

Swanscombe and Greenhithe Town Council
TRANSFERS - DECEMBER

Date	Desc	From	To	Amount
04/12/2019	Bank to Bank Transfer	Active Saver 1	Current Account	14,082.98
11/12/2019	Bank to Bank Transfer	Active Saver 1	Current Account	23,535.81
03/12/2019	Bank to Bank Transfer	Active Saver 1 - Treasury Deposit	Active Saver 1	300,000.00
04/12/2019	Bank to Bank Transfer	Active Saver 1	Active Saver 1 - Treasury Deposit	250,000.00
19/12/2019	Bank to Bank Transfer	Active Saver 1	Current Account	6,304.53
			Total.....	593,923.32

**Swanscombe and Greenhithe Town Council
TRANSFERS - JANUARY 2020**

Date	Desc	From	To	Amount
08/01/2020	Bank to Bank Transfer	Current Account	Active Saver 1	8,918.91
09/01/2020	Bank to Bank Transfer	Active Saver 1	Current Account	29,423.50
07/01/2020	Bank to Bank Transfer	Active Saver 2	Active Saver 1	323.74
15/01/2020	Bank to Bank Transfer	Active Saver 1	Current Account	1,665.79
30/01/2020	Bank to Bank Transfer	Active Saver 1	Current Account	1,236.73
29/01/2020	Bank to Bank Transfer	Active Saver 2	Active Saver 1	2,472.47
27/01/2020	Bank to Bank Transfer	Active Saver 2 - Treasury Deposit	Active Saver 2	361,994.79
			Total.....	406,035.93

Swanscombe and Greenhithe Town Council
Listing of Receipts in each Code for All Cost Centres
(Between 01-12-2019 and 31-12-2019)

Cost Centre		Town Council Offices Community Hall		Sports Pavilion		Subtotal for Cost Centre:			
Code Number	Date	370 Hire Income	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 190	03/12/2019	Minute Bank	DC	Hall Hire	Various	Z	75.25	0.00	75.25
191	03/12/2019	Active Saver 1	DC	Hall Hire	North Kent Karate	Z	492.00	0.00	492.00
192	06/12/2019	Active Saver 1	DC	Hall Hire	Cygnets	Z	2,486.75	0.00	2,486.75
193	12/12/2019	Active Saver 1	DC	Hall Hire	Various	Z	44.50	0.00	44.50
194	13/12/2019	Active Saver 1	DC	Hall Hire	DBC	Z	153.75	0.00	153.75
205	23/12/2019	Active Saver 1	DC	Hall Hire	DBC	Z	0.00	0.00	0.00
206	23/12/2019	Active Saver 1	DC	Hall Hire	DBC	Z	336.00	0.00	336.00
Subtotal for Code: Hire Income							£3,588.25	£0.00	£3,588.25
Subtotal for Cost Centre: Town Council Offices Communi							3,588.25	0.00	3,588.25
Cost Centre		Old Fire Station Cafe		Old Fire Station Cafe		Subtotal for Cost Centre:			
Code Number	Date	395 Cafe Income	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 198	18/12/2019	Minute Bank	DC	Food Sales	Old Fire Station Cafe	S	742.83	148.57	891.40
Subtotal for Code: Cafe Income							£742.83	£148.57	£891.40
Subtotal for Cost Centre: Old Fire Station Cafe							742.83	148.57	891.40
TOTALS							£8,200.17	£148.57	£8,348.74

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-12-2019 and 31-12-2019)

Code Number	43 Fuel	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1040	04/12/2019	Current Account	DD	Fuel	Alistar	S	288.02	56.66	344.68
						Subtotal for Code:		£288.02	£56.66	£344.68
Code Number	45 Telephone	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1061	11/12/2019	Current Account	DD	Phone Bill - Parks	Overline	S	13.01	2.60	15.61
	1105	18/12/2019	Current Account	DD	Phone Bill - Parks	O2	S	19.66	3.93	23.59
						Subtotal for Code:		£32.67	£6.53	£39.20
Code Number	52 Parks Works Area	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1111	18/12/2019	Current Account	DC	Cleaning Materials	KCC - KCS	S	88.90	17.78	106.68
						Subtotal for Code:		£88.90	£17.78	£106.68
Code Number	54 Trees	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1042	04/12/2019	Current Account	DD	Tree Survey - All Areas	SL Tree Care Ltd	S	2,400.00	480.00	2,880.00
						Subtotal for Code:		£2,400.00	£480.00	£2,880.00
Cost Centre	Leisure Centre					Subtotal for Cost Centre:		13,961.03	1,052.60	15,013.63
Code Number	146 Rates & Insurance Rent - DBC	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1022	04/12/2019	Current Account	DD	NDR	DBC	Z	2,873.00	0.00	2,873.00
	1113	18/12/2019	Current Account	DD	NDR	DBC	Z	2,873.00	0.00	2,873.00
						Subtotal for Code:		£5,746.00	£0.00	£5,746.00
Cost Centre	Administration					Subtotal for Cost Centre:		5,746.00	0.00	5,746.00
Code Number	230 Wages	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1064	11/12/2019	Current Account	DC	Pension E'er	KCC - LGPS	Z	822.02	0.00	822.02
	1065	11/12/2019	Current Account	DC	Pension E'ee	KCC - LGPS	Z	404.36	0.00	404.36
	1070	11/12/2019	Current Account	DC	Pension E'ee	Intelligent Money	Z	166.73	0.00	166.73
	1071	11/12/2019	Current Account	DC	Pension E'er	Intelligent Money	Z	100.05	0.00	100.05
	1076	11/12/2019	Current Account	DC	NI	HMRC	Z	1,706.92	0.00	1,706.92
	1077	11/12/2019	Current Account	DC	PAYE	HMRC	Z	979.60	0.00	979.60
	1083	11/12/2019	Current Account	DC	Wages	SGTC	Z	7,365.96	0.00	7,365.96
						Subtotal for Code:		£11,545.64	£0.00	£11,545.64
Code Number	233 Stationary, Advertising & Postage	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	1029	04/12/2019	Current Account	DC	Cleaning Materials	KCC - KCS	S	26.95	5.39	32.34

Swanscombe and Greenhithe Town Council
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 (Between 01-12-2019 and 31-12-2019)

