

9 September 2021 (2021-2022)

**Swanscombe and Greenhithe Town Council
TRANSFERS - AUGUST**

Date	Desc	From	To	Amount
16/08/2021	Bank to Bank Transfer	Active Saver 1	Current Account	48,874.09
23/08/2021	Bank to Bank Transfer	Active Saver 1	Current Account	21,190.86
31/08/2021	Bank to Bank Transfer	Active Saver 1	Current Account	18,186.77
16/08/2021	Bank to Bank Transfer	Current Account	Active Saver 1	15,000.00
			Total.....	103,251.72

1 October 2021 (2021-2022)

**Swanscombe and Greenhithe Town Council
TRANSFERS - SEPTEMBER 2021**

Date	Desc	From	To	Amount
06/09/2021	Bank to Bank Transfer	Active Saver 1	Current Account	14,516.63
10/09/2021	Bank to Bank Transfer	Active Saver 1	Current Account	16,000.00
17/09/2021	Bank to Bank Transfer	Active Saver 1	Current Account	18,700.32
			Total.....	49,216.95

FGP 28/10/21

9 September 2021 (2021-2022)

Swanscombe and Greenhithe Town Council Listing of Receipts in each Code for All Cost Centres (Between 01-08-2021 and 31-08-2021)

Cost Centre	Parks Establishment		Description	Supplier	Vat Type	Net	Vat	Total
Code Number	58	New Community Facility						
Vchr.	85	03/08/2021	Tree Sponsorship x 2 - Community Orcl	Nurture Landscapes	Z	310.00	0.00	310.00
				Subtotal for Code:		£310.00	£0.00	£310.00
				Subtotal for Cost Centre:		310.00	0.00	310.00
Code Number	85	Football						
Vchr.	92	18/08/2021	Football Pitch Hire - Knockhall - Full Siz	Swanscombe Tigers FC	Z	4,510.00	0.00	4,510.00
	94	24/08/2021	Football Pitch Hire - Broomfield - Junior	Swanscombe Tigers FC	Z	92.00	0.00	92.00
				Subtotal for Code:		£4,602.00	£0.00	£4,602.00
				Subtotal for Cost Centre:		4,602.00	0.00	4,602.00
Code Number	95	Football Income						
Vchr.	90	18/08/2021	Football Pitch Hire - Broomfield - Full Si	Swanscombe Tigers FC	Z	4,100.00	0.00	4,100.00
	91	18/08/2021	Football Pitch Hire - Broomfield - Junior	Swanscombe Tigers FC	Z	3,950.00	0.00	3,950.00
	93	24/08/2021	Football Pitch Hire - Broomfield - Junior	Swanscombe Tigers FC	Z	360.00	0.00	360.00
				Subtotal for Code:		£8,410.00	£0.00	£8,410.00
				Subtotal for Cost Centre:		8,410.00	0.00	8,410.00
Code Number	96	Cricket Income						
Vchr.	78	18/08/2021	Cricket Pitch Hire	Oakfield Warriors	Z	110.00	0.00	110.00
	89	26/08/2021	Cricket Pitch Hire	Oakfield Warriors	Z	110.00	0.00	110.00
				Subtotal for Code:		£220.00	£0.00	£220.00
				Subtotal for Cost Centre:		220.00	0.00	220.00
Code Number	121	General Projects (inc. Summer Entertai						
Vchr.	82	03/08/2021	Reconnect Grant	Kent County Council	Z	1,000.00	0.00	1,000.00
				Subtotal for Code:		£1,000.00	£0.00	£1,000.00
				Subtotal for Cost Centre:		1,000.00	0.00	1,000.00
Code Number	271	Miscellaneous Income						
Vchr.	88	04/08/2021	Storage Fees	Walk Tall	Z	416.66	0.00	416.66
				Subtotal for Code:		£416.66	£0.00	£416.66

Swanscombe and Greenhithe Town Council
Listing of Receipts in each Code for All Cost Centres
 (Between 01-08-2021 and 31-08-2021)

Code Number	Date	274 Bank Interest	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.	Minute	Bank	DC	Loyalty Reward	Barclays			
98	04/08/2021	Current Account	DC	Loyalty Reward	Barclays	9.70	0.00	9.70
Subtotal for Code: Bank Interest						£9.70	£0.00	£9.70
Subtotal for Cost Centre: Administration						426.36	0.00	426.36

Code Number	Date	295 Hire Income	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.	Minute	Bank	31D	Hall Hire	Rosie's Groovy Movers			
74	03/08/2021	Active Saver 1	31D	Hall Hire	Rosie's Groovy Movers	52.50	0.00	52.50
79	26/08/2021	Active Saver 1		Hall Hire	2nd Swanscombe Brownies	70.00	0.00	70.00
80	26/08/2021	Active Saver 1		Hall Hire	1st Swanscombe Rainbows	43.74	0.00	43.74
Subtotal for Code: Hire Income						£166.24	£0.00	£166.24
Subtotal for Cost Centre: Church Road Hall						166.24	0.00	166.24

Code Number	Date	335 Hire Income	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.	Minute	Bank		Rent	Walk Tall			
86	04/08/2021	Active Saver 1		Rent <th>Walk Tall</th> <td>1,083.00</td> <td>0.00</td> <td>1,083.00</td>	Walk Tall	1,083.00	0.00	1,083.00
Subtotal for Code: Hire Income						£1,083.00	£0.00	£1,083.00
Subtotal for Cost Centre: Heritage Community Hall						1,083.00	0.00	1,083.00

Code Number	Date	370 Hire Income	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.	Minute	Bank	30D	Hall Hire	North Kent Karate			
72	02/08/2021	Active Saver 1	30D	Hall Hire <th>North Kent Karate</th> <td>483.74</td> <td>0.00</td> <td>483.74</td>	North Kent Karate	483.74	0.00	483.74
73	03/08/2021	Active Saver 1	31D	Hall Hire <th>Rosie's Groovy Movers</th> <td>301.00</td> <td>0.00</td> <td>301.00</td>	Rosie's Groovy Movers	301.00	0.00	301.00
75	04/08/2021	Active Saver 1		Hall Hire <th>Longhurst</th> <td>24.37</td> <td>0.00</td> <td>24.37</td>	Longhurst	24.37	0.00	24.37
83	05/08/2021	Active Saver 1		Hall Hire <th>Cygnets</th> <td>1,891.00</td> <td>0.00</td> <td>1,891.00</td>	Cygnets	1,891.00	0.00	1,891.00
84	09/08/2021	Active Saver 1		Hall Hire <th>Dragon Spirit Karate</th> <td>150.48</td> <td>0.00</td> <td>150.48</td>	Dragon Spirit Karate	150.48	0.00	150.48
87	04/08/2021	Active Saver 1		Hall Hire <th>Dragon Spirit Karate</th> <td>204.24</td> <td>0.00</td> <td>204.24</td>	Dragon Spirit Karate	204.24	0.00	204.24
99	19/08/2021	Active Saver 1	DC	Hall Hire <th>Various</th> <td>150.00</td> <td>0.00</td> <td>150.00</td>	Various	150.00	0.00	150.00
Subtotal for Code: Hire Income						£3,204.83	£0.00	£3,204.83
Subtotal for Cost Centre: Town Council Offices Communit						3,204.83	0.00	3,204.83

TOTALS						£19,422.43	£0.00	£19,422.43
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Swanscombe and Greenhithe Town Council

Listing of Payments in each Code for All Cost Centres (Between 01-08-2021 and 31-08-2021)

Cost Centre Parks Establishment

Code Number Vchr.	Date	Bank	40 Wages Minute	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
436	03/08/2021	Current Account		DC	Park Keeper Contract - Day Cover	Night & Day Security	Z	1,400.31	0.00	1,400.31
437	03/08/2021	Current Account		DC	Park Keeper Contract - Play Area Clear	Night & Day Security	Z	1,017.54	0.00	1,017.54
438	03/08/2021	Current Account		DC	Park Keeper Contract - Site Checks	Night & Day Security	Z	1,253.54	0.00	1,253.54
457	12/08/2021	Current Account		DC	Pension E'ee	Intelligent Money	Z	118.00	0.00	118.00
458	12/08/2021	Current Account		DC	Pension E'er	Intelligent Money	Z	70.80	0.00	70.80
459	12/08/2021	Current Account		DC	Pension E'ee	KCC - LGPS	Z	130.96	0.00	130.96
460	12/08/2021	Current Account		DC	Pension E'er	KCC - LGPS	Z	407.00	0.00	407.00
465	12/08/2021	Current Account		DC	PAYE	HMRC	Z	383.00	0.00	383.00
466	12/08/2021	Current Account		DC	NI	HMRC	Z	803.75	0.00	803.75
474	12/08/2021	Current Account		DC	Wages	SGTC	Z	4,420.09	0.00	4,420.09
Subtotal for Code: Wages									£0.00	£10,004.99

