	5,000.00	5,000.00	P&F
6654 ST PE Staff Welfare	10 Apr 2024	Aardvark Occupational Health Ltd	1834 (5246) 06672	Annual Health Surveillance Checks) - 11/03/2024	625.00	0.00	625.00	625.00	Staffing - Personnel
6578 SE EMF Equipment and Vehicles (Capital Works)	12 Apr 2024	DB Autos Ltd	41634 (5127) 06593	Van Hire cost for Service Delivery 29/03/24 - 12/04/24	466.62	93.32	559.94	559.94	Service Delivery
6902 LI Gas - Library	15 Apr 2024	Laser - Library Gas	G9298810 (5125)	Electricity Charges - 29/02/2024 to 31/03/2024	583.52	116.70	700.22	700.22	Library
6402 GH Gas - Guildhall	15 Apr 2024	Laser - Guildhall Gas	G9298845 (5206)	Electricity Charges - 29/02/2024 to 31/03/2024	495.15	99.03	594.18	594.18	Guildhall
6578 SE EMF Equipment and Vehicles (Capital Works)	17 Apr 2024	CEF Plymouth Central	PLC/415535 (5288-A) 06597	EV Charger for STC E-Transit Vehicle	499.00	99.80	598.80	598.80	Service Delivery
6676 ST PE Staff Training (Service Delivery)	18 Apr 2024	Lynher Training Limited	9338X0424 (5160) 06607	LANTRA Powered Pole Pruner course 25/04/2024 for Service Delivery Manager and two SDGAs	600.00	0.00	600.00	600.00	Staffing - Personnel
6654 ST PE Staff Welfare	22 Apr 2024	CORE Occupational Health	1 (5193) 06677	Face to face consultations x 2 in Saltash on 22nd April 2024 plus reports	500.00	0.00	500.00	529.70	Staffing - Personnel
6208 PF Subscriptions	24 Apr 2024	Civica - Modern.Gov	CMG302009 (5162) 06624	Modern.gov Annual Support and Maintenance	9,567.00	1,913.40	11,480.40	11,480.40	P&F
6306 PF IT Maintenance	29 Apr 2024	SOS Consultancy	INV-15766 (5136)	Office 365 Business Premium - Monthly Fee	529.54	105.91	635.45	1,532.05	P&F
6578 SE EMF Equipment and Vehicles (Capital Works)	29 Apr 2024	DB Autos Ltd	41776 (5170) 06646	Van Hire cost for Service Delivery 13/04/24 - 26/04/24	466.62	93.32	559.94	559.94	Service Delivery
6578 SE EMF Equipment and Vehicles (Capital Works)	30 Apr 2024	Vospers Van Centres	831325 (5182) 06592	E-Transit vehicle to form part of the Service Delivery Fleet.	29,995.00	5,999.00	35,994.00	37,917.60	Service Delivery
6578 SE EMF Equipment and Vehicles (Capital Works)	30 Apr 2024	Vospers Van Centres	831325 (5182) 06592	Accessories for the E-Transit to ensure road compliance	1,603.00	320.60	1,923.60	37,917.60	Service Delivery
6662 ST PE HR Professional Fees	30 Apr 2024	HR Support Consultancy	7090 (5252) 06682	HR Services for work carried out during the month of April 2024	723.45	144.69	868.14	868.14	Staffing - Personnel
6531 SE Public Toilet Commercial Cleaning	01 May 2024	Minster Cleaning (South West Commercial Cleaning Ltd)	101304 (5274-B) 06676	Opening, closing and cleaning of Saltash Town Council toilet blocks for May 2024	2,914.25	582.85	3,497.10	3,497.10	Service Delivery
6470 GH EMF Guildhall Maintenance	08 May 2024	Kovia Group Plymouth Ltd	1015776 (5213) 06594	Guildhall Building Asbestos Refurbishment And General Maintenance Survey	525.00	105.00	630.00	630.00	Guildhall