1033	04/12/2019	Current Account	DC	Franking Machine Rental	60.00	12.00	72.00
1034	04/12/2019	Current Account	DC	Stationery	20.00	4.00	24.00
1048	11/12/2019	Current Account	DC	Stationery	57.96	11.60	69.56
1107	18/12/2019	Current Account	DD	Postage	50.00	0.00	50.00
1110	18/12/2019	Current Account	DC	Cleaning Materials	27.05	5.41	32.46
1112	18/12/2019	Current Account	DC	Stationery	18.50	3.70	22.20
				Subtotal for Code: Stationery, Advertising & Post	£260.46	£42.10	£302.56
234 Telephone / Internet							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1053	11/12/2019	Current Account	DD	Phone Bill - Admin Alarm Line	Overline	S	13.00
1054	11/12/2019	Current Account	DD	Phone Bill - Admin Fax Line	Overline	S	2.60
1055	11/12/2019	Current Account	DD	Phone Bill - Admin Internet	Overline	S	13.00
1056	11/12/2019	Current Account	DD	Phone Bill - Admin Lift Alarm Line	Overline	S	48.50
1057	11/12/2019	Current Account	DD	Phone Bill - Admin Line + Maintenance	Overline	S	9.70
1090	11/12/2019	Current Account	DC	Use of Personal Mobiles - TC and RFO	Overline	S	13.18
				Subtotal for Code: Telephone / Internet	SGTC	S	79.99
							16.00
							20.83
							4.17
							£188.50
							£37.71
							25.00
							£226.21
235 Mileage Allowance							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1089	11/12/2019	Current Account	DC	Mileage	SGTC	S	30.30
							0.90
							£30.30
							£0.90
							31.20
							£31.20
238 Civic Budget							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1098	18/12/2019	Current Account	BANKADJ	Buffet for Christmas Meeting	Petty Cash	Z	46.15
1108	18/12/2019	Current Account	DD	Postage for Town Mayors Christmas Ce	Francotyp Postalia Ltd	Z	50.00
							0.00
							0.00
							£96.15
							£0.00
							£96.15
245 Miscellaneous Expenditure							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1097	18/12/2019	Current Account	BANKADJ	Newspapers	Petty Cash	Z	2.40
1106	18/12/2019	Current Account	DD	Youth Provision	CAS Community Solutions	Z	1,106.67
							0.00
							1,106.67
							£1,109.07
							£0.00
							£1,109.07
248 Member Training							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1109	18/12/2019	Current Account	DC	Member Training - Allotments / Health & KALC	KALC	S	120.00
							24.00
							£120.00
							£24.00
							£144.00
249 IT Services							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net
Vchr.							Total
1039	04/12/2019	Current Account	DC	IT Support & Maintenance	MPR IT Solutions	S	274.50
							54.90
							£274.50
							£54.90
							£329.40
							£54.90
							£329.40

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 (Between 01-12-2019 and 31-12-2019)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
251 Council Offices Building Maintenance									
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1031	04/12/2019	Current Account	DC	Key Holder Payment - Price Increase	GAS	S	15.62	3.12	18.74
1036	04/12/2019	Current Account	DC	Lighting Repairs	Focus Electrical	S	455.62	91.12	546.74
1049	11/12/2019	Current Account	DC	Hygiene Services	VR Sani	S	15.16	3.03	18.19
Subtotal for Code: Council Offices Building Maint							£486.40	£97.27	£583.67
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	KCC - Laser	S	648.23	129.65	777.88
1104	18/12/2019	Current Account	DD	Electricity	Subtotal for Code: Electricity				
							£648.23	£129.65	£777.88
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	DBC	Z	2,160.00	0.00	2,160.00
1023	04/12/2019	Current Account	DD	NNDR	Subtotal for Code: Rates				
1114	18/12/2019	Current Account	DD	NNDR	Subtotal for Code: Rates				
							£4,320.00	£0.00	£4,320.00
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	Elavon	S	36.29	1.20	37.49
1043	11/12/2019	Current Account	DD	Card Fee	Subtotal for Code: Bank Interest				
							£36.29	£1.20	£37.49
Subtotal for Cost Centre: Administration							19,115.54	387.73	19,503.27
Cost Centre Church Road Hall									
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	HMRC	Z	35.20	0.00	35.20
1082	11/12/2019	Current Account	DC	PAYE	Subtotal for Code: Wages				
1088	11/12/2019	Current Account	DC	Wages	Subtotal for Code: Wages				
							£410.18	£0.00	£410.18
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	VR Sani	S	3.79	0.76	4.55
1051	11/12/2019	Current Account	DC	Hygiene Services	Subtotal for Code: Repairs & Maintenance				
1100	18/12/2019	Current Account	DC	Drainguards	Subtotal for Code: Repairs & Maintenance				
							£15.82	£3.17	£18.99
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	KCC - Laser	L	61.89	3.09	64.98
1103	18/12/2019	Current Account	DD	Gas	Subtotal for Code: Gas & Electricity				
							£61.89	£3.09	£64.98
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Bank	Cheq. No.	Description	DBC	Z	125.00	0.00	125.00
1027	04/12/2019	Current Account	DD	NNDR	Subtotal for Code: Repairs & Maintenance				
1118	18/12/2019	Current Account	DD	NNDR	Subtotal for Code: Repairs & Maintenance				
							£125.00	£0.00	£125.00

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-12-2019 and 31-12-2019)

Code Number	Date	406 Telephone Broadband	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1060	11/12/2019	Minute	Current Account	DD	Phone Bill - Church Road Broadband	Overline	S	48.50	9.70	58.20
Subtotal for Code: Telephone Broadband										
Subtotal for Cost Centre: Church Road Hall										
Subtotal for Code: Rates £250.00 £0.00 £250.00 Subtotal for Cost Centre: Heritage Community Hall 802.35										
Code Number	Date	302 Gas & Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1102	18/12/2019	Minute	Current Account	DD	Gas	KCC - Laser	L	2.70	0.14	2.84
Subtotal for Code: Gas & Electricity										
Subtotal for Cost Centre: Grove Hall										
Subtotal for Code: Rates £2.70 £0.14 £2.84 Subtotal for Cost Centre: Grove Hall 2.84										
Code Number	Date	320 Wages	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1081	11/12/2019	Minute	Current Account	DC	PAYE	HMRC	Z	101.60	0.00	101.60
Vchr. 1087	11/12/2019	Minute	Current Account	DC	Wages	SGTC	Z	402.96	0.00	402.96
Subtotal for Code: Wages										
Subtotal for Cost Centre: Grove Hall										
Subtotal for Code: Rates £504.56 £0.00 £504.56 Subtotal for Cost Centre: Grove Hall 2.84										
Code Number	Date	321 Repairs & Maintenance	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1050	11/12/2019	Minute	Current Account	DC	Hygiene Services	VR Sani	S	7.58	1.52	9.10
Subtotal for Code: Repairs & Maintenance										
Subtotal for Cost Centre: Grove Hall										
Subtotal for Code: Rates £7.58 £1.52 £9.10 Subtotal for Cost Centre: Grove Hall 2.84										
Code Number	Date	322 Gas & Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1101	18/12/2019	Minute	Current Account	DD	Gas	KCC - Laser	L	42.60	2.13	44.73
Subtotal for Code: Gas & Electricity										
Subtotal for Cost Centre: Heritage Community Hall										
Subtotal for Code: Rates £42.60 £2.13 £44.73 Subtotal for Cost Centre: Heritage Community Hall 1,034.39										
Code Number	Date	325 Rates	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1024	04/12/2019	Minute	Current Account	DD	NDR	DBC	Z	238.00	0.00	238.00
Vchr. 1115	18/12/2019	Minute	Current Account	DD	NDR	DBC	Z	238.00	0.00	238.00
Subtotal for Code: Rates										
Subtotal for Cost Centre: Heritage Community Hall										
Subtotal for Code: Rates £476.00 £0.00 £476.00 Subtotal for Cost Centre: Heritage Community Hall 1,034.39										
Code Number	Date	Town Council Offices Community Hall	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1068	11/12/2019	360 Wages	Current Account	DC	Pension E'er	KCC - LGPS	Z	95.33	0.00	95.33
Vchr. 1069	11/12/2019	360 Wages	Current Account	DC	Pension E'ee	KCC - LGPS	Z	32.78	0.00	32.78
Vchr. 1086	11/12/2019	360 Wages	Current Account	DC	Wages	SGTC	Z	563.04	0.00	563.04
Subtotal for Code: Wages										
Subtotal for Cost Centre: Grove Hall										
Subtotal for Code: Rates £691.15 £0.00 £691.15 Subtotal for Cost Centre: Grove Hall 2.84										