Code Number 41 Equipment/Materials

Code Number Vchr.	Date	Bank	41 Equipment/Materials Minute	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
427	02/08/2021	Current Account		DC	Parks Equipment - Bench Supplies	Glasdon UK Ltd	S	1,818.85	363.77	2,182.62
432	03/08/2021	Current Account		DC	Parks Equipment - Equipment and PPT	Ernest Doe & Sons Ltd	S	75.00	15.00	90.00
434	03/08/2021	Current Account		DC	Bedding Plants	DTG Elliott & Son Ltd	Z	15.50	0.00	15.50
453	11/08/2021	Current Account		DC	Skip Hire	Pinden Ltd	S	220.00	44.00	264.00
488	17/08/2021	Current Account		DC	Parks Clothing - Coats and Hats	Ebsfleet Screen Printers Ltd	S	90.00	18.00	108.00
492	18/08/2021	Current Account			Parks Equipment - Line Marking Machi	Eden Park (STMS) Ltd	S	528.30	71.42	599.72
515	25/08/2021	Current Account			Parks - General repairs	Discount Builders Merchants	S	62.88	12.58	75.46
Subtotal for Code: Equipment/Materials									£524.77	£3,335.30

Code Number 43 Fuel

Code Number Vchr.	Date	Bank	43 Fuel Minute	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
428	02/08/2021	Current Account		DC	Parks Fuel	All Star	S	187.48	37.50	224.98
Subtotal for Code: Fuel									£37.50	£224.98

Code Number 47 Water Rates

Code Number Vchr.	Date	Bank	47 Water Rates Minute	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
440	05/08/2021	Current Account			Water Rates	Business Stream	Z	1,622.33	0.00	1,622.33
Subtotal for Code: Water Rates									£0.00	£1,622.33

Code Number 48 Gas/Electricity

Code Number Vchr.	Date	Bank	48 Gas/Electricity Minute	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
480	16/08/2021	Current Account			Electricity	KCC - Laser	L	271.38	13.67	284.95
481	16/08/2021	Current Account			Electricity	KCC - Laser	L	28.86	1.44	30.30
487	17/08/2021	Current Account		DC	Electricity	KCC - Laser	L	103.68	5.18	108.86
495	20/08/2021	Current Account			Electricity - Knockhall Changing Rooms	KCC - Laser	L	27.48	1.37	28.85
496	20/08/2021	Current Account			Electricity - Knockhall Changing Rooms	KCC - Laser	L	-61.27	-3.06	-64.33

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-08-2021 and 31-08-2021)

Code Number	Date	Bank	Current Account	DC	Summer Entertainment	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total	
552	16/08/2021	Current Account		DC	Altitude Events				S	425.00	85.00	510.00	
Subtotal for Code: General Projects (inc. Summe											£1,820.00	£85.00	£1,905.00
Subtotal for Cost Centre: Other Projects											1,820.00	85.00	1,905.00
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Management Fee	DC	GCLL	S	14,500.00	2,900.00	17,400.00	
Vchr.	16/08/2021	Management Fee		DC	Management Fee					£14,500.00	£2,900.00	£17,400.00	
483		Current Account		DC	Leisure Centre					14,500.00	2,900.00	17,400.00	
Subtotal for Cost Centre: Leisure Centre											14,500.00	2,900.00	17,400.00
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Wages	DC	Intelligent Money	Z	171.31	0.00	171.31	
Vchr.	12/08/2021	Current Account		DC	Pension E'ee					171.31	0.00	171.31	
456		Current Account		DC	Pension E'er					102.79	0.00	102.79	
461		Current Account		DC	Pension E'ee					331.24	0.00	331.24	
462		Current Account		DC	PAYE					1,026.65	0.00	1,026.65	
467		Current Account		DC	NI					953.80	0.00	953.80	
468		Current Account		DC	Wages					1,674.00	0.00	1,674.00	
473		Current Account		DC	Wages					7,548.87	0.00	7,548.87	
Subtotal for Code: Wages											£11,808.66	£0.00	£11,808.66
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Furniture, Fixtures & Fittings	DC	Gurney & White	S	80.00	16.00	96.00	
Vchr.	02/08/2021	Current Account		DC	Lighbulbs					£80.00	£16.00	£96.00	
Subtotal for Code: Furniture, Fixtures & Fittings											£80.00	£16.00	£96.00
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Photocopier Usage	DC	KCC - KCS	S	179.39	35.88	215.27	
Vchr.	31/08/2021	Current Account		DC	Photocopier Usage					£179.39	£35.88	£215.27	
Subtotal for Code: Photocopier											£179.39	£35.88	£215.27
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Stationary, Advertising & Postage	DC	Franco Typ Postalia Ltd	Z	50.00	0.00	50.00	
Vchr.	02/08/2021	Current Account		DC	Postage					50.00	0.00	50.00	
430		Current Account		DC	Stationary					158.60	31.72	190.32	
506		Current Account		DC	Stationary					36.33	7.27	43.60	
511		Current Account		DC	Stationary					£244.93	£38.99	£283.92	
Subtotal for Code: Stationary, Advertising & Post											£244.93	£38.99	£283.92
Code Number	Date	Bank	Current Account	Cheq. No.	Description	Telephone / Internet	DC	Overline	S	369.75	73.94	443.69	
Vchr.	06/08/2021	Current Account		DC	Phone Bill					£369.75	£73.94	£443.69	
Subtotal for Code: Telephone / Internet											£369.75	£73.94	£443.69

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-08-2021 and 31-08-2021)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
238 Civic Budget									
Vchr.	Minute	Bank							
439	04/08/2021	Current Account		Mayoral Engagement	Mayor of Dartford	Z	24.00	0.00	24.00
447	10/08/2021	Current Account	DC	Mayoral Function	Sevenoaks District Council	Z	25.00	0.00	25.00
					Subtotal for Code: Civic Budget		£49.00	£0.00	£49.00
241 Legal Fees									
Vchr.	Minute	Bank							
551	02/08/2021	Current Account	DC	Pension Annual Fee	Intelligent Money	Z	300.00	0.00	300.00
					Subtotal for Code: Legal Fees		£300.00	£0.00	£300.00
245 Miscellaneous Expenditure									
Vchr.	Minute	Bank							
443	06/08/2021	Current Account		Hygiene Services	VR Sani	S	15.16	3.03	18.19
494	18/08/2021	Current Account		Summer Entertainment	Mrs Roundabout	Z	90.00	0.00	90.00
505	23/08/2021	Current Account		Summer Entertainment	Mrs Back to Front	Z	110.00	0.00	110.00
510	24/08/2021	Current Account		IT Equipment	Amazon UK	S	8.32	1.66	9.98
514	25/08/2021	Current Account		Outdoor Cinema Screening - Final Payr	AdVantage digital Ltd	S	5,778.00	1,155.60	6,933.60
516	26/08/2021	Current Account		Card Fee	Bardlaycard	Z	309.59	0.00	309.59
522	31/08/2021	Current Account		Payflow Charges	Bardlays	E	10.00	0.00	10.00
					Subtotal for Code: Miscellaneous Expenditure		£6,321.07	£1,160.29	£7,481.36
248 Member Training									
Vchr.	Minute	Bank							
482	16/08/2021	Current Account	DC	Member Training	KALC	S	35.00	7.00	42.00
					Subtotal for Code: Member Training		£35.00	£7.00	£42.00
249 IT Services									
Vchr.	Minute	Bank							
431	02/08/2021	Current Account	DC	IT Support & Maintenance	MPR IT Solutions	S	374.70	74.94	449.64
524	31/08/2021	Current Account		IT Support & Maintenance	MPR IT Solutions	S	292.20	58.44	350.64
					Subtotal for Code: IT Services		£666.90	£133.38	£800.28
251 Council Offices Building Maintenance									
Vchr.	Minute	Bank							
435	03/08/2021	Current Account	DC	CCTV Repairs	Active Security Group	S	122.50	24.50	147.00
448	10/08/2021	Current Account	DC	Electrical Inspection Test	Focus Electrical	S	1,750.00	350.00	2,100.00
503	20/08/2021	Current Account		Lift Maintenance Contract - Quarterly P.	Schindler Ltd	S	480.45	96.09	576.54
521	31/08/2021	Current Account		Electrical Works	Focus Electrical	S	1,278.44	255.69	1,534.13
					Subtotal for Code: Council Offices Building Maint		£3,631.39	£726.28	£4,357.67
252 Water Rates									
Vchr.	Minute	Bank							
550	03/08/2021	Current Account	DD	Water Rates	Business Stream	Z	668.16	0.00	668.16
					Subtotal for Code: Water Rates		£668.16	£0.00	£668.16

