

Payroll Contacts

If you need to contact the Payroll department, please deal with your designated Payroll Officer.

Who is my Payroll Officer?

Please refer to your most recent payslip. The business unit code identifies your designated payroll officer, as shown below. When phoning please quote your employee reference number (7 digit number to the left of your name).

Payroll Officers – Non Schools

Business Unit Code	Payroll Officer	Tel Number	Email Address
PC04	Sam Saunders	(33) 2244	samantha.saunders@medway.gov.uk
PC07	Julia Dowle	(33) 2215	julia.dowle@medway.gov.uk
PC12	Michelle Cheesman	(33) 2785	michelle.cheesman@medway.gov.uk
PC13	Linda Marshall	(33) 2489	linda.marshall@medway.gov.uk

Payroll Officers – Schools

PC02	Ellen Kelly	(33) 2208	ellen.kelly@medway.gov.uk
PC09	Patricia Hawkins	(33) 2352	patricia.hawkins@medway.gov.uk
PC10	Sharon Peake	(33) 2458	sharon.peake@medway.gov.uk

Payroll Officers – External Business

	Natasha Meredith	(33) 2487	natasha.meredith@medway.gov.uk
	Theresa Murphy	(33) 2483	theresa.murphy@medway.gov.uk
	Sarah Saunders	(33) 2217	sarah.saunders@medway.gov.uk
Gravesham Borough Council	Lynne Horne	(33)2381	lynne.horne@medway.gov.uk

Other Payroll Staff

Payroll Manager	Stuart Bull	(33) 2210	stuart.bull@medway.gov.uk
Payroll Team Manager	Sheena Gowling	(33) 2249	sheena.gowling@medway.gov.uk
Payroll Team Manager	Amanda Pearce	(33) 2207	amanda.pearce@medway.gov.uk

For questions relating to Mileage and Expenses, or for administration of the Councils Lease Car scheme's please contact

Expenses and Benefits Administrator	Kay Waters	(33)2189	kay.waters@medway.gov.uk
Expenses and Benefits Administrator	Sue Peters	(33)2717	sue.peters@medway.gov.uk