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-12-2019 and 31-12-2019)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
363 Cleaning Materials									
Vchr.	1030	04/12/2019	DC	Cleaning Materials	KCC - KCS	S	47.10	9.42	56.52
					Subtotal for Code: Cleaning Materials		£47.10	£9.42	£56.52
370 Hire Income									
Vchr.	1091	09/12/2019	DC	Hall Hire Refund	Various	Z	75.25	0.00	75.25
					Subtotal for Code: Hire Income		£75.25	£0.00	£75.25
Cost Centre Old Fire Station Cafe									
					Subtotal for Cost Centre: Town Council Offices Communi		813.50	9.42	822.92

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
380 Wages									
Vchr.	1066	11/12/2019	DC	Pension E'ee	KCC - LGPS	Z	47.56	0.00	47.56
	1067	11/12/2019	DC	Pension E'er	KCC - LGPS	Z	138.36	0.00	138.36
	1078	11/12/2019	DC	PAYE	HMRC	Z	10.80	0.00	10.80
	1079	11/12/2019	DC	NI	HMRC	Z	37.93	0.00	37.93
	1080	11/12/2019	DC	NI	HMRC	Z	17.29	0.00	17.29
	1085	11/12/2019	DC	Wages	SGTC	Z	1,414.40	0.00	1,414.40
					Subtotal for Code: Wages		£1,666.34	£0.00	£1,666.34

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
381 Food/Supplies									
Vchr.	1092	18/12/2019	BANKADJ	Food Supplies	Bookers	S	249.26	8.39	257.65
	1093	18/12/2019	BANKADJ	Food Supplies	Asda Stores Ltd	Z	65.78	0.00	65.78
	1094	18/12/2019	BANKADJ	Food Supplies	Iceland	Z	37.58	0.00	37.58
	1095	18/12/2019	BANKADJ	Food Supplies	Local Shops	Z	11.65	0.00	11.65
					Subtotal for Code: Food/Supplies		£364.27	£8.39	£372.66

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
382 Furniture, Fixtures & Equipment (incl. I									
Vchr.	1041	04/12/2019	DD	Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	71.37	14.27	85.64
	1096	18/12/2019	BANKADJ	Newspapers	Local Shops	Z	27.00	0.00	27.00
					Subtotal for Code: Furniture, Fixtures & Equipme		£98.37	£14.27	£112.64

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
384 Rates									
Vchr.	1025	04/12/2019	DD	NDR	DBC	Z	197.00	0.00	197.00
	1116	18/12/2019	DD	NDR	DBC	Z	197.00	0.00	197.00
					Subtotal for Code: Rates		£394.00	£0.00	£394.00

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
388 Telephone / Internet									
Vchr.	1058	11/12/2019	DD	Phone Bill - Cafe	Overline	S	13.00	2.60	15.60

Swanscombe and Greenhithe Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-12-2019 and 31-12-2019)

Code Number	Date	Current Account	DD	Phone Bill - Cafe Internet	Overline	S	49.15	9.83	58.98
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1046	11/12/2019	Current Account	DC	Waste Bin Collection	Viridor Waste Kent Ltd	S	80.24	16.05	96.29
1052	11/12/2019	Current Account	DC	Hygiene Services	VR Sani	S	10.83	2.17	13.00
				Subtotal for Code: Maintenance			£91.07	£18.22	£109.29
				Subtotal for Cost Centre: Old Fire Station Cafe			2,676.20	53.31	2,729.51
				TOTALS			£45,305.82	£1,565.90	£46,871.72

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Swanscombe and Greenhithe Town Council
Listing of Receipts in each Code for All Cost Centres
(Between 01-01-2020 and 31-01-2020)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Cost Centre Public Lighting									
222	29/01/2020	Current Account	DC	Wayleave for Public Lighting	UK Power Networks	Z	1.15	0.00	1.15
				Subtotal for Code: Income			£1.15	£0.00	£1.15
				Subtotal for Cost Centre: Public Lighting			1.15	0.00	1.15
Cost Centre Parks Establishment									
Code Number 45 Telephone									
220	16/01/2020	Active Saver 1	DC	Phone Bill - Credit	Aerial Direct	Z	5.00	0.00	5.00
				Subtotal for Code: Telephone			£5.00	£0.00	£5.00
				Subtotal for Cost Centre: Parks Establishment			5.00	0.00	5.00
Cost Centre Administration									
Code Number 271 Miscellaneous Income									
208	06/01/2020	Current Account	DC	VAT Repayment	HMRC	R	0.00	8,918.91	8,918.91
219	16/01/2020	Active Saver 1	DC	Storage Fees	Walk Tall	Z	416.66	0.00	416.66
				Subtotal for Code: Miscellaneous Income			£416.66	£8,918.91	£9,335.57
Code Number 274 Bank Interest									
209	09/01/2020	Current Account	DC	Loyalty Reward	Barclays	Z	4.39	0.00	4.39
232	27/01/2020	Active Saver 2	DC	Bank Interest	Barclays	Z	2,472.47	0.00	2,472.47
				Subtotal for Code: Bank Interest			£2,476.86	£0.00	£2,476.86
				Subtotal for Cost Centre: Church Road Hall			2,893.52	8,918.91	11,812.43
Cost Centre Church Road Hall									
Code Number 295 Hire Income									
223	29/01/2020	Current Account	DC	Hall Hire	Various	Z	401.88	0.00	401.88
				Subtotal for Code: Hire Income			£401.88	£0.00	£401.88
				Subtotal for Cost Centre: Church Road Hall			401.88	0.00	401.88
Cost Centre Heritage Community Hall									
Code Number 335 Hire Income									
210	06/01/2020	Active Saver 1	DC	Hall Hire	North Kent Karate	Z	143.50	0.00	143.50
211	06/01/2020	Active Saver 1	DC	Hall Hire	North Kent Karate	Z	297.25	0.00	297.25
212	08/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	88.00	0.00	88.00
213	09/01/2020	Active Saver 1	DC	Hall Hire	Dragon Spirit Karate	Z	102.50	0.00	102.50
216	13/01/2020	Active Saver 1	DC	Hall Hire	Little Kickers	Z	164.00	0.00	164.00

Swanscombe and Greenhithe Town Council
Listing of Receipts in each Code for All Cost Centres
(Between 01-01-2020 and 31-01-2020)

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
225	29/01/2020	Current Account	DC	Hall Hire	Various	Z	94.50	0.00	94.50	
230	22/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	315.00	0.00	315.00	
231	24/01/2020	Active Saver 1	DC	Hall Hire	Little Kickers	Z	41.00	0.00	41.00	
Subtotal for Code:							£1,245.75	£0.00	£1,245.75	
Subtotal for Cost Centre:							Heritage Community Hall	1,245.75	0.00	1,245.75

Cost Centre Sports Pavilion

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
226	29/01/2020	Current Account	DC	Rent	The Pavilion Community Sports & Soc	Z	1,545.00	0.00	1,545.00	
Subtotal for Code:							Rent Income	£0.00	£1,545.00	
Subtotal for Cost Centre:							Sports Pavilion	1,545.00	0.00	1,545.00