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-08-2021 and 31-08-2021)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
253 Gas									
Vchr.	10/08/2021	Current Account	DC	Gas	KCC - Laser	S	85.19	4.26	89.45
					Subtotal for Code:		£85.19	£4.26	£89.45
254 Electricity									
Vchr.	05/08/2021	Current Account		Electricity	E-on	L	129.91	6.50	136.41
	11/08/2021	Current Account	DC	Electricity	KCC - Laser	S	674.72	134.94	809.66
					Subtotal for Code:		£804.63	£141.44	£946.07
274 Bank Interest									
Vchr.	17/08/2021	Current Account	DC	Card Fee	Elavon	S	8.70	1.20	9.90
					Subtotal for Code:		£8.70	£1.20	£9.90
Cost Centre Church Road Hall							25,252.77	2,338.66	27,591.43
280 Wages									
Vchr.	12/08/2021	Current Account	DC	PAYE	HMRC	Z	49.40	0.00	49.40
	12/08/2021	Current Account	DC	Wages	SGTC	Z	480.84	0.00	480.84
					Subtotal for Code:		£530.24	£0.00	£530.24
282 Gas & Electricity									
Vchr.	10/08/2021	Current Account	DC	Gas	KCC - Laser	S	22.88	1.14	24.02
	16/08/2021	Current Account		Electricity	KCC - Laser	L	49.64	2.48	52.12
					Subtotal for Code:		£72.52	£3.62	£76.14
287 Miscellaneous Expenditure									
Vchr.	06/08/2021	Current Account		Hygiene Services	VR Sani	S	3.79	0.76	4.55
					Subtotal for Code:		£3.79	£0.76	£4.55
Cost Centre Grove Hall							606.55	4.38	610.93
302 Gas & Electricity									
Vchr.	10/08/2021	Current Account	DC	Gas	KCC - Laser	S	4.03	0.20	4.23
	17/08/2021	Current Account	DC	Electricity	KCC - Laser	L	26.60	1.33	27.93
					Subtotal for Code:		£30.63	£1.53	£32.16
Cost Centre Town Council Offices Community Hall							30.63	1.53	32.16

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-08-2021 and 31-08-2021)

Code Number	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
360 Wages									
Vchr.	Date								
471	12/08/2021	Current Account	DC	PAYE	HMRC	Z	122.00	0.00	122.00
476	12/08/2021	Current Account	DC	Wages	SGTC	Z	488.50	0.00	488.50
Subtotal for Code: Wages									£610.50
361 Repairs & Maintenance									
Vchr.	Date								
486	17/08/2021	Current Account	DC	Repair - Door Entry System	Active Security Group	S	105.00	21.00	126.00
491	18/08/2021	Current Account		Plumbing Repairs - Children's Toilets	LW Burt & Son Ltd	S	1,013.05	202.61	1,215.66
Subtotal for Code: Repairs & Maintenance									£1,341.66
Subtotal for Cost Centre: Town Council Offices Communi									1,952.16
380 Wages									
Vchr.	Date								
463	12/08/2021	Current Account	DC	Pension E'ee	KCC - LGPS	Z	68.28	0.00	68.28
464	12/08/2021	Current Account	DC	Pension E'er	KCC - LGPS	Z	250.77	0.00	250.77
469	12/08/2021	Current Account	DC	PAYE	HMRC	Z	42.00	0.00	42.00
470	12/08/2021	Current Account	DC	NI	HMRC	Z	123.09	0.00	123.09
475	12/08/2021	Current Account	DC	Wages	SGTC	Z	1,070.88	0.00	1,070.88
Subtotal for Code: Wages									£1,555.02
381 Food/Supplies									
Vchr.	Date								
507	24/08/2021	Current Account		Cafe Equipment - Various	Amazon UK	S	4.17	0.83	5.00
508	24/08/2021	Current Account		Cafe Equipment - Various	Amazon UK	S	1.99	0.39	2.38
519	31/08/2021	Current Account		Skip Hire	Pinden Ltd	S	220.00	44.00	264.00
523	31/08/2021	Current Account		Coffee Machine Supplies	Tchibo Coffee International Ltd	S	187.52	6.01	193.53
Subtotal for Code: Food/Supplies									£464.91
382 Furniture, Fixtures & Equipment (incl. I									
Vchr.	Date								
426	02/08/2021	Current Account	DC	Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	71.37	14.27	85.64
Subtotal for Code: Furniture, Fixtures & Equipme									£14.27
385 Electricity & Water									
Vchr.	Date								
478	16/08/2021	Current Account	DC	Electricity	KCC - Laser	S	489.57	97.91	587.48
Subtotal for Code: Electricity & Water									£97.91
389 Maintenance									
Vchr.	Date								
433	03/08/2021	Current Account	DC	Waste Bin Collection	Viridor Waste Kent Ltd	S	91.15	18.23	109.38
509	24/08/2021	Current Account		Cafe Equipment - Various	Amazon UK	S	27.48	5.50	32.98

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-08-2021 and 31-08-2021)

Code Number	Date	390 Miscellaneous Expenditure (incl. DBC i	Bank	Chq. No.	Description	Subtotal for Code:	Maintenance	£118.63	£23.73	£142.36
Vchr.		Minute	Current Account		Hygiene Services	VR Sami				
						Supplier	Vat Type	Net	Vat	Total
445	06/08/2021						S	10.83	2.17	13.00
						Subtotal for Code:	Miscellaneous Expenditure (r	£10.83	£2.17	£13.00
						Subtotal for Cost Centre:	Old Fire Station Cafe	2,659.10	189.31	2,848.41
TOTALS								£69,423.54	£7,873.38	£77,296.92

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Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-09-2021 and 30-09-2021)

Cost Centre		Grove Car Park		20 Rates		Grove Car Park		20 Rates	
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Account							
530	02/09/2021	Current Account		NNDR	DBC	Z	439.00		439.00
617	29/09/2021	Current Account		NNDR	DBC	Z	439.00		439.00
Subtotal for Code: Rates							£878.00		£878.00
Subtotal for Cost Centre: Grove Car Park							878.00		878.00
Cost Centre		Parks Establishment		40 Wages		Parks Establishment		40 Wages	
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Account							
540	02/09/2021	Current Account		Park Keeper Contract	Night & Day Security	Z	1,400.51		1,400.51
541	02/09/2021	Current Account		Park Keeper Contract	Night & Day Security	Z	1,253.34		1,253.34
574	15/09/2021	Current Account	DC	Park Keeper Contract	Night & Day Security	Z	398.08		398.08
575	15/09/2021	Current Account	DC	PAYE	HMRC	Z	383.40		383.40
576	15/09/2021	Current Account	DC	NI	HMRC	Z	803.75		803.75
585	15/09/2021	Current Account	DC	Pension Eee	Intelligent Money	Z	118.00		118.00
586	15/09/2021	Current Account	DC	Pension E'er	Intelligent Money	Z	70.80		70.80
587	15/09/2021	Current Account	DC	Pension E'ee	KCC - LGPS	Z	130.96		130.96
588	15/09/2021	Current Account	DC	Pension E'er	KCC - LGPS	Z	407.00		407.00
595	15/09/2021	Current Account	DC	Wages	SGTC	Z	5,022.16		5,022.16
Subtotal for Code: Wages							£9,988.00		£9,988.00
Code Number		41 Equipment/Materials		41 Equipment/Materials		41 Equipment/Materials		41 Equipment/Materials	
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Minute		Account							
525	01/09/2021	Current Account		Parks Equipment - Postcrete	Discount Builders Merchants	S	11.35	2.27	13.62
526	01/09/2021	Current Account		Parks Equipment - Postcrete	Discount Builders Merchants	S	116.60	23.32	138.92
536	02/09/2021	Current Account		Parks - General repairs	Ernest Doe & Sons Ltd	S	99.98	19.99	119.97
537	02/09/2021	Current Account		Parks - General repairs	Ernest Doe & Sons Ltd	S	21.32	4.26	25.58
538	02/09/2021	Current Account		Parks - General repairs	Ernest Doe & Sons Ltd	S	103.33	20.67	124.00
562	10/09/2021	Current Account		Skip Hire	Pinden Ltd	S	220.00	44.00	264.00
568	14/09/2021	Current Account	DC	Parks - General repairs	Discount Builders Merchants	S	15.51	3.10	18.61
573	15/09/2021	Current Account		Parks - General repairs	Discount Builders Merchants	S	15.00	3.00	18.00
598	15/09/2021	Current Account		Parks Equipment - Various	Eden Park (STMS) Ltd	S	85.00	17.00	102.00
602	20/09/2021	Current Account	DC	Cleaning Equipment	KCC - KCS	S	59.57	11.91	71.48
604	22/09/2021	Current Account		Van Log book	Amazon UK	S	7.00	1.41	8.41
605	22/09/2021	Current Account		Removal of waste chemicals from sites	Waste Care	S	251.45	50.29	301.74
612	28/09/2021	Current Account		Parks Equipment - Bin Bags & Soap	KCC - KCS	S	96.75	19.35	116.10
614	29/09/2021	Current Account		Parks Clothing - Boots	Trade UK	S	42.97	1.00	43.97
623	30/09/2021	Current Account		Parks - General repairs	Discount Builders Merchants	S	40.88	8.18	49.06
624	30/09/2021	Current Account		Skip Hire	Pinden Ltd	S	220.00	44.00	264.00

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-09-2021 and 30-09-2021)