6902 LI Gas - Library	16 May 2024	Laser - Library Gas	G9358230 (5233)	Electricity Charges - 31/03/2024 to 30/04/2024	741.87	148.37	890.24	890.24	Library
6676 ST PE Staff Training (Service Delivery)	20 May 2024	Concept Products Limited	172174 (5656) 06716	Qualitative (Bitter taste) face fit training session - Service Delivery	520.00	104.00	624.00	624.00	Staffing - Personnel
6220 PF Festival Fund	22 May 2024	Salt Arts CIC	Festival Fund Grant 20/24/25 (5269)	Festival Fund Grant - Songs and Shanties Festival 20/24/25	975.00	0.00	975.00	975.00	P&F
6210 PF Community Chest	22 May 2024	Saltash Bowling Club	Community Chest Grant 21/24/25 (5270)	Community chest grant for National awards program - minute number 209/24/25	1,000.00	0.00	1,000.00	1,000.00	P&F
6220 PF Festival Fund	22 May 2024	Saltash Regatta	Festival Fund Grant 20/24/25 (5271)	Saltash Regatta - Festival Fund Project Grant - 20/24/25	4,998.22	0.00	4,998.22	4,998.22	P&F
6412 GH Lift Service & Maintenance	24 May 2024	Otis Ltd	24030160U1 (5326)	Invoice from Otis re Contractual Maintenance carried out on Guildhall Lift - Maintenance Period: 01/06/2024-31/08/2024	720.00	144.00	864.00	864.00	Guildhall
6971 LI EMF Saltash Library Property Refurbishment	28 May 2024	Horizon Home Improvement Ltd	211215 (4410-C) 06128	Interim Invoice - Library Refurbishment Project	59,887.20	11,977.44	71,864.64	71,864.64	Library
6201 PF Audit	28 May 2024	Hudson Accounting Ltd	781 (5355) 06745	2023/24 Year-end Audit 31/03/2024	600.00	0.00	600.00	600.00	P&F
6220 PF Festival Fund	29 May 2024	Friends of Tincombe	Festival Fund Grant 20/24/25 (5295)	Project Description: Tincombe Tea Party Event 20/24/25	615.00	0.00	615.00	615.00	P&F
6306 PF IT Maintenance	29 May 2024	SOS Consultancy	INV-15943 (5293)	Office 365 Business Premium - Monthly Fee	529.54	105.91	635.45	1,532.05	P&F
6281 PF EMF Town Vitality Funding Grant	30 May 2024	Mel Richardson Consultancy	Open Space (5317) 06563	Town Team Open Space Consultation work and printing - steps 1 and 2	3,800.00	0.00	3,800.00	3,800.00	P&F
6418 GH Professional Fees	31 May 2024	Barron Surveying Services Ltd	INV-6897 (5323-A) 05984	Appointment of Barron Surveying to project manage the Guildhall refurbishment project	3,140.76	628.15	3,768.91	3,768.91	Guildhall
6662 ST PE HR Professional Fees	31 May 2024	HR Support Consultancy	7119 (5367) 06772	HR Services for work carried out during the month of May 2024	723.45	144.69	868.14	868.14	Staffing - Personnel
6531 SE Public Toilet Commercial Cleaning	01 Jun 2024	Minster Cleaning (South West Commercial Cleaning Ltd)	101378 (5460-A) 06764	Opening, closing and cleaning of Saltash Town Council toilet blocks for June 2024	2,914.25	582.85	3,497.10	3,497.10	Service Delivery
6306 PF IT Maintenance	02 Jun 2024	SOS Consultancy	INV-16042 (5479) 06631	IT Maintenance Cost	480.00	96.00	576.00	4,776.00	P&F