Cost Centre Town Council Offices Community Hall

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
214	09/01/2020	Active Saver 1	DC	Hall Hire	DBC	Z	20.50	0.00	20.50	
215	09/01/2020	Active Saver 1	DC	Hall Hire	Cygnets	Z	1,392.00	0.00	1,392.00	
217	13/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	126.00	0.00	126.00	
218	14/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	94.50	0.00	94.50	
224	29/01/2020	Current Account	DC	Hall Hire	Various	Z	188.00	0.00	188.00	
227	17/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	88.00	0.00	88.00	
228	20/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	15.75	0.00	15.75	
229	30/01/2020	Active Saver 1	DC	Hall Hire	Various	Z	88.00	0.00	88.00	
Subtotal for Code:							Hire Income	£2,012.75	£0.00	£2,012.75
Subtotal for Cost Centre:							Town Council Offices Communi	2,012.75	0.00	2,012.75

Cost Centre Old Fire Station Cafe

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
221	29/01/2020	Current Account	DC	Food Sales	Old Fire Station Cafe	S	1,158.79	231.76	1,390.55	
Subtotal for Code:							Cafe Income	£231.76	£1,390.55	
Subtotal for Cost Centre:							Old Fire Station Cafe	231.76	1,390.55	
TOTALS								£9,263.84	£9,150.67	£18,414.51

Swanscombe and Greenhithe Town Council
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Cost Centre	Code Number	Date	Description	Supplier	Vat Type	Net	Vat	Total	
Public Lighting	1 Supply & Maintenance								
	Vchr.	1127	09/01/2020	Electricity - Street Lighting	E-on	129.91	6.50	136.41	
	Bank	Current Account	DD	Subtotal for Code: Supply & Maintenance	L	£129.91	£6.50	£136.41	
Public Lighting	3 Christmas Lighting								
	Vchr.	1122	09/01/2020	Christmas Lighting - 2nd Instalment	Blachere Illumination	2,116.70	423.34	2,540.04	
	Vchr.	1223	30/01/2020	Christmas Lighting - 2nd Instalment	Blachere Illumination	1,336.49	267.30	1,603.79	
			Subtotal for Code: Christmas Lighting		£3,453.19	£890.64	£4,143.83		
Public Lighting	4 Repairs								
	Vchr.	1194	15/01/2020	Street Lighting Repairs	Streightlights	95.50	19.10	114.60	
	Bank	Current Account	DC	Subtotal for Cost Centre: Public Lighting	S	£95.50	£19.10	£114.60	
Parks Establishment	40 Wages								
	Vchr.	1134	09/01/2020	Park Keeper Contract - Site Checks	Night & Day Security	1,222.77	0.00	1,222.77	
	Vchr.	1135	09/01/2020	Park Keeper Contract	Night & Day Security	1,366.35	0.00	1,366.35	
	Vchr.	1162	09/01/2020	Pension E'ee	KCC - LGPS	127.77	0.00	127.77	
	Vchr.	1163	09/01/2020	Pension E'er	KCC - LGPS	314.51	0.00	314.51	
	Vchr.	1172	09/01/2020	Pension E'er	Intelligent Money	68.80	0.00	68.80	
	Vchr.	1173	09/01/2020	Pension E'ee	Intelligent Money	114.66	0.00	114.66	
	Vchr.	1174	09/01/2020	PAYE	HMRC	362.00	0.00	362.00	
	Vchr.	1175	09/01/2020	NI	HMRC	806.25	0.00	806.25	
	Vchr.	1183	09/01/2020	Wages	SGTC	4,303.25	0.00	4,303.25	
				Subtotal for Code: Wages		£8,686.36	£0.00	£8,686.36	
	Equipment/Materials	41 Equipment/Materials							
		Vchr.	1123	09/01/2020	Parks Equipment - Paint	Timber Mouldings Ltd	91.76	0.00	91.76
		Vchr.	1140	09/01/2020	Locks and Keys	Locks N Tools	101.10	20.22	121.32
		Vchr.	1143	09/01/2020	Parks Equipment - Machine Supplies	Ernest Doe & Sons Ltd	46.74	9.35	56.09
		Vchr.	1144	09/01/2020	Sports Ground Supplies	Eden Park (STMS) Ltd	267.30	53.46	320.76
Vchr.		1145	09/01/2020	Parks Equipment - Paint	Trade UK	18.30	3.66	21.96	
Vchr.		1146	09/01/2020	Parks Clothing	Tester	59.00	11.80	70.80	
Vchr.		1190	15/01/2020	Parks Equipment - General Equipment	Trade UK	23.32	4.66	27.98	
Vchr.		1206	30/01/2020	Parks Equipment - Paint	Peity Cash	33.00	0.00	33.00	
Vchr.		1216	30/01/2020	Parks Equipment - General Equipment	Discount Builders Merchants	75.05	15.01	90.06	
				Subtotal for Code: Equipment/Materials		£8,686.36	£0.00	£8,686.36	

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1217	30/01/2020	Current Account	DC	Parks Equipment - Pathway Repairs	Discount Builders Merchants	S	204.85	40.97	245.82
1221	30/01/2020	Current Account	DC	Trees - North Downs Scheme	Barclaycard - Woodland Trust	Z	101.25	0.00	101.25
1224	30/01/2020	Current Account	DC	Parks Equipment - Paint	Wicksteed Leisure Ltd	S	151.90	30.38	182.28
1229	30/01/2020	Current Account	DC	Skip Hire	Pinden Ltd	S	220.00	44.00	264.00
1231	30/01/2020	Current Account	DC	Parks Equipment - General Equipment	Trade UK	S	63.00	12.61	75.61
1232	30/01/2020	Current Account	DC	Sports Ground Supplies	Eden Park (STMS) Ltd	S	165.00	33.00	198.00
				Subtotal for Code:	Equipment/Materials		£1,621.57	£279.12	£1,900.69
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DD	Fuel	Allstar	S	213.77	42.03	255.80
	1137						£213.77	£42.03	£255.80
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DD	Phone Bill - Parks	Overline	S	13.00	2.60	15.60
1161	09/01/2020	Current Account	DC	Mobile Phone - Parks	Barclaycard - Argod	Z	13.00	0.00	13.00
1222	30/01/2020	Current Account	DC	Phone Bill - Parks	O2	S	19.66	3.93	23.59
1234	30/01/2020	Current Account	DC						
				Subtotal for Code:	Telephone		£45.66	£6.53	£52.19
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DC	Road Tax - NU63 BFP	DVLA	Z	260.00	0.00	260.00
1126	09/01/2020	Current Account	DC	Vehicle Repair - Puncture	Monarch Autos	S	58.95	11.79	70.74
1191	15/01/2020	Current Account	BANKADJ	Oil	Petty Cash	Z	17.50	0.00	17.50
1207	30/01/2020	Current Account					£336.45	£11.79	£348.24
				Subtotal for Code:	Vehicles				
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DD	Water Rates	Business Stream	Z	194.58	0.00	194.58
1124	09/01/2020	Current Account					£194.58	£0.00	£194.58
				Subtotal for Code:	Water Rates				
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DD	Electricity - Bowls Pavilion	KCC - Laser	L	-64.62	-3.23	-67.85
1149	09/01/2020	Current Account	DD	Electricity - Bowls Pavilion	KCC - Laser	L	-43.27	-2.16	-45.43
1150	09/01/2020	Current Account	DD	Electricity - Bowls Pavilion	KCC - Laser	L	50.06	2.50	52.56
1151	09/01/2020	Current Account	DD	Electricity - Bowls Pavilion	KCC - Laser	L	25.73	1.29	27.02
1152	09/01/2020	Current Account	DD	Electricity - Bowls Pavilion	EDF Energy	Z	36.98	0.00	36.98
1195	15/01/2020	Current Account	DD	Electricity - Wooden Hut			£4.88	£-1.60	£3.28
				Subtotal for Code:	Gas/Electricity				
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.		Current Account	DC	Playground Equipment Repairs	RSS Playmakers	S	69.57	13.91	83.48
1233	30/01/2020	Current Account					£69.57	£13.91	£83.48
				Subtotal for Code:	Playground Equipment & Mail				