627	30/09/2021	Current Account	DC	Parks - General repairs	Discount Builders Merchants	Z	0.03	0.03
629	30/09/2021	Current Account	DC	Parks - General repairs	Discount Builders Merchants	Z	-3.00	-3.00
Code Number					Subtotal for Code:		£1,403.74	£1,677.49
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
621	28/09/2021	Current Account		Fencing - New Picnic area	Forestrail Ltd	S	18.40	22.08
42 New Grounds Maintenance Equipment					Subtotal for Code:		£18.40	£22.08
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
527	01/09/2021	Current Account		Fuel	All Star	S	150.00	179.51
43 Fuel					Subtotal for Code:		£150.00	£179.51
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
600	17/09/2021	Current Account		Road Fund Tax - Vans	DVLA	Z	275.00	275.00
601	17/09/2021	Current Account		Road Fund Tax - Vans	DVLA	Z	275.00	275.00
46 Vehicles					Subtotal for Code:		£550.00	£550.00
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
628	30/09/2021	Current Account	DD	Water Rates	Business Stream	Z	355.77	355.77
47 Water Rates					Subtotal for Code:		£355.77	£355.77
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
609	22/09/2021	Current Account		Replacement Swings - Saxon & Knockt	Setter	S	429.66	515.59
49 Playground Equipment & Maintenance					Subtotal for Code:		£429.66	£515.59
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
565	13/09/2021	Current Account		Fencing - New Picnic area	Orchard Fencing Ltd	S	1,871.20	2,245.44
55 New Recreational Facilities					Subtotal for Code:		£1,871.20	£2,245.44
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
556	09/09/2021	Current Account		Parks Equipment - Various	Discount Builders Merchants	S	89.92	107.90
557	09/09/2021	Current Account		Parks Equipment - Various	Discount Builders Merchants	S	38.00	45.60
58 New Community Facility					Subtotal for Code:		£127.92	£153.50
Cost Centre				Subtotal for Cost Centre:			14,894.69	15,687.38
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Total
613	28/09/2021	Current Account		Tree Works - Knockhall Park	SL Tree Care Ltd	S	525.00	630.00
81 Long Term Financial Risks					Subtotal for Code:		£525.00	£630.00
Knockhall Playing Field					Subtotal for Code:		£105.00	£105.00

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-09-2021 and 30-09-2021)

Cost Centre	Leisure Centre	Subtotal for Cost Centre:		Knockhall Playing Field	Subtotal for Cost Centre:				
Code Number	146 Rates & Insurance Rent - DBC								
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
533	02/09/2021	Current Account		NNDR	DBC	Z	2,918.00		2,918.00
615	29/09/2021	Current Account		NNDR	DBC	Z	2,918.00		2,918.00
Subtotal for Code: Rates & Insurance Rent - DBC							£5,836.00		£5,836.00
Subtotal for Cost Centre: Leisure Centre							5,836.00		5,836.00
Subtotal for Cost Centre: Knockhall Playing Field							525.00	105.00	630.00
Cost Centre	Allotments	Subtotal for Cost Centre:			Subtotal for Cost Centre:				
Code Number	210 Rents / Licences								
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
610	23/09/2021	Current Account		Rent	DBC	Z	65.00		65.00
611	23/09/2021	Current Account		Rent	DBC	Z	152.00		152.00
Subtotal for Code: Rents / Licences							£217.00		£217.00
Subtotal for Cost Centre: Allotments							217.00		217.00
Cost Centre	Administration	Subtotal for Cost Centre:			Subtotal for Cost Centre:				
Code Number	230 Wages								
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
577	15/09/2021	Current Account	DC	PAYE	HMRC	Z	954.00		954.00
578	15/09/2021	Current Account	DC	NI	HMRC	Z	1,674.00		1,674.00
583	15/09/2021	Current Account	DC	Pension E'ee	Intelligent Money	Z	171.31		171.31
584	15/09/2021	Current Account	DC	Pension E'er	Intelligent Money	Z	102.79		102.79
589	15/09/2021	Current Account	DC	Pension E'ee	KCC - LGPS	Z	331.24		331.24
590	15/09/2021	Current Account	DC	Pension E'er	KCC - LGPS	Z	1,026.65		1,026.65
593	15/09/2021	Current Account	DC	Wages	SGTC	Z	8,665.42		8,665.42
606	22/09/2021	Current Account	DC	Payflow Charges	Barclays	Z	12.00		12.00
Subtotal for Code: Wages							£12,937.41		£12,937.41
Code Number	233 Stationary, Advertising & Postage				Subtotal for Cost Centre:				
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
544	07/09/2021	Current Account	DC	Postage & Rental	Francoalp Postalia Ltd	S	60.00	12.00	72.00
549	09/09/2021	Current Account	DC	Postage	Francoalp Postalia Ltd	Z	100.00		100.00
Subtotal for Code: Stationary, Advertising & Post							£160.00	£12.00	£172.00
Code Number	234 Telephone / Internet				Subtotal for Cost Centre:				
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
545	07/09/2021	Current Account	DC	Phone Bill	Overline	S	369.77	73.95	443.72
Subtotal for Code: Telephone / Internet							£369.77	£73.95	£443.72
Code Number	238 Civic Budget				Subtotal for Cost Centre:				
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
543	07/09/2021	Current Account	DC	Mayoral Function	DBC	Z	5.00		5.00
Subtotal for Code: Civic Budget							5.00		5.00

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-09-2021 and 30-09-2021)

Code Number		242 External Audit Fees		Subtotal for Code: Civic Budget		£5.00		£5.00		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
560	09/09/2021		Current Account		External Audit	PKF Littlejohn	S	1,300.00	260.00	1,560.00
Subtotal for Code: External Audit Fees										£1,300.00
Code Number		245 Miscellaneous Expenditure		Subtotal for Code: External Audit Fees		£260.00		£1,560.00		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
528	01/09/2021		Current Account		Summer of Sport	Darford FC	Z	525.00		525.00
534	02/09/2021		Current Account		Stewarding - Cinema Events x 2	Night & Day Security	Z	2,006.24		2,006.24
539	02/09/2021		Current Account		Summer of Sport - Invoice for Coaching	Emma Stapes	Z	80.00		80.00
548	08/09/2021		Current Account	DC	Summer of Sport	Dragon Spirit Karate	Z	120.00		120.00
572	14/09/2021		Current Account	DC	Portaloos Hire	Law Hire	S	200.00	40.00	240.00
603	20/09/2021		Current Account	DC	Cleaning Equipment	KCC - KCS	S	17.85	3.57	21.42
607	22/09/2021		Current Account		Light Bulbs	Barclaycard	Z	24.00		24.00
608	22/09/2021		Current Account		Card Transaction Fees	Elavon	Z	253.47		253.47
Subtotal for Code: Miscellaneous Expenditure										£43.57
Code Number		247 Staff Training		Subtotal for Code: Miscellaneous Expenditure		£43.57		£3,270.13		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
535	02/09/2021		Current Account		Clerks Conference	KALC	S	100.00	20.00	120.00
Subtotal for Code: Staff Training										£120.00
Code Number		248 Member Training		Subtotal for Code: Staff Training		£100.00		£120.00		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
622	30/09/2021		Current Account		Member Training	KALC	S	50.00	10.00	60.00
Subtotal for Code: Member Training										£60.00
Code Number		249 IT Services		Subtotal for Code: Member Training		£50.00		£60.00		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
620	29/09/2021		Current Account		IT Support & Maintenance	MPR IT Solutions	S	292.20	58.44	350.64
Subtotal for Code: IT Services										£292.20
Code Number		251 Council Offices Building Maintenance		Subtotal for Code: IT Services		£292.20		£350.64		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
546	08/09/2021		Current Account		Lighting Repairs	Focus Electrical	S	180.22	36.04	216.26
547	08/09/2021		Current Account	DC	Air Conditioning Service	LW Burt & Son Ltd	S	578.81	115.76	694.57
553	09/09/2021		Current Account		Hygiene Services	VR Sani	S	15.16	3.03	18.19
566	13/09/2021		Current Account	DC	Boiler and Plumbing Service	LW Burt & Son Ltd	S	3,070.42	614.08	3,684.50
Subtotal for Code: Council Offices Building Maint										£768.91
Code Number		253 Gas		Subtotal for Code: Council Offices Building Maint		£768.91		£4,613.52		
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
558	09/09/2021		Current Account		Gas	KCC - Laser	S	197.35	39.47	236.82
559	09/09/2021		Current Account		Gas	KCC - Laser	L	-85.19	-4.26	-89.45

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-09-2021 and 30-09-2021)

