

Card Payment Machine
Report to Policy and Resources Committee
2nd October 2023

Card Payment Machine

Although the Town Council does not wish to promote a 'cashless society', the ability to be able to take payment by card has particularly increased since Covid. We are regularly asked if we accept card, as this gives the option to pay by either debit and credit card.

Payments which could be accepted by card include:

- Mooring fees
- Wedding payments
- External events – sale of merchandise
- Donations (eg Faversham Charters via QR code)
- Website sales

Recommendation

Three options were considered – Sum Up, Zettle by Paypal and Square, details of which can be found on the accompanying page.

Whilst cheaper card readers are available from all three organisations, these work alongside an app on mobile phones. This would mean that officers or members would need to use their personal phones when operating the card reader. Therefore, the recommendation is for a more expensive, but standalone option.

Members are asked to agree the following recommendation

This Committee agrees for the purchase and use of Sum Up Solo to enable card payments

	Sum Up	Zettle by Paypal	Square
Card Reader	Sum Up Solo Standalone card reader Works with wifi plus free unlimited mobile data with built in SIM card No need for app on mobile phone	Zettle Payment Terminal Works with wifi and built in SIM No need for app on mobile phone	Square Terminal Wifi only, no sim
Cost of Reader	£79	£149	£149 + £29
Transaction Fee	1.69%	1.75%	1.75%
Monthly Fee	None	None	None
Contract	None	None	None
Card Not Present Fee	2.5%	2.5%	On the phone - 1.4% + 25p per transaction Keyed in – 2.5%
Settlement Time	1-3 days	Payments are made direct into Paypal account, then withdrawn into bank account	Next business day
QR Code Payments	Yes	Yes	-
Receipts Produced	If a Sum Up Solo with printer is purchased, then yes. Cost £139	Additional £89 for a printer and dock	-
Summary	Payment direct into bank account Portable	Two stages to receive payment	Restricted to wifi only