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Code Number	Date	52 Parks Works Area	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.		Minute Bank	BANKADJ		Petty Cash			
1205	30/01/2020	Current Account		Lightbulbs		7.20	0.00	7.20
Subtotal for Code: Parks Works Area						£7.20	£0.00	£7.20
Subtotal for Cost Centre: Parks Establishment						11,180.04	351.78	11,531.82
Cost Centre Administration								
Code Number	Date	230 Wages	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.		Minute Bank	DC		KCC - LGPS			
1164	09/01/2020	Current Account	DC	Pension E'er		822.02	0.00	822.02
1165	09/01/2020	Current Account	DC	Pension E'ee		404.36	0.00	404.36
1170	09/01/2020	Current Account	DC	Pension E'ee		166.73	0.00	166.73
1171	09/01/2020	Current Account	DC	Pension E'ar		100.05	0.00	100.05
1176	09/01/2020	Current Account	DC	NI		1,706.92	0.00	1,706.92
1177	09/01/2020	Current Account	DC	PAYE		978.60	0.00	978.60
1182	09/01/2020	Current Account	DC	Wages		7,359.96	0.00	7,359.96
Subtotal for Code: Wages						£11,538.64	£0.00	£11,538.64
Code Number	Date	232 Photocopier	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.		Minute Bank	DC		KCC - KCS			
1193	15/01/2020	Current Account	DC	Photocopier Rental		100.06	20.01	120.07
Subtotal for Code: Photocopier						£100.06	£20.01	£120.07
Code Number	Date	233 Stationary, Advertising & Postage	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.		Minute Bank	DC		Amazon UK			
1120	09/01/2020	Current Account	DC	Stationary		2.80	0.56	3.36
1139	09/01/2020	Current Account	DC	Stationary		35.50	7.10	42.60
1192	15/01/2020	Current Account	DC	Stationary		28.95	5.79	34.74
1215	30/01/2020	Current Account	DC	Stationary		79.10	15.82	94.92
1225	30/01/2020	Current Account	DC	Stationary		7.22	1.44	8.66
1226	30/01/2020	Current Account	DC	Cleaning Materials		17.40	3.48	20.88
Subtotal for Code: Stationary, Advertising & Post						£170.97	£34.19	£205.16
Code Number	Date	234 Telephone / Internet	Cheq. No.	Description	Supplier	Net	Vat	Total
Vchr.		Minute Bank	DD		Overline			
1153	09/01/2020	Current Account	DD	Phone Bill - Admin Alarm Line		13.00	2.60	15.60
1154	09/01/2020	Current Account	DD	Phone Bill - Admin Fax Line		13.00	2.60	15.60
1155	09/01/2020	Current Account	DD	Phone Bill - Admin Internet		48.50	9.70	58.20
1156	09/01/2020	Current Account	DD	Phone Bill - Admin Lift Alarm Line		13.00	2.60	15.60
1157	09/01/2020	Current Account	DD	Phone Bill - Admin Line + Maintenance		62.64	12.52	75.16
1189	09/01/2020	Current Account	DC	Use of Personal Mobiles - TC and RFO		20.83	4.17	25.00
Subtotal for Code: Telephone / Internet						£170.97	£34.19	£205.16

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Code Number	Date	Minute	Mileage Allowance	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1188	09/01/2020		Bank Current Account	DC	Mileage	SGTC	S	8.23	0.22	8.45
						Subtotal for Code:		£8.23	£0.22	£8.45
Code Number	Date	Minute	Subscriptions / Publications	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1228	30/01/2020		Bank Current Account	DC	Membership Renewal	SLCC	Z	308.00	0.00	308.00
						Subtotal for Code:		£308.00	£0.00	£308.00
Code Number	Date	Minute	Civic Budget	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1197	15/01/2020		Bank Current Account	DC	Mayoral Engagement	Mayor of Maidstone	Z	12.50	0.00	12.50
						Subtotal for Code:		£12.50	£0.00	£12.50
Code Number	Date	Minute	Local Funding	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1230	30/01/2020		Bank Current Account	DC	Local Funding Award	Safe Advice	Z	500.00	0.00	500.00
						Subtotal for Code:		£500.00	£0.00	£500.00
Code Number	Date	Minute	Miscellaneous Expenditure	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1235	30/01/2020		Bank Current Account	DC	Drainage Services	Capelwood	S	275.00	55.00	330.00
						Subtotal for Code:		£275.00	£55.00	£330.00
Code Number	Date	Minute	Staff Training	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1125	09/01/2020		Bank Current Account	DC	Staff Training - Accessibility - Town Cler	KALC	S	60.00	12.00	72.00
						Subtotal for Code:		£60.00	£12.00	£72.00
Code Number	Date	Minute	Member Training	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1196	15/01/2020		Bank Current Account	DC	Member Training - Allotments / Health & KALC	KALC	S	60.00	12.00	72.00
						Subtotal for Code:		£60.00	£12.00	£72.00
Code Number	Date	Minute	IT Services	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1121	09/01/2020		Bank Current Account	DD	Printer Ink	Barclaycard - Printerland	Z	156.20	0.00	156.20
1142	09/01/2020		Current Account	DC	IT Support & Maintenance	MPR IT Solutions	S	274.50	54.90	329.40
1220	30/01/2020		Current Account	DC	Website Charges - Heritage Site	Barclaycard	Z	57.46	0.00	57.46
1236	30/01/2020		Current Account	DC	Website Charges	Qwerty IT Services	S	60.00	12.00	72.00
						Subtotal for Code:		£548.16	£66.90	£615.06
Code Number	Date	Minute	Council Offices Building Maintenance	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr. 1129	09/01/2020		Bank Current Account	DC	Hygiene Services	VR Sani	S	15.16	3.03	18.19
1136	09/01/2020		Current Account	DC	Window Cleaning	Chapman	Z	40.00	0.00	40.00