Code Number	302	Gas & Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	570	14/09/2021	Current/Account	DC	Gas	KCC - Laser	L	4.03	0.20	4.23
						Subtotal for Code:	Gas & Electricity	£4.03	£0.20	£4.23
Cost Centre	Sports Pavilion					Subtotal for Cost Centre:	Grove Hall	4.03	0.20	4.23
Code Number	345	Miscellaneous Expenditure	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	599	17/09/2021	Current/Account		Repairs to Pavilion - Damaged Wall and	Kent Fire Extinguisher Services Ltd	Z	165.20		165.20
						Subtotal for Code:	Miscellaneous Expenditure	£165.20		£165.20
Cost Centre	Town Council Offices Community Hall					Subtotal for Cost Centre:	Sports Pavilion	165.20		165.20
Code Number	360	Wages	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	581	15/09/2021	Current/Account	DC	PAYE	HMRC	Z	80.00		80.00
	594	15/09/2021	Current/Account	DC	Wages	SGTC	Z	573.98		573.98
						Subtotal for Code:	Wages	£653.98		£653.98
Cost Centre	Old Fire Station Cafe					Subtotal for Cost Centre:	Town Council Offices Communi	653.98		653.98
Code Number	380	Wages	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	579	15/09/2021	Current/Account	DC	PAYE	HMRC	Z	58.00		58.00
	580	15/09/2021	Current/Account	DC	NI	HMRC	Z	123.09		123.09
	591	15/09/2021	Current/Account	DC	Pension E'ee	KCC - LGPS	Z	68.28		68.28
	592	15/09/2021	Current/Account	DC	Pension E'er	KCC - LGPS	Z	250.77		250.77
	597	15/09/2021	Current/Account	DC	Wages	SGTC	Z	1,467.64		1,467.64
						Subtotal for Code:	Wages	£1,967.78		£1,967.78
Code Number	382	Furniture, Fixtures & Equipment (incl. I	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	564	13/09/2021	Current/Account	DC	Coffee Machine Monthly Rental	Tohbo Coffee International Ltd	S	71.37	14.27	85.64
						Subtotal for Code:	Furniture, Fixtures & Equipme	£71.37	£14.27	£85.64
Code Number	384	Rates	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	529	02/09/2021	Current/Account		NNDR	DBC	Z	215.00		215.00
	618	29/09/2021	Current/Account		NNDR	DBC	Z	215.00		215.00
						Subtotal for Code:	Rates	£430.00		£430.00
Code Number	390	Miscellaneous Expenditure (incl. DBC i	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	542	03/09/2021	Current/Account		Waste Bin Collection	Vridor Waste Kent Ltd	S	91.15	18.23	109.38

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-09-2021 and 30-09-2021)

555	09/09/2021	Current Account	Hygiene Services	VR Sani	S	10.83	2.17	13.00
				Subtotal for Code:	Miscellaneous Expenditure (ir	£101.98	£20.40	£122.38
				Subtotal for Cost Centre:	Old Fire Station Cafe	2,571.13	34.67	2,605.80
				TOTALS	£54,415.40	£2,390.92	£56,806.32

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Swanscombe and Greenhithe Town Council

Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Act. Receipts	Budget Payments		Act. Payments	Variance Year to Date
	Total for year	Year to Date		Total for Year	Year to Date		
Cost Centre Public Lighting							
1 Supply & Maintenance				2,600.00	1,299.98	1,094.42	205.56
3 Christmas Lighting				3,600.00	1,800.00		1,800.00
4 Repairs				500.00	249.98		249.98
5 Long Term Financial Risks				500.00	249.98		249.98
6 Income	1.00	0.52					-0.52
7 Long Term Maintenance							
Sub Total for Public Lighting	1.00	0.52		7,200.00	3,599.94	1,094.42	2,505.00
Cost Centre Grove Car Park							
20 Rates				4,571.00	2,285.48	3,074.20	-788.72
21 Repairs & Maintenance				500.00	249.98	3,109.50	-2,859.52
22 Long Term Financial Risks				655.00	327.52		327.52
23 Long Term Maintenance							
421 Income	600.00	300.00					-300.00
Sub Total for Grove Car Park	600.00	300.00		5,726.00	2,862.98	6,183.70	-3,620.72
Cost Centre Craylands Lane Car Park							
30 Rates							
31 Repairs & Maintenance							
32 Long Term Financial Risks							
Sub Total for Craylands Lane Car Park							
Cost Centre Parks Establishment							
40 Wages				109,000.00	54,500.02	58,636.88	-4,136.86
41 Equipment/Materials			2,506.00	40,000.00	20,000.02	14,000.42	8,505.60
42 New Grounds Maintenance Equipm						18.40	-18.40
43 Fuel				2,500.00	1,250.02	1,340.87	-90.85
44 Fencing				5,000.00	2,499.98		2,499.98
45 Telephone				571.00	285.52		285.52
46 Vehicles				2,500.00	1,250.02	1,490.67	-240.65
47 Water Rates				1,061.00	530.48	2,673.93	-2,143.45

AGENDA ITEM 9
FGP 28/11/21

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
48 Gas/Electricity			2,122.00	1,061.02	-387.21
49 Playground Equipment & Maintenanar			5,000.00	2,499.98	-2,928.36
50 Staff Training			1,500.00	750.00	750.00
51 Knockhall Changing Rooms			500.00	249.98	290.58
52 Parks Works Area			750.00	375.00	375.00
53 Vandalism			1,000.00	500.02	-304.98
54 Trees		310.00	6,000.00	3,000.00	-5,303.00
55 New Recreational Facilities			1,000.00	500.02	-7,774.80
56 Unexpected/Emergency Works		5,650.00	10,250.00	5,124.98	-218.98
57 Long Term Financial Risks		9,910.00			5,124.98
58 New Community Facility					-2,619.70
59 Long Term Maintenance					-11,118.77
65 Miscellaneous Income	1,000.00	500.02			-500.02
Sub Total for Parks Establishment	1,000.00	500.02	188,754.00	94,377.06	-19,954.37
Cost Centre Swanscombe Park					
70 Bowls Pavilion Maintenance					-35.00
71 Long Term Financial Risks					35.00
75 Bowls Income	3,419.00	1,709.48			1,877.39
78 Hire Charges					
79 Long Term Maintenance					
Sub Total for Swanscombe Park	3,419.00	1,709.48	3,586.87	743.72	-743.72
Cost Centre Knockhall Playing Field					
80 Rates					
81 Long Term Financial Risks			158.00	78.98	-68.23
85 Football	5,989.00	2,994.52	500.00	249.98	-275.02
Sub Total for Knockhall Playing Field	5,989.00	2,994.52	658.00	328.96	2,777.48
Cost Centre Broomfield Sports Ground					
90 Long Term Financial Risks	6,054.00	3,027.00			56.00
95 Football Income					7,978.00

Swanscombe and Greenhithe Town Council

Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
96 Cricket Income	1,787.00	893.48			
97 Miscellaneous Income		2,416.00			1,522.52
98 Long Term Maintenance					
Sub Total for Broomfield Sports Ground	7,841.00	3,920.48	13,477.00	56.00	9,500.52
Cost Centre Heritage Park					
100 Maintenance/Rent		500.00	4,500.00	2,250.00	2,274.92
104 Long Term Financial Risks				475.08	
Sub Total for Heritage Park		500.00	4,500.00	2,250.00	2,274.92
Cost Centre St Peter & St Paul's Churchyard					
110 Maintenance			3,000.00	1,500.00	1,050.00
Sub Total for St Peter & St Paul's Churchyard			3,000.00	1,500.00	1,050.00
Cost Centre Other Projects					
121 General Projects (inc. Summer Ente		1,000.00	10,000.00	5,000.02	3,650.02
Sub Total for Other Projects		1,000.00	10,000.00	5,000.02	3,650.02
Cost Centre Leisure Centre					
146 Rates & Insurance Rent - DBC		2,006.43	30,000.00	15,000.00	-5,430.00
155 Management Fee			58,000.00	29,000.02	-4,499.98
Sub Total for Leisure Centre		2,006.43	88,000.00	44,000.02	-9,929.98
Cost Centre Squash Courts					
200 Maintenance			500.00	249.98	249.98
201 Long Term Financial Risks					
Sub Total for Squash Courts			500.00	249.98	249.98
Cost Centre Allotments					
210 Rents / Licences			245.00	122.48	-94.52
211 Repairs / Maintenance			250.00	125.02	125.02

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
212 Water Supply					
213 Long Term Financial Risks			1,000.00	500.02	500.02
218 Rent Income	3,088.00	1,544.02	2,783.62		1,239.60
Sub Total for Allotments	3,088.00	1,544.02	1,495.00	747.52	1,770.12
Cost Centre Administration					
230 Wages			144,000.00	72,000.00	-833.26
231 Furniture, Fixtures & Fittings			1,000.00	500.02	212.02
232 Photocopier			1,000.00	500.02	-118.34
233 Stationary, Advertising & Postage			2,300.00	1,149.98	-513.58
234 Telephone / Internet			3,700.00	1,850.02	-1,267.85
235 Mileage Allowance			206.00	102.98	102.98
236 Insurance			13,000.00	6,500.02	-8,395.28
237 Subscriptions / Publications			5,313.00	2,656.50	-1,817.71
238 Civic Budget			1,500.00	750.00	566.00
239 Civic Reception			1,500.00	750.00	750.00
240 Chains of Office			250.00	125.02	125.02
241 Legal Fees			3,000.00	1,500.00	550.00
242 External Audit Fees			1,300.00	650.02	-649.98
243 Internal Audit Fees			250.00	125.02	-24.98
244 Local Funding			450.00	999.98	1,449.98
245 Miscellaneous Expenditure			2,000.00	999.98	-19,652.46
246 Election Expenses			8,250.00	4,125.00	999.98
247 Staff Training			2,000.00	750.00	220.00
248 Member Training			1,500.00	750.00	85.00
249 IT Services			4,000.00	2,000.02	2,422.34
250 Handyman (incl. seasonal park staff			1,500.00	750.00	750.00
251 Council Offices Building Maintenance			15,000.00	7,500.00	10,728.73
252 Water Rates			1,455.00	727.50	699.25
253 Gas			2,625.00	1,312.50	-1,242.54
254 Electricity			5,533.00	2,766.52	-1,855.27
255 Rates			22,858.00	11,429.02	-3,938.98

