



## **Credit Card Purchases – Description December 2020**

The use of a credit card is a normal tool used to facilitate the business of Council. On occasion, items may need further explanation. For December 2020, below is a brief explanation to accompany statements where the purpose of use is not evident in the accompanying documentation. All purchases were appropriately approved, in accordance with Council's Corporate Credit Card Policy.

### **Executive Assistant**

Catering was provided for the attendees of the Workshop and Council Meeting on 15 December 2020 as normal practice for such meetings. Credit card payment was used as this is the preferred method of payment for the company.

### **Sustainability Officer**

Predominately, expenditure on this credit card, is costed against external grant funding. Meningie East Field Day is run by Coorong Tatiara Location Action Plan officers, with lunch being provided for the attendees.

### **Senior Sustainability Officer**

Predominately, expenditure on this credit card, is costed against external grant funding. The Yumali Fire Recovery Meeting was hosted by Coorong Tatiara Location Action Plan officers, with lunch being provided for the attendees.

#### **Postal Address:**

PO Box 399  
TAILEM BEND SA 5260  
Email: [council@coorong.sa.gov.au](mailto:council@coorong.sa.gov.au)  
Web: [www.coorong.sa.gov.au](http://www.coorong.sa.gov.au)

#### **Coorong Civic Centre**

95 – 101 Railway Terrace  
TAILEM BEND SA 5260  
Phone: 1300 785 277  
Fax: 08 8572 3822

#### **Meningie Information Hub**

49 Princes Highway  
MENINGIE SA 5264

#### **Tintinara Customer Service Centre**

37 Becker Terrace  
TINTINARA SA 5266



**Cardholders Name:** Executive Assistant

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
15/12/2020	SQ *WILD RICE CATERING TAILEM BEND	Lunch for Elected Members workshop and Council meeting on 15-12-2020	\$280.00
		<b>Total</b>	<b>\$280.00</b>



**Cardholders Name:** Organisational Development Coordinator

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
5/12/2020	MAILCHIMP *MONTHLY US	In-Touch subscription	\$48.95
5/12/2020	FOREIGN TRANSACTION FEE	In-Touch subscription	\$1.47
10/12/2020	THE REJECT SHOP 5531 MURRAY BRIDGE	Photo frames for employee recognition awards	\$84.00
13/12/2020	ADOBE STOCK	Advertising	\$39.59
13/12/2020	FOREIGN TRANSACTION FEE	Advertising	\$1.19
17/12/2020	ADOBE CREATIVE CLOUD	Advertising	\$76.99
17/12/2020	FOREIGN TRANSACTION FEE	Advertising	\$2.31
16/12/2020	NEWS LIMITED SURREY HILLS AU	The Advertiser - monthly online subscription	\$19.60
		<b>Total</b>	<b>\$274.10</b>



**Cardholders Name:** CEO

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
28/12/2020	No purchases	No purchases 27/11/20 - 28/12/20	
			<b>Total</b>



**Cardholders Name:** Director Infrastructure & Assets

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
28/12/2020	No Purchases	No purchases 27/11/20 - 28/12/20	
			<b>Total</b>



**Cardholders Name:** Manager Construction & Maintenance

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
28/12/2020	No purchases	No purchases 27/11/20 - 28/12/20	
			<b>Total</b>



**Cardholders Name:** Finance Manager

**Statement Date:** 26-Nov-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
26/11/2020	No Purchases	27.10.20 to 26.11.20	
			<b>Total</b>



**Cardholders Name:** Sustainability Officer

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
1/12/2020	TOP NOTCH FOODS PTY MURRAY BRIDGE	Potato salad & coleslaw for Meningie east field day	\$73.00
1/12/2020	MALLEE SUPERMARKETS TALEM BEND AU	Tomato & BBQ sauce for Meningie east Field day bbq	\$3.75
		<b>Total</b>	<b>\$76.75</b>

*Predominately, expenditure on this credit card, is costed against external grant funding.*





**Cardholders Name:** Works Coordinator Community Facilities

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
21/12/2020	LITTLEHAMPTON CLAY B LITTLEHAMPTON AU	Coonalpyn Swimming Pool Pavers	\$236.44
22/12/2020	LITTLEHAMPTON CLAY B LITTLEHAMPTON AU	Coonalpyn Swimming Pool Pavers	\$40.98
		<b>Total</b>	<b>\$277.42</b>



**Cardholders Name:** Senior Sustainability Officer

**Statement Date:** 28-Dec-20

<b>Transaction Date</b>	<b>Merchant Name</b>	<b>Expense Description</b>	<b>Total Amount</b>
2/12/2020	COOMANDOOK GEN STORE	Yumali Fire Recovery Meeting - hall hire, hand sanitiser	\$28.80
9/12/2020	MAILCHIMP *MONTHLY US	E newsletter expense	\$35.00
9/12/2020	FOREIGN TRANSACTION FEE	E newsletter expense	\$1.05
18/12/2020	COOMANDOOK GEN STORE	Yumali Fire Stock Containment wshop - light lunch	\$184.50
		<b>Total</b>	<b>\$249.35</b>

*Predominately, expenditure on this credit card, is costed against external grant funding.*