

**Swanscombe and Greenhithe Town Council  
TRANSFERS - MARCH 2023**

<b>Date</b>	<b>Desc</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
14/03/2023	Bank to Bank Transfer	Active Saver 1	Current Account	65,828.29
14/03/2023	Bank to Bank Transfer	Active Saver 2	Active Saver 1	65,000.00
			<b>Total.....</b>	<b>130,828.29</b>

### Swanscombe and Greenhithe Town Council TRANSFERS - JUNE 2023

Date	Desc	From	To	Amount
15/06/2023	Bank to Bank Transfer	Active Saver 1	Current Account	50,085.57
15/06/2023	Bank to Bank Transfer	Active Saver 2	Current Account	10,000.00
30/06/2023	Bank to Bank Transfer	Active Saver 1	Current Account	11,135.87
			<b>Total.....</b>	<b>71,221.44</b>

**Swanscombe and Greenhithe Town Council  
TRANSFERS - JULY 2023**

<b>Date</b>	<b>Desc</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
14/07/2023	Bank to Bank Transfer	Active Saver 1	Current Account	51,665.73
31/07/2023	Bank to Bank Transfer	Active Saver 1	Current Account	16,779.21
			<b>Total.....</b>	<b>68,444.94</b>

**Swanscombe and Greenhithe Town Council  
TRANSFERS - AUGUST 2023**

<b>Date</b>	<b>Desc</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
04/08/2023	Bank to Bank Transfer	Active Saver 1	Current Account	24,000.00
22/08/2023	Bank to Bank Transfer	Active Saver 1	Current Account	80,026.62
22/08/2023	Bank to Bank Transfer	Active Saver 2	Active Saver 1	26,500.00
22/08/2023	Bank to Bank Transfer	Active Saver 2	Active Saver 1	69,500.00
			<b>Total.....</b>	<b>200,026.62</b>

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-03-2023 and 31-03-2023)**

Cost Centre	Parks Establishment	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	<b>46 Vehicles</b>												
Vchr.		430	22/03/2023	2022-2023/365		Active Saver 1		Sale of Van BF07 OBS	BMS Salvage	S	333.33	66.67	400.00
		436	29/03/2023			Current Account		vehicle tax refund	DVLA	Z	362.49		362.49
									Subtotal for Code:	Vehicles	£695.82	£66.67	£762.49
	<b>65 Miscellaneous Income</b>												
Vchr.		443	22/03/2023			Active Saver 1		Scrap Metal Fee	Eastwood Metals	Z	67.00		67.00
									Subtotal for Code:	Miscellaneous Income	£67.00		£67.00
									Subtotal for Cost Centre:	Parks Establishment	762.82	66.67	829.49
Cost Centre	<b>Broomfield Sports Ground</b>												
	<b>95 Football Income</b>												
Vchr.		428	24/03/2023	2022-2023/366		Current Account		Football Pitch Hire	Swanscombe Tigers FC	Z	47.00		47.00
		444	29/03/2023			Active Saver 1		Football Pitch Hire	Swanscombe Tigers FC	Z	47.00		47.00
									Subtotal for Code:	Football Income	£94.00		£94.00
									Subtotal for Cost Centre:	Broomfield Sports Ground	94.00		94.00
Cost Centre	<b>Other Projects</b>												
	<b>121 General Projects (inc. Summer Entertai</b>												
Vchr.		442	13/03/2023			Active Saver 1		KCC Funding Contribution	Kent County Council	Z	1,000.00		1,000.00
		445	31/03/2023			Active Saver 1		Grant of Funding	Big Lottery - Awards for All	Z	3,095.00		3,095.00
									Subtotal for Code:	General Projects (inc. Summe	£4,095.00		£4,095.00
									Subtotal for Cost Centre:	Other Projects	4,095.00		4,095.00
Cost Centre	<b>Administration</b>												
	<b>271 Miscellaneous Income</b>												
Vchr.		416	09/03/2023			Active Saver 1		Storage Fees	Walk Tail	Z	416.66		416.66
									Subtotal for Code:	Miscellaneous Income	£416.66		£416.66
									Subtotal for Cost Centre:				
	<b>274 Bank Interest</b>												
Vchr.		431	06/03/2023			Current Account		Loyalty Reward	Barclays	Z	9.11		9.11
		437	29/03/2023			Current Account		Cheque Admin Fee	Various	Z	3.00		3.00
		441	06/03/2023			Active Saver 1		Bank Interest	Barclays	Z	42.42		42.42
		464	06/03/2023			Active Saver 2		Bank Interest	Barclays	Z	657.04		657.04
									Subtotal for Code:	Bank Interest	£711.57		£711.57
									Subtotal for Cost Centre:	Administration	1,128.23		1,128.23

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

Cost Centre Church Road Hall				Cost Centre Heritage Community Hall				Cost Centre Sports Pavilion				Cost Centre Town Council Offices Community Hall																																																																																				
Code Number	Date	Invoice No	Hire Income Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	Code Number	Date	Invoice No	Hire Income Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	Code Number	Date	Invoice No	Hire Income Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	Code Number	Date	Invoice No	Hire Income Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total																																																	
414	09/03/2023			Current Account		Hall Hire	2nd Swanwscombe Brownies	Z	27.00		27.00	415	09/03/2023			Active Saver 1		Rent	Walk Tall	Z	1,105.00		1,105.00	413	06/03/2023				Active Saver 1		Hall Hire	Dartford Borough Council - Why Weigl	Z	44.00		44.00	414	06/03/2023			Active Saver 1		Hall Hire	Dartford Borough Council - Why Weigl	Z	44.00		44.00	417	09/03/2023			Current Account		Hall Hire	Cake and Computer Club	Z	108.00		108.00	418	21/03/2023			Active Saver 1		Hall Hire	Loveland	Z	470.00		470.00	419	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	420	22/03/2023			Active Saver 1		Hall Hire	Cygnets	Z	384.00		384.00
421	22/03/2023	2022-2023/358		Active Saver 1		Hall Hire	1st Swanwscombe Rainbows	Z	67.50		67.50	421	22/03/2023			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	67.50		67.50	419	22/03/2023				Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	420	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	421	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	422	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00																								
424	22/03/2023	2022-2023/360		Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	67.50		67.50	422	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	423	22/03/2023				Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	424	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	425	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00																																				
426	22/03/2023	2022-2023/340		Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	67.50		67.50	426	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	426	22/03/2023				Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	427	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	428	28/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00																																				
429	28/03/2023	2022-2023/363		Active Saver 1		Hall Hire	Gateway Christian Church	Z	270.00		270.00	429	28/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	429	28/03/2023				Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00	430	22/03/2023			Active Saver 1		Hall Hire	North Kent Karate	Z	121.00		121.00																																																
				Subtotal for Code: Hire Income				£661.50				Subtotal for Cost Centre: Church Road Hall				661.50				Subtotal for Code: Hire Income				£1,105.00				Subtotal for Cost Centre: Heritage Community Hall				1,105.00				Subtotal for Code: Rent Income				£1,677.00				Subtotal for Cost Centre: Sports Pavilion				1,677.00																																																

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

Code	Vchr.	Date	Invoice No	395	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
420		22/03/2023	2022-2023/353			Active Saver 1		Hall Hire	Cygnets	Z	640.00		640.00
420		22/03/2023	2022-2023/353			Active Saver 1		Hall Hire	Cygnets	Z	640.00		640.00
420		22/03/2023	2022-2023/353			Active Saver 1		Hall Hire	Cygnets	Z	256.00		256.00
422		22/03/2023	2022-2023/337			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
422		22/03/2023	2022-2023/337			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
422		22/03/2023	2022-2023/337			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
422		22/03/2023	2022-2023/337			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	45.00		45.00
423		22/03/2023	2022-2023/357			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
423		22/03/2023	2022-2023/357			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	55.00		55.00
423		22/03/2023	2022-2023/357			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
425		22/03/2023	2022-2023/336			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
425		22/03/2023	2022-2023/336			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
425		22/03/2023	2022-2023/336			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
425		22/03/2023	2022-2023/336			Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	93.50		93.50
427		23/03/2023	2022-2023/354			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
427		23/03/2023	2022-2023/354			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
427		23/03/2023	2022-2023/354			Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	55.00		55.00
438		29/03/2023				Current Account		Hall Hire	Various	Z	352.00		352.00
439		29/03/2023				Current Account		Hall Hire	Various	Z	-47.00		-47.00
440		01/03/2023				Active Saver 1		Hall Hire	Various	Z	207.50		207.50
Subtotal for Code: Hire Income											£4,553.50		£4,553.50
Subtotal for Cost Centre: Town Council Offices Communi											4,553.50		4,553.50

**Cost Centre Old Fire Station Cafe**

Code Number	Vchr.	Date	Invoice No	395	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
432		29/03/2023				Current Account		Food Sales	Old Fire Station Cafe	S	579.93	115.99	695.92
433		29/03/2023				Current Account		Food Sales	Old Fire Station Cafe	S	717.78	143.56	861.34
434		29/03/2023				Current Account		Food Sales	Old Fire Station Cafe	S	692.76	138.55	831.31
446		01/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	57.25		57.25
447		02/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	37.00		37.00
448		03/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	52.30		52.30
449		06/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	19.20		19.20
450		07/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	25.40		25.40
451		08/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	37.20		37.20
452		09/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	12.90		12.90
453		10/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	41.50		41.50
454		13/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	42.90		42.90
455		21/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	34.30		34.30
456		22/03/2023				Active Saver 1		Food Sales	Old Fire Station Cafe	Z	39.80		39.80

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-03-2023 and 31-03-2023)**

457	23/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	33.40	33.40		
458	24/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	42.20	42.20		
459	27/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	48.00	48.00		
460	28/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	38.75	38.75		
461	29/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	52.00	52.00		
462	30/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	61.70	61.70		
463	31/03/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	25.20	25.20		
				Subtotal for Code: Cafe Income		£2,691.47	£3,089.57		
				Subtotal for Cost Centre: Old Fire Station Cafe		2,691.47	3,089.57		
						<b>TOTALS .....</b>	<b>£16,768.52</b>	<b>£464.77</b>	<b>£17,233.29</b>



**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

Cost Centre		Public Lighting		1 Supply & Maintenance							
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1113	06/03/2023	IN06388091	Current Account	DC	Electricity - Street Lighting	NPower	L	84.36	4.22	88.58
							Subtotal for Code:		£84.36	£4.22	£88.58
Code Number		4 Repairs									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	1107	02/03/2023	13518	Current Account		Street Lighting Repairs	Streelights	S	106.25	21.25	127.50
							Subtotal for Code:		£106.25	£21.25	£127.50
							Subtotal for Cost Centre:	Public Lighting	190.61	25.47	216.08
Cost Centre		Parks Establishment									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1120	09/03/2023		Current Account		Pension E'ee	KCC - LGPS	Z	140.95		140.95
	1121	09/03/2023		Current Account		Pension E'er	KCC - LGPS	Z	438.03		438.03
	1128	09/03/2023		Current Account		Pension E'ee	Intelligent Money	Z			
	1129	09/03/2023		Current Account		Pension E'er	Intelligent Money	Z			
	1130	09/03/2023		Current Account		PAYE	HMRC	Z	461.20		461.20
	1131	09/03/2023		Current Account		NI	HMRC	Z	812.43		812.43
	1139	09/03/2023		Current Account		Wages	SGTC	Z	4,772.88		4,772.88
							Subtotal for Code:	Wages	£6,625.49		£6,625.49
Code Number		41 Equipment/Materials									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	1103	02/03/2023	16632	Current Account		Parks - General repairs	Discount Builders Merchants	S	28.88	5.78	34.66
	1104	02/03/2023	16631	Current Account		Parks - General repairs	Discount Builders Merchants	S	36.56	7.31	43.87
	1117	09/03/2023	16792	Current Account		Parks - General repairs	Discount Builders Merchants	S	338.08	67.82	406.90
	1143	13/03/2023	4178144	Current Account		Stationary	KCC - KCS	S	14.99	3.00	17.99
	1149	16/03/2023	22303	Current Account		Parks Materials - Bowling Green Mainte	Eden Park (STMS) Ltd	S	355.80	71.16	426.96
	1161	21/03/2023	1356514014	Current Account		Parks - General repairs	Trade UK	S	180.29	27.06	207.35
	1162	21/03/2023	4181733	Current Account		Cleaning Materials	KCC - KCS	S	17.99	3.60	21.59
	1165	22/03/2023	2023 72	Current Account		Parks Equipment - Various	Amazon UK	S	19.14	3.84	22.98
	1169	22/03/2023	6774	Current Account		Parks Equipment - Various	Amazon UK	Z	169.98		169.98
	1185	22/03/2023	662035	Current Account		Skip Hire	Pinden Ltd	S	230.00	46.00	276.00
	1190	24/03/2023	1358243292	Current Account		General Equipment/Materials	Trade UK	S	9.65	1.93	11.58
	1193	29/03/2023	0001/0001711£	Current Account		Parks - General repairs	Discount Builders Merchants	S	220.25	44.05	264.30
	1194	29/03/2023	0001/0001718•	Current Account		Parks - General repairs	Discount Builders Merchants	S	16.88	3.38	20.26
							Subtotal for Code:	Equipment/Materials	£1,639.49	£284.93	£1,924.42
Code Number		43 Fuel									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-03-2023 and 31-03-2023)**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1101	01/03/2023	E2016693484		Current Account	DC	Fuel	Allstar	S	270.34	52.78	323.12
							Subtotal for Code: Fuel		£270.34	£52.78	£323.12
<b>46 Vehicles</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1147	15/03/2023	NJ63 BFP		Current Account		MOT - NJ63 BFP + repairs	Monarch Autos	Z	50.00		50.00
1148	15/03/2023	NJ63 BFP		Current Account		Van Repairs - NJ63 BFP	Monarch Autos	S	308.03	61.61	369.64
1157	21/03/2023			Current Account		New Key for Parks Van	Auto Locks Kent Ltd	S	140.00	28.00	168.00
1158	21/03/2023	10843		Current Account		Livery for New Van	Signs Express	S	162.00	32.40	194.40
1175	22/03/2023	JABE1		Current Account		General Equipment/Materials for Vehicle	Amazon UK	S	13.32	2.66	15.98
1179	22/03/2023	7ABE1		Current Account		Van Log book	Amazon UK	S	7.89	1.59	9.48
1180	22/03/2023	BHABE1		Current Account		General Equipment/Materials for Vehicle	Amazon UK	S	20.79	4.16	24.95
1181	22/03/2023	20554		Current Account		General Equipment/Materials for Vehicle	Amazon UK	S	8.81	1.76	10.57
1186	23/03/2023	19 March 2023		Current Account		Admin - Tools	Barclaycard	Z			
1186	23/03/2023	19 March 2023		Current Account		Admin - Tools	Barclaycard	Z			
							Subtotal for Code: Vehicles		£710.84	£132.18	£843.02

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>49 Playground Equipment &amp; Maintenance</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier</td> <td>Vat Type</td> <td>Net</td> <td>Vat</td> <td>Total</td>	Supplier	Vat Type	Net	Vat	Total
1164	22/03/2023	49713		Current Account		Playground Equipment Repairs	Playdale Playgrounds Ltd	S	4,113.16	822.63	4,935.79
							Subtotal for Code: Playground Equipment & Mail		£4,113.16	£822.63	£4,935.79
							Subtotal for Cost Centre: Parks Establishment		13,359.32	1,292.52	14,651.84

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>121 General Projects (inc. Summer Entertai</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier</td> <td>Vat Type</td> <td>Net</td> <td>Vat</td> <td>Total</td>	Supplier	Vat Type	Net	Vat	Total
1151	20/03/2023			Current Account		Summer Entertainment - Deposit	The Fun Firm	Z	500.00		500.00
1156	20/03/2023	101		Current Account		Summer Entertainment - Deposit	T J Discos	Z	100.00		100.00
1163	22/03/2023	2022		Current Account		Summer of Sport - Invoice for Coaching	Fleet Gymnastics	Z	350.00		350.00
1186	23/03/2023	19 March 2023		Current Account		Admin - Tools	Barclaycard	Z			
1186	23/03/2023	19 March 2023		Current Account		Admin - Tools	Barclaycard	Z			
1192	28/03/2023			Current Account		Permit - Flowers	KCC	Z	32.00		32.00
							Subtotal for Code: General Projects (inc. Summe		£982.00		£982.00
							Subtotal for Cost Centre: Other Projects		982.00		982.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>230 Wages</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier</td> <td>Vat Type</td> <td>Net</td> <td>Vat</td> <td>Total</td>	Supplier	Vat Type	Net	Vat	Total
1122	09/03/2023			Current Account		Pension Eee	KCC - LGPS	Z	356.50		356.50
1123	09/03/2023			Current Account		Pension E'er	KCC - LGPS	Z	1,104.94		1,104.94
1126	09/03/2023			Current Account		Pension E'er	Intelligent Money	Z			
1127	09/03/2023			Current Account		Pension E'er	Intelligent Money	Z			
1132	09/03/2023			Current Account		PAYE	HMRG	Z	1,110.80		1,110.80

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

1133	09/03/2023	Current Account	NI	HMRC	Z	1,751.51				1,751.51
1137	09/03/2023	Current Account	Wages	SGTC	Z	8,120.86				8,120.86
				Subtotal for Code: Wages		£12,444.61				£12,444.61
<b>Code Number</b>	<b>232 Photocopier</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>KCC - KCS</b>	<b>S</b>	<b>176.37</b>	<b>35.27</b>	<b>211.64</b>		
1145	14/03/2023	Current Account	Photocopier Usage			£176.37	£35.27	£211.64		
				Subtotal for Code: Photocopier						
<b>Code Number</b>	<b>233 Stationary, Advertising &amp; Postage</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Francotyp Postalia Ltd</b>	<b>S</b>	<b>40.00</b>	<b>8.00</b>	<b>48.00</b>		
1114	06/03/2023	Current Account	Postage			118.86	23.97	143.83		
1143	13/03/2023	Current Account	Stationary			14.14	2.83	16.97		
1150	17/03/2023	Current Account	Franking Machine Rental			11.65	2.33	13.98		
1171	22/03/2023	Current Account	Stationary			100.00		100.00		
1174	22/03/2023	Current Account	Stationary			£285.65	£37.13	£322.78		
1191	28/03/2023	Current Account	Postage							
				Subtotal for Code: Stationary, Advertising & Post						
<b>Code Number</b>	<b>234 Telephone / Internet</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Overline</b>	<b>S</b>	<b>443.30</b>	<b>88.65</b>	<b>531.95</b>		
1118	09/03/2023	Current Account	Phone Bill			£443.30	£88.65	£531.95		
				Subtotal for Code: Telephone / Internet						
<b>Code Number</b>	<b>237 Subscriptions / Publications</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Local Councils Update</b>	<b>Z</b>	<b>110.00</b>		<b>110.00</b>		
1106	02/03/2023	Current Account	Annual Subscription			1,418.82	283.77	1,702.59		
1109	03/03/2023	Current Account	PPL Music Licence			£1,528.82	£283.77	£1,812.59		
				Subtotal for Code: Subscriptions / Publications						
<b>Code Number</b>	<b>238 Civic Budget</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Town Mayor</b>	<b>Z</b>	<b>868.00</b>		<b>868.00</b>		
1199	31/03/2023	Active Saver 1	Donation - Town Mayor's Charity Fund			£868.00		£868.00		
				Subtotal for Code: Civic Budget						
<b>Code Number</b>	<b>239 Civic Reception</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Fabulous Finger Foods</b>	<b>Z</b>	<b>550.00</b>		<b>550.00</b>		
1111	06/03/2023	Current Account	Catering - Civic Reception			224.88		224.88		
1189	23/03/2023	Current Account	Civic Reception Expenditure - Wine			89.35		89.35		
1198	29/03/2023	Current Account	Civic Reception Expenditure - Balloons			£864.23		£864.23		
				Subtotal for Code: Civic Reception						
<b>Code Number</b>	<b>244 Local Funding</b>	<b>Bank</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>		
<b>Vchr.</b>	<b>Invoice No</b>	<b>Minute</b>		<b>Grove Irish Dancers</b>	<b>Z</b>	<b>300.00</b>		<b>300.00</b>		
1188	23/03/2023	Current Account	Grant of Funding			£300.00		£300.00		
				Subtotal for Code: Local Funding						

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
<b>245 Miscellaneous Expenditure</b>													
Vchr.	1112	06/03/2023	5890	Current Account	DC	Portaloo Hire	Lav Hire	S	100.00	20.00	120.00		
									Subtotal for Code:	Miscellaneous Expenditure	£100.00	£20.00	£120.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
<b>247 Staff Training</b>												
Vchr.	1105	02/03/2023	5994121149	Current Account		Staff Training	KALC	S				
									Subtotal for Code:	Staff Training		

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
<b>248 Member Training</b>												
Vchr.	1108	02/03/2023	5996088169	Current Account		Councillor Training	KALC	S				
									Subtotal for Code:	Member Training		