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1141	09/01/2020	Current Account	DC	CCTV Repairs	Active Security Group	S	79.20	15.84	95.04
1147	09/01/2020	Current Account	DC	Automatic Door Maintenance	HRD Security	S	185.00	37.00	222.00
1219	30/01/2020	Current Account	DC	Signage - Sliding Doors	Barclayscard - Safety Signs	Z	7.20	0.00	7.20
253 Gas					Subtotal for Code: Council Offices Building Maint		£326.56	£55.87	£382.43
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1148	09/01/2020	Current Account	DD	Gas	KCC - Laser	S	288.96	57.79	346.75
1203	15/01/2020	Current Account	DD	Gas	KCC - Laser	S	335.06	67.01	402.07
254 Electricity					Subtotal for Code: Gas		£624.02	£124.80	£748.82
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1204	15/01/2020	Current Account	DD	Electricity	KCC - Laser	S	574.77	114.95	689.72
274 Bank Interest					Subtotal for Code: Electricity		£574.77	£114.95	£689.72
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1119	09/01/2020	Current Account	DD	Card Fee	Elavon	S	38.36	1.20	39.56
1138	09/01/2020	Current Account	DD	Bank Charges	Barclays	Z	28.45	0.00	28.45
1218	30/01/2020	Current Account	DC	Bank Charges	Barclays	Z	45.51	0.00	45.51
280 Wages					Subtotal for Code: Bank Interest		£112.32	£1.20	£113.52
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1181	09/01/2020	Current Account	DC	PAYE	HMRC	Z	24.40	0.00	24.40
1187	09/01/2020	Current Account	DC	Wages	SGTC	Z	401.02	0.00	401.02
281 Repairs & Maintenance					Subtotal for Code: Wages		£425.42	£0.00	£425.42
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1131	09/01/2020	Current Account	DC	Hygiene Services	VR Sani	S	3.79	0.76	4.55
282 Gas & Electricity					Subtotal for Code: Repairs & Maintenance		£3.79	£0.76	£4.55
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1200	15/01/2020	Current Account	DD	Gas	KCC - Laser	L	36.04	1.80	37.84
1201	15/01/2020	Current Account	DD	Gas	KCC - Laser	L	60.41	3.02	63.43
1202	15/01/2020	Current Account	DD	Gas	KCC - Laser	L	-61.89	-3.09	-64.98
406 Telephone Broadband					Subtotal for Code: Gas & Electricity		£34.56	£1.73	£36.29
Vchr.	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1160	09/01/2020	Current Account	DD	Phone Bill - Church Road Broadband	Overline	S	48.50	9.70	58.20

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Cost Centre	Grove Hall	Subtotal for Code: Telephone Broadband		£48.50	£9.70	£58.20								
Code Number	302 Gas & Electricity	Subtotal for Cost Centre: Church Road Hall		512.27	12.19	524.46								
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total				
1198	15/01/2020		Current Account	DD	Gas	KCC - Laser	L	2.79	0.14	2.93				
						Subtotal for Code: Gas & Electricity		£2.79	£0.14	£2.93				
						Subtotal for Cost Centre: Grove Hall		2.79	0.14	2.93				
Cost Centre	Heritage Community Hall	Code Number	320 Wages	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		1180	09/01/2020		Current Account		Current Account	DC	PAYE	HMRC	Z	100.80	0.00	100.80
		1186	09/01/2020		Current Account		Current Account	DC	Wages	SGTC	Z	403.16	0.00	403.16
										Subtotal for Code: Wages		£503.96	£0.00	£503.96
Code Number	321 Repairs & Maintenance	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
1130	09/01/2020		Current Account		Current Account	DC	Hygiene Services	VR Sani	S	7.58	1.52	9.10		
								Subtotal for Code: Repairs & Maintenance		£7.58	£1.52	£9.10		
Code Number	322 Gas & Electricity	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
1199	15/01/2020		Current Account		Current Account	DD	Gas	KCC - Laser	L	43.02	2.15	45.17		
								Subtotal for Code: Gas & Electricity		£43.02	£2.15	£45.17		
								Subtotal for Cost Centre: Heritage Community Hall		554.56	3.67	558.23		
Cost Centre	Town Council Offices Community Hall	Code Number	360 Wages	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
		1168	09/01/2020		Current Account		Current Account	DC	Pension E'er	KCC - LGPS	Z	95.33	0.00	95.33
		1169	09/01/2020		Current Account		Current Account	DC	Pension E'ee	KCC - LGPS	Z	32.77	0.00	32.77
		1185	09/01/2020		Current Account		Current Account	DC	Wages	SGTC	Z	563.04	0.00	563.04
										Subtotal for Code: Wages		£691.14	£0.00	£691.14
Code Number	363 Cleaning Materials	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
1227	30/01/2020		Current Account		Current Account	DC	Cleaning Materials	KCC - KCS	S	37.30	7.46	44.76		
								Subtotal for Code: Cleaning Materials		£37.30	£7.46	£44.76		
								Subtotal for Cost Centre: Town Council Offices Communiti		728.44	7.46	735.90		
Cost Centre	Old Fire Station Cafe	Code Number	380 Wages	Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total

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Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1166	09/01/2020	Current Account	DC	Pension E'ee	KCC - LGPS	Z	44.18	0.00	44.18
1167	09/01/2020	Current Account	DC	Pension E'er	KCC - LGPS	Z	128.51	0.00	128.51
1178	09/01/2020	Current Account	DC	PAYE	HMRC	Z	-0.80	0.00	-0.80
1179	09/01/2020	Current Account	DC	NI	HMRC	Z	21.41	0.00	21.41
1184	09/01/2020	Current Account	DC	Wages	SGTC	Z	1,409.61	0.00	1,409.61
Subtotal for Code: Wages							£1,602.91	£0.00	£1,602.91

381 Food/Supplies

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1208	30/01/2020	Current Account	BANKADJ	Food Supplies	Bookers	S	155.59	5.31	160.90
1209	30/01/2020	Current Account	BANKADJ	Food Supplies	Asda Stores Ltd	Z	140.07	0.00	140.07
1210	30/01/2020	Current Account	BANKADJ	Food Supplies	Iceland	Z	31.02	0.00	31.02
1211	30/01/2020	Current Account	BANKADJ	Food Supplies	Poundstretcher	Z	1.99	0.00	1.99
1212	30/01/2020	Current Account	BANKADJ	Food Supplies	Co-Operative Stores	Z	5.12	0.00	5.12
1213	30/01/2020	Current Account	BANKADJ	Food Supplies	Local Shops	Z	6.70	0.00	6.70
1237	30/01/2020	Current Account	BANKADJ	Food Supplies	Various	Z	52.73	0.00	52.73
Subtotal for Code: Food/Supplies							£393.22	£5.31	£398.53

382 Furniture, Fixtures & Equipment (incl. i

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1133	09/01/2020	Current Account	DD	Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	71.37	14.27	85.64
1214	30/01/2020	Current Account	BANKADJ	Newspapers	Local Shops	Z	31.00	0.00	31.00
Subtotal for Code: Furniture, Fixtures & Equipme							£102.37	£14.27	£116.64

388 Telephone / Internet

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1158	09/01/2020	Current Account	DD	Phone Bill - Cafe	Overline	S	13.00	2.60	15.60
1159	09/01/2020	Current Account	DD	Phone Bill - Cafe Internet	Overline	S	48.50	9.70	58.20
Subtotal for Code: Telephone / Internet							£61.50	£12.30	£73.80

389 Maintenance

Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1128	09/01/2020	Current Account	DC	Waste Bin Collection	Vivdor Waste Kent Ltd	S	60.18	12.04	72.22
1132	09/01/2020	Current Account	DC	Hygiene Services	VR Sani	S	10.83	2.17	13.00
Subtotal for Code: Maintenance							£71.01	£14.21	£85.22
Subtotal for Cost Centre: Old Fire Station Cafe							2,231.01	46.09	2,277.10

TOTALS **£34,277.91** **£1,668.90** **£35,946.81**

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Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