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Act. Receipts	Budget Payments		Variance
	Total for year	Year to Date		Total for Year	Year to Date	
256 Long Term Financial Risks						
270 Photocopier Income				999.98	999.98	
271 Miscellaneous Income			2,499.47			2,499.47
272 Precept	420,023.00	210,011.48	420,052.00			210,040.52
273 Section 136						
274 Bank Interest	2,400.00	1,200.00	13.02			-1,327.50
275 Long Term Maintenance				140.52	140.52	
276 Government CTax Grant	14,435.00	7,217.48	14,436.00	50.16	50.16	-50.16
422 CIL			61,771.82			7,218.52
Sub Total for Administration	436,858.00	218,428.96	500,493.09	248,540.00	124,270.10	245,128.93
Cost Centre Church Road Hall						
280 Wages				2,767.50	2,760.28	7.22
281 Repairs & Maintenance				1,500.00	750.00	391.71
282 Gas & Electricity				1,251.00	625.50	388.08
283 Cleaning Materials				100.00	50.02	50.02
284 Furniture, Fixtures & Fittings				100.00	50.02	50.02
285 Rates				1,385.00	692.48	891.45
287 Miscellaneous Expenditure				125.00	62.48	11.37
288 Long Term Financial Risks						-198.97
295 Hire Income						51.11
299 Long Term Maintenance	3,649.00	1,824.52	915.02			-909.50
406 Telephone Broadband					263.40	-263.40
423 Water Rates				600.00	300.00	300.00
Sub Total for Church Road Hall	3,649.00	1,824.52	915.02	11,196.00	4,760.10	-71.60
Cost Centre Grove Hall						
301 Repairs & Maintenance				700.00	350.02	355.00
302 Gas & Electricity				100.00	50.02	68.61
305 Rates						-18.59
306 Water Rates						
308 Long Term Financial Risks						

Swanscombe and Greenhithe Town Council

Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
Sub Total for Grove Hall			800.00	400.04	-423.61
Cost Centre Heritage Community Hall					
320 Wages					
321 Repairs & Maintenance					
322 Gas & Electricity					
323 Cleaning Materials					
324 Furniture, Fixtures & Fittings					
325 Rates		784.71			784.71
326 Water Rates					
327 Miscellaneous Expenditure					
328 Long Term Financial Risks					
329 Long Term Maintenance Requireme					
335 Hire Income					
Sub Total for Heritage Community Hall		6,598.00			6,598.00
		7,382.71			7,382.71
Cost Centre Sports Pavilion					
340 Gas & Electricity			699.00	349.50	349.50
341 Water Rates			524.00	261.98	261.98
342 Maintenance & Cleaning Contributic			1,750.00	875.02	5,085.00
343 Rates					
344 Building Insurance			1,418.00	708.98	708.98
345 Miscellaneous Expenditure				442.70	-442.70
346 Long Term Financial Risks			27,000.00	13,500.00	13,500.00
350 Rent Income	19,092.00	9,546.00			-9,019.33
Sub Total for Sports Pavilion	19,092.00	9,546.00	31,391.00	15,695.48	1,148.45
Cost Centre Town Council Offices Community i					
360 Wages			8,077.00	4,038.52	3,707.48
361 Repairs & Maintenance			420.00	210.00	2,483.98
362 Furniture, Fixtures & Fittings			100.00	50.02	50.02
363 Cleaning Materials			260.00	129.98	114.68

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Act. Receipts	Budget Payments		Act. Payments	Variance Year to Date
	Total for year	Year to Date		Total for year	Year to Date		
364 Miscellaneous Expenditure				75.00	37.50		37.50
365 Long Term Financial Risks				5,000.00	2,499.98		2,499.98
370 Hire Income	32,045.00	16,022.48	15,706.58				-315.90
Sub Total for Town Council Offices Communi	32,045.00	16,022.48	15,706.58	13,932.00	6,966.00	6,306.14	343.96
Cost Centre Old Fire Station Cafe							
380 Wages				19,132.00	9,566.02	9,354.96	211.06
381 Food/Supplies				4,000.00	2,000.02	2,227.02	-227.00
382 Furniture, Fixtures & Equipment (inc				750.00	375.00	356.85	18.15
383 Advertising				100.00	50.02		50.02
384 Rates				1,844.00	921.98	1,500.70	-578.72
385 Electricity & Water				1,135.00	567.52	906.93	-339.41
386 Cleaning Materials				130.00	65.02	31.20	33.82
387 DBC Maintenance Service Charge				1,750.00	875.02	595.51	279.51
388 Telephone / Internet				1,000.00	500.02		500.02
389 Maintenance				1,000.00	500.02	310.91	189.11
390 Miscellaneous Expenditure (incl. DE				1,325.00	662.48	123.64	538.84
391 Long Term Financial Risks							
392 Rent DBC				5,600.00	2,799.98		2,799.98
393 Long Term Maintenance						59.08	-59.08
395 Cafe Income	10,000.00	5,000.02	4,225.18				-774.84
Sub Total for Old Fire Station Cafe	10,000.00	5,000.02	4,225.18	37,766.00	18,883.10	15,466.80	2,641.46
Cost Centre Bus Shelters							
400 Maintenance				750.00	375.00		375.00
Sub Total for Bus Shelters				750.00	375.00	375.00	375.00
Cost Centre Ingress Park Community Centre							
407 Wages				6,300.00	3,150.00		3,150.00
408 Repairs & Maintenance				1,850.00	924.98		924.98
409 Gas & Electricity				1,600.00	800.02		800.02
410 Cleaning Materials				1,000.00	500.02		500.02

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2021 to 30/09/2021)

	Budget Receipts		Act. Receipts	Budget Payments		Act. Payments	Variance Year to Date
	Total for year	Year to Date		Total for Year	Year to Date		
411 Furniture & Fittings							
412 Rates (NNDR)				500.02			500.02
413 Water Rates				1,221.00			1,221.00
414 Key Holder Security				650.00			324.98
415 Misc Expenditure				800.00			399.98
416 Long Term Financial Risks				500.00			249.98
417 Long Term Maintenance							
418 Hire Income	7,000.00	3,500.02					-3,500.02
419 Commuted Sum	6,000.00	3,000.00					-3,000.00
420 Contingency Fund	5,000.00	2,499.98					-2,499.98
Sub Total for Ingress Park Community Centre	18,000.00	9,000.00		8,070.98			-929.02
GRAND TOTALS	£541,582.00	£270,791.02	£576,751.17	£670,350.00	£335,175.18	£394,110.62	£247,024.71

AGENDA ITEM 10

FGP 28/10/21

16 SEP 2021



A

APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.


(Please complete using BLACK INK).

1. Name and full address of Organisation:	GREENHITHE COMMUNITY CENTRE ALEXANDER ROAD. GREENHITHE, KENT. DA9 9HH
2. Amount of funding requested.	£ 372.00
3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	GLEN KEELING TRUSTEE ● CASPIAN WAY SWANSCOMBE KENT DA16 0LE
4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):	Provide COMMUNITY SPACE FOR NURSERY, SCOUTS, DJS TRAINING, GYM CLASSES & PRIVATE PARTIES
5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	ALL TRUSTEE + 4000 COMMUNITY
6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe. Please provide the number of local residents who will benefit from this award.	JUMPING BEANS use NURSERY DURING DAY AND VARIOUS CLUBS USE DURING THE WEEK SUPPORTED BY A CHURCH ON SUNDAYS AND AFTERNOON ON A SATURDAY USERS COME FROM SWANSCOMBE + GREENHITHE
7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.). No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.	THE HALL IS OWNED AND MANAGED BY TRUSTEES AND ONLY TRUSTEE CAN GRANT DURING COVID DUE TO CHANGE IN TRUSTEES. MONEY TO BE SPENT ON WINTER PREPARATION EQUIPMENT FOR WEATHER AND SAFETY. SO WE CAN KEEP SAFE ON LEAS AND HALL GROUNDS IN EMBROUSMENT WEATHER.



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	None
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: GREENHITHE COMMUNITY ASSOC Sort Code: 084 - 000 - 000 Account Number: 084000000000000000 Organisation Name: GREENHITHE COMMUNITY ASSOC R/C 30832
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed:  Dated: 13/09/2021


Please use a separate sheet if necessary clearly numbering the relevant section.