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
<b>249 IT Services</b>												
Vchr.	1154	20/03/2023	63059	Current Account		IT Support & Maintenance + Website H	MPPR IT Solutions	Z	335.40		335.40	
Vchr.	1155	20/03/2023	63059	Current Account		IT Support & Maintenance + Website H	MPPR IT Solutions	S				
Vchr.	1186	23/03/2023	19 March 2023	Current Account		Admin - Tools	Barclaycard	Z				
									Subtotal for Code:	IT Services	£335.40	£335.40

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
<b>251 Council Offices Building Maintenance</b>													
Vchr.	1110	03/03/2023	82610170844	Current Account		Keyholding Service	G4S	S	1,936.96	387.39	2,324.35		
Vchr.	1115	07/03/2023	100536	Current Account	DC	Hygiene Services	VR Sani	S	15.60	3.12	18.72		
Vchr.	1160	21/03/2023		Current Account		Lift Maintenance Contract - Quarterly P	Schindler Ltd	S	562.27	112.45	674.72		
Vchr.	1162	21/03/2023	4181733	Current Account		Cleaning Materials	KCC - KCS	S	40.64	8.13	48.77		
Vchr.	1166	22/03/2023	15788	Current Account		Batteries for Fobs	Amazon UK	S	10.32	2.06	12.38		
Vchr.	1167	22/03/2023	PABE1	Current Account		Admin - Tools	Amazon UK	S	20.39	4.09	24.48		
Vchr.	1168	22/03/2023	51ABEI	Current Account		Admin - Tools	Amazon UK	S	10.92	2.19	13.11		
Vchr.	1170	22/03/2023	62818	Current Account		Admin - Tools	Amazon UK	S	41.25	8.24	49.49		
Vchr.	1187	23/03/2023	481433	Current Account		Call Out - CCTV	Scutum South East Ltd	S	24.73	4.95	29.68		
									Subtotal for Code:	Council Offices Building Maint	£2,663.08	£532.62	£3,195.70

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
<b>274 Bank Interest</b>													
Vchr.	1116	08/03/2023		Current Account		Card Transaction Fees	Barclaycard	S	20.96	0.96	21.92		
Vchr.	1159	21/03/2023		Current Account		Card Fee	Elavon	S	16.60	1.20	17.80		
									Subtotal for Code:	Bank Interest	£37.56	£2.16	£39.72
									Subtotal for Cost Centre:	Administration	20,047.02	999.60	21,046.62

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>Cost Centre Church Road Hall</b>											
<b>280 Wages</b>											

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-03-2023 and 31-03-2023)

1136	09/03/2023		Current Account					PAYE	HMRC	Z	88.00	88.00
1140	09/03/2023		Current Account					Wages	SGTC	Z	352.38	352.38
									Subtotal for Code:	Wages	£440.38	£440.38

<b>Code Number</b>	<b>281</b>	<b>Repairs &amp; Maintenance</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1119	09/03/2023	487		Current Account		Repairs to Leaking Roof	
							124.73
							£124.73
							Subtotal for Code: Repairs & Maintenance

<b>Code Number</b>	<b>287</b>	<b>Miscellaneous Expenditure</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1115	07/03/2023	109536		Current Account	DC	Hygiene Services	
							3.90
							£0.78
							Subtotal for Code: Miscellaneous Expenditure

<b>Code Number</b>	<b>295</b>	<b>Hire Income</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1144	13/03/2023			Current Account		Hall Hire Refund	
							50.00
							£50.00
							Subtotal for Code: Hire Income
							Subtotal for Cost Centre: Church Road Hall

<b>Code Number</b>	<b>345</b>	<b>Miscellaneous Expenditure</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1153	20/03/2023	5351		Current Account		Professional Costs for Pavilion Project	
						DAC Architects	1,944.00
							388.80
							£1,944.00
							Subtotal for Code: Miscellaneous Expenditure
							Subtotal for Cost Centre: Sports Pavilion

<b>Code Number</b>	<b>360</b>	<b>Wages</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1135	09/03/2023			Current Account		PAYE	
							137.40
1138	09/03/2023			Current Account		Wages	
							525.87
							£663.27
							Subtotal for Code: Wages

<b>Code Number</b>	<b>363</b>	<b>Cleaning Materials</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1143	13/03/2023	4178144		Current Account		Stationary	
							59.97
							£59.97
							Subtotal for Code: Cleaning Materials
							Subtotal for Cost Centre: Town Council Offices Communit

<b>Code Number</b>	<b>380</b>	<b>Wages</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	
1124	09/03/2023			Current Account		Pension E'ee	
							51.06
1125	09/03/2023			Current Account		Pension E'er	
							187.51
							Subtotal for Code: Wages

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-03-2023 and 31-03-2023)**

1134	09/03/2023		Current Account	NI	HMRC	Z	43.65		43.65		
1141	09/03/2023		Current Account	Wages	SGTC	Z	1,643.09		1,643.09		
					Subtotal for Code: Wages		£1,925.31		£1,925.31		
<b>381 Food/Supplies</b>											
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
1176	22/03/2023	MABE1		Current Account		Cafe - Supplies	Amazon UK	S	7.07	1.41	8.48
1177	22/03/2023	11299		Current Account		Cafe - Supplies	Amazon UK	S	11.66	2.33	13.99
1178	22/03/2023	2995		Current Account		Cafe - Supplies	Amazon UK	S	8.32	1.67	9.99
1183	22/03/2023	2023 4812		Current Account		Kitchen Supplies	Amazon UK	S	6.48	1.30	7.78
1184	22/03/2023	2023 4812		Current Account		Kitchen Supplies	Amazon UK	S	6.48	1.30	7.78
1195	29/03/2023			Current Account		Food Supplies	Petty Cash	Z	398.86		398.86
1196	29/03/2023			Current Account		Food Supplies	Petty Cash	Z	396.87		396.87
1197	29/03/2023			Current Account		Food Supplies	Petty Cash	Z	397.21		397.21
						Subtotal for Code: Food/Supplies			£1,232.95	£8.01	£1,240.96

<b>382 Furniture, Fixtures &amp; Equipment (incl. I</b>											
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
1142	13/03/2023	285303		Current Account		Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	76.72	15.34	92.06
1146	15/03/2023	30688882		Current Account		Cafe - Card fees	Takepayments	S	25.00	5.00	30.00
1172	22/03/2023	2023 161		Current Account		Stationary	Amazon UK	S	43.32	8.67	51.99
1173	22/03/2023	2023 160		Current Account		Stationary	Amazon UK	S	43.32	8.67	51.99
1182	22/03/2023	2023 86		Current Account		New PC Monitors	Amazon UK	Z	507.11		507.11
						Subtotal for Code: Furniture, Fixtures & Equipme			£695.47	£37.68	£733.15

<b>389 Maintenance</b>											
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
1102	02/03/2023	026C836657		Current Account		Waste Bin Collection	Biffa	S	120.36	24.07	144.43
1152	20/03/2023	1786		Current Account		Redecoration - Cafe	P Harding Maintenance	S	2,150.00	430.00	2,580.00
						Subtotal for Code: Maintenance			£2,270.36	£454.07	£2,724.43

<b>390 Miscellaneous Expenditure (incl. DBC i</b>											
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
1115	07/03/2023	100536		Current Account	DC	Hygiene Services	VR Sani	S	11.15	2.23	13.38
						Subtotal for Code: Miscellaneous Expenditure (ir			£11.15	£2.23	£13.38
						Subtotal for Cost Centre: Old Fire Station Cafe			6,135.24	501.99	6,637.23

**TOTALS .....** **£44,000.44** **£3,221.15** **£47,221.59**

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

Cost Centre	Grove Car Park	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		116	02/06/2023			Active Saver 1		insurance claim - Car Park Fence	Zurich Municipal	Z	260.00		260.00
								Repairs & Maintenance			£260.00		£260.00
								Subtotal for Cost Centre: Grove Car Park			260.00		260.00

Cost Centre	Other Projects	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		113	07/06/2023			Current Account		Stall Fee - Coronation	Various	Z	10.00		10.00
		120	13/06/2023			Active Saver 1		Catering Contribution	Fabulous Finger Foods	Z	59.50		59.50
		121	13/06/2023			Active Saver 1		Catering Contribution	Coyne Ice Creams	Z	150.00		150.00
								General Projects (inc. Summe			£219.50		£219.50
								Subtotal for Cost Centre: Other Projects			219.50		219.50

Cost Centre	Leisure Centre	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		39	07/06/2023			Active Saver 1		Leisure Centre Insurance - Recharge	GCLL	S	2,156.79	161.96	2,318.75
		107	16/06/2023			Active Saver 1		Leisure Centre Insurance - Recharge	GCLL	S	129.88	25.98	155.86
								Rates & Insurance Rent - DBI			£2,286.67	£187.94	£2,474.61
								Subtotal for Cost Centre: Leisure Centre			2,286.67	187.94	2,474.61

Cost Centre	Administration	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		41	07/06/2023			Active Saver 1		Storage Fees	Walk Tall	Z	414.66		414.66
		110	28/06/2023			Active Saver 1		Storage Fees	Walk Tall	Z			
		122	27/06/2023			Active Saver 1		Funding Award - Cost of Living	KALC	Z	2,000.00		2,000.00
								Miscellaneous Income			£2,414.66		£2,414.66
								Subtotal for Cost Centre: Administration			2,414.66		2,414.66

Cost Centre	Church Road Hall	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		112	06/06/2023			Current Account		Loyalty Reward	Barclays	Z	6.19		6.19
		118	05/06/2023			Active Saver 1		Bank Interest	Barclays	Z	170.91		170.91
		145	05/06/2023			Active Saver 2		Bank Interest	Barclays	Z	918.57		918.57
								Bank Interest			£1,095.67		£1,095.67
								Subtotal for Cost Centre: Administration			3,510.33		3,510.33

Cost Centre	Church Road Hall	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		Vchr.											
		295				Hire Income							

**Swancombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-06-2023 and 30-06-2023)

Code Vchr.	Date	Invoice No	Invoice Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
38	05/06/2023	2023-2024/407		Current Account		Hall Hire	Cake and Computer Club	Z	111.00		111.00
44	07/06/2023	2023-2024/412		Active Saver 1		Hall Hire	2nd Swanwscombe Brownies	Z	55.50		55.50
106	14/06/2023	2023-2024/417		Active Saver 1		Hall Hire	Charlotte Ginsborg	Z	67.50		67.50
108	19/06/2023	2023-2024/418		Active Saver 1		Hall Hire	Charlotte Ginsborg	Z	67.50		67.50
109	21/06/2023	2023-2024/413		Active Saver 1		Hall Hire	1st Swanwscombe Rainbows	Z	46.25		46.25
							Subtotal for Code: Hire Income		£347.75		£347.75
<b>Cost Centre</b>		<b>Heritage Community Hall</b>					Subtotal for Cost Centre: Church Road Hall		347.75		347.75

Code Vchr.	Date	Invoice No	Invoice Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
42	07/06/2023	2023-2024/416		Active Saver 1		Rent	Walk Tall	Z	1,127.00		1,127.00
							Subtotal for Code: Hire Income		£1,127.00		£1,127.00
<b>Cost Centre</b>		<b>Sports Pavilion</b>					Subtotal for Cost Centre: Heritage Community Hall		1,127.00		1,127.00

Code Vchr.	Date	Invoice No	Invoice Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
119	05/06/2023			Active Saver 1		Steel Security	Walk Tall	Z	364.00		364.00
							Subtotal for Code: Miscellaneous Expenditure		£364.00		£364.00
<b>Cost Centre</b>		<b>Town Council Offices Community Hall</b>					Subtotal for Cost Centre: Sports Pavilion		364.00		364.00

Code Vchr.	Date	Invoice No	Invoice Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	78.75		78.75
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	45.00		45.00
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	78.75		78.75
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	45.00		45.00
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	78.75		78.75
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	45.00		45.00
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	78.75		78.75
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	45.00		45.00
37	01/06/2023	2023-2024/411		Active Saver 1		Hall Hire	North Kent Karate	Z	78.75		78.75
40	07/06/2023	2023-2024/397		Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	202.50		202.50
43	07/06/2023	2023-2024/408		Active Saver 1		Hall Hire	Cygnets	Z	396.00		396.00
43	07/06/2023	2023-2024/408		Active Saver 1		Hall Hire	Cygnets	Z	528.00		528.00
43	07/06/2023	2023-2024/408		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
43	07/06/2023	2023-2024/408		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
111	29/06/2023	2023-2024/414		Active Saver 1		Hall Hire	Gateway Salvation Church	Z	337.50		337.50
114	07/06/2023			Current Account		Hall Hire	Various	Z	25.00		25.00
117	02/06/2023			Active Saver 1		Hall Hire	Various	Z	150.75		150.75



**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

Cost Centre		Old Fire Station Cafe		395 Cafe Income		Town Council Offices Communi		Hire Income			
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.											
115	07/06/2023			Current Account		Food Sales	Old Fire Station Cafe	S	1,288.46	257.69	1,546.15
123	01/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	62.80		62.80
124	02/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	31.20		31.20
125	05/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	26.60		26.60
126	06/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	23.20		23.20
127	07/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	20.70		20.70
128	08/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	83.45		83.45
129	09/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	58.20		58.20
130	12/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	81.75		81.75
131	13/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	37.50		37.50
132	14/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	11.30		11.30
133	15/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	41.90		41.90
134	16/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	44.90		44.90
135	19/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	21.00		21.00
136	20/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	29.55		29.55
137	21/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	50.60		50.60
138	22/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	69.85		69.85
139	23/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	32.80		32.80
140	26/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	40.80		40.80
141	27/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	28.70		28.70
142	28/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	34.20		34.20
143	29/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	51.50		51.50
144	30/06/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	42.50		42.50
Subtotal for Code: Cafe Income									£2,213.46	£257.69	£2,471.15
Subtotal for Cost Centre: Old Fire Station Cafe									2,213.46	257.69	2,471.15
<b>TOTALS .....</b>									<b>£13,862.21</b>	<b>£445.63</b>	<b>£14,307.84</b>

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**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-06-2023 and 30-06-2023)

Cost Centre		Grove Car Park		20 Rates									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	212	01/06/2023		Current Account		NNDR	DBC	Z	212.00		212.00		
Subtotal for Code: Rates												£212.00	
Subtotal for Cost Centre: Grove Car Park												212.00	

Cost Centre		Parks Establishment		40 Wages									
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	216	01/06/2023	291	Current Account		parks sites	Night & Day Security	Z	1,443.32		1,443.32		
	217	01/06/2023	290	Current Account		parks security	Night & Day Security	Z	1,612.92		1,612.92		
	262	14/06/2023		Current Account		Pension E'ee	KCC - LGPS	Z	160.68		160.68		
	263	14/06/2023		Current Account		Pension E'er	KCC - LGPS	Z	524.07		524.07		
	270	14/06/2023		Current Account		Pension E'ee	Intelligent Money	Z	182.96		182.96		
	271	14/06/2023		Current Account		Pension E'er	Intelligent Money	Z	109.77		109.77		
	272	14/06/2023		Current Account		PAYE	HMRC	Z	628.40		628.40		
	273	14/06/2023		Current Account		NI	HMRC	Z	1,040.38		1,040.38		
	282	14/06/2023		Current Account		Wages	SGTC	Z	5,153.58		5,153.58		
	316	29/06/2023	297	Current Account		parks security	Night & Day Security	Z	1,612.92		1,612.92		
	317	29/06/2023	296	Current Account		parks sites	Night & Day Security	Z	1,443.32		1,443.32		
Subtotal for Code: Wages												£13,912.32	

Code Number		41 Equipment/Materials														
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total					
	229	06/06/2023	22708	Current Account		Parks Equipment - Various	Eden Park (STMS) Ltd	S	118.75	23.75	142.50					
	230	06/06/2023	669686	Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00					
	234	12/06/2023	S1864796	Current Account		Parks - General repairs	Glasdon UK Ltd	S	547.70	109.54	657.24					
	288	19/06/2023	671086	Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00					
	298	21/06/2023	671402	Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00					
	307	23/06/2023	616123	Current Account		Parks Equipment - Plants and Compos	DTG Elliott & Son Ltd	Z	343.80		343.80					
	312	27/06/2023		Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00					
Subtotal for Code: Equipment/Materials												£1,970.25	£325.29	£2,295.54		

Code Number		43 Fuel														
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total					
	215	01/06/2023	E2017137311	Current Account		Fuel	All Star	S	207.21	40.81	248.02					
Subtotal for Code: Fuel												£207.21	£40.81	£248.02		

Code Number		48 Gas/Electricity														
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total					
	301	21/06/2023	S0851178026	Current Account		Electricity	EDF Energy	L	83.84	4.19	88.03					
Subtotal for Code: Gas/Electricity												£83.84	£4.19	£88.03		

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-06-2023 and 30-06-2023)

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>49 Playground Equipment &amp; Maintenance</b>											
Vchr. 303	22/06/2023	822009		Current Account		Parks Equipment - Play Equipment Pa	Wicksteed Leisure Ltd	S	166.61	33.32	199.93
						Subtotal for Code: Playground Equipment & Maint			£166.61	£33.32	£199.93
<b>54 Trees</b>											
Vchr. 289	19/06/2023	2515		Current Account		Tree Works - Knockhall Park	A P Trees	S	280.00	56.00	336.00
						Subtotal for Code: Trees			£280.00	£56.00	£336.00
<b>56 Unexpected/Emergency Works</b>											
Vchr. 286	15/06/2023	106866		Current Account		Alarm Repairs - Parks Mess Room	Astra Security Systems Ltd	S	195.00	39.00	234.00
Vchr. 294	20/06/2023	SI-106878		Current Account		Alarm Repairs - Parks Mess Room	Astra Security Systems Ltd	S	99.00	19.80	118.80
						Subtotal for Code: Unexpected/Emergency Work			£294.00	£58.80	£352.80
<b>Cost Centre Broomfield Sports Ground</b>						Subtotal for Cost Centre: Parks Establishment			16,914.23	518.41	17,432.64
<b>96 Cricket Income</b>											
Vchr. 221	02/06/2023			Current Account		Deposit Refund	Tharmakulasingam	Z	150.00		150.00
						Subtotal for Code: Cricket Income			£150.00		£150.00
<b>Cost Centre Other Projects</b>						Subtotal for Cost Centre: Broomfield Sports Ground			150.00		150.00
<b>121 General Projects (inc. Summer Entertai</b>											
Vchr. 223	06/06/2023	12WD001		Current Account		Entertainment for ARRC	Pendragon	Z	330.00		330.00
Vchr. 243	14/06/2023	OABEI		Current Account		gazebo	Amazon UK	S	126.37	25.26	151.63
Vchr. 308	23/06/2023			Current Account		Entertainment for ARRC	Arts Fusion	Z	650.00		650.00
Vchr. 318	29/06/2023	295		Current Account		Stewarding - Jubilee Event 5/6/22	Night & Day Security	Z	1,433.63		1,433.63
						Subtotal for Code: General Projects (inc. Summe			£2,540.00	£25.26	£2,565.26
<b>Cost Centre Leisure Centre</b>						Subtotal for Cost Centre: Other Projects			2,540.00	25.26	2,565.26
<b>146 Rates &amp; Insurance Rent - DBC</b>											
Vchr. 214	01/06/2023			Current Account		NNDR	DBC	Z	3,200.00		3,200.00
						Subtotal for Code: Rates & Insurance Rent - DBI			£3,200.00		£3,200.00
<b>Cost Centre Administration</b>						Subtotal for Cost Centre: Leisure Centre			3,200.00		3,200.00
<b>230 Wages</b>											
Vchr.											

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

264	14/06/2023	Current Account	Pension E'ee	KCC - LGPS	Z	331.85	331.85
265	14/06/2023	Current Account	Pension E'er	KCC - LGPS	Z	1,034.59	1,034.59
268	14/06/2023	Current Account	Pension E'ee	Intelligent Money	Z	292.63	292.63
269	14/06/2023	Current Account	Pension E'er	Intelligent Money	Z	175.58	175.58
274	14/06/2023	Current Account	PAYE	HMRC	Z	1,459.53	1,459.53
275	14/06/2023	Current Account	NI	HMRC	Z	2,094.13	2,094.13
280	14/06/2023	Current Account	Wages	SGTC	Z	9,073.12	9,073.12
Subtotal for Code: Wages						£14,461.43	£14,461.43
<b>Code Number 232 Photocopier</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
224	06/06/2023	KPS299502		KCC - KCS	S	89.92	107.90
225	06/06/2023	KPS299506		KCC - KCS	S	329.31	395.17
Subtotal for Code: Photocopier						£419.23	£503.07
<b>Code Number 233 Stationary, Advertising &amp; Postage</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
244	14/06/2023	21785		Amazon UK	S	2.65	3.18
328	07/06/2023			Petty Cash	Z	146.00	146.00
331	21/06/2023			Franco typ Postalia Ltd	Z	100.00	100.00
Subtotal for Code: Stationary, Advertising & Post						£248.65	£249.18
<b>Code Number 234 Telephone / Internet</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
232	09/06/2023	T197432		Overline	S	440.17	528.20
305	22/06/2023	8 July		BNP Paribas	S	622.50	747.00
Subtotal for Code: Telephone / Internet						£1,062.67	£1,275.20
<b>Code Number 237 Subscriptions / Publications</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
304	22/06/2023	2023/2024		The Information Commissioner	Z	40.00	40.00
310	26/06/2023	4360		Scribe 2000 Ltd	S	1,140.00	1,368.00
311	26/06/2023			Scribe 2000 Ltd	S		
Subtotal for Code: Subscriptions / Publications						£1,180.00	£1,408.00
<b>Code Number 238 Civic Budget</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
208	01/06/2023			Barclaycard	Z	14.29	14.29
208	01/06/2023			Barclaycard	Z	36.02	36.02
Subtotal for Code: Civic Budget						£50.31	£50.31
<b>Code Number 245 Miscellaneous Expenditure</b>							
Vchr.	Date	Invoice No	Minute	Supplier	Vat Type	Net	Total
208	01/06/2023			Barclaycard	Z	6.00	6.00
208	01/06/2023			Barclaycard	Z	686.20	686.20

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

287	15/06/2023	1061	Current Account	Youth Provision	CAS Community Solutions	Z	575.00		575.00		
306	23/06/2023	19 June 2023	Current Account	BARCLAYCARD - VARIOUS	Barclaycard	Z	738.00		738.00		
315	29/06/2023	900171252	Current Account	Lead Testing and Licence Fee - Street I	KCC	S	1,330.00	266.00	1,596.00		
Subtotal for Code: Miscellaneous Expenditure £3,335.20 £266.00 £3,601.20											
<b>Code Number 248 Member Training</b>											
Vchr.	Date	Invoice No	Minute	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
285	15/06/2023	6945547729		Current Account	Councillor Training		KALC	S	70.00	14.00	84.00
Subtotal for Code: Member Training £70.00 £14.00 £84.00											
<b>Code Number 249 IT Services</b>											
Vchr.	Date	Invoice No	Minute	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
218	01/06/2023	0740		Current Account	IT Support & Maintenance + Website H		Qwerty IT Services	S	180.00	12.00	192.00
242	13/06/2023	64204		Current Account	IT Support & Maintenance		MPR IT Solutions	S	20.00	4.00	24.00
314	29/06/2023	64469		Current Account	IT Support & Maintenance		MPR IT Solutions	S	297.00	59.40	356.40
Subtotal for Code: IT Services £497.00 £75.40 £572.40											
<b>Code Number 251 Council Offices Building Maintenance</b>											
Vchr.	Date	Invoice No	Minute	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
208	01/06/2023			Current Account	BARCLAYCARD - VARIOUS		Barclaycard	Z	129.90		129.90
219	02/06/2023	4207659		Current Account	Cleaning Materials		KCC - KCS	S	11.99	2.40	14.39
222	02/06/2023			Current Account	Window Cleaning		Chapman	Z	45.00		45.00
231	08/06/2023	101698		Current Account	Hygiene Services		VR Sani	S	15.60	3.12	18.72
245	14/06/2023	25447		Current Account	General Maintenance Supplies		Amazon UK	S	8.07	1.62	9.69
246	14/06/2023	60340		Current Account	General Maintenance Supplies		Amazon UK	S	21.64	4.34	25.98
247	14/06/2023	36074		Current Account	General Maintenance Supplies		Amazon UK	S	34.11	6.84	40.95
248	14/06/2023	1AX1ABEII		Current Account	General Maintenance Supplies		Amazon UK	S	15.03	3.02	18.05
249	14/06/2023	2023 232		Current Account	General Maintenance Supplies		Amazon UK	S	7.46	1.49	8.95
254	14/06/2023	813		Current Account	General Equipment/Materials		Amazon UK	S	6.03	1.23	7.26
292	20/06/2023	6763		Current Account	Portaloo Hire		Lav Hire	S	100.00	20.00	120.00
295	20/06/2023	362440845		Current Account	Lift Maintenance Contract - Quarterly P		Schindler Ltd	S	562.27	112.45	674.72
300	21/06/2023	1930		Current Account	Roller Shutter Maintenance		RSL (Bristol) Ltd	S	1,320.00	264.00	1,584.00
302	22/06/2023	4218448		Current Account	Cleaning Materials		KCC - KCS	S	38.47	7.69	46.16
Subtotal for Code: Council Offices Building Mainl £2,315.57 £428.20 £2,743.77											
<b>Code Number 253 Gas</b>											
Vchr.	Date	Invoice No	Minute	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
258	14/06/2023	G8835417		Current Account	Gas		KCC Laser	L	473.45	23.67	497.12
Subtotal for Code: Gas £473.45 £23.67 £497.12											
<b>Code Number 254 Electricity</b>											
Vchr.	Date	Invoice No	Minute	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
227	06/06/2023	IN07219088		Current Account	Electricity - Street Lighting		NPower	L	117.62	5.88	123.50
259	14/06/2023	E8836495		Current Account	Electricity		KCC Laser	S	1,289.38	257.88	1,547.26
Subtotal for Code: Electricity £1,407.00 £263.76 £1,670.76											

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>210</b>	01/06/2023			Current Account		NNDR	DBC	Z	1,759.00		1,759.00
Subtotal for Code: Rates											£1,759.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>274</b>				Current Account		Bank Charges	Barclays	Z	49.76		49.76
209	01/06/2023			Current Account		Cafe - Card fees	Elavon	S	217.93	1.20	219.13
296	21/06/2023	9211479986		Current Account		Bank Charges - Payflow	Barclays	Z	31.50		31.50
309	26/06/2023	15/5 to 12/6		Current Account		Bank Interest	Barclays	Z	£299.19	£1.20	£300.39
Subtotal for Code: Bank Interest											£300.39
Subtotal for Cost Centre: Administration											1,597.13
<b>Cost Centre Church Road Hall</b>											<b>29,175.83</b>

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>280</b>				Current Account		PAYE	HMRC	Z	75.20		75.20
279	14/06/2023			Current Account		Wages	SGTC	Z	£35.54		£35.54
283	14/06/2023			Current Account		Wages	SGTC	Z	£610.74		£610.74
Subtotal for Code: Wages											£610.74

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>281</b>				Current Account		Hygiene Services	VR Sani	S	3.90	0.78	4.68
231	08/06/2023	101698		Current Account		Repairs to Leaking Roof	Restore & Protect Ltd	S	8,250.00	1,650.00	9,900.00
297	21/06/2023	2144		Current Account		Repairs to Leaking Roof	Restore & Protect Ltd	S	8,250.00	1,650.00	9,900.00
320	30/06/2023	2147		Current Account		Repairs to Leaking Roof	Restore & Protect Ltd	S	8,250.00	1,650.00	9,900.00
Subtotal for Code: Repairs & Maintenance											£16,503.90
<b>282 Gas &amp; Electricity</b>											<b>£19,804.68</b>

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
257	14/06/2023	G8829056		Current Account		Gas	KCC Laser	L	101.10	5.06	106.16
Subtotal for Code: Gas & Electricity											£101.10
<b>285 Rates</b>											<b>£106.16</b>

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
213	01/06/2023			Current Account		NNDR	DBC	Z	117.00		117.00
Subtotal for Code: Rates											£117.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>423</b>				Current Account		Water Rates	Business Stream	Z	342.26		342.26
293	20/06/2023	2461294		Current Account		Water Rates	Business Stream	Z	£342.26		£342.26
Subtotal for Code: Water Rates											£342.26
Subtotal for Cost Centre: Church Road Hall											17,675.00
<b>Cost Centre Grove Hall</b>											<b>3,305.84</b>
<b>302 Gas &amp; Electricity</b>											<b>20,980.84</b>

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
293	20/06/2023	2461294		Current Account		Water Rates	Business Stream	Z	342.26		342.26
Subtotal for Code: Water Rates											£342.26
Subtotal for Cost Centre: Church Road Hall											17,675.00
<b>Cost Centre Grove Hall</b>											<b>3,305.84</b>
<b>302 Gas &amp; Electricity</b>											<b>20,980.84</b>

## Swanscombe and Greenhithe Town Council Listing of Payments in each Code for All Cost Centres (Between 01-06-2023 and 30-06-2023)

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
256	14/06/2023	G8829055		Current Account		Gas	KCC Laser	L	5.58	0.28	5.86
Subtotal for Code: Gas & Electricity											£5.86
Subtotal for Cost Centre: Sports Pavilion											5.86
<b>Code Number 340 Utilities</b>											
260	14/06/2023			Current Account		Contribution to Gas & Electricity	The Pavilion Community Sports & Soc	Z	292.98		292.98
Subtotal for Code: Utilities											£292.98
<b>Code Number 343 Rates</b>											
299	21/06/2023	23/24		Current Account		NNDR	DBC	Z	500.00		500.00
Subtotal for Code: Rates											£500.00
<b>Code Number 345 Miscellaneous Expenditure</b>											
261	14/06/2023			Current Account		Refund of Returnable Deposit	The Pavilion Community Sports & Soc	Z	10,000.00		10,000.00
306	23/06/2023	19 June 2023		Current Account		BARCLAYCARD - VARIOUS	Bardaycard	Z	479.51		479.51
313	28/06/2023	58910		Current Account		Steel Security	Secure Site UK	S	964.00	192.80	1,156.80
319	29/06/2023	672273		Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00
Subtotal for Code: Miscellaneous Expenditure											£1,683.51
<b>Code Number 346 Professional Fees</b>											
290	19/06/2023	2324/072		Current Account		Professional fees - Pavilion project	Calumma Ecological Serv	S	1,340.00	268.00	1,608.00
Subtotal for Code: Professional Fees											£1,608.00
Subtotal for Cost Centre: Sports Pavilion											14,325.29
<b>Code Number 360 Wages</b>											
278	14/06/2023			Current Account		PAYE	HMRC	Z	149.80		149.80
281	14/06/2023			Current Account		Wages	SGTC	Z	562.68		562.68
Subtotal for Code: Wages											£712.48
<b>Code Number 361 Repairs &amp; Maintenance</b>											
235	12/06/2023	8910		Current Account		Call Out - Plumbing	LW Burt & Son Ltd	S	323.10	64.62	387.72
Subtotal for Code: Repairs & Maintenance											£387.72
<b>Code Number 363 Cleaning Materials</b>											
219	02/06/2023	4207659		Current Account		Cleaning Materials	KCC - KCS	S	48.92	9.78	58.70
302	22/06/2023	4218448		Current Account		Cleaning Materials	KCC - KCS	S	13.99	2.80	16.79
Subtotal for Code: Cleaning Materials											£62.91
Subtotal for Cost Centre: Cleaning Materials											£12.58



**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

Cost Centre		Old Fire Station Cafe		Town Council Offices Communi		1,175.69					
Subtotal for Cost Centre:				1,098.49		77.20					
Code Number		380 Wages									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
266	14/06/2023			Current Account		Pension Elee	KCC - LGPS	Z	63.01		63.01
267	14/06/2023			Current Account		Pension Eler	KCC - LGPS	Z	242.89		242.89
276	14/06/2023			Current Account		PAYE	HMRC	Z	32.20		32.20
277	14/06/2023			Current Account		NI	HMRC	Z	90.84		90.84
284	14/06/2023			Current Account		Wages	SGTC	Z	1,975.20		1,975.20
Subtotal for Code:				Wages					£2,404.14		£2,404.14
Code Number		381 Food/Supplies									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
207	01/06/2023	3526909/3527,		Current Account		Cafe - Supplies	Bookers	S	756.18	21.30	777.48
228	06/06/2023	410600003188		Current Account		Coffee Machine Supplies	Tchibo Coffee International Ltd	Z	218.98		218.98
250	14/06/2023	118081		Current Account		Cafe - Supplies	Amazon UK	S	7.71	1.54	9.25
251	14/06/2023	4075		Current Account		Cafe - Supplies	Amazon UK	S	19.15	3.83	22.98
252	14/06/2023	15012		Current Account		Cafe - Supplies	Amazon UK	S	6.48	1.30	7.78
253	14/06/2023	813		Current Account		Cafe - Supplies	Amazon UK	S	29.99	6.00	35.99
329	07/06/2023			Current Account		Cafe - Supplies	Petty Cash	Z	345.88		345.88
Subtotal for Code:				Food/Supplies					£1,384.37	£33.97	£1,418.34
Code Number		382 Furniture, Fixtures & Equipment (incl. I									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
226	06/06/2023	410600003165		Current Account		Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	83.13	16.63	99.76
255	14/06/2023	6CXG		Current Account		Cafe Equipment - 2 x New Grills	Amazon UK	Z	239.98		239.98
291	20/06/2023	PZ13326419		Current Account		Cafe - Card Terminal	Takepayments	S	25.00	5.00	30.00
Subtotal for Code:				Furniture, Fixtures & Equipme					£348.11	£21.63	£369.74
Code Number		384 Rates									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
211	01/06/2023			Current Account		NDR	DBC	Z	225.00		225.00
Subtotal for Code:				Rates					£225.00		£225.00
Code Number		389 Maintenance									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
220	02/06/2023	026C98988		Current Account		Waste Bin Collection	Biffa	S	120.89	24.18	145.07
231	08/06/2023	101698		Current Account		Hygiene Services	VR Sani	S	11.15	2.23	13.38
Subtotal for Code:				Maintenance					£132.04	£26.41	£158.45
Code Number		390 Miscellaneous Expenditure (incl. DBC i									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
233	09/06/2023			Current Account		Cafe - Card fees	Bardycard	Z	25.76		25.76
Subtotal for Code:				Miscellaneous Expenditure (ir					£25.76		£25.76

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-06-2023 and 30-06-2023)**

Subtotal for Cost Centre:	Old Fire Station Cafe	4,519.42	82.01	4,601.43
<b>TOTALS</b> .....		<b>£87,709.91</b>	<b>£6,114.93</b>	<b>£93,824.84</b>

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-07-2023 and 31-07-2023)

Cost Centre	Other Projects				General Projects (inc. Summer Entertai				Description	Supplier	Vat Type	Net	Vat	Total
Code Number	Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Bank	Cheq. No.						
	177	12/07/2023			Current Account				Candy Floss Sales	The Fun Firm	Z	115.00		115.00
									Subtotal for Code: General Projects (inc. Summte			£115.00		£115.00
									Subtotal for Cost Centre: Other Projects			115.00		115.00
<b>Cost Centre</b>	<b>Administration</b>				<b>274 Bank Interest</b>				<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Code Number</b>	<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Bank</b>	<b>Cheq. No.</b>						
174	05/07/2023				Current Account				Loyalty Reward	Barclays	Z	3.45		3.45
									Subtotal for Code: Bank Interest			£3.45		£3.45
<b>Code Number</b>	<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>271 Miscellaneous Income</b>				<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
151	03/07/2023				Active Saver 1				Storage Fees	Walk Tall	Z	416.66		416.66
175	11/07/2023				Current Account				VAT Repayment	HMRC	R	15,935.06		15,935.06
178	12/07/2023				Current Account				Donation from MacMillan Coffee Mornir Old Fire Station Cafe		Z	175.85		175.85
									Subtotal for Code: Miscellaneous Income			£592.51	£15,935.06	£16,527.57
									Subtotal for Cost Centre: Administration			595.96	15,935.06	16,531.02
<b>Cost Centre</b>	<b>Church Road Hall</b>				<b>295 Hire Income</b>				<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Code Number</b>	<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Bank</b>	<b>Cheq. No.</b>						
153	17/07/2023				Active Saver 1				Hall Hire	2nd Swanscombe Brownies	Z	83.25		83.25
154	20/07/2023				Current Account				Hall Hire	Cake and Computer Club	Z	111.00		111.00
155	26/07/2023				Current Account				Hall Hire	1st Swanscombe Rainbows	Z	92.50		92.50
									Subtotal for Code: Hire Income			£286.75		£286.75
									Subtotal for Cost Centre: Church Road Hall			286.75		286.75
<b>Cost Centre</b>	<b>Heritage Community Hall</b>				<b>335 Hire Income</b>				<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Code Number</b>	<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Bank</b>	<b>Cheq. No.</b>						
152	03/07/2023				Active Saver 1				Rent	Walk Tall	Z	1,127.00		1,127.00
									Subtotal for Code: Hire Income			£1,127.00		£1,127.00
									Subtotal for Cost Centre: Heritage Community Hall			1,127.00		1,127.00
<b>Cost Centre</b>	<b>Town Council Offices Community Hall</b>				<b>370 Hire Income</b>				<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
<b>Code Number</b>	<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Bank</b>	<b>Cheq. No.</b>						
146	11/07/2023				Active Saver 1				Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
146	11/07/2023				Active Saver 1				Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
146	11/07/2023				Active Saver 1				Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
146	11/07/2023	2023-2024/40E		Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
147	11/07/2023	2023-2024/42C		Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
147	11/07/2023	2023-2024/42C		Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
148	11/07/2023	2023-2024/42E		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
148	11/07/2023	2023-2024/42E		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
148	11/07/2023	2023-2024/42E		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
148	11/07/2023	2023-2024/42E		Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
149	11/07/2023	2023-2024/423		Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
149	11/07/2023	2023-2024/423		Active Saver 1		Hall Hire	North Kent Karate	Z	45.00		45.00
149	11/07/2023	2023-2024/423		Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
149	11/07/2023	2023-2024/423		Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
149	11/07/2023	2023-2024/423		Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
150	11/07/2023	2023-2024/41C		Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	270.00		270.00
150	11/07/2023	2023-2024/41C		Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	45.00		45.00
156	31/07/2023	2023-2024/427		Active Saver 1		Hall Hire	Gateway Salvation Church	Z	101.25		101.25
156	31/07/2023	2023-2024/427		Active Saver 1		Hall Hire	Gateway Salvation Church	Z	202.50		202.50
176	12/07/2023			Current Account		Hall Hire	Various	Z	83.75		83.75
180	04/07/2023			Active Saver 1		Hall Hire	Various	Z	317.25		317.25
181	18/07/2023			Active Saver 1		Hall Hire	Various	Z	1,374.75		1,374.75
182	28/07/2023			Active Saver 1		Hall Hire	Various	Z	150.00		150.00
Subtotal for Code: Hire Income											£6,298.22

**361 Repairs & Maintenance**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
156	31/07/2023	2023-2024/427		Active Saver 1		Hall Hire	Gateway Salvation Church	Z	25.00		25.00
Subtotal for Code: Repairs & Maintenance											£25.00
Subtotal for Cost Centre: Town Council Offices Communi											6,323.22

**395 Cafe Income**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
179	12/07/2023			Current Account		Food Sales	Old Fire Station Cafe	S	1,421.46	284.29	1,705.75
183	03/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	51.70		51.70
184	04/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	24.80		24.80
185	05/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	37.80		37.80
186	06/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	46.75		46.75
187	07/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	77.05		77.05
188	10/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	85.15		85.15
189	11/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	23.70		23.70
190	12/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	53.70		53.70
191	13/07/2023			Active Saver 1		Food Sales	Old Fire Station Cafe	Z	31.40		31.40

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

192	14/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	59.90	59.90	
193	17/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	58.30	58.30	
194	18/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	21.90	21.90	
195	19/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	13.00	13.00	
196	20/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	51.90	51.90	
197	21/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	46.65	46.65	
198	24/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	40.30	40.30	
199	25/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	19.30	19.30	
200	26/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	56.50	56.50	
201	27/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	40.60	40.60	
202	28/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	29.00	29.00	
203	31/07/2023	Active Saver 1	Food Sales	Old Fire Station Cafe	Z	49.30	49.30	
Subtotal for Code: Cafe Income							£2,340.16	£2,340.16
Subtotal for Cost Centre: Old Fire Station Cafe							284.29	284.29
<b>TOTALS .....</b>							<b>£10,786.09</b>	<b>£16,219.35</b>
								<b>£27,007.44</b>

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**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-07-2023 and 31-07-2023)

Cost Centre	Public Lighting	Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	<b>1 Supply &amp; Maintenance</b>												
Vchr.		530	26/07/2023			Current Account		Electricity - Street Lighting	NPower	Z			
									Subtotal for Code: Supply & Maintenance				
									Subtotal for Cost Centre: Public Lighting				
<b>Cost Centre</b>	<b>Grove Car Park</b>	<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
Vchr.		334	05/07/2023			Current Account		NDR	DBC	Z	212.00		212.00
									Subtotal for Code: Rates		£212.00		£212.00
									Subtotal for Cost Centre: Grove Car Park		212.00		212.00
<b>Cost Centre</b>	<b>Parks Establishment</b>	<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
Vchr.		357	12/07/2023			Current Account		Pension Eee	KCC - LGPS	Z	158.91		158.91
		358	12/07/2023			Current Account		Pension E'er	KCC - LGPS	Z	518.28		518.28
		365	12/07/2023			Current Account		Pension E'ee	Intelligent Money	Z	199.15		199.15
		366	12/07/2023			Current Account		Pension E'er	Intelligent Money	Z	119.47		119.47
		368	12/07/2023			Current Account		PAYE	HMRC	Z	574.00		574.00
		369	12/07/2023			Current Account		NI	HMRC	Z	967.26		967.26
		378	12/07/2023			Current Account		Wages	SGTC	Z	5,074.74		5,074.74
									Subtotal for Code: Wages		£7,611.81		£7,611.81
<b>Cost Centre</b>	<b>41 Equipment/Materials</b>	<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
Vchr.		322	03/07/2023	DA400267		Current Account		Light Bulbs	Gurney & White	Z			
		347	10/07/2023	1392503957		Current Account		Parks Equipment - General Equipment	Trade UK	S	295.14	58.99	354.13
		382	13/07/2023	0741		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	82.12	16.42	98.54
		383	13/07/2023	0742		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	74.49	14.90	89.39
		404	26/07/2023	1397471727		Current Account		PPE	Trade UK	X	133.21	18.63	151.84
		405	26/07/2023	19 July 2023		Current Account		BARCLAYCARD - VARIOUS	Bardaycard	Z	80.00		80.00
		408	26/07/2023	25565		Current Account		Weed Killing - Broomfield/Knockhall	Weed Management	S	1,554.00	296.00	1,850.00
		409	26/07/2023	21295		Current Account		Parks Uniform	Ebbsfleet Printing Solutions	S	111.89	22.38	134.27
		410	27/07/2023	1398199842		Current Account		Parks Equipment - Various	Trade UK	S	171.63	34.32	205.95
		413	28/07/2023	675347		Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00
		415	31/07/2023	14240674		Current Account		Parks Equipment - Bags and Cleaning	KCC - KCS	S	38.94	7.79	46.73
									Subtotal for Code: Equipment/Materials		£2,781.42	£517.43	£3,298.85
<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>			
Vchr.		43	Fuel										

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-07-2023 and 31-07-2023)

330	05/07/2023	E2017283569	Current Account	Fuel	Allstar	S	212.56	41.53	254.09		
							Subtotal for Code:	Fuel	£212.56	£41.53	£254.09

Code Number	Date	Invoice No	Water Rates	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
324	03/07/2023	2698058	47	Current Account		Water Rates - Swanscombe Park	Business Stream	Z	469.77		469.77
411	27/07/2023	2923254		Current Account		Water Rates	Business Stream	Z	233.16		233.16
							Subtotal for Code:	Water Rates	£702.93		£702.93

Code Number	Date	Invoice No	Gas/Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
400	24/07/2023		48	Current Account		Electricity	EDF Energy	Z	108.00		108.00
							Subtotal for Code:	Gas/Electricity	£108.00		£108.00

Code Number	Date	Invoice No	Playground Equipment & Maintenance	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
405	26/07/2023	19 July 2023	49	Current Account		BARCLAYCARD - VARIOUS	Barclaycard	Z	287.40		287.40
							Subtotal for Code:	Playground Equipment & Maint	£287.40		£287.40
							Subtotal for Cost Centre:	Parks Establishment	11,704.12	558.96	12,263.08

Cost Centre	Other Projects	Code Number	Date	Invoice No	Minute	General Projects (inc. Summer Entertai	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		406	26/07/2023	23920		121	Current Account		Hanging Baskets x 2 High Streets	Amethyst	S	3,938.15	787.63	4,725.78
		407	26/07/2023	23921			Current Account		Hanging Baskets x 2 High Streets	Amethyst	S	4,053.45	810.69	4,864.14
							Subtotal for Code:	General Projects (inc. Summe				£7,991.60	£1,598.32	£9,589.92
							Subtotal for Cost Centre:	Other Projects				7,981.60	1,588.32	9,589.92

Cost Centre	Leisure Centre	Code Number	Date	Invoice No	Minute	Rates & Insurance Rent - DBC	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		336	05/07/2023			146	Current Account		NDR	DBC	Z	3,200.00		3,200.00
							Subtotal for Code:	Rates & Insurance Rent - DB				£3,200.00		£3,200.00
							Subtotal for Cost Centre:	Leisure Centre				3,200.00		3,200.00

Cost Centre	Administration	Code Number	Date	Invoice No	Minute	Wages	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		359	12/07/2023			230	Current Account		Pension Elee	KCC - LGPS	Z	328.54		328.54
		360	12/07/2023				Current Account		Pension Eler	KCC - LGPS	Z	1,024.28		1,024.28
		363	12/07/2023				Current Account		Pension Elee	Intelligent Money	Z	275.98		275.98
		364	12/07/2023				Current Account		Pension Eler	Intelligent Money	Z	165.59		165.59
		367	12/07/2023				Current Account		Pension Eler - Adjustment	KCC - LGPS	Z	113.12		113.12
		370	12/07/2023				Current Account		PAYE	HMRC	Z	1,402.27		1,402.27
		371	12/07/2023				Current Account		NI	HMRC	Z	1,984.73		1,984.73



**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

376	12/07/2023	Current Account	Wages	SGTC	Z	8,801.16		8,801.16
529	03/07/2023	Current Account	Pension Adjustment	Intelligent Money	Z	0.01		0.01
						<b>Subtotal for Code:</b>	<b>Wages</b>	<b>£14,095.68</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
528	12/07/2023	231		Current Account	Office Equipment - Chairs		Petty Cash	Z	80.00		80.00
						<b>Subtotal for Code:</b>	<b>Furniture, Fixtures &amp; Fittings</b>		<b>£80.00</b>		<b>£80.00</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
348	10/07/2023	232		Current Account	Printer		Konica Minolta	S	112.26	22.45	134.71
						<b>Subtotal for Code:</b>	<b>Photocopier</b>		<b>£112.26</b>	<b>£22.45</b>	<b>£134.71</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
391	14/07/2023	233		Current Account	Postage Refund		Francotyp Postalia Ltd	Z	60.00		60.00
398	20/07/2023			Current Account	Franking Machine Rental		Francotyp Postalia Ltd	S	12.00		12.00
						<b>Subtotal for Code:</b>	<b>Stationary, Advertising &amp; Post</b>		<b>£60.00</b>	<b>£12.00</b>	<b>£72.00</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
346	10/07/2023	234		Current Account	Phone Bill		Overline	S	446.51	89.30	535.81
						<b>Subtotal for Code:</b>	<b>Telephone / Internet</b>		<b>£446.51</b>	<b>£89.30</b>	<b>£535.81</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
399	24/07/2023	237		Current Account	Auto Enrolment Advice		Intelligent Money	S	250.00	50.00	300.00
531	31/07/2023			Current Account	Subscription Renewal		The Information Commissioner	Z	-5.00		-5.00
						<b>Subtotal for Code:</b>	<b>Subscriptions / Publications</b>		<b>£245.00</b>	<b>£50.00</b>	<b>£295.00</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
342	07/07/2023	241		Current Account	Legal Fees - New Lease for Bowls Pavil		Hatten Wyatt	Z	1,212.40		1,212.40
						<b>Subtotal for Code:</b>	<b>Legal Fees</b>		<b>£1,212.40</b>		<b>£1,212.40</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
349	10/07/2023	244		Current Account	Local Funding Award		Swanscombe Food Bank	Z	1,000.00		1,000.00
350	10/07/2023			Current Account	Local Funding Award		Mary's Child Food Bank	Z	1,000.00		1,000.00
						<b>Subtotal for Code:</b>	<b>Local Funding</b>		<b>£2,000.00</b>		<b>£2,000.00</b>

<b>Code Number</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Description</b>	<b>Cheq. No.</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
321	03/07/2023	245		Current Account	Pre-employment Health Questionnaire		The Preventative Healthcare Compan	S	26.00	5.20	31.20
326	03/07/2023			Current Account	Youth Provision		CAS Community Solutions	Z	575.00		575.00
405	26/07/2023			Current Account	BARCLAYCARD - VARIOUS		Barclaycard	Z	175.85		175.85

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

Code Number		248 Member Training		Miscellaneous Expenditure		£776.85		£5.20		£782.05			
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
338	06/07/2023	7108780539		Current Account		Member Training	KALC	S	37.00	7.40	44.40		
403	25/07/2023	6945547729		Current Account		Councillor Training	KALC	S	-70.00	-14.00	-84.00		
Subtotal for Code: Member Training											£-33.00	£-6.60	£-39.60
Code Number		249 IT Services											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
345	10/07/2023	64629		Current Account		IT Support & Maintenance	MPR IT Solutions	S	20.00	4.00	24.00		
416	31/07/2023	64833		Current Account		IT Support & Maintenance	MPR IT Solutions	S	297.00	59.40	356.40		
Subtotal for Code: IT Services											£317.00	£63.40	£380.40
Code Number		251 Council Offices Building Maintenance											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
344	07/07/2023	102042		Current Account		Hygiene Services	VR Sani	S	15.60	3.12	18.72		
385	13/07/2023	0744		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	30.00	6.00	36.00		
386	13/07/2023	0744		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	30.00	6.00	36.00		
395	18/07/2023	7054		Current Account		Portaloop Hire	Lav Hire	S	100.00	20.00	120.00		
412	28/07/2023			Current Account		Window Cleaning	Chapman	Z	45.00		45.00		
Subtotal for Code: Council Offices Building Maint											£220.60	£35.12	£255.72
Code Number		252 Water Rates											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
401	24/07/2023	2865404		Current Account		Water Rates	Business Stream	Z	209.16		209.16		
Subtotal for Code: Water Rates											£209.16		£209.16
Code Number		253 Gas											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
394	17/07/2023	G8901897		Current Account		Gas	KCC Laser	L	308.85	15.44	324.29		
Subtotal for Code: Gas											£308.85	£15.44	£324.29
Code Number		254 Electricity											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
343	07/07/2023	07622549		Current Account		Electricity - Street Lighting	N-Power	L	105.63	5.28	110.91		
389	13/07/2023	E8880048		Current Account		Electricity	KCC - Laser	S	1,371.37	274.27	1,645.64		
Subtotal for Code: Electricity											£1,477.00	£279.55	£1,756.55
Code Number		255 Rates											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
332	05/07/2023			Current Account		NNDR	DBC	Z	1,759.00		1,759.00		
Subtotal for Code: Rates											£1,759.00		£1,759.00
Code Number		274 Bank Interest											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
396	19/07/2023	9211479986		Current Account		Cafe - Card fees	Elavon	X	51.11	1.20	52.31		

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

Cost Centre		Church Road Hall		Bank Interest		£51.11	£1.20	£52.31			
Code Number		280 Wages		Administration		23,338.42	567.06	23,905.48			
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
375	12/07/2023			Current Account		PAYE	HMRC	Z	102.60		102.60
379	12/07/2023			Current Account		Wages	SGTC	Z	410.64		410.64
Subtotal for Code: Wages									£513.24		£513.24
Code Number		281 Repairs & Maintenance		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
344	07/07/2023	102042		Current Account		Hygiene Services	VR Sani	S	3.90	0.78	4.68
384	13/07/2023	0743		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	82.12	16.42	98.54
Subtotal for Code: Repairs & Maintenance									£86.02	£17.20	£103.22
Code Number		282 Gas & Electricity		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td></td>	Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td>	Vat Type	Net <td>Vat <td>Total</td> </td>	Vat <td>Total</td>	Total
392	17/07/2023	G8895159		Current Account		Gas	KCC Laser	L	70.50	3.53	74.03
Subtotal for Code: Gas & Electricity									£70.50	£3.53	£74.03
Code Number		285 Rates		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td></td>	Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td>	Vat Type	Net <td>Vat <td>Total</td> </td>	Vat <td>Total</td>	Total
335	05/07/2023			Current Account		NNDR	DBC	Z	117.00		117.00
Subtotal for Code: Rates									£117.00		£117.00
Code Number		423 Water Rates		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td></td>	Supplier <td>Vat Type</td> <td>Net <td>Vat <td>Total</td> </td></td>	Vat Type	Net <td>Vat <td>Total</td> </td>	Vat <td>Total</td>	Total
381	13/07/2023	2459129		Current Account		Water Rates	Business Stream	Z	314.65		314.65
Subtotal for Code: Water Rates									£314.65		£314.65
Cost Centre		Grove Hall		Church Road Hall		1,101.41	20.73	1,122.14			
Code Number		301 Repairs & Maintenance		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier <td>Vat Type <td>Net <td>Vat <td>Total</td> </td></td></td></td>	Supplier <td>Vat Type <td>Net <td>Vat <td>Total</td> </td></td></td>	Vat Type <td>Net <td>Vat <td>Total</td> </td></td>	Net <td>Vat <td>Total</td> </td>	Vat <td>Total</td>	Total
387	13/07/2023	0747		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	30.00	6.00	36.00
388	13/07/2023	0750		Current Account		Fire Extinguisher Service	Kent Fire Extinguisher Services Ltd	S	180.00	36.00	216.00
Subtotal for Code: Repairs & Maintenance									£210.00	£42.00	£252.00
Code Number		302 Gas & Electricity		Bank		Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description <td>Supplier <td>Vat Type <td>Net <td>Vat <td>Total</td> </td></td></td></td>	Supplier <td>Vat Type <td>Net <td>Vat <td>Total</td> </td></td></td>	Vat Type <td>Net <td>Vat <td>Total</td> </td></td>	Net <td>Vat <td>Total</td> </td>	Vat <td>Total</td>	Total
393	17/07/2023	G8895158		Current Account		Gas	KCC Laser	L	5.40	0.27	5.67
Subtotal for Code: Gas & Electricity									£5.40	£0.27	£5.67
Subtotal for Cost Centre: Grove Hall									215.40	42.27	257.67

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>340 Utilities</b>											
Vchr. 327	04/07/2023	9216251		Current Account		Water Rates	Castle Water	S	197.96	39.59	237.55
Vchr. 414	31/07/2023	10000061737		Current Account		Water Rates	Castle Water	S	75.69	15.14	90.83
							Subtotal for Code: Utilities		£273.65	£54.73	£328.38

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>345 Miscellaneous Expenditure</b>											
Vchr. 337	05/07/2023	03/07/2023		Current Account		Steel Security	Secure Site UK	S	384.00	76.80	460.80
Vchr. 351	10/07/2023	05037694		Current Account		Charge for Rubbish Clearance	DBC	S	55.00	11.00	66.00
Vchr. 355	11/07/2023	673424		Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00
Vchr. 390	13/07/2023	673703		Current Account		Skip Hire	Pinden Ltd	S	240.00	48.00	288.00
Vchr. 402	25/07/2023	SS71309		Current Account		Security Spikes - Pavilion	Safesite Security Solutions Ltd	S	8,948.00	1,789.60	10,737.60
Vchr. 417	31/07/2023	59269		Current Account		Steel Security	Secure Site UK	S	384.00	76.80	460.80
							Subtotal for Code: Miscellaneous Expenditure		£10,251.00	£2,050.20	£12,301.20

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>346 Professional Fees</b>											
Vchr. 356	12/07/2023	5351		Current Account		Professional Costs for Pavilion Project	DAC Architects	S	1,522.50	304.50	1,827.00
Vchr. 418	31/07/2023			Current Account		Professional fees - Pavilion project	Hatten Wyatt	Z	1,000.00		1,000.00
							Subtotal for Code: Professional Fees		£2,522.50	£304.50	£2,827.00
							Subtotal for Cost Centre: Sports Pavilion		13,047.15	2,409.43	15,456.58

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>360 Wages</b>											
Vchr. 374	12/07/2023			Current Account		PAYE	HMRC	Z	140.60		140.60
Vchr. 377	12/07/2023			Current Account		Wages	SGTC	Z	562.48		562.48
							Subtotal for Code: Wages		£703.08		£703.08

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>361 Repairs &amp; Maintenance</b>											
Vchr. 352	10/07/2023	9044		Current Account		Plumbing Repairs	LW Burt & Son Ltd	S	103.62	20.72	124.34
Vchr. 353	10/07/2023	9029		Current Account		Plumbing Repairs	LW Burt & Son Ltd	S	732.84	146.57	879.41
							Subtotal for Code: Repairs & Maintenance		£836.46	£167.29	£1,003.75

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>363 Cleaning Materials</b>											
Vchr. 323	03/07/2023	14224652		Current Account		Cleaning Materials	KCC - KCS	S	96.91	19.38	116.29
							Subtotal for Code: Cleaning Materials		£96.91	£19.38	£116.29
							Subtotal for Cost Centre: Town Council Offices Communi		1,636.45	186.67	1,823.12

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>380 Wages</b>											
Vchr. 380				Bank							

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-07-2023 and 31-07-2023)**

361	12/07/2023	Current Account	Pension Eee	KCC - LGPS	Z	64.93	64.93		
362	12/07/2023	Current Account	Pension E'er	KCC - LGPS	Z	250.27	250.27		
372	12/07/2023	Current Account	PAYE	HMRC	Z	38.60	38.60		
373	12/07/2023	Current Account	NI	HMRC	Z	95.75	95.75		
380	12/07/2023	Current Account	Wages	SGTC	Z	1,955.62	1,955.62		
Subtotal for Code: Wages							£2,405.17	£2,405.17	

**381 Food/Supplies**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
340	06/07/2023	3528344		Current Account		Cafe - Supplies	Bookers	S	386.24	8.20	394.44
341	06/07/2023	3528819		Current Account		Cafe - Supplies	Bookers	S	329.73	11.78	341.51
527	12/07/2023			Current Account		Food Supplies	Petty Cash	Z	194.24		194.24
Subtotal for Code: Food/Supplies							£910.21	£19.98	£930.19		

**382 Furniture, Fixtures & Equipment (incl. I**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
339	06/07/2023	410600032591		Current Account		Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	83.13	16.63	99.76
397	20/07/2023	13416407		Current Account		Cafe - Card Terminal	Takepayments	S	25.00	5.00	30.00
Subtotal for Code: Furniture, Fixtures & Equipme							£108.13	£21.63	£129.76		

**384 Rates**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
333	05/07/2023			Current Account		NDR	DBC	Z	225.00		225.00
Subtotal for Code: Rates							£225.00		£225.00		

**389 Maintenance**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
325	03/07/2023	026C03890		Current Account		Waste Bin Collection	Biffa	S	149.57	29.91	179.48
344	07/07/2023	102042		Current Account		Hygiene Services	VR Sani	S	11.15	2.23	13.38
Subtotal for Code: Maintenance							£160.72	£32.14	£192.86		

**390 Miscellaneous Expenditure (incl. DBC i**

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
354	10/07/2023	016366900623		Current Account		Cafe - Card fees	Barclaycard	S	25.00	0.96	25.96
Subtotal for Code: Miscellaneous Expenditure (ir							£25.00	£0.96	£25.96		
Subtotal for Cost Centre: Old Fire Station Cafe							3,834.23	74.71	3,908.94		

**TOTALS** ..... **£66,280.78**    **£5,458.15**    **£71,738.93**

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**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

Cost Centre	Parks Establishment		49 Playground Equipment & Maintenance		Description	Supplier	Vat Type	Net	Vat	Total
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.					
205	04/08/2023			Active Saver 1		Zurich Municipal	Z	6,540.38		6,540.38
						Insurance Claim Refund				
						Playground Equipment & Mail		£6,540.38		£6,540.38
						Parks Establishment		6,540.38		6,540.38
<b>Subtotal for Cost Centre: 6,540.38</b>										
Cost Centre	Knockhall Playing Field		85 Football		Description	Supplier	Vat Type	Net	Vat	Total
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.					
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
158	02/08/2023	2023-2024/434		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
						Football		860.00		860.00
						Knockhall Playing Field		£3,440.00		£3,440.00
								3,440.00		3,440.00
<b>Subtotal for Cost Centre: 3,440.00</b>										
Cost Centre	Broomfield Sports Ground		95 Football Income		Description	Supplier	Vat Type	Net	Vat	Total
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.					
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	430.00		430.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
157	02/08/2023	2023-2024/433		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
164	11/08/2023	2023-2024/445		Active Saver 1		Swanscombe Tigers	Z	860.00		860.00
						Football Income		£7,740.00		£7,740.00
						Broomfield Sports Ground		7,740.00		7,740.00
<b>Subtotal for Cost Centre: 7,740.00</b>										
Cost Centre	Administration		271 Miscellaneous Income		Description	Supplier	Vat Type	Net	Vat	Total
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.					

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

Code Number	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
161	09/08/2023	2023-2024/443	Active Saver 1		Storage Fees	Walk Tall	Z	416.66		416.66
Subtotal for Code:							Miscellaneous Income		£416.66	£416.66
<b>Code Number 274 Bank Interest</b>										
Vchr.	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
204	04/08/2023		Current Account		Loyalty Reward	Barclays	Z	4.84		4.84
Subtotal for Code:							Bank Interest		£4.84	£4.84
Subtotal for Cost Centre:							Administration		421.50	421.50
<b>Cost Centre Church Road Hall</b>										
Code Number	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
166	16/08/2023	2023-2024/435	Current Account		Hall Hire	Cake and Computer Club	Z	138.75		138.75
168	22/08/2023	2023-2024/431	Active Saver 1		Hall Hire	Cement Fields	Z	11.25		11.25
169	22/08/2023	2023-2024/432	Active Saver 1		Hall Hire	Cement Fields	Z	67.50		67.50
170	22/08/2023	2023-2024/436	Active Saver 1		Hall Hire	2nd Swanscombe Brownies	Z	27.75		27.75
171	24/08/2023	2023-2024/439	Active Saver 1		Hall Hire	2nd Swanscombe Brownies	Z	9.25		9.25
171	24/08/2023	2023-2024/440	Active Saver 1		Hall Hire	1st Swanscombe Rainbows	Z	46.25		46.25
Subtotal for Code:							Hire Income		£300.75	£300.75
Subtotal for Cost Centre:							Church Road Hall		300.75	300.75
<b>Cost Centre Heritage Community Hall</b>										
Code Number	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
162	09/08/2023	2023-2024/444	Active Saver 1		Rent	Walk Tall	Z	1,127.00		1,127.00
Subtotal for Code:							Hire Income		£1,127.00	£1,127.00
Subtotal for Cost Centre:							Heritage Community Hall		1,127.00	1,127.00
<b>Cost Centre Town Council Offices Community Hall</b>										
Code Number	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
159	07/08/2023	2023-2024/436	Active Saver 1		Hall Hire	Cygnets	Z	132.00		132.00
159	07/08/2023	2023-2024/436	Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
159	07/08/2023	2023-2024/436	Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
159	07/08/2023	2023-2024/436	Active Saver 1		Hall Hire	Cygnets	Z	660.00		660.00
160	07/08/2023	2023-2024/438	Active Saver 1		Hall Hire	North Kent Karate	Z	50.62		50.62
160	07/08/2023	2023-2024/438	Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
160	07/08/2023	2023-2024/438	Active Saver 1		Hall Hire	North Kent Karate	Z	123.75		123.75
160	07/08/2023	2023-2024/438	Active Saver 1		Hall Hire	North Kent Karate	Z	73.12		73.12
163	11/08/2023	2023-2024/424	Active Saver 1		Hall Hire	Dragon Spirit Karate	Z	270.00		270.00
165	14/08/2023	2023-2024/441	Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
165	14/08/2023	2023-2024/441	Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62
165	14/08/2023	2023-2024/441	Active Saver 1		Hall Hire	Rosie's Groovy Movers	Z	95.62		95.62



**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-08-2023 and 31-08-2023)

167	16/08/2023	2023-2024/437	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
167	16/08/2023	2023-2024/437	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
167	16/08/2023	2023-2024/437	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
167	16/08/2023	2023-2024/437	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
172	24/08/2023	2023-2024/419	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
172	24/08/2023	2023-2024/419	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
172	24/08/2023	2023-2024/419	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
172	24/08/2023	2023-2024/419	Active Saver 1	Hall Hire	Dartford Borough Council - Why Weigi	Z	45.00	45.00
173	31/08/2023	2023-2024/442	Active Saver 1	Hall Hire	Gateway Salvation Church	Z	270.00	270.00
Subtotal for Code: Hire Income							£3,715.10	£3,715.10
Subtotal for Cost Centre: Town Council Offices Communit							3,715.10	3,715.10

**Cost Centre Old Fire Station Cafe**

Code Number	Date	Invoice No	Minute	395 Cafe Income	Description	Cheq. No.	Bank	Supplier	Vat Type	Net	Vat	Total
206	01/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	46.05		46.05
207	02/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	36.00		36.00
208	03/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	41.75		41.75
209	04/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	30.60		30.60
210	07/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	84.20		84.20
211	08/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	43.05		43.05
212	09/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	14.60		14.60
213	10/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	37.90		37.90
214	11/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	36.10		36.10
215	14/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	105.20		105.20
216	15/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	32.30		32.30
217	16/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	20.10		20.10
218	17/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	51.30		51.30
219	18/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	38.30		38.30
220	21/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	49.00		49.00
221	22/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	44.05		44.05
222	23/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	33.90		33.90
223	24/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	32.00		32.00
224	25/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	68.00		68.00
225	29/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	69.10		69.10
226	30/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	9.90		9.90
227	31/08/2023				Food Sales		Active Saver 1	Old Fire Station Cafe	Z	73.90		73.90
Subtotal for Code: Cafe Income										£997.30		£997.30
Subtotal for Cost Centre: Old Fire Station Cafe										997.30		997.30

**Swanscombe and Greenhithe Town Council**  
**Listing of Receipts in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

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TOTALS..... £24,282.03

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**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

Cost Centre				Grove Car Park								
Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
<b>Cost Centre</b>				<b>Grove Car Park</b>								
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
472	07/08/2023	Aug 23		Current Account		NNDR	DBC	Z	212.00		212.00	
517	30/08/2023	Septembers		Current Account		NNDR	DBC	Z	212.00		212.00	
Subtotal for Code: Rates									£424.00		£424.00	
Subtotal for Cost Centre: Grove Car Park									424.00		424.00	
<b>Cost Centre</b>				<b>Parks Establishment</b>								
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
420	01/08/2023			Current Account		parks security	Night & Day Security	Z	1,612.92		1,612.92	
421	01/08/2023			Current Account		parks sites	Night & Day Security	Z	1,443.32		1,443.32	
438	04/08/2023			Current Account		Pension E'ee	KCC - LGPS	Z	150.82		150.82	
439	04/08/2023			Current Account		Pension E'er	KCC - LGPS	Z	491.89		491.89	
447	04/08/2023			Current Account		Pension E'ee	Intelligent Money	Z	199.15		199.15	
448	04/08/2023			Current Account		Pension E'er	Intelligent Money	Z	119.49		119.49	
449	04/08/2023			Current Account		PAYE	HMRC	Z	551.40		551.40	
450	04/08/2023			Current Account		NI	HMRC	Z	935.14		935.14	
459	04/08/2023			Current Account		Wages	SGTC	Z	6,272.39		6,272.39	
Subtotal for Code: Wages									£11,776.52		£11,776.52	
<b>Cost Centre</b>				<b>41 Equipment/Materials</b>								
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
428	04/08/2023			Current Account		Keys for Parks	Locks N Tools	S	62.24	12.44	74.68	
430	04/08/2023			Current Account		Parks Equipment - General Equipment	Discount Builders Merchants	S	80.00	16.00	96.00	
431	04/08/2023			Current Account		Parks Equipment - General Equipment	Ernest Doe & Sons Ltd	S	76.68	15.34	92.02	
432	04/08/2023			Current Account		Parks Equipment - General Equipment	Ernest Doe & Sons Ltd	S	857.76	171.56	1,029.32	
433	04/08/2023			Current Account		Parks Equipment - General Equipment	Ernest Doe & Sons Ltd	S	277.32	55.46	332.78	
434	04/08/2023			Current Account		Parks Equipment - General Equipment	Trade UK	S	18.31	3.66	21.97	
475	09/08/2023	22950		Current Account		Parks Equipment - Various	Eden Park (STMS) Ltd	S	907.30	181.46	1,088.76	
481	11/08/2023	676773		Current Account		Skip Hire	Pindlen Ltd	S	240.00	48.00	288.00	
498	17/08/2023	0641		Current Account		Bootscrapers - Heritage	Sportsmark Ltd	S	741.64	148.33	889.97	
509	24/08/2023	2023 1562		Current Account		scaffold Tower	Amazon UK	S	403.74	80.76	484.50	
514	29/08/2023	678482		Current Account		Skip Hire	Pindlen Ltd	S	240.00	48.00	288.00	
534	31/08/2023	107219		Current Account		Intruder Alarm - Annual Maintenance	Astra Security Systems Ltd	S	70.00	14.00	84.00	
Subtotal for Code: Equipment/Materials									£3,974.99	£795.01	£4,770.00	
<b>Cost Centre</b>				<b>43 Fuel</b>								
<b>Vchr.</b>	<b>Date</b>	<b>Invoice No</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
419	01/08/2023			Current Account		Fuel	Allstar	S	282.15	55.11	337.26	
Subtotal for Code: Fuel									£282.15	£55.11	£337.26	

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-08-2023 and 31-08-2023)

Code Number		47 Water Rates		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
465	04/08/2023			Current Account				Water Rates - Swanscombe Park	Business Stream			Z	233.16		233.16				233.16
521	30/08/2023	3122195		Current Account				Water Rates	Business Stream			Z	434.97		434.97				434.97
523	30/08/2023	3096235		Current Account				Water Rates	Business Stream			Z	397.99		397.99				397.99
									Water Rates				£1,066.12		£1,066.12				£1,066.12

Code Number		48 Gas/Electricity		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
465	15/08/2023	E8921154		Current Account				Electricity	KCC - Laser			L	62.24	3.11	65.35				65.35
487	15/08/2023	E8921131		Current Account				Electricity	KCC - Laser			L	370.41	18.52	388.93				388.93
489	15/08/2023	E8921169		Current Account				Electricity	KCC - Laser			L	82.13	4.11	86.24				86.24
492	15/08/2023	E8921178		Current Account				Electricity - Bowls Pavilion	KCC - Laser			L	124.28	6.21	130.49				130.49
									Gas/Electricity				£639.06	£31.95	£671.01				£671.01

Code Number		49 Playground Equipment & Maintenance		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
493	15/08/2023	LS207386		Current Account				Gang Mowing	KCC Landscape Services			S	6,186.25	1,237.25	7,423.50				7,423.50
									Playground Equipment & Maint				£6,186.25	£1,237.25	£7,423.50				£7,423.50

Code Number		53 Vandalism		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
462	04/08/2023			Current Account				Welding Repairs	TMH Contractors			Z	100.00		100.00				100.00
513	29/08/2023			Current Account				Repairs to Fences and Gates	TMH Contractors			Z	250.00		250.00				250.00
									Vandalism				£350.00		£350.00				£350.00
									Parks Establishment				24,275.09	2,119.32	26,394.41				26,394.41

Code Number		121 General Projects (inc. Summer Entertain		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
482	14/08/2023			Current Account				Summer Entertainment	Mrs Roundabout			Z	90.00		90.00				90.00
500	21/08/2023	151		Current Account				Summer of Sport	Dartford FC			Z	400.00		400.00				400.00
510	25/08/2023	5007		Current Account				Summer Entertainment	Altitude Events			S	1,085.00	213.00	1,278.00				1,278.00
526	31/08/2023	1080		Current Account				Youth Provision	CAS Community Solutions			Z	575.00		575.00				575.00
									General Projects (inc. Summ				£2,130.00	£213.00	£2,343.00				£2,343.00
									Other Projects				2,130.00	213.00	2,343.00				2,343.00

Code Number		146 Rates & Insurance Rent - DBC		Bank		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Invoice No	Minute																
474	07/08/2023	Aug 23		Current Account				NNDR	DBC			Z	3,200.00		3,200.00				3,200.00
520	30/08/2023	Septembers		Current Account				NNDR	DBC			Z	3,200.00		3,200.00				3,200.00
									Rates & Insurance Rent - DBI				£6,400.00		£6,400.00				£6,400.00

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-08-2023 and 31-08-2023)

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>155 Management Fee</b>											
Vchr. 466	04/08/2023			Current Account		Management Fee	GCLL	S	14,500.00	2,900.00	17,400.00
							Subtotal for Code:		£14,500.00	£2,900.00	£17,400.00
							Subtotal for Cost Centre:		20,900.00	2,900.00	23,800.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>230 Wages</b>											
Vchr. 440	04/08/2023			Current Account		Pension E'ee	KCC - LGPS	Z	311.47		311.47
Vchr. 441	04/08/2023			Current Account		Pension E'er	KCC - LGPS	Z	971.06		971.06
Vchr. 444	04/08/2023			Current Account		Pension E'er - Adjustment	KCC - LGPS	Z	-38.07		-38.07
Vchr. 445	04/08/2023			Current Account		Pension E'ee	Intelligent Money	Z	264.92		264.92
Vchr. 446	04/08/2023			Current Account		Pension E'er	Intelligent Money	Z	158.95		158.95
Vchr. 451	04/08/2023			Current Account		PAYE	HMRC	Z	1,268.86		1,268.86
Vchr. 452	04/08/2023			Current Account		NI	HMRC	Z	1,896.15		1,896.15
Vchr. 457	04/08/2023			Current Account		Wages	SGTC	Z	8,784.35		8,784.35
Vchr. 464	04/08/2023			Current Account		Pension Annual Fee	Corpad	S	290.00	58.00	348.00
							Subtotal for Code:		£13,907.69	£58.00	£13,965.69

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>232 Photocopier</b>											
Vchr. 425	04/08/2023			Current Account		Photocopier Usage	Konica Minolta	S	64.86	12.97	77.83
Vchr. 426	04/08/2023			Current Account		Photocopier Rental	Konica Minolta	S	22.53	4.51	27.04
Vchr. 427	04/08/2023			Current Account		Photocopier Rental	Konica Minolta	S	22.53	4.51	27.04
Vchr. 503	21/08/2023	1166418834		Current Account		Printer	Konica Minolta	S	226.15	45.23	271.38
Vchr. 515	29/08/2023	1166461217		Current Account		Printer	Konica Minolta	S	112.26	22.45	134.71
							Subtotal for Code:		£448.33	£89.67	£538.00

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>233 Stationary, Advertising &amp; Postage</b>											
Vchr. 480	11/08/2023	14242446		Current Account		Cleaning Materials	KCC - KCS	S	49.93	9.99	59.92
							Subtotal for Code:		£49.93	£9.99	£59.92

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>234 Telephone / Internet</b>											
Vchr. 476	09/08/2023	1196799		Current Account		Phone Bill	Overline	S	444.02	88.80	532.82
							Subtotal for Code:		£444.02	£88.80	£532.82

Code Number	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>241 Legal Fees</b>											
Vchr. 497	16/08/2023	90865		Current Account		Legal Fees	Hatten Wyatt	S	2,304.00	460.80	2,764.80
							Subtotal for Code:		£2,304.00	£460.80	£2,764.80

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

Code Number			245 Miscellaneous Expenditure								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
501	21/08/2023	1072		Current Account		Youth Provision	CAS Community Solutions	Z	575.00		575.00
505	21/08/2023	470		Current Account		Mobile Phone Charger	Amazon UK	S	16.66	3.33	19.99
Subtotal for Code: Miscellaneous Expenditure									£591.66	£3.33	£594.99

Code Number			248 Member Training								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
436	04/08/2023			Current Account		Members Training	KALC	S	40.00	8.00	48.00
437	04/08/2023			Current Account		Members Training	KALC	S	60.00	12.00	72.00
Subtotal for Code: Member Training									£100.00	£20.00	£120.00

Code Number			249 IT Services								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
502	21/08/2023	65011		Current Account		IT Support & Maintenance	MPR IT Solutions	S	20.00	4.00	24.00
522	30/08/2023	65337		Current Account		IT Support & Maintenance	MPR IT Solutions	S	297.00	59.40	356.40
Subtotal for Code: IT Services									£317.00	£63.40	£380.40

Code Number			251 Council Offices Building Maintenance								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
479	09/08/2023	102394		Current Account		Hygiene Services	VR Sani	S	15.60	3.12	18.72
480	11/08/2023	14242446		Current Account		Cleaning Materials	KCC - KCS	S	47.90	9.58	57.48
484	14/08/2023	7302		Current Account		Portaboo Hire	Lav Hire	S	100.00	20.00	120.00
506	23/08/2023	INV-0845		Current Account		Fire Alarm / Emergency Lighting Service	Fireout Protection Ltd	S	136.40	27.28	163.68
524	31/08/2023	14488		Current Account		Automatic Door Maintenance	HRD Security	S	235.00	47.00	282.00
Subtotal for Code: Council Offices Building Maini									£534.90	£106.98	£641.88

Code Number			254 Electricity								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
469	07/08/2023	IN07923408		Current Account		Electricity - Street Lighting	NPpower	L	108.09	5.40	113.49
491	15/08/2023	E8922152		Current Account		Electricity	KCC - Laser	S	1,185.13	237.03	1,422.16
496	15/08/2023	G8931182		Current Account		Gas	KCC - Laser	L	277.51	13.88	291.39
Subtotal for Code: Electricity									£1,570.73	£256.31	£1,827.04

Code Number			255 Rates								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
470	07/08/2023	Aug 23		Current Account		NNDR	DBC	Z	1,759.00		1,759.00
519	30/08/2023	Septembers		Current Account		NNDR	DBC	Z	1,759.00		1,759.00
Subtotal for Code: Rates									£3,518.00		£3,518.00

Code Number			274 Bank Interest								
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
424	04/08/2023			Current Account		Bank Charges	Barclays	Z	40.77		40.77
507	24/08/2023	17 Aug 2023		Current Account		Bank Charges - Payflow	Barclays	Z	12.00		12.00
508	24/08/2023	17 Aug 2023		Current Account		BARCLAYCARD - VARIOUS	Barclaycard	Z	35.00		35.00

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-08-2023 and 31-08-2023)

532	18/08/2023	Current Account	Card Fee	Elavon	Z	9.62	9.62
				Subtotal for Code:	Bank Interest	£97.39	£97.39
				Subtotal for Cost Centre:	Administration	1,157.28	25,040.93

Cost Centre	Church Road Hall	280 Wages	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
456	04/08/2023			PAYE		HMRC	Z	71.20		71.20
460	04/08/2023			Wages		SGTC	Z	410.64		410.64
				Subtotal for Code:	Wages			£481.84		£481.84

Cost Centre	Church Road Hall	281 Repairs & Maintenance	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
478	09/08/2023	30449		Redecoration - Church Rd hall		Amazon UK	S	12.49	2.50	14.99
479	09/08/2023	102394		Hygiene Services		VR Sani	S	3.90	0.78	4.68
				Subtotal for Code:	Repairs & Maintenance			£16.39	£3.28	£19.67

Cost Centre	Church Road Hall	282 Gas & Electricity	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
488	15/08/2023	E8921138		Electricity		KCC - Laser	L	96.17	4.81	100.98
495	15/08/2023	G8924438		Gas		KCC - Laser	L	63.58	3.18	66.76
				Subtotal for Code:	Gas & Electricity			£159.75	£7.99	£167.74

Cost Centre	Church Road Hall	285 Rates	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
473	07/08/2023	Aug 23		NNDR		DBC	Z	117.00		117.00
516	30/08/2023	Septembers		NNDR		DBC	Z	117.00		117.00
				Subtotal for Code:	Rates			£234.00		£234.00
				Subtotal for Cost Centre:	Church Road Hall			891.98	11.27	903.25

Cost Centre	Grove Hall	302 Gas & Electricity	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
486	15/08/2023	E8921118		Electricity		KCC - Laser	L	61.32	3.07	64.39
494	15/08/2023	G8924437		Gas		KCC - Laser	L	5.58	0.28	5.86
				Subtotal for Code:	Gas & Electricity			£66.90	£3.35	£70.25
				Subtotal for Cost Centre:	Grove Hall			66.90	3.35	70.25

Cost Centre	Sports Pavilion	345 Miscellaneous Expenditure	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr.	Date	Invoice No	Minute							
483	14/08/2023	INV-2918		Removal of waste chemicals from sites		All Waste Matters	S	1,431.40	286.28	1,717.68
				Subtotal for Code:	Miscellaneous Expenditure			£1,431.40	£286.28	£1,717.68

**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-08-2023 and 31-08-2023)

Code Number	346 Professional Fees	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 463	04/08/2023	Current Account	Professional fees - Pavilion project		Wilkinsons	S	2,400.00	480.00	2,880.00
					Subtotal for Code:		£2,400.00	£480.00	£2,880.00
Code Number	425 Construction Costs	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 525	31/08/2023	Current Account	Steel Security		Secure Site UK	S	384.00	76.80	460.80
					Subtotal for Code:		£384.00	£76.80	£460.80
					Subtotal for Cost Centre:		4,215.40	843.08	5,058.48
Cost Centre Town Council Offices Community Hall									
Code Number	360 Wages	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 455	04/08/2023	Current Account	PAYE		HMRC	Z	140.80		140.80
Vchr. 458	04/08/2023	Current Account	Wages		SGTC	Z	562.58		562.58
					Subtotal for Code:		£703.38		£703.38
Code Number	363 Cleaning Materials	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 480	11/08/2023	Current Account	Cleaning Materials		KCC - KCS	S	85.95	17.19	103.14
					Subtotal for Code:		£85.95	£17.19	£103.14
Code Number	370 Hire Income	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 504	21/08/2023	Current Account	Deposit Refund		Loveland	Z	150.00		150.00
					Subtotal for Code:		£150.00		£150.00
					Subtotal for Cost Centre:		939.33	17.19	956.52
Cost Centre Old Fire Station Cafe									
Code Number	380 Wages	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 442	04/08/2023	Current Account	Pension E'ee		KCC - LGPS	Z	60.35		60.35
Vchr. 443	04/08/2023	Current Account	Pension E'er		KCC - LGPS	Z	232.63		232.63
Vchr. 453	04/08/2023	Current Account	PAYE		HMRC	Z	22.80		22.80
Vchr. 454	04/08/2023	Current Account	NI		HMRC	Z	78.86		78.86
Vchr. 461	04/08/2023	Current Account	Wages		SGTC	Z	1,914.59		1,914.59
					Subtotal for Code:		£2,309.23		£2,309.23
Code Number	381 Food/Supplies	Bank	Description	Cheq. No.	Supplier	Vat Type	Net	Vat	Total
Vchr. 422	04/08/2023	Current Account	Food Supplies		Bookers	S	321.49	13.79	335.28
Vchr. 423	04/08/2023	Current Account	Food Supplies		Bookers	S	293.07	6.19	299.26
Vchr. 511	25/08/2023	Current Account	Food Supplies		Bookers	S	226.65	8.37	235.02
Vchr. 512	25/08/2023	Current Account	Food Supplies		Bookers	S	307.80	9.53	317.33



**Swanscombe and Greenhithe Town Council**  
**Listing of Payments in each Code for All Cost Centres**  
**(Between 01-08-2023 and 31-08-2023)**

Code Number		382 Furniture, Fixtures & Equipment (incl. I		384 Rates		385 Electricity		387 DBC Maintenance Service Charge		389 Maintenance		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Food/Supplies					
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
467	04/08/2023			Current Account				Current Account				Current Account				83.13	16.63	99.76	
477	09/08/2023	KABEI		Current Account				Current Account				Current Account				24.99	5.00	29.99	
533	31/08/2023	3559086		Current Account				Current Account				Current Account				45.00	9.00	54.00	
Subtotal for Code: Furniture, Fixtures & Equipme																£153.12	£30.63	£183.75	
Code Number		384 Rates		385 Electricity		387 DBC Maintenance Service Charge		389 Maintenance		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Rates		Subtotal for Code: Electricity		Subtotal for Code: Maintenance Service Charge		Subtotal for Code: Maintenance	
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
471	07/08/2023	Aug 23		Current Account				Current Account				Current Account				225.00		225.00	
518	30/08/2023	Septembers		Current Account				Current Account				Current Account				225.00		225.00	
Subtotal for Code: Rates																£450.00		£450.00	
Code Number		385 Electricity		387 DBC Maintenance Service Charge		389 Maintenance		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Electricity		Subtotal for Code: Maintenance Service Charge		Subtotal for Code: Maintenance		Subtotal for Code: Electricity		Subtotal for Code: Maintenance	
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
490	15/08/2023	E8921166		Current Account				Current Account				Current Account				828.93	41.45	870.38	
Subtotal for Code: Electricity																£828.93	£41.45	£870.38	
Code Number		387 DBC Maintenance Service Charge		389 Maintenance		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Maintenance Service Charge		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance Service Charge		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance Service Charge		Subtotal for Code: Maintenance	
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
435	04/08/2023			Current Account				Current Account				Current Account				1,049.93	209.99	1,259.92	
Subtotal for Code: Maintenance Service Charge																£1,049.93	£209.99	£1,259.92	
Code Number		389 Maintenance		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance	
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
429	04/08/2023			Current Account				Current Account				Current Account				120.89	24.18	145.07	
479	09/08/2023	102394		Current Account				Current Account				Current Account				11.15	2.23	13.38	
Subtotal for Code: Maintenance																£132.04	£26.41	£158.45	
Code Number		390 Miscellaneous Expenditure (incl. DBC i		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance		Subtotal for Code: Maintenance	
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Bank	Cheq. No.	Invoice No	Minute	Net	Vat	Total	
468	07/08/2023	016366900723		Current Account				Current Account				Current Account				24.80	0.96	25.76	
499	17/08/2023	PZ13506221		Current Account				Current Account				Current Account				25.00	5.00	30.00	
Subtotal for Code: Miscellaneous Expenditures (ir																£49.80	£5.96	£55.76	
Subtotal for Cost Centre: Old Fire Station Cafe																6,122.06	352.32	6,474.38	
<b>TOTALS</b> .....																<b>£83,848.41</b>	<b>£7,616.81</b>	<b>£91,465.22</b>	

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**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

**AGENDA ITEM 9**  
 FGR 14/9/23

Cost Centre	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
<b>Cost Centre Public Lighting</b>					
1 Supply & Maintenance			2,850.00	1,187.50	443.18
3 Christmas Lighting			4,000.00	1,666.69	1,666.69
4 Repairs			500.00	208.31	208.31
5 Long Term Financial Risks					
6 Income	1.00	0.44			-0.44
<b>Sub Total for Public Lighting</b>	<b>1.00</b>	<b>0.44</b>	<b>7,350.00</b>	<b>3,062.50</b>	<b>2,317.74</b>
<b>Cost Centre Grove Car Park</b>					
20 Rates			4,571.00	1,904.56	631.81
21 Repairs & Maintenance			500.00	208.31	208.31
22 Long Term Financial Risks					
421 Income	1,000.00	416.69			-416.69
<b>Sub Total for Grove Car Park</b>	<b>1,000.00</b>	<b>416.69</b>	<b>5,071.00</b>	<b>2,112.87</b>	<b>423.43</b>
<b>Cost Centre Parks Establishment</b>					
40 Wages			105,275.00	43,864.56	-10,059.15
41 Equipment/Materials			35,000.00	14,583.31	3,214.62
42 New Grounds Maintenance Equipm					
43 Fuel			2,400.00	1,000.00	-206.05
44 Fencing			3,500.00	1,458.31	-241.69
45 Telephone			571.00	237.94	237.94
46 Vehicles			2,500.00	1,041.69	740.19
47 Water Rates			2,060.00	858.31	-2,850.67
48 Gas/Electricity			2,500.00	1,041.69	-1,853.29
49 Playground Equipment & Maintenan		6,540.38	5,000.00	2,083.31	1,173.92
50 Staff Training			1,500.00	625.00	625.00
51 Knockhall Changing Rooms			500.00	208.31	208.31
52 Parks Works Area			750.00	312.50	312.50
53 Vandalism			500.00	208.31	-141.69
54 Trees					
55 New Recreational Facilities			3,000.00	1,250.00	-2,060.00
				350.00	
				3,310.00	

**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
56 Unexpected/Emergency Works			1,000.00	416.69	-292.46
57 Long Term Financial Risks			5,000.00	2,083.31	2,083.31
58 New Community Facility					
65 Miscellaneous Income	500.00	208.31			-208.31
<b>Sub Total for Parks Establishment</b>	<b>500.00</b>	<b>208.31</b>	<b>171,056.00</b>	<b>71,273.24</b>	<b>-9,317.52</b>
<b>Cost Centre Swanscombe Park</b>					
70 Bowls Pavilion Maintenance					
75 Bowls Income	4,059.00	1,691.25	4,054.00		2,362.75
<b>Sub Total for Swanscombe Park</b>	<b>4,059.00</b>	<b>1,691.25</b>	<b>4,054.00</b>		<b>2,362.75</b>
<b>Cost Centre Knockhall Playing Field</b>					
80 Rates			164.00	68.31	-78.90
85 Football	6,240.00	2,600.00		147.21	1,686.00
<b>Sub Total for Knockhall Playing Field</b>	<b>6,240.00</b>	<b>2,600.00</b>	<b>164.00</b>	<b>68.31</b>	<b>1,607.10</b>
<b>Cost Centre Broomfield Sports Ground</b>					
95 Football Income	8,000.00	3,333.31			4,688.69
96 Cricket Income	1,300.00	541.69		150.00	460.31
<b>Sub Total for Broomfield Sports Ground</b>	<b>9,300.00</b>	<b>3,875.00</b>		<b>150.00</b>	<b>5,149.00</b>
<b>Cost Centre Heritage Park</b>					
100 Maintenance/Rent			500.00	208.31	708.31
<b>Sub Total for Heritage Park</b>			<b>500.00</b>	<b>208.31</b>	<b>708.31</b>
<b>Cost Centre St Peter &amp; St Paul's Churchyard</b>					
110 Maintenance			2,000.00	833.31	833.31
<b>Sub Total for St Peter &amp; St Paul's Churchyard</b>			<b>2,000.00</b>	<b>833.31</b>	<b>833.31</b>
<b>Cost Centre Other Projects</b>					
121 General Projects (inc. Summer Ente			10,500.00	4,375.00	-19,862.63
			444.50	24,682.13	

**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
<b>Sub Total for Other Projects</b>		<b>444.50</b>	<b>10,500.00</b>	<b>4,375.00</b>	<b>-19,862.63</b>
<b>Cost Centre Leisure Centre</b>					
146 Rates & Insurance Rent - DBC		2,286.67	30,500.00	12,708.31	-6,491.69
155 Management Fee			58,000.00	24,166.69	-4,833.31
<b>Sub Total for Leisure Centre</b>		<b>2,286.67</b>	<b>88,500.00</b>	<b>36,875.00</b>	<b>-11,325.00</b>
<b>Cost Centre Allotments</b>					
210 Rents / Licences			245.00	102.06	47.06
211 Repairs / Maintenance			250.00	104.19	104.19
212 Water Supply		108.00			108.00
213 Long Term Financial Risks					
218 Rent Income	3,906.00	1,627.50			3,127.45
<b>Sub Total for Allotments</b>	<b>3,906.00</b>	<b>1,627.50</b>	<b>495.00</b>	<b>206.25</b>	<b>3,386.70</b>
<b>Cost Centre Administration</b>					
230 Wages			141,500.00	58,958.31	-11,758.80
231 Furniture, Fixtures & Fittings			750.00	312.50	232.50
232 Photocopier			1,000.00	416.69	-735.03
233 Stationary, Advertising & Postage			2,300.00	958.31	202.46
234 Telephone / Internet			3,700.00	1,541.69	-2,068.20
235 Mileage Allowance			200.00	83.31	83.31
236 Insurance			13,100.00	5,458.31	-11,416.34
237 Subscriptions / Publications			5,000.00	2,083.31	-2,924.57
238 Civic Budget			3,000.00	1,250.00	1,199.69
240 Chains of Office			250.00	104.19	104.19
241 Legal Fees			3,000.00	1,250.00	-2,266.40
242 External Audit Fees			1,400.00	583.31	583.31
243 Internal Audit Fees			350.00	145.81	-34.19
244 Local Funding			2,000.00	833.31	-1,166.69
245 Miscellaneous Expenditure			6,000.00	2,500.00	-5,279.71
246 Election Expenses			12,000.00	5,000.00	5,000.00

**Swanscombe and Greenhithe Town Council**

**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
247 Staff Training			1,500.00	625.00	625.00
248 Member Training			1,500.00	625.00	488.00
249 IT Services			4,000.00	1,666.69	-1,732.85
250 Handyman (incl. seasonal park staff)			500.00	208.31	208.31
251 Council Offices Building Maintenance			14,300.00	5,958.31	2,023.74
252 Water Rates			1,900.00	791.69	-70.07
253 Gas			2,500.00	1,041.69	-2,480.78
254 Electricity			6,300.00	2,625.00	-5,574.44
255 Rates			22,000.00	9,166.69	-1,387.06
256 Long Term Financial Risks					
270 Photocopier Income					
271 Miscellaneous Income	1,000.00	416.69			3,949.46
272 Precept					216,447.00
273 Section 136					
274 Bank Interest	3,000.00	1,250.00			-704.21
276 Government CTax Grant					7,218.00
422 CIL					2,862.94
<b>Sub Total for Administration</b>	<b>4,000.00</b>	<b>1,666.69</b>	<b>250,050.00</b>	<b>104,187.43</b>	<b>191,628.57</b>
<b>Cost Centre Church Road Hall</b>					
280 Wages			5,600.00	2,333.31	-239.77
281 Repairs & Maintenance			500.00	208.31	-16,405.80
282 Gas & Electricity			850.00	354.19	-598.07
283 Cleaning Materials			100.00	41.69	41.69
284 Furniture, Fixtures & Fittings			100.00	41.69	41.69
285 Rates			1,495.00	622.94	-81.71
287 Miscellaneous Expenditure			125.00	52.06	52.06
288 Long Term Financial Risks					
295 Hire Income			400.00	166.69	-647.00
406 Telephone Broadband			1,000.00	416.69	166.69
423 Water Rates					-240.22
					656.91

**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
<b>Sub Total for Church Road Hall</b>	<b>6,000.00</b>	<b>2,500.00</b>	<b>10,170.00</b>	<b>4,237.57</b>	<b>-17,910.44</b>
<b>Cost Centre Grove Hall</b>					
301 Repairs & Maintenance			500.00	208.31	-672.09
302 Gas & Electricity			100.00	41.69	-111.35
305 Rates					
306 Water Rates					
<b>Sub Total for Grove Hall</b>			<b>600.00</b>	<b>250.00</b>	<b>-783.44</b>
<b>Cost Centre Heritage Community Hall</b>					
320 Wages					
321 Repairs & Maintenance					
322 Gas & Electricity					
323 Cleaning Materials					
324 Furniture, Fixtures & Fittings					
325 Rates					
326 Water Rates					
327 Miscellaneous Expenditure					
328 Long Term Financial Risks					
335 Hire Income	13,525.00	5,635.44			-0.44
<b>Sub Total for Heritage Community Hall</b>	<b>13,525.00</b>	<b>5,635.44</b>			<b>-0.44</b>
<b>Cost Centre Sports Pavilion</b>					
340 Utilities			700.00	291.69	-274.94
343 Rates					-500.00
345 Miscellaneous Expenditure					-23,001.91
346 Professional Fees					-6,262.50
350 Income	1,000.00	416.69			420.31
425 Construction Costs					-384.00
426 Grant Income					

**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
<b>Sub Total for Sports Pavilion</b>	<b>1,000.00</b>	<b>416.69</b>	<b>700.00</b>	<b>291.69</b>	<b>-30,003.04</b>
<b>Cost Centre Town Council Offices Community I</b>					
360 Wages			8,500.00	3,541.69	34.59
361 Repairs & Maintenance		25.00	420.00	175.00	-3,625.16
362 Furniture, Fixtures & Fittings			100.00	41.69	41.69
363 Cleaning Materials			260.00	108.31	-186.74
364 Miscellaneous Expenditure			75.00	31.25	31.25
365 Long Term Financial Risks					
370 Hire Income	41,000.00	17,083.31			3,794.24
<b>Sub Total for Town Council Offices Communi</b>	<b>41,000.00</b>	<b>17,083.31</b>	<b>9,355.00</b>	<b>3,897.94</b>	<b>89.87</b>
<b>Cost Centre Old Fire Station Cafe</b>					
380 Wages			20,100.00	8,375.00	-3,294.33
381 Food/Supplies			4,000.00	1,666.69	-2,789.32
382 Furniture, Fixtures & Equipment (inc			500.00	208.31	-641.40
383 Advertising			100.00	41.69	41.69
384 Rates			2,400.00	1,000.00	-352.98
385 Electricity			1,500.00	625.00	-1,278.98
386 Cleaning Materials			130.00	54.19	54.19
387 DBC Maintenance Service Charge			1,500.00	625.00	-424.93
388 Telephone / Internet			500.00	208.31	208.31
389 Maintenance			500.00	208.31	-498.10
390 Miscellaneous Expenditure (incl. DE			500.00	208.31	-498.46
391 Long Term Financial Risks					
392 Rent DBC					
395 Cafe Income	15,500.00	6,458.31	1,000.00	416.69	1,805.59
424 Water Rates					
<b>Sub Total for Old Fire Station Cafe</b>	<b>15,500.00</b>	<b>6,458.31</b>	<b>32,730.00</b>	<b>13,637.50</b>	<b>-9,439.41</b>
<b>Cost Centre Bus Shelters</b>					
400 Maintenance			250.00	104.19	104.19



**Swanscombe and Greenhithe Town Council**  
**Receipts and Payments compared with Flexed Budget (01/04/2023 to 31/08/2023)**

	Budget Receipts		Budget Payments		Variance
	Total for year	Year to Date	Total for Year	Year to Date	
<b>Sub Total for Bus Shelters</b>			<b>250.00</b>	<b>104.19</b>	<b>104.19</b>
<b>Cost Centre Ingress Park Community Centre</b>					
407 Wages			6,000.00	2,500.00	2,500.00
408 Repairs & Maintenance			500.00	208.31	208.31
409 Gas & Electricity			1,500.00	625.00	625.00
410 Cleaning Materials			500.00	208.31	208.31
411 Furniture & Fittings			500.00	208.31	208.31
412 Rates (NNDR)			2,442.00	1,017.50	1,017.50
413 Water Rates			650.00	270.81	270.81
414 Key Holder Security			100.00	41.69	41.69
415 Misc Expenditure					
416 Long Term Financial Risks					
418 Hire Income	14,000.00	5,833.31			-5,833.31
419 Commuted Sum	13,500.00	5,625.00			-5,625.00
420 Contingency Fund	10,000.00	4,166.69			-4,166.69
<b>Sub Total for Ingress Park Community Centre</b>	<b>37,500.00</b>	<b>15,625.00</b>	<b>12,192.00</b>	<b>5,079.93</b>	<b>-10,545.07</b>
<b>GRAND TOTALS</b>	<b>£143,531.00</b>	<b>£59,804.63</b>	<b>£601,683.00</b>	<b>£250,701.04</b>	<b>£393,890.61</b>
					<b>£99,423.98</b>

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## TOWN COUNCIL WEBSITE – REDESIGN

### Background

At the last meeting of this committee on the 22 June 2023, members considered a report detailing the need for the Town Councils website to be re-designed. The following minute was agreed:

### 71/23-24. TOWN COUNCIL WEBSITE – REDESIGN.

Members considered the website report and after discussion it was proposed, duly seconded and agreed:

### **Recommended:**

1. To commission the redesign of the Town Council website.
2. To begin a tender process to seek a further x 2 quotations alongside the one provided by the Town Councils Web Consultant.
3. To add a suitable progressive budget to the Town Councils FRAs to enable a redesign process to be undertaken on a 5–7-year cycle.

### Quotations

Officers approached two further web design companies and also gave the existing company, who had previously provided a quote, the opportunity to tender for the project to an agreed specification:

1. That a new website be created using up to date technology, design.
2. That all existing data be migrated over
3. That the features currently used are provided in the new website but improved where possible.
4. That the new website is responsive and visibly appealing in all accessible formats (desktop, mobile etc)
5. That the website is easy to maintain by officers with suitable training provided
6. That the site can be expanded to incorporate the new Community Hub
7. That the site has the capacity to facilitate online booking and payment facilities but is capable of allow for vetting of hire requests in line with the Councils terms and conditions.

Three companies were sent the details and invited to tender. One company decided that they did not have the capacity to quote for the works. The other two companies submitted a quotation, which are attached as quote's A & B.

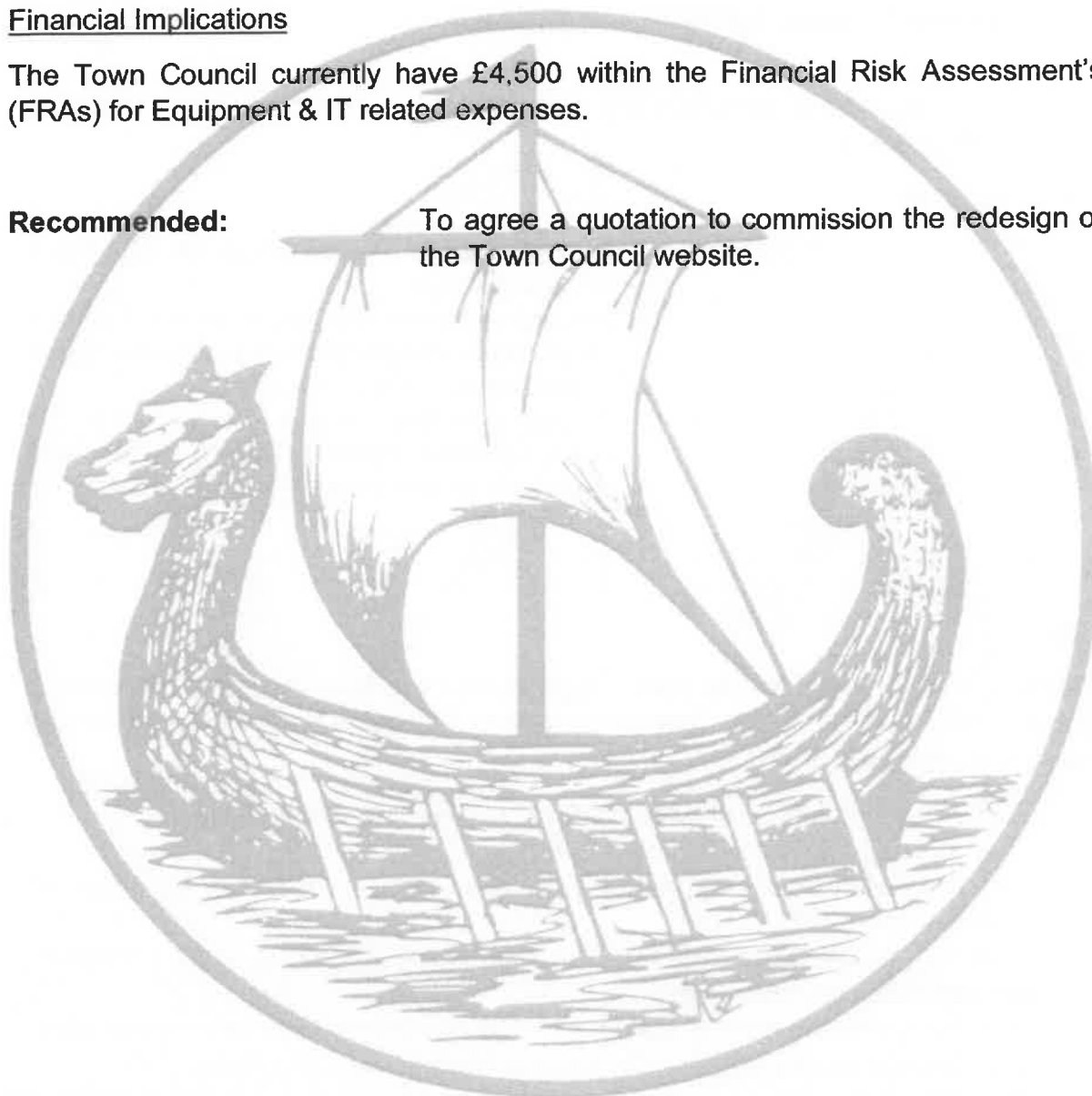
Quote:	Cost:	Timeline:
A	£5,615.28 + VAT	2-4 months from instruction
B	£3,850.00 + VAT	2 months from first meeting

### Financial Implications

The Town Council currently have £4,500 within the Financial Risk Assessment's (FRAs) for Equipment & IT related expenses.

### **Recommended:**

To agree a quotation to commission the redesign of the Town Council website.





# QUOTE

Swanscombe & Greenhithe Town Council  
UNITED KINGDOM

Date  
21 Jul 2023

Quote Number  
QU-0038

VAT Number  
[REDACTED]

## Website design, build and hosting

The quote includes the following -

Full and bespoke redesign of the existing website to bring it inline with current design trends and also with a view to making the updating, expansion and editing of the website more streamlined.

The website will allow for content to be added to the site including written content, graphics and contact forms in such a way that does not require any coding knowledge and can be done by staff with minimal training.

The website will include a calendar similar to the existing one that is able to display current and future events relating to the council as well as booking forms for the halls and pitches that the council rents out - these booking forms will offer the ability to gather key information in order to pre-qualify the bookings and also will offer the ability for council staff to vet and approve bookings prior to payment being taken online (As applicable).

The website will also be future-proofed and allow for additional expansion within the coming years including the ability to sell virtual items (event tickets) and other ecommerce functionality.

Description	Quantity	Unit Price	VAT	Amount GBP
bespoke website redesign, migration of content from existing site and full rebuild including ecommerce functionality and advanced data collection forms	1.00	4,750.00	20%	4,750.00
Website hosting (Yearly)	1.00	450.00	20%	450.00
Domain renewal (Yearly)	1.00	60.00	20%	60.00
Plugin renewals for ecommerce booking system, frontend calendar and advanced forms (Yearly)	1.00	355.28	20%	355.28
			Subtotal	5,615.28
			TOTAL VAT 20%	1,123.06

Company Registration No: [REDACTED]

---

**TOTAL GBP**

**6,738.34**

---

Company Registration No: [REDACTED]

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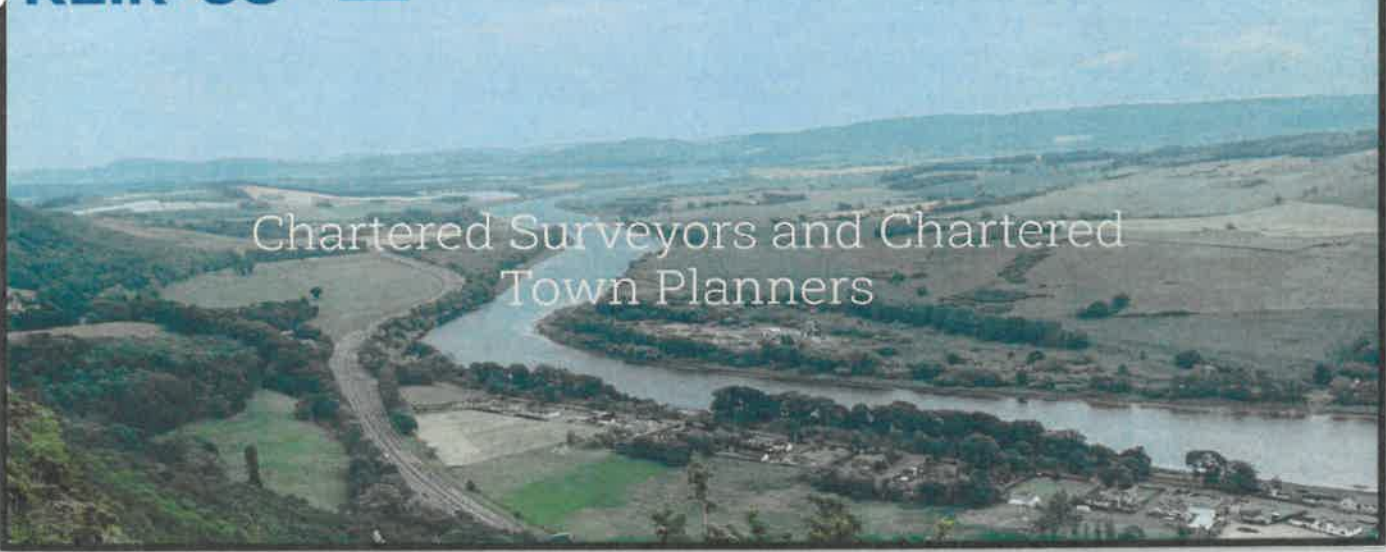


CONTACT US



# Amphibian SCAFFOLDING

Contact Us



## Chartered Surveyors and Chartered Town Planners



## Welcome to The Old Camdenians Website

We welcome all Old Camdenians & new members.



## Welcome Old Camdenians

God save the King!

King Charles III is our new monarch.

The Old Camdenians mourn the passing of Queen Elizabeth II and welcome our new King Charles III. The club started in 1909

# ADVANCE SCREEDING

The Advance way is the Safe Way

[VIEW PROJECTS](#)



### EXPERIENCE

Advance have been involved in all the major projects Nationwide such as, national and regional contractors

### OUR TEAMS

Here at Advance we invest heavily in the development of our site teams who hold a National Vocational

### PRODUCTS

We have experience laying all types of floor screeds including, traditional sand and cement, flowing and self



## Conservatories

### What We Do

Foxtons Frames specialise in the design & build of Conservatories.

### Why Choose Foxtons?

Foxtons Frames are independent family business with over 30 years



# Industry leaders in transport solutions



(B)



# Swanscombe & Greenhithe Town Council

## WEBSITE PROPOSAL

**For:** Swanscombe & Greenhithe Town Council | **Prepared by** \_\_\_\_\_ :

Dear Mr Harding,

*I would like to express my sincere gratitude for granting us the opportunity to present our Website Proposal to the Swanscombe & Greenhithe Town Council. At \_\_\_\_\_, we are committed to helping local organisations rejuvenate their online presence with a website project that authentically represents their values. We hope you find this proposal informative and look forward to working with you and your team.*

Regards



## Executive Summary



Our team has thought about this fantastic project quite extensively, and we are pleased to present this proposal with solutions to all of the issues currently facing your online presence and steps for growth.

### Project Goals and Solutions

Nine project goals with the flexibility to create an exceptional website visitor experience. These solutions address key areas, including a SEO strategy, optimisation improvements, modern brand alignment, and the transformation of Swanscombe & Greenhithe Town Council's partially responsive site.

1. **Conversion-Focused UX Website:** A 100% custom website that incorporates visitor based optimisation, focusing on maximising conversions and delivering an exceptional user experience.
2. **Market Leadership Identity:** Establish Swanscombe & Greenhithe Town Council as a leader of local events & services by integrating brand guidelines with an online visual identity & local SEO.
3. **Website Visitors Journey:** Focus on the lead conversion purpose of the website visitor including online marketing that will maximise the visitors engagement and effectiveness.
4. **Engaging Content:** Swanscombe & Greenhithe Town Council website to be productivity and engagement-oriented, including subtle strategies to promote local events, meetings & entertainment planned in the local area.
5. **Company Culture Integration:** Integrate and train new staff members on the project, creating a succession-ready website and asset library for future development.
6. **Responsive Web Design:** Fully responsive, well optimised for a range of devices and screen sizes, regardless of the orientation or browser size.
7. **Accessibility:** Ensure the website is accessible to individuals with visual impairments, reflecting Swanscombe & Greenhithe Town Council's commitment to inclusivity and usability for all.
8. **CMS Integration:** Unlock the website's full potential by implementing a fully integrated Content Management System, empowering seamless content management and updates.
9. **45 Day Warranty/Website Support & Maintenance:** Benefit from free support and maintenance for the initial 45 days, ensuring a smooth and hassle-free experience.















### Timeline

Two months from the time of the first kickoff meeting.

### Investment

- £3,850 for the completion of the **project's nine goals**.
- Following the 45-day warranty period for website support and maintenance, extended support and maintenance will be offered at a monthly price of £550. This comprehensive package includes technical support, maintenance, design assistance, and content support. For more information, please visit

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 <b>Completion</b>	<a href="#"><u>Go to Section</u></a>
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 <b>Project Investment</b>	<a href="#"><u>Go to Section</u></a>
 <b>Current Website Audit</b>	<a href="#"><u>Go to Section</u></a>
 <b>Draft Website by</b>	<a href="#"><u>Go to Section</u></a>

## Project Management

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This project has begun with an audit of the current website, identifying your online competitors, and a thorough up-front process of discovery. Planning and discovery will continue through interviews and surveys after this proposal.

The Swanscombe & Greenhithe Town Council website project's success depends on solid planning and management; this work is crucial. Resource reallocation, misplanned tasks, and milestones are the top causes of delays for such a project.

### On-site Assessment

An on-site visit is beyond valuable for data collection, as well as for relationship building. Because a project of this scope requires amplified levels of commitment, a strong partnership will facilitate that cooperation. We envision spending one day for the on-site assessment with a photographer and/or videographer.

### Meetings Structure

#### Standing Meetings

We will begin with a project kickoff meeting. After that, we will schedule 30-minute weekly meetings to cover the following four points: **victories** (what we achieved last week), **issues** (where we fell short last week), **priorities** (what is getting done next week), and **metrics** (how is the project progressing).

#### Milestone Meetings

Once a month, the standing meeting will become a milestone meeting that lasts for one hour maximum. The agenda is similar, but with a deeper approval/feedback process. A document with updated timelines will be delivered during the milestone meetings.

### Communications

For a project of this size emails, phone calls and one dedicated project manager would help its productivity. If, over the course of our first meeting you realise the project needs to be expanded we will suggest utilising a project management tool to manage our progress and correspondence.



#### Deliverables

- > Communication Convention
- > Project Management Tool Training (if necessary)
- > Milestones and Task Listing
- > Roles and Responsibilities Listing
- > 1 day On-site Assessment
- > Asset Collection and Discovery

## Strategy Development

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We believe that the key failure of the existing website is almost entirely based on the lack of strategic development. We will go as deep as necessary on the strategic level to make sure the foundation of the project is in place and solid.

### User & Prospect Personas/Your Target Audience

This is the referral point of the entire project as it is important to understand who makes up your target audience. We will always come back to this crucial information anchor whilst designing, developing & marketing the new website.

### Return on Attention

We need to reward our website users according to their attention capital. Online strategists named this Return on Attention because attention is an investment as well. The core idea behind it is that the attention capital of the website user grows with each stage, and each stage has its own timeframe and format.

### Attention Funnels Development

The attention funnel of your target audience is a deliverable to be established. Yet from our vast experience we can set a quick naming convention:

1. **Awareness:** Interest + Education
2. **Consideration:** Evaluation + Engagement
3. **Decision:** Commitment + Purchase
4. **Advocacy:** Loyal Fan + Repeat/Upgrade Client

The **Awareness** stage is estimated satisfactory for Client, and the **Advocacy** stage is kept for a coming phase. So we will focus on the **Consideration** and **Decision** stages of the funnel. The deliverables are yet to be defined because each funnel is unique, but we know it will include marketing collateral.



#### Deliverables

- > Up-to-date Personas
- > Return on Attention
- > Attention Funnel Structure
- > Information Architecture
- > Consideration and Decision Stages Deliverables
- > User Journey Map

## UX Prototyping and Design

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The UX Prototyping and Design section of this proposal aims to outline our approach to creating intuitive and engaging user experience, through thoughtful prototyping and design iterations.

### Common for UX & UI (User Experience & User Design)

Making an idea into a visual reality is not an easy thing to do, especially when there is an aesthetic factor. We have to develop a precise process to overcome the classic design challenges. This includes several in-between deliverables to ensure the end result.

#### Mood Development

The first response to any visual is an emotional response. Mood development is the stage of the project to address this topic.

#### UX Wireframe Set

A wireframe is the skeleton or blueprint of a page or a section. It is black and white and mostly focuses on placement and priority mapping. It will eventually be paired with the user journey map.

#### Web Design Anatomy

This includes buttons (in all states), menus (in all states), form fields (input, checkbox, dropdown lists), headings, image wrappers and caption, blockquotes, and eventual featured containers.

#### Online Booking System

This powerful solution is designed to streamline and enhance your booking process. Our system offers a user-friendly interface, real-time availability updates, and multiple booking options to cater to the unique needs of Swanscombe & Greenhithe Town Hall. With automated confirmations, seamless payment integration, and advanced resource management, our Online Booking System ensures a hassle-free experience for both you and your customers.


This system provides you with control over whether website users "Request a Booking" or a "Direct Booking".

1. **REQUEST A BOOKING:** This feature allows for provisional bookings, giving Swanscombe & Greenhithe Town Council employees (with the relevant authority) the opportunity to review and confirm that all terms and conditions have been met before finalising the booking.
2. **DIRECT BOOKING:** With this feature the website user gets automatically accepted and can receive an email confirmation.

These two booking processes are supported by a robust, comprehensive and functional backend that includes the following advance settings...

- **EMAIL CONFIRMATIONS:** After a successful booking an automated email confirming the details will be sent to the website user and to the relevant Swanscombe & Greenhithe Town Council employees.
- **REMINDERS:** Where necessary, a reminder via text/SMS message can be sent to the website users mobile device hours or days before the appointment begins. This saves on missed appointments.
- **MULTIPLE CLIENTS:** Where necessary, multiple clients can request to book the same time slot. Useful for booking classes with multiple participants.
- **MEMBERSHIPS:** Memberships frequently help to increase loyalty by offering your clients, with memberships, a reduced rate and you benefit from a more predictable income stream.
- **MOBILE RESPONSIVENESS:** A mobile-friendly design that allows users to make bookings using smartphones or tablets, considering the increasing trend of mobile usage.
- **INTEGRATION WITH OTHER SYSTEMS:** The ability to integrate with other software or systems, such as customer relationship management (CRM) tools or calendar applications, for seamless data synchronization and workflow management.
- **RESOURCE MANAGEMENT:** Effective management of resources, such as rooms, playing grounds, or services, to avoid overbooking and ensure optimal utilisation.
- **PAYMENT INTEGRATION:** Seamless integration with payment gateways to facilitate secure and convenient online transactions, allowing website users to make payments during the booking process.

The system we'll be implementing is very flexible and will allow Swanscombe & Greenhithe Town Council to expand its offering without the additional expense that comes with upgrading other standard online systems.

-  **Deliverables**
- › Moodboards (up to 2 per site)
  - › Online Booking System Design & Setup
  - › Web Design Anatomy
  - › UX Wireframe Set (up to 4 pages)
  - › 1 Round of Approvals for Each Deliverable

-  **Not Included**
- › Any Resource Downloadable Redesign
  - › Any Event Managemnt, Ecommerce Redesign

## Content Creation

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Expanding your target audience, establishing relationships, and local promotion are the ultimate purposes of valuable content creation.

To fully take advantage of The Swanscombe & Greenhithe Town Council's online reach and brand awareness, captivating and targeted content is essential. Written content, followed by design, is the number one driver of attention funnel efficiency and user engagement. Ideally, your copywriting team will be fully integrated into the process.

### Editorial Line

#### Copy/Written Content

All copy will be oriented to tell your story and engage the local target audience. Website content can be addressed to attract the attention of the target audience discovered during the User & Prospect Personas as per the "Strategy Development" section of this document. Where necessary copy can be reworked to match the brand guidelines and the new funnel integration.

#### Imagery & video

The brand guidelines will be the baseline of the selection process. All images & video will be selected with the mobile-first design in mind. We suggest that a photo shoot takes place during this project and will guide the photographer, if needed.

**Note:** The COGS and Imagery Auxiliary Fund is refundable; documentation, input files, and anything purchased will be transferred to The Swanscombe & Greenhithe Town Council upon final payment.

### Good Copy Demonstrates Value

We do not underestimate the time and effort behind writing, gathering, and proofing your content. We will need content to be descriptive, compelling, and interesting with the purpose of highly encouraging your readers to stay.



#### Deliverables

- > Site Copy for Static Pages (up to 5)
- > Site Copy Menus (up to 5)
- > Imagery Selection (up to 15)
- > Call to Action for All Primary Pages
- > Search Engines Ready Copy
- > 1 Round of Approval for Each Deliverable



#### Not Included

- > Blog Content Creation
- > Legacy Content Edition (Blog Posts Archives & Resources)



## Web Development

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This stage is when all the previous work and deliverables become a website. Web Development is more than just building what was visually developed, it includes all the animation and dynamic elements that could not be decided on earlier.

### The Development Baseline

#### Browser Environment

We do not have a fixed browser baseline. The Swanscombe & Greenhithe Town Council's baseline is our baseline, it is that simple.

Internet Explorer represents a specific challenge for development, which is why knowing the oldest version support necessary for the project is key. It sets the baseline for the rest of the browsers. Not all web browsers and operating systems render content the same way. Some variation in rendering is to be expected and considered acceptable as long as the core functionality remains intact across the above-mentioned environments. \_\_\_\_\_ uses best practices in web development standards, but cannot guarantee fidelity or operability in all platform/browser/client combinations.

**Note:** Our sites are designed with the assumption that JavaScript is enabled (99% penetration in the UK). When possible \_\_\_\_\_ develops W3C compliant code (some functionalities prevent fully compliant code).

#### Succession Ready

No website is eternal. Nowadays, the life expectancy of a website or any digital development is short. At \_\_\_\_\_ we use the most advanced future proof techniques and coding practices. Our code is well commented, and we use preprocessor techniques to allow other web professionals to interact with the system without any learning curve.

**Note:** All our deliverables include input files and instructions.

### The Mobile Solution

There are three main mobile solutions available for developers: <sup>1)</sup> Responsive web design, <sup>2)</sup> adaptive web design, and <sup>3)</sup> mobile web design. The value of each one of them is based on the context.

#### The Solution

In this case, we will opt for the responsive web design for several reasons briefly explained here:

1. There is a very wide range of environments. For The Swanscombe & Greenhithe Town Council's

website, we will only have the following range of resolution on desktop: from 1024x768 to 1920x1080, no screen resolution has more than 12% share. The same goes for mobile; there is a wide range of devices. Adaptive design will imply too many layouts.

2. Mobile design is not as future-proof as desktop design. One of the main disadvantages is the fact that it requires its own URL risking SEO page rank share for content duplications.
3. Desktop use is the primary but also suggests a high-speed connection.

## The Equalities Act 2010 & WCAG 2.1 Requirements

The UK government's guidelines for accessibility align closely with WCAG 2.1, which provides recommendations for making web content more accessible to people with disabilities. Our team of developers will consider the following items during the development process:


- Alternatives to multimedia
- Use of ALT text for images containing text
- Consideration given to colour and contrast
- None use of frames
- We reference large code bases in external files to de-clutter the HTML and help screen readers navigate the site
- Text-alternative footer navigation for primary areas

## Data Migration

Working with an existing site and content implies several work fields to make sure the actual content is preserved when needed. Most of its content will be populated/migrated upon request, if necessary all user accounts will be migrated.

## COGS and Imagery Auxiliary Fund

At no additional cost to The Swanscombe & Greenhithe Town Council, \_\_\_\_\_ could allocate a percentage of COGS and Imagery Auxiliary Fund to purchase extensions or 3rd party tools which can help expedite requested functionality for the 1<sup>st</sup> year.

-  **Deliverables**
- > Fully Responsive Website
  - > Content Management System
  - > Hero Section Development for All Primary Pages
  - > Dynamic Navigation for All Devices
  - > Client Admin Access to Prevent Human Errors
  - > Content Migration and Population on the Site
  - > Analytics Setup (Google Analytics)

-  **Not Included**
- > A Blog System for the Client Site

# Email Marketing

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**[OPTIONAL]** Email marketing is one of the core aspects of marketing. It presents unlimited opportunities for a higher return on investment by encouraging your target audience to return & engage with your content.

## Strategy and Purposes

This section overlaps with the strategy development. The core strategy of email marketing emerges from the goal-oriented approach. There are five global types of goals: indoctrinate, engage, ascend, segment, and re-engage/win back.

## Best Practice

We use current best practices for email marketing. Including but not limited to the 6-point lead magnet method, <sup>1)</sup> landing page mapping, <sup>2)</sup> curiosity loop for email series, <sup>3)</sup> micro-engagement, <sup>4)</sup> day parting, <sup>5)</sup> segmentation, and <sup>6)</sup> mobile-friendly email templates.

## Testing and Iteration

Between subject line, message, layout and images, call-to-action, days of the week, and time of the day, there is a wide range of parameters to test and analyse.

## Conversion Template

We do more than just create mobile-ready email templates. We provide you with the structure of email series per campaign type, format of high conversion subject line, and body message organization to optimise click rate. We call it a “high-level template.” It will empower your staff to run effective campaigns.



### Deliverables

- > Conversion Subject Line Templates
- > Conversion Message Templates
- > Custom Email Mobile First Templates (up to 5)
- > Email Marketing List Setup (Subscription, Confirmation...)
- > Landing Page Development/Optimization (up to 5)
- > Opt-in Signup Form Optimization (On-site and Off-site)
- > Primary Automation Series (up to 5)
- > Email Marketing Guideline and Targeted Training



### Not Included

- > Email Content Creation
- > Campaign Initiation and Sending

## On-Page SEO and Analytics

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Good content is what makes a site worthy of ranking. Good content is related directly to your User Personas, but from the SEO perspective, it must also contain long-tail & short-tail keywords as well as being linkable.

On-Page SEO optimisation involves making your site have perfect clarity to the search engine through content, powerful titles, tags, linking structure, and site design best practices. On-Page SEO involves a good amount of training for the dynamic section of the site. If necessary, we can provide training for all the necessary staff to be fully aware of SEO best practices. On-Page SEO includes:

- ➔ Evaluate site structure to determine impediments to optimal search engine visibility.
- ➔ Evaluate internal site linking structure and basic site design, identify and provide recommendations for necessary changes to perfect said structure.
- ➔ Analyze the website's call to action, flow, and purchasing paths (if applicable).
- ➔ Identify technical SEO errors and provide recommendations to fix them.
- ➔ Basic keyword research and analysis.
- ➔ Unique title and meta descriptions for primary pages.
- ➔ New URL naming convention recommendations (if needed)
- ➔ Images and heading optimization
- ➔ Content creation/optimization and Interlinking recommendations
- ➔ Blog improvement suggestions (if applicable)
- ➔ Prepare and submit to Google and Bing
- ➔ Content improvement changes to get rid of duplication
- ➔ New web pages creation recommendation (if required)
- ➔ Ensure all the pages are crawled in Google
- ➔ Analyze and review the current visitor traffic

**Note:** This stage includes all of the static pages for the website and future resource posts. Due to the size of the content legacy we will be using the website's current On-Page SEO analytics. However, we should discuss The Swanscombe & Greenhithe Town Council's ongoing SEO strategy to bring it up to date with the target audience's needs for 2023.



### Deliverables

- > Fully Optimised Website
- > Custom Google Analytics Dashboard
- > SEO Education Material
- > Training (if necessary)
- > Global On-site SEO Report

## Completion

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Before your project goes live we will do a quality assurance review of each section to be certain it meets specifications. Finally, we provide a **45-day warranty period** from the day the website goes live to make sure the website meets your expectations once integrated with your company's day-to-day.

### Development and Application Beta

Once all designs have been applied to the CMS and content entered, The Swanscombe & Greenhithe Town Council will have a chance to click through the beta version of the site. At this stage in the project, we are stating that the application aspects of the site are at least 80% complete.

### User-Acceptance Testing (UAT)

Prior to the deployment of the website, \_\_\_\_\_ will lock down the site for one week for The Swanscombe & Greenhithe Town Council to gather feedback and testing information.

### Locking of Development Environment

Prior to going live with the new site, \_\_\_\_\_ will close the development environment from The Swanscombe & Greenhithe Town Council's edits in preparation for the launch. At this stage, we will begin copying the code to the production hosting environment.

### Migration of Critical Data

At this stage any critical data, such as customer account or order information, will be migrated over to the new environment. This may necessitate temporarily restricting public access to the site while making these updates which will be completed during the times of lowest traffic activity.

### DNS Switch And Go Live

The Swanscombe & Greenhithe Town Council will be responsible for updating the DNS information once the site is ready to go live. \_\_\_\_\_ would be happy to assist with this change if desired. Upon final approval from The Swanscombe & Greenhithe Town Council, \_\_\_\_\_ will roll the site live at the designated date and time.

### Post-Launch Assessment

For a **period of 45 days after launch**, \_\_\_\_\_ will monitor the site for bugs and defects. During this time we will repair any bug that results in error messages or problems with pages rendering in the targeted browser. Beyond 45 days, any work on the functionality and design of the site will be considered out-of-scope. (Ongoing Web Support & Maintenance will cover this work, please visit [https://www.\\_\\_\\_\\_\\_.com/\\_\\_\\_\\_\\_-support](https://www._____.com/_____-support) for more details.)

## Training

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Training is key and the most essential part of our delivery stage. We are very generous on time regarding training. Which includes live training sessions with the appropriate staff.

### Team Training

Live & Online Team Training is an integral component of this website project, aimed at equipping staff with the necessary skills and knowledge to excel in their roles. Our training program combines the benefits of live, interactive Q & A sessions with the convenience and flexibility of online learning.

Through engaging screen sharing, practical exercises, and interactive discussions, we can deliver tailored training modules designed to address The Swanscombe & Greenhithe Town Councils specific needs and objectives.

### Productivity Oriented

Our training deliverables are always productivity based. The tools we develop for this project may provide many different ways to achieve the same task, therefore all training is bespoke to this project.

### Video Tutorials

If required, we can supply short video tutorials on specific topics individually made for your system, but please note this is considered as outside the scope of this proposal. It will be combined with live Q&A sessions to go deeper into training.

### Guide Booklets

We can provide The Swanscombe & Greenhithe Town Council with a training booklet to complement the video training, but please note this is considered as outside the scope of this proposal. This material will be delivered in a digital format.



#### Deliverables

- > Online live training
- > Website Best Practice Guide



#### Not Included

- > CMS Usability Videos (up to 5 hours)
- > Blogging Videos (up to 5 hours)
- > Email Marketing Videos (up to 5 hours)
- > User Guide Booklet

## Web Presence Optimisation

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**[OPTIONAL]** Web Presence Optimisation, aka Advanced SEO & Paid Ads, is our all-encompassing approach to optimising an entire web presence for organic and paid search including the website, social channels, blogs, videos, articles, and press releases.

### Hierarchy of Web Presence Optimisation (WPO)

The concept of building a hierarchy of Web Presence Optimisation (WPO) comes from the belief that basic fundamentals are required before organic search success can be achieved. The purpose is to visualise how the execution of SEO and the services required to perform SEO have evolved due to Google's algorithm enhancements and to maximise your SEO efforts and investment.

#### Technical SEO Fundamentals and Foundation

When it comes to being serious about being found on Google and optimising your entire web presence, it is important to start with a strong baseline foundation. We call this first tier "Technical SEO Fundamentals and Foundation." A strong base layer will accelerate your efforts in the higher tiers by ensuring your web presence has a strong infrastructure, can be effectively indexed, and is identifiable.

#### Keyword and Competitive Research

At the core of every organic search strategy are keywords. Coincidentally, at the core of Google's organic search algorithm is relevance for keywords. There will be constant competition for every keyword you are trying to rank for – guaranteed.

#### The Optimised Content Marketing

Optimised content marketing is at the intersection of organic search optimisation, social media, all the recent Google algorithm changes, and content/intent marketing. Planning and creating your optimised content accounts for the majority of your SEO efforts, approximately 55%.

#### Publishing, Socialising, and Sharing Content

Now that you have effective, optimised content that your prospects want, we need to tell them about it. Distributing your content effectively and frequently should occupy about 5% of our SEO effort. After discovery, and depending on the project scope, we can publish your content where appropriate.

#### Measurement and Improvement

In order to improve a content marketing campaign for further execution, not only must we master the previous tiers, but we must measure, benchmark, tweak and repeat. This is the final and ultimate tier, the remaining 5% of our SEO effort. We measure the success of an SEO campaign by comparing the following SEO metrics to other marketing campaigns (Google AdWords, email marketing, banner ads).

## Web Presence Optimisation Campaign

utilises the ultimate Web Presence Optimisation methods (WPO). You will receive access to our exclusive insights through custom reports that follow our proven SEO process. Our WPO campaigns involve the following five interrelated disciplines.

### Strategy Integration

A highly analytical process of user persona development, pitch creation, in-depth keyword research, intent marketing concepts, fine-tuning campaigns, employing advanced strategies, and continually measuring results to lower your cost per sale and increase your ROI.

### Keyword Research

- ➔ Determine optimal keywords and the optimal number of keywords to promote for your campaign.
- ➔ Develop optimal keyword strategy necessary to achieve the same goal within the same time period.
- ➔ Optimal keywords developed from proprietary internal tools and several commercial tools.

### Competitor Analysis

- ➔ Determine the strength of links and link sources that can be replicated and improved upon as the competitive strategy of the site is developed.
- ➔ Approach competitor links sources for link acquisition opportunities.
- ➔ Determine competitor vulnerabilities, and capitalise upon those weaknesses.

### Link Building + Social Signals

Once a site is optimised for search, we switch our focus to link building. Link building involves building powerful and diverse links that make your site appear more relevant to the search engine.

### Conversion Optimisation (CO)

Conversion Optimisation is a process focused on converting the increased site visitors into solid sales leads. It involves multiple phases of funnel friction reduction involving modifications to landing pages, well-placed testimonials, and educational content, effective calls to action, and testing results.

### Optimised Content Creation

Several stages of the project will require content creation and edition. It is through enhanced, pertinent, and direct content that we engage your target audience and create/nurture conversation.

### Paid Advertising

Paid advertising is a powerful tool that produces quick results. Pay Per Click and Pay Per Lead, along with other potential targeted ads, will be employed to kick-start sales and drive revenue. As with all that we do, paid advertising is under constant analysis and adjustment.



## Our Process

The goal of our process is always to maximise your return on investment (ROI). Paid lead generation is a short-term goal and can quickly become a significant investment. Organic lead generation is the long-term goal of almost every WPO campaign. In the case of The Swanscombe & Greenhithe Town Council, we suggest work on both fronts: paid lead generation to accelerate ROI and organic lead generation for long-term ROI.

### Setup Month

In terms of workload, the first month of our WPO campaign is higher and requires a heavy setup stage. Including, but not restricted to: advertising goals review, keyword research, and analysis, potential keywords finalisation, selecting the keywords type (broad/phrase/exact), adding negative keywords, multiple ad-groups creation, multiple ad copy versions (high call-to-action), campaign settings, bid and budget settings, landing page optimisation recommendations, conversion tracking code installation, ad-extension setup (to display business address and phone number with an ad-copy), and adding StatCounter (third party analytics software) tracking code to identify user's exact search query.

### Ongoing Execution and Management

After the first month, we start the paid lead generation campaign monitoring which includes: identifying non-performing keywords and ad copy to improve them, trying varied ad copy for better quality score, bid adjustment, and management to reduce overall CPC, conversion ratio and CTR ratio analysis, target audience tweaking to increase impressions, and competition analysis.

Off-site SEO monitoring includes: detailed analysis of existing backlink profile, competitor link analysis, identification of niche-specific websites and forums for backlink building, five high-quality brand mentions and links with industry-relevant content, and building an author profile for a company representative for personal authorship.

#### Deliverables

- > All the Deliverables Mentioned
- > Monthly Key Parameter Indicator Report
- > Monthly Meeting
- > Sales Funnel Friction Reduction and Improvement

#### Not Included

- > Ad Spend is Not Included
- > Content Creation for Campaigns

## Web Support & Maintenance

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**[OPTIONAL]** At [ ] we don't simply maintain your site, we take care of your project. We know that you need personalised support, that sometimes a phone meeting is the best format for a tutorial, and that relationships matter more than a ticket support system. So we offer Web Support & Maintenance to provide you total peace of mind.

### Technical Support & Maintenance

A Businesses, like people and technology, grow and evolve so the development of your website should never remain stagnant. Successful websites adapt to their target audience and software updates which is why we offer ongoing support and maintenance to help grow your web project. In short, this is your websites insurance policy against unexpected technical & design issues. .

**Note:** All sites are open to vulnerabilities. Technical Support & Maintenance will cover 99% of code-based occurrences, however, we do defer to our disaster recovery plan if in the unlikely event that Technical Support & Maintenance hours exceed 10 hours a month.

### Design & Content Support

Our Design and Content Support option helps you keep the look, feel and content of your website fresh and relevant for your visitors. Perfect for those monthly bank holiday promotions such as New Year's, Valentine's Day, Mother's Day, Easter, Christmas, Divali, etc.

### Help-Desk Support

Help desk allows for direct email and live support meetings for your website. To make the most of your site, you will be asking questions and continually learning. We offer training, education, support, and general questions on how to make your site excel.

Help desk does not include design and content changes, development labor, marketing, and strategy, just tutorial, assistance, and maintenance. Help-desk services are offered Monday through Friday from 9AM to 5PM Central Time.

### Performance and Security

Where possible we will work with your existing host provider. We will collaborate with the Swanscombe & Greenhithe Town Council security team and advise on optimal configuration for the site.

**Note:** The host provider will be managed by Swanscombe & Greenhithe Town Council's service team directly unless otherwise agreed. We can not ensure the proper backup, storage, and encryption if is not managing the host provider. Nor can we be responsible for hosting performance.

## Project Investment

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The following estimates are based on our experience developing websites of similar magnitude since 2013. During the project, we do our best to stay within the structured timeframe.

Stage	Timeframe	Investment
Project Management	1 Week(s)	£3,850.00
Strategy Development	1 Week(s)	£0.00
UX Prototyping and Design*	4 Week(s)	£0.00
Content Creation*	4 Week(s)	£0.00
Web Development	4 Week(s)	£0.00
On-Page SEO and Analytics*	1 Week(s)	£0.00
Completion	2 Week(s)	£0.00
Team Training**	1 Week(s)	£0.00
COGS and Imagery Auxiliary Fund* ( <i>refundable</i> )		£100.00
<b>Project Total</b>		<b>£3,950.00</b>

### Optional Extras

Web Presence Optimisation***	Outside The Scope	£350 /Mth
Web Support & Maintenance ( <i>Tech &amp; Design</i> )	Outside The Scope	£550 /Mth
Email Marketing ( <i>Twice per month</i> )	Outside The Scope	£150 /Mth

\* These stages can be started concurrently.

\*\* This stage is post-site launch.

\*\*\* The amount does not include ad spend which is a deliverable. See Web Presence Optimization.

# Current Website Audit

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At \_\_\_\_\_ we don't just design great websites, we make sure they are functional, practical, timesaving and meet the expectations of our client and their target audience.

## Why Audit The Website?

We are pleased to present our comprehensive website audit as part of this proposal. This audit serves as a valuable tool in optimising your online presence and ensuring that the website we create for Swanscombe & Greenhithe Town Council aligns with your goals and meets the evolving needs of your target audience. In brief the current website has 267 problems that are affecting its Search Engine Optimisation, and the mobile site takes over 12 seconds to load. Please note that mobile devices account for 58.33% of global internet traffic so you could be ostracising 60% of your website's target audience due to a slow & poorly optimised website.

## WEBSITE AUDIT : swanscombeandgreenhithetowncouncil.gov.uk



We found more than 150 pages on your website.  
Google ranks sites higher when every page is optimized for SEO.

### 1) ISSUES DISCOVERED - 267 problems

		DIFFICULTY	SEO IMPACT
9 pages with duplicate <title> tags	<a href="#">View Details</a> →	Moderate	High
2 pages without a H1 heading	<a href="#">View Details</a> →	Easy	Medium
149 pages with no meta description	<a href="#">View Details</a> →	Moderate	High
94 pages with a <title> tag that is too long	<a href="#">View Details</a> →	Easy	Medium
7 pages with a poorly formatted URL for SEO	<a href="#">View Details</a> →	Moderate	Medium

### 2) MOBILE DEVICE LOADING SPEED - Over 12 Seconds

A fast site and smooth user experience are crucial to your SEO health. Based on real visitor experiences on your site in the last 28 days, we've broken down how fast your pages loaded, how long visitors waited while interacting with your pages, and how snaky your pages were when they loaded.



#### LOAD TIME

The time it takes for the page's main content to load. All-time speed is less than 2.5 seconds.

#### MOBILE LOAD TIME

**12.19 seconds** **POOR**



#### INTERACTIVITY

The time from the moment a page is clicked to the response by the user (click, scroll or mouse click or hover) fact. An ideal speed is less than 200 milliseconds.

#### MOBILE INTERACTIVITY

**721.5 milliseconds** **POOR**



#### VISUAL STABILITY

How much your page content shifts or jitters in the browser. An average measurement is 0.1 or lower.

#### MOBILE VISUAL STABILITY

**0.13** **NEEDS IMPROVEMENT**

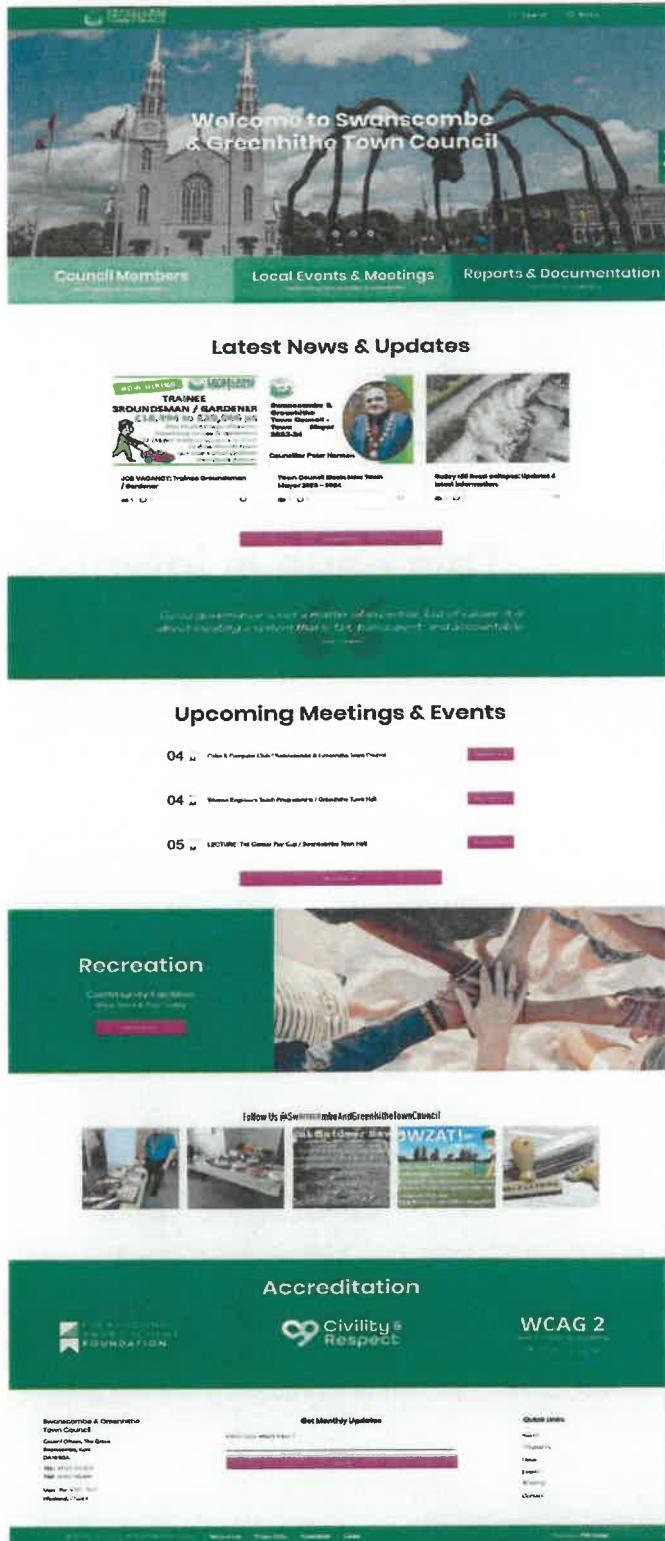


# Draft Website



Please see the example site on the right, and take as much time as you need to review this proposal. Feel free to contact us with any questions.

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