6306 PF IT Maintenance	02 Jun 2024	SOS Consultancy	INV-16042 (5479) 06631	Cost to migrate STC files from local server to 365 SharePoint and related works.	3,500.00	700.00	4,200.00	4,776.00	P&F
6222 PF Commissioning Youth Work	03 Jun 2024	The Core (THECORE)	INV-0827 (5330-A) 06732	Delivery of Professional Youth Work - 1st Instalment	9,844.83	0.00	9,844.83	9,844.83	P&F
6506 SE Grounds Maintenance & Watering	04 Jun 2024	Tartendown Nursery	5582 (5352) 06769	Refilling 60 x 18" Saltash Town hanging baskets on Fore Street	1,920.00	384.00	2,304.00	2,376.00	Service Delivery
6506 SE Grounds Maintenance & Watering	04 Jun 2024	Tartendown Nursery	5583 (5385) 06768	Bedding plants for Saltash town and Peace Garden	1,200.00	240.00	1,440.00	2,199.26	Service Delivery
6972 LI EMF Library Equipment & Furniture	12 Jun 2024	XL Displays Ltd	228592 (5476) 06770	RHINO 3x3 Saltash Town Council Printed Gazebo - Library Use	1,119.60	223.92	1,343.52	2,760.24	Library
6519 SE Flags & Bunting	12 Jun 2024	XL Displays Ltd	228592 (5476) 06770	RHINO 3x3 Saltash Town Council Printed Gazebo - Events Use	1,119.60	223.92	1,343.52	2,760.24	Service Delivery
6903 LI Electricity - Library	14 Jun 2024	Laser - Library Electric	E9402345 (5380)	Electricity Charges - 01/03/2024 to 31/05/2024	968.55	48.43	1,016.98	1,016.98	Library
6303 PF Copier Maintenance	14 Jun 2024	PEAC Finance	006/25/0057432 (5372)	Photocopier Lease 26/07/2024 - 25/10/2024	649.28	129.86	779.14	779.14	P&F
6403 GH Electricity - Guildhall	14 Jun 2024	Laser - Guildhall Electric	E9402482 (5524)	Electricity Charges - 01/03/2024 - 31/05/2024	1,366.14	273.23	1,639.37	1,639.37	Guildhall
6202 PF Civic Occasions (including Road Closures)	19 Jun 2024	Vaughtons	55949 (5465) 06556	Saltash illuminated Freeman scroll for newly appointed Freeman	846.80	169.36	1,016.16	1,029.36	P&F
6222 PF Commissioning Youth Work	21 Jun 2024	Livewire Youth Music Project	LW798 (5409-A) 06733	Delivery of Professional Youth Work - 1st Instalment	9,844.83	0.00	9,844.83	9,844.83	P&F
7103 LO Electricity - Longstone	24 Jun 2024	Laser - Longstone Park Depo	E9427603 (5405)	Electricity Charges - 01/12/2023 to 29/02/2024	539.24	26.96	566.20	566.20	Longstone
6470 GH EMF Guildhall Maintenance	26 Jun 2024	Jones Building Group	CS104194 / 6746 (5498) 06068	Appointed contractor for the external repairs and redecoration works to the Guildhall Building	58,976.10	11,795.22	70,771.32	70,771.32	Guildhall
6418 GH Professional Fees	28 Jun 2024	Barron Surveying Services Ltd	INV-6928 (5323-B) 05984	Appointment of Barron Surveying to project manage the Guildhall refurbishment project - 2nd Stage Payment	3,500.00	700.00	4,200.00	4,200.00	Guildhall
6306 PF IT Maintenance	29 Jun 2024	SOS Consultancy	INV-16108 (5436)	Office 365 Business Premium - Monthly Fee	529.54	105.91	635.45	1,594.88	P&F
6662 ST PE HR Professional Fees	30 Jun 2024	HR Support Consultancy	7147 (5468) 06830	HR Services for work carried out during the month of June 2024	723.45	144.69	868.14	868.14	Staffing - Personnel

271,371.35 40,533.76 311,905.11