Free UK Delivery on street furniture & bulk orders

Home (<https://www.roadware.co.uk/>) / Your Cart (<https://www.roadware.co.uk/cart.php>)

Your Cart (2 items)

ITEM	PRICE	QUANTITY	TOTAL
 <p>Excelsior 200 Litre Recycled Black Heavy Duty Grit Bin Kit With Rock Salt (https://www.roadware.co.uk/200-litre-heavy-duty-recycled-black-grit-bin-inc-rock-salt/)</p> <p><i>Black, yellow or green lid: Yellow +£7.00 + VAT</i> <i>Small hand shovel: Not required</i> <i>2 part shovel: Yes +£21.00 + VAT</i></p> <p>Change</p>	£227.95	v 1 ^ X Delete	^ £227.95

ITEM



Oaklands
18kg Manual White Grit Salt Broadcast
Spreader
(<https://www.roadware.co.uk/18kg-manual-white-grit-salt-spreader/>)

PRICE

£81.95

QUANTITY

▼ 1 ▲

✕ Delete

TOTAL

£81.95

Subtotal:

£309.90

Shipping:

Add Info

VAT:



£61.98

Coupon Code:

Add Coupon

Grand total:

£371.88

CHECK OUT/(CHECKOUT)





B

APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.


(Please complete using BLACK INK).

1. Name and full address of Organisation:	Consolidated Almshouse Charity of Swanscombe Milton Street, Swanscombe Kent
2. Amount of funding requested.	£ 500-00
3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	Glen Keeling Caspian Way Swanscombe Kent DA16 0LE
4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):	Provide money to people who are in need and on low income.
5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	All 6 trustees We have 5 properties 5 residents land for new buildings
6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe. Please provide the number of local residents who will benefit from this award.	We keep local people in Swanscombe who cannot afford market rents and are in need of properties 5 beneficiaries 50 friend + families
7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.). No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.	We purchased the land at the rear of Milton Street former scout hall used it was previously used for waste dumping and anti social behaviour. We have fenced it off to stop this. But land needs clearing - money to be used to remove rubbish clear vegetation growth so that it does not attract waste or vermin



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	None
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: Consolidated Almshouse Charity of Swanscombe Sort Code: 2020 - 022 - 0000 Account Number: 1020202020202020 Organisation Name: CONSOLIDATED ALMSHOUSE CHARITY OF SWANSCOMBE
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed:  Dated: 13/9/2021

Please use a separate sheet if necessary clearly numbering the relevant section.



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

1. Name and full address of Organisation:	Hi Kent, [REDACTED] Maidstone ME141RU
2. Amount of funding requested.	£ 500
3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	Liz Clayton (address as above) Email: [REDACTED]
4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):	Please see separate sheet
5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	Although there is no one from Hi Kent who lives in Swanscombe & Greenhithe, the people who visit our clinics live in the area
6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe. Please provide the number of local residents who will benefit from this award.	Please see separate sheet
7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.). No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.	Please see separate sheet



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	£300 March 2018 £250 March 2019 £500 March 2020
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: Hi Kent Sort Code: [REDACTED] Account Number: [REDACTED] Organisation Name: Hi Kent
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed: L. Clayton Dated: 20/9/21

Please use a separate sheet if necessary clearly numbering the relevant section.

Hi Kent

Application form for funding from Swanscombe and Greenhithe Town Council 2021

4. HI KENT IS THE LOCAL REGISTERED CHARITY SERVING THE NEEDS OF THE 350,000 DEAF AND HARD OF HEARING PEOPLE LIVING IN THE COUNTY OF KENT. WE HAVE BEEN ESTABLISHED SINCE 1986. ONE IN FIVE PEOPLE SUFFERS FROM SEVERE HEARING LOSS AND THE NUMBER OF PEOPLE SEEKING OUR HELP IS INCREASING EVERY WEEK.

WE PROVIDE ASSISTIVE EQUIPMENT TO HELP DEAF PEOPLE IN THEIR DAILY LIVES, USUALLY FREE OF CHARGE. TYPICALLY THESE ITEMS INCLUDE SPECIAL FLASHING DOORBELLS, SMOKE ALARMS, PAGERS, SPECIAL AMPLIFIED TELEPHONES, CONVERSATION AIDS, SPECIAL ALARM CLOCKS AND TV LISTENERS. WE ALSO PROVIDE FREE LIPREADING CLASSES AND TINNITUS SUPPORT GROUPS. WE ALSO RUN 250 FREE LOCAL HEARING AID SUPPORT CLINICS ALL OVER KENT WHERE PEOPLE CAN TURN UP AND OUR TRAINED VOLUNTEERS WILL CLEAN, RE-TUBE AND SUPPLY AND FIT NEW BATTERIES IN THEIR HEARING AIDS AND ADVISE IF NECESSARY ON OTHER SUPPORT THEY MAY NEED.

6. WE HELP THE DEAF AND HEARING IMPAIRED, MOSTLY AGED 65+. THEY ARE ABLE TO VISIT ONE OF THE FREE LOCAL HEARING AID AND SUPPORT CLINICS WHERE THEY CAN TURN UP AND OUR TRAINED VOLUNTEERS WILL, CLEAN, RE-TUBE AND SUPPLY AND FIT NEW BATTERIES IN THEIR HEARING AIDS AND ADVISE IF NECESSARY ON OTHER SUPPORT THEY MAY NEED . WE HELP ON AVERAGE 99 CLIENTS A YEAR.

7. WITH YOUR CONTINUED SUPPORT WE WISH TO RUN OUR FREE HEARING AID SUPPORT CLINICS IN SWANSCOMBE . THEY TAKE PLACE ONCE A MONTH IN THE CHURCH CENTRE, THE 2nd TUESDAY OF EACH MONTH. CLINIC TIMES: 10.00am – 11.30am.

DURING THE COVID PANDEMIC, PLEASE WHO ARE DEAF HAVE SUFFERED MORE THAN MOST AS THEIR ISOLATION AND DISADVANTAGE INCREASED. AS THE CHURCH CENTRE WAS NOT AVAILABLE TO US FOR MUCH OF THIS TIME, FROM DAY ONE OF THE FIRST LOCKDOWN, WE CONTINUED TO PROVIDE THE SAME SERVICES AS USUAL BY POST, PERSONAL CONTACT AND DELIVERY WHEREVER POSSIBLE, TO ENSURE THAT NOBODY WAS LEFT WITHOUT THE HELP THEY NEEDED.

A FULL RISK ASSESSMENT ON THE PREMISES AT THE CHURCH CENTRE WAS CARRIED OUT BEFORE OUR CLINIC SERVICES RESUMED IN SEPTEMBER, AND CLINICS WILL BE RUN WITH THE USUAL PPE (VISORS/MASKS/GLOVES/APRONS) PLUS THOROUGH CLEANING BEFORE, DURING AND AFTER, AND HI KENT WILL CONTINUE TO USE THESE MEASURES TO KEEP OUR CLIENTS AND VOLUNTEERS SAFE. EACH CLINIC SESSION IS OPEN FOR 1.5 HOURS BUT OUR LONG-STANDING

VOLUNTEERS ARE HAPPY TO EXTEND THIS TIME IF NEEDED TO ENSURE THAT EACH CLIENT RECEIVES THE TIME AND ATTENTION THEY DESERVE.

FOR THOSE PEOPLE WHO ARE HUSBAND OR TOO FRAIL OR ILL TO ATTEND THE CLINICS WE OFFER A FREE HOME VISIT ON REQUEST WHERE OUR TRAINED VOLUNTEERS WILL PROVIDE THE SAME SERVICE THAT THEY WOULD GET AT THE CLINIC, FREE OF CHARGE.

HI KENT YEARLY BUDGET FOR THE SWANSCOMBE AND GREENHITHE CLINIC 2021:

Volunteer Co-Ordinator Salary and travel expenses	£136.00
Volunteer travel expenses	£210.00
Volunteer training expenses	£ 60.00
Home visits	£ 75.00
Advertising	£ 40.00
Equipment	£ 60.00
Total	<u>£581.00</u>

HI KENT IS CURRENTLY LOOKING INTO RUNNING AN ADDITIONAL HEARING AID SUPPORT CLINIC IN NEW LOCATION IN THE SWANSCOMBE & GREENHITHE AREA AT THE SENIORS' CLUB IN GREENHITHE. HI KENT'S VOLUNTEER CO-ORDINATOR WILL BE LOOKING INTO THIS EXTENSION OF OUR LOCAL SERVICES IN THE NEAR FUTURE WITH COUNCILLOR LESLEY HOWES.



27 SEP 2021

APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

1. Name and full address of Organisation:	INGRESS PARK RA 17 COLLEGE PLACE DAGGAF
2. Amount of funding requested.	£ 200
3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	HAZEL STEPHENS 17 COLLEGE PLACE GREENHITHE KENT DN21 1JG 01843 811111
4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established): * TO SERVE AS A FORUM FOR EXCHANGE OF VIEWS	<ul style="list-style-type: none"> • TO SEEK IMPROVEMENTS IN AMENITIES & SERVICES • TO PRESERVE THE CHARACTER OF IP • TO HELP FOSTER A SENSE OF COMMUNITY
5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	ALL
6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe. Please provide the number of local residents who will benefit from this award.	<p>FOSTER A SENSE OF COMMUNITY & PROVIDES A FORUM FOR EXCHANGE OF VIEWS ON LOCAL MATTERS.</p> <ul style="list-style-type: none"> • ALL RESIDENTS
7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.). No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.	<p>TO CONTRIBUTE TO THE SETTING UP AND RUNNING OF A CHRISTMAS MARKET ON 12/12/21 2 to 5pm.</p> <ul style="list-style-type: none"> • INSURANCE COSTS • ADVERTISING • DECORATIONS



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	NOV 2019 BULB PLANTING AT INGRESS PARK
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: INGRESS PARK NHW & RESIDENTS Sort Code: 08 300 0000 Account Number: 08300000000000000000 Organisation Name: INGRESS PARK NHW/RA
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed: [Signature] Dated: 17 th SEPT 2021

Please use a separate sheet if necessary clearly numbering the relevant section.

