

Payment Summary Corporate Credit Card Transactions

Transactions from 01 December 2025 to 31 December 2025

Chief Executive Officer

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
03-Dec-25	Raine Square	Travelling Expenses	17.23
Card Total			17.23

Manager Stakeholder Relations

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
01-Dec-25	Facebook	Advertising Services - Meta Ads - Various Campaigns	850.27
10-Dec-25	Facebook	Advertising Services - Meta Ads - Various Campaigns	950.00
Card Total			1,800.27

Catering Facilitator

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
02-Dec-25	Joymall Grocery	Catering and Refreshments - ToVP Meeting/Training	66.93
03-Dec-25	3 Pandas' Noodle	Catering and Refreshments - ToVP Meeting/Training	267.61
05-Dec-25	Laser Trak Pty Ltd	Catering and Refreshments - ToVP Meeting/Training	172.90
08-Dec-25	Costco	Catering and Refreshments - ToVP Meeting/Training	329.74
10-Dec-25	Costco	Catering and Refreshments - ToVP Meeting/Training	178.08
11-Dec-25	Darringtons Pastry	Catering and Refreshments - ToVP Meeting/Training	110.00
15-Dec-25	Statewide Cleaning	Kitchen Supplies	129.99
Card Total			1,255.25

Asset Procurement Coordinator

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
08-Dec-25	LiveFast Enterprises	Fleet Management Services - Parts	30.00
11-Dec-25	FlexiMake Pty Ltd	Fleet Management Services - Parts	57.20
16-Dec-25	Truckline Welshpool	Fleet Management Services - Materials	109.33
24-Dec-25	Five Star Auto Care	Fleet Management Services - Service	1,288.25
Card Total			1,484.78

Library Services Manager

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
04-Dec-25	Coles	Library Services - Staff Amenities	45.00
05-Dec-25	Coles	Library Services - Event Catering	11.80
11-Dec-25	Coles	Library Services - Event Catering	219.80
24-Dec-25	EB Games	Library Equipment and Stock	139.50
Card Total			416.10

Manager Technology and Digital Strategy

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
24-Dec-25	Campaign Monitor	Advertising Services	822.80
Card Total			822.80

Coordinator Environmental Health

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
18-Dec-25	Officeworks	Health Services - Equipment	50.00
22-Dec-25	Environmental Health Australia	Health Services - Materials	95.15
Card Total			145.15

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Coordinator Events, Arts and Funding

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
01-Dec-25	Reddy Express	Art and Event - Summer St Party	12.99
01-Dec-25	Kmart	Art and Event - Summer St Party	24.00
01-Dec-25	ALH Venues	Art and Event - Summer St Party	835.30
02-Dec-25	Vic Park Bottle-O	Art and Event - Summer St Party	64.00
02-Dec-25	Vic Park Bottle-O	Art and Event - Summer St Party	71.00
05-Dec-25	Vic Park Bottle-O	Art and Event - Summer St Party (Return/ Refund)	(64.00)
05-Dec-25	Vic Park Bottle-O	Art and Event - Summer St Party (Return/ Refund)	(71.00)
17-Dec-25	Nosh Vic Park	Art and Event - Summer St Party Prizes	975.00
17-Dec-25	Crust Vic Park	Art and Event - Summer St Party	195.50
17-Dec-25	Crown Gifts	Art and Event - Staff Survey Prize	2,015.00
17-Dec-25	Spotlight	Art and Event - Summer St Party (Return/ Refund)	(8.80)
17-Dec-25	Spotlight	Art and Event - Summer St Party	78.20
Card Total			<u>4,127.19</u>

Chief Financial Officer

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
08-Dec-25	Deluxe Photo Booth	Photo Booth - Staff Year End Party	765.00
12-Dec-25	HelpSkillShare.com	Conference and Workshop Enrolment - Training	155.88
Card Total			<u>920.88</u>

Executive Assistant to the Chief Community Planner

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
03-Dec-25	The Camfield	Art and Event - Prize	102.99
Card Total			<u>102.99</u>

Building Officer - Operations

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
09-Dec-25	Terry Truck Rentals	Waste Management Services - Ute Rental	1,342.56
19-Dec-25	Terry Truck Rentals	Waste Management Services - Ute Rental (Return/ Refund)	(412.73)
Card Total			<u>929.83</u>

Grand Total 12,022.47