Cost Centre	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
Public Lighting					
1 Supply & Maintenance	0.00	0.00	2570.00	2,141.66	-558.44
2 All Night Lighting	0.00	0.00	0.00	0.00	0.00
3 Christmas Lighting	0.00	0.00	2500.00	2,083.34	-913.88
4 Repairs	0.00	0.00	500.00	416.66	260.91
5 Long Term Financial Risks	0.00	0.00	500.00	416.66	416.66
6 Income	1.00	0.84	0.00	0.00	0.31
7 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00
Sub Total for Public Lighting	1.00	0.84	6,070.00	5,058.32	-794.44
Grove Car Park					
20 Rates	0.00	0.00	4234.00	3,528.34	-792.46
21 Repairs & Maintenance	0.00	0.00	500.00	416.66	416.66
22 Long Term Financial Risks	0.00	0.00	655.00	545.84	545.84
23 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00
421 Income	815.00	679.16	0.00	0.00	0.00
Sub Total for Grove Car Park	815.00	679.16	5,389.00	4,490.84	305.88
Craylands Lane Car Park					
30 Rates	0.00	0.00	0.00	0.00	0.00
31 Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00
32 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00
Sub Total for Craylands Lane Car Park	0.00	0.00	0.00	0.00	0.00
Parks Establishment					
40 Wages	0.00	0.00	101000.00	84,166.66	-2,532.11
41 Equipment/Materials	0.00	0.00	37500.00	31,250.00	-46.11
42 New Grounds Maintenance Equipm	0.00	0.00	0.00	0.00	0.00
43 Fuel	0.00	0.00	2500.00	2,083.34	-690.23
44 Fencing	0.00	0.00	2000.00	1,666.66	1,666.66
45 Telephone	0.00	0.00	400.00	333.34	42.76
46 Vehicles	0.00	0.00	2400.00	2,000.00	-544.29

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Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Act. Receipts	Budget Payments		Variance
	Total for year	Year to Date		Total for Year	Year to Date	
47 Water Rates	0.00	0.00	0.00	1000.00	833.34	614.06
48 Gas/Electricity	0.00	0.00	0.00	2000.00	1,666.66	219.28
49 Playground Equipment & Maintenanar	0.00	0.00	1876.30	5000.00	4,166.66	-761.35
50 Staff Training	0.00	0.00	0.00	1000.00	833.34	3920.78
51 Knockhall Changing Rooms	0.00	0.00	0.00	500.00	416.66	833.34
52 Parks Works Area	0.00	0.00	0.00	750.00	625.00	410.16
53 Vandalism	0.00	0.00	0.00	500.00	416.66	-410.19
54 Trees	0.00	0.00	0.00	3000.00	2,500.00	46.66
55 New Recreational Facilities	0.00	0.00	0.00	0.00	0.00	100.00
56 Unexpected/Emergency Works	0.00	0.00	0.00	1000.00	833.34	0.00
57 Long Term Financial Risks	0.00	0.00	0.00	10250.00	8,541.66	769.02
58 New Community Facility	0.00	0.00	0.00	0.00	0.00	64.32
59 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00	8,541.66
65 Miscellaneous Income	1,003.00	835.84	1003.00	0.00	0.00	0.00
66 Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Parks Establishment	1,003.00	835.84	2,929.30	170,800.00	142,333.32	135,196.88
Cost Centre Swanscombe Park						9,229.90
70 Bowls Pavilion Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
71 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00
75 Bowls Income	3,302.00	2,751.66	3329.60	0.00	0.00	0.00
78 Hire Charges	0.00	0.00	0.00	0.00	0.00	577.94
79 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Swanscombe Park	3,302.00	2,751.66	3,329.60	0.00	0.00	577.94
Cost Centre Knockhall Playing Field						
80 Rates	0.00	0.00	0.00	146.00	121.66	144.85
81 Long Term Financial Risks	0.00	0.00	0.00	500.00	416.66	-23.19
85 Football	5,700.00	4,750.00	5678.50	0.00	0.00	416.66
Sub Total for Knockhall Playing Field	5,700.00	4,750.00	5,678.50	646.00	538.32	928.50
Cost Centre Broomfield Sports Ground						1,321.97

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Act. Receipts		Budget Payments		Act. Payments		Variance	
	Total for year	Year to Date	Total for year	Year to Date	Total for year	Year to Date	Total for year	Year to Date	Total for year	Year to Date
90 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
95 Football Income	7,500.00	6,250.00	7330.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
96 Cricket Income	1,700.00	1,416.66	2629.50	0.00	0.00	0.00	50.00	50.00	1,030.00	1,030.00
97 Miscellaneous Income	100.00	83.34	84.50	0.00	0.00	0.00	995.50	995.50	217.34	217.34
98 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.16	1.16
Sub Total for Broomfield Sports Ground	9,300.00	7,750.00	10,044.00	0.00	0.00	0.00	1,045.50	1,045.50	1,248.50	1,248.50
Cost Centre Heritage Park										
100 Maintenance/Rent	0.00	0.00	1000.00	0.00	500.00	416.66	2436.79	2436.79	-1,020.13	-1,020.13
101 Water Supply	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
104 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Heritage Park	0.00	0.00	1,000.00	0.00	500.00	416.66	2,436.79	2,436.79	-1,020.13	-1,020.13
Cost Centre St Peter & St Paul's Churchyard										
110 Maintenance	0.00	0.00	0.00	0.00	3000.00	2,500.00	0.00	0.00	2,500.00	2,500.00
Sub Total for St Peter & St Paul's Churchyard	0.00	0.00	0.00	0.00	3,000.00	2,500.00	0.00	0.00	2,500.00	2,500.00
Cost Centre Other Projects										
121 General Projects (inc. Summer Ente	0.00	0.00	331.76	0.00	10000.00	8,333.34	10331.48	10331.48	-1,666.38	-1,666.38
123 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Other Projects	0.00	0.00	331.76	0.00	10,000.00	8,333.34	10,331.48	10,331.48	-1,666.38	-1,666.38
Cost Centre Leisure Centre										
146 Rates & Insurance Rent - DBC	0.00	0.00	0.00	0.00	28573.00	23,810.84	31494.39	31494.39	-7,683.55	-7,683.55
155 Management Fee	0.00	0.00	0.00	0.00	57000.00	47,500.00	42750.00	42750.00	4,750.00	4,750.00
Sub Total for Leisure Centre	0.00	0.00	0.00	0.00	85,573.00	71,310.84	74,244.39	74,244.39	-2,933.55	-2,933.55
Cost Centre Squash Courts										
200 Maintenance	0.00	0.00	0.00	0.00	250.00	208.34	956.82	956.82	-748.48	-748.48
201 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
205 Squash Income	0.00	0.00	0.00	0.00	0.00
Sub Total for Squash Courts	0.00	0.00	250.00	208.34	956.82
Cost Centre Allotments					
210 Rents / Licences	0.00	0.00	150.00	125.00	75.00
211 Repairs / Maintenance	0.00	0.00	250.00	208.34	41.23
212 Water Supply	0.00	0.00	0.00	0.00	152.00
213 Long Term Financial Risks	0.00	0.00	1000.00	833.34	0.00
218 Rent Income	2,345.00	1,954.16	0.00	0.00	833.34
Sub Total for Allotments	2,345.00	1,954.16	1,400.00	1,166.68	388.99
Cost Centre Administration					
230 Wages	0.00	0.00	137000.00	114,166.66	-1,375.38
231 Furniture, Fixtures & Fittings	0.00	0.00	500.00	416.66	295.56
232 Photocopier	0.00	0.00	1000.00	833.34	-123.14
233 Stationary, Advertising & Postage	0.00	0.00	2300.00	1,916.66	-448.82
234 Telephone / Internet	0.00	0.00	3600.00	3,000.00	380.99
235 Mileage Allowance	0.00	0.00	400.00	333.34	48.62
236 Insurance	0.00	0.00	12770.00	10,641.66	-2,204.90
237 Subscriptions / Publications	0.00	0.00	5008.00	4,173.34	431.84
238 Civic Budget	0.00	0.00	1500.00	1,250.00	829.00
239 Civic Reception	0.00	0.00	1500.00	1,250.00	1,250.00
240 Chains of Office	0.00	0.00	250.00	208.34	-1,964.58
241 Legal Fees	0.00	0.00	5000.00	4,166.66	2,271.66
242 External Audit Fees	0.00	0.00	1300.00	1,083.34	-216.66
243 Internal Audit Fees	0.00	0.00	250.00	208.34	133.34
244 Local Funding	0.00	0.00	7000.00	5,833.34	4,833.34
245 Miscellaneous Expenditure	0.00	0.00	6000.00	5,000.00	-7,589.04
246 Election Expenses	0.00	201.57	8000.00	6,666.66	6,666.66
247 Staff Training	0.00	0.00	1000.00	833.34	679.54
248 Member Training	0.00	0.00	1500.00	1,250.00	845.00
249 IT Services	0.00	0.00	6000.00	5,000.00	-3,032.72