FGP 28/10/21

Project: GROUNDSKEEPING EQUIPMENT.

Detail: The Town Council have taken the decision to increase the capacity of its Parks Department by beginning an apprenticeship scheme and are currently working with North Kent College and Hadlow College to recruit an apprentice groundsman.

To assist with this, and to enable the increase in our ability to maintain the 64 acres of recreation and open space within Swanscombe and Greenhithe we are looking to invest in additional groundskeeping equipment. This will cost in the region of £15,000 with the Town Council having pledged £9,000 towards this.

Benefits: A successful application would increase the Parks Departments capacity to maintain and improve the amenity value within the Town which will benefit the current community and the new residents arriving because of the additional developments taking place in our area.

This project also has the potential to accelerate the development of the apprenticeship scheme which hopefully could provide more opportunities in our area going forward.

Estimated Cost	£15,000
Funding provided by the Town Council	£9,000
Amount of grant requested	£6,000



DRAFT

UPDATE ON 2020 – 2021 SCHEME – ENVIRONMENTAL IMPROVEMENTS TO GREEN SPACES.

The new self-closing gates and disabled accessways have been installed to both the areas along with new picket fencing and stepping stone footpath.

All the additional benches, bins, flower arches, raised beds and sensory panel have been purchased and delivered. These will be installed as soon as the fencing has been completed.



The Town Council would like to thank Dartford Borough Council for the continued assistance and support offered by the Capacity Building Fund.

GUIDANCE NOTE FOR THE PARISH AND TOWN COUNCIL CAPACITY BUILDING FUND 2021/22

At the budget meeting the Council has approved the allocation of £40,000 in 2021/22 for Capacity Building Fund grants to parish and town councils.

There continues to be are no strict criteria for awarding grants. The Council continues in it wish to encourage joint and innovative working between parish and town councils, or to see projects that will make a real difference to the local community and/or will build the capacity of the Parish to continue to do so in the future. Unusually in the current circumstances we are also willing to consider bids from parish and town councils in 2021/22 towards Covid 19 impact and recovery.

It is not essential that the grant is match funded by the applicant but it would be an advantage. If the bid relates to Covid 19 further information about the impact on the council and the council's actions to mitigate the impact would be expected.

Normally grants will be for maximum of £6,000 but £10,000 could be available for a joint or exceptional application.

Applications are invited (in your own format) explaining what is proposed, the estimated cost and the amount of grant requested.

Please ensure that all proposals are fully developed and costed and note that a condition of the funding is that Dartford Borough Council, will be given on request, evidence that funds are spent in accordance with the purpose that they were awarded for. Updates on 20/21 projects/programmes are also requested.

It is intended that applications will be reviewed by a panel in accordance with the practice in previous years. Any Parish and Town Council Members would not be able to consider applications from their own parish.

The panel will make recommendations to the Director of Corporate Services for final decision.

Please submit applications by the deadline date of 15 November 2021.

Please send them by e-mail to Tim Sams (Head of Finance) at tim.sams@dartford.gov.uk. We will then aim for the panel to meet in early September.

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FINANCIAL RISK ASSESSMENT (FRA) WORKING GROUP
6 OCTOBER 2021 – 8.30pm

AGENDA ITEM 13

FGP 28/10/21

PRESENT: Councillor Sue Butterfill
Councillor Peter Harman (substituting for Councillor Hayes)
Councillor Lesley Howes
Martin Harding – ATC/RFO

APOLOGIES: Councillor John Hayes
Councillor Jay Shah
Councillor Maurice Weet

ABSENT: None

The ATC/RFO explained that the review which had been undertaken by officers was aimed at both simplifying the FRA document and setting up the contributions needed between now and 2030.

Members were then taken through each page of the review document.

The ATC/RFO explained that the biggest change overall was the removal of the Long-Term Maintenance (LTM) section of the FRA's. The LTM's were originally created to hold funds for more regular / periodic works, rather than larger items of replacement or repair. The way in which funds had been spent over the last 5-6 years had shown that having more fluid categories within a single FRA would be more transparent than the two previously separated documents.

The ATC / RFO also explained that the pages within the document for the Grove Hall and the Leisure Centre, which had no funds allocated, had been removed.

The following explanations were given for changes to the document.

Public Lighting

The line for painting / repairing columns had been moved over from the previous public lighting section of the LTM's. A new line for load testing had been added to put money aside for the 3 yearly load testing needed on KCC lamp columns, this was required to enable the Town Council to place both hanging baskets and Christmas lights on them.

Car Parks

The original FRA's had individual lines for resurfacing and line marking for different car parks. These have now been merged to have a single amount for any resurfacing and for any line marking. The painting of height barriers has been moved over from the LTM's.

Parks Establishment

The previous individual lines for specialist equipment and tractor replacement have been merged to be specialist equipment (including large plant). This enables the Council to consider equipment needs on a more generic basis. Funds previously allocated towards fencing within the LTM's have been merged into the fencing line within the FRA's.

FINANCIAL RISK ASSESSMENT (FRA) WORKING GROUP
6 OCTOBER 2021 – 8.30pm

Allotments

Members suggested changing the wording with the FRA's for allotments from 'New fence – Craylands' to 'Fencing – Allotments' to enable these funds to be allocated to any site as and when needed.

Administration

The funding lines for legal fees and unexpected NNDR increases had been frozen as sufficient funds were in place to mitigate anything likely to arise. The capital growth and contingency fund had been increased to incorporate the amount previously held to mitigate the loss of Section 136 funds.

Church Road Hall

Funds for redecoration had been moved from the LTM's and lines were now in place for internal redecoration and flooring and external redecoration and signage.

Heritage Community Hall

As a Leased building the previous 'item specific' funds for the building had been merged into a single Building Maintenance and Emergency Fund.

Sports Pavilion

The previous funding lines for roofing works and strategic building had been merged into a single line for 'Strategic Building Fund'. This has also incorporated the funds allocated for the Squash Courts to react to any future expenditure needs across the whole site.

Council Offices and Community Hall

The previous x 5 different flooring lines were merged to form a single flooring budget. The same applied to equipment and IT. The areas within the LTM allocated to the building had been merged into a redecoration and lighting budget and moved into the FRA's.

Old Fire Station Café

The previous FRA and LTM lines in relation to redecoration have been merged into a single fund for any redecoration purposes. The same has applied to equipment.

Members felt that these changes simplified both the understanding and application of these funds and would make the document more transparent for the public.

The ATC/RFO explained that the notes from this meeting along with the supporting document would form the basis for any recommendation to the FGP on 28 October 2021.

Action:

That a recommendation, along with the notes of this meeting and supporting document, to endorse the changes to the FRA's as detailed, be placed on the agenda for the Finance & General Purposes Committee on 28 October 2021.

Meeting Closed: 8.55pm.

Long-Term Budget Requirements (Council Offices & Community Hall)

Area Assessed: Council Offices & Community Hall

Date Assessed:

21 October 20

Description of Long Term Budget Requirements	Frequency	Due Date	Cost	Starting Budget	Year 11 2021/22	Year 12 2022/23	Year 13 2023/24	Year 14 2024/25
Flooring	Ongoing		£21,000	£13,550				
Equipment & IT	Ongoing		£10,000	£4,058	£500	£500	£500	£500
Building Valuations (All buildings)	5 years	Apr-26	£3,000	£960	£500	£500	£500	£540
Plant Room (Replacement Items, ie boiler, tanks, air cooling equipment etc - save over 10 year period but will probably have to use during period as items break)	Ongoing		£30,000	£12,010	£2,000	£2,000	£2,000	£2,000
Redecoration & Lighting	Ongoing		£15,000	£15,950				
Sun Awning Replacement (save over 10 year period)	Ongoing		£5,000	£4,000	£500	£500		
New Motors in All Door Openers (save over 10 year period - but may have to use as door motors fail)	Ongoing		£5,000	£3,315	£500	£500	£685	
Hard wire window shutters	Once	Apr-26	£6,000	£3,300	£500	£500	£500	£500
Refit kitchen and white goods (offices and hall)	10 years	Apr-28	£6,000	£2,500	£500	£500	£500	£500
Electrical Installation Inspection (every 5 years)	5 yearly	Apr-26	£2,500	£0	£500	£500	£500	£500
Total To Budget for Annually			£106,000	£59,643	£5,500	£5,500	£5,185	£4,540

Assessment Carried out by:

Renewal Date:

Renewal Date:

