



Leigh-on-Sea Town Council

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Chairman: Cllr Bernard Arscott | **Vice Chairman:** Cllr Sandra McCurdy

Town Clerk: Helen Symmons PSLCC



Payments List 25/11/23 2023- 19/12/2023 Report 2811/ Expenditure incurred under the General Power of Competence

Cheque	Expenditure	Payee	Purpose
		Expenditure - Cheques	
BK TRS	£38.00	Manchester Drive Allotment Society	Donation from plot holder
BK TRS	£35.21	Viking	Stationery
BK TRS	£150.00	PFS Group Ltd	Fire alarm service contract
BK TRS	£193.36	Amazon	Microphones, batteries, power cord, light bulbs
BK TRS	£110.00	Verde	Coffee supplies for cafe
BK TRS	£162.49	Essex Supplies (UK) Ltd	Cleaning materials
BK TRS	£313.11	The Montine Food Company Ltd	Café supplies
BK TRS	£358.80	British Telecom	Bt net charges
BK TRS	£19.28	Mark One Hire	Acrow prop hire
BK TRS	£2115.00	Worknest	HR support 15 hours
BK TRS	£133.09	The Montine Food Company Ltd	Café supplies
BK TRS	£34.84	Amazon	Coffee etc for Council meetings
BK TRS	£480.00	Aubergine 262 Ltd	Annual subscription for software and support re Community Engagement App
BK TRS	£221.00	Sugar Lump Lane	Christmas Cupcake workshop
BK TRS	£119.70	Fulton Paper	Paper
BK TRS	£150.48	James Todd & Co Ltd	Payroll processing
BK TRS	£87.22	Couno Office Solutions Ltd	Photocopying
BK TRS	£1800.00	Letchwood	Locum Town Clerk fee August
BK TRS	£5699.67	LGRC Associates Ltd	Locum Town Clerk fee and expenses November
BK TRS	£960.00	Thames Landscaping	To dress and remove lighting from tree in Leigh Library Gardens
BK TRS	£109.00	J Milne	Café supplies
BK TRS	£528.08	The Montine Food Company Ltd	Café supplies

BK TRS	£6.98	Amazon	Tape
BK TRS	£355.00	Hadleigh Salvage Recycling	Skip at Manchester Drive allotments
BK TRS	£78.60	Brunel Engraving Company	Memorial plaque
BK TRS	£2820.00	Worknest	HR support 20 hours
BK TRS	£32000.00	Payroll	December payroll
BK TRS	£136.50	Hirer	Refund hall hire
BK TRS	£128.93	The Montine Food Company Ltd	Café supplies
BK TRS	£50.00	MDAS	Alleyway clearance
BK TRS	£105.55	Essex Supplies (UK) Ltd	Cleaning materials
BK TRS	£3987.12	Edge IT Systems Ltd	One year contract for Facilities Finance and Allotments IT package
BK TRS	£120.00	Aubergine 262 Ltd	Domain renewal
BK TRS	£79.10	Viking	Stationery
BK TRS	£19.60	Amazon	Stationery
		Expenditure – Imprest Items	
	£12.99	Canva	Subscription
	£12.99	Zoom Communications	Subscription