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Budget Payments		Variance Year to Date
	Total for year	Year to Date	Total for Year	Year to Date	
250 Handyman (incl. seasonal park staff)	0.00	0.00	1000.00	833.34	0.00
251 Council Offices Building Maintenance	0.00	0.00	15000.00	12,500.00	0.00
252 Water Rates	0.00	0.00	1000.00	833.34	16194.33
253 Gas	0.00	0.00	2475.00	2,062.50	-93.11
254 Electricity	0.00	0.00	5216.00	4,346.66	2063.36
255 Rates	0.00	0.00	22135.00	18,445.84	5448.40
256 Long Term Financial Risks	0.00	0.00	2000.00	1,666.66	21604.00
270 Photocopier Income	0.00	0.00	0.00	0.00	0.00
271 Miscellaneous Income	4,000.00	3,333.34	0.00	0.00	1,666.66
272 Precept	426,806.00	355,671.66	6664.10	0.00	0.00
273 Section 136	5,440.00	4,533.34	426806.00	0.00	3,330.76
274 Bank Interest	2,400.00	2,000.00	5440.00	0.00	71,134.34
275 Long Term Maintenance	0.00	0.00	3884.07	0.00	906.66
276 Government C Tax Grant	14,435.00	12,029.16	0.00	0.00	933.39
422 CIL	0.00	0.00	14435.00	0.00	0.00
Sub Total for Administration	453,081.00	377,567.50	523,798.65	208,920.02	142,260.57
Cost Centre Church Road Hall			250,704.00	212,890.60	
280 Wages	0.00	0.00	5000.00	4,166.66	4367.27
281 Repairs & Maintenance	0.00	0.00	1500.00	1,250.00	-200.61
282 Gas & Electricity	0.00	0.00	800.00	666.66	-976.01
283 Cleaning Materials	0.00	0.00	100.00	83.34	105.79
284 Furniture, Fixtures & Fittings	0.00	0.00	100.00	83.34	61.74
285 Rates	0.00	0.00	1283.00	1,069.16	83.34
287 Miscellaneous Expenditure	0.00	0.00	125.00	104.16	1252.05
288 Long Term Financial Risks	0.00	0.00	0.00	0.00	-182.89
295 Hire Income	4,350.00	3,625.00	0.00	0.00	-26.55
299 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00
406 Telephone Broadband	0.00	0.00	0.00	0.00	-206.36
Sub Total for Church Road Hall	4,350.00	3,625.00	9,508.00	7,923.32	15.00
Cost Centre Grove Hall			3,418.64	9,043.51	-1,326.55

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Act. Receipts	Budget Payments		Variance Year to Date
	Total for year	Year to Date		Total for Year	Year to Date	
300 Wages	0.00	0.00	0.00	0.00	0.00	0.00
301 Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
302 Gas & Electricity	0.00	0.00	0.00	250.00	208.34	178.34
303 Cleaning Materials	0.00	0.00	0.00	100.00	83.34	-14.84
304 Furniture, Fixtures & Fittings	0.00	0.00	0.00	0.00	0.00	0.00
305 Rates	0.00	0.00	0.00	0.00	0.00	0.00
306 Water Rates	0.00	0.00	0.00	0.00	0.00	0.00
307 Miscellaneous Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
308 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00
315 Hire Income	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Grove Hall	0.00	0.00	0.00	350.00	291.68	163.50
Cost Centre Heritage Community Hall						
320 Wages	0.00	0.00	0.00	4500.00	3,750.00	5168.92
321 Repairs & Maintenance	0.00	0.00	0.00	1000.00	833.34	-799.64
322 Gas & Electricity	0.00	0.00	0.00	750.00	625.00	720.23
323 Cleaning Materials	0.00	0.00	0.00	50.00	41.66	85.63
324 Furniture, Fixtures & Fittings	0.00	0.00	0.00	0.00	0.00	0.00
325 Rates	0.00	0.00	0.00	2000.00	1,666.66	-517.69
326 Water Rates	0.00	0.00	0.00	350.00	291.66	-38.77
327 Miscellaneous Expenditure	0.00	0.00	0.00	130.00	108.34	130.71
328 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00
329 Long Term Maintenance Requireme	0.00	0.00	0.00	0.00	0.00	0.00
335 Hire Income	7,000.00	5,833.34	6331.56	0.00	0.00	0.00
Sub Total for Heritage Community Hall	7,000.00	5,833.34	6,331.56	8,780.00	7,316.66	-2,538.37
Cost Centre Sports Pavilion						
340 Gas & Electricity	0.00	0.00	0.00	659.00	549.16	549.16
341 Water Rates	0.00	0.00	1775.80	494.00	411.66	-1,361.14
342 Maintenance & Cleaning Contributic	0.00	0.00	0.00	1750.00	1,458.34	-2,407.64
343 Rates	0.00	0.00	0.00	0.00	0.00	0.00
344 Building Insurance	0.00	0.00	0.00	1418.00	1,181.66	-237.03

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Act. Receipts		Budget Payments		Act. Payments		Variance Year to Date
	Total for year	Year to Date	Total for year	Year to Date	Total for year	Year to Date	Total for year	Year to Date	
345 Miscellaneous Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
346 Long Term Financial Risks	0.00	0.00	0.00	0.00	17000.00	14,166.66	0.00	0.00	14,166.66
350 Rent Income	18,441.00	15,367.50	15453.00	0.00	0.00	0.00	0.00	0.00	85.50
Sub Total for Sports Pavilion	18,441.00	15,367.50	17,228.80	17,767.48	21,321.00	17,767.48	8,833.27	8,833.27	10,795.51
Cost Centre Town Council Offices Community I									
360 Wages	0.00	0.00	0.00	0.00	7688.00	6,406.66	6876.22	6876.22	-469.56
361 Repairs & Maintenance	0.00	0.00	0.00	0.00	420.00	350.00	726.52	726.52	-376.52
362 Furniture, Fixtures & Fittings	0.00	0.00	0.00	0.00	100.00	83.34	0.00	0.00	83.34
363 Cleaning Materials	0.00	0.00	0.00	0.00	260.00	216.66	239.89	239.89	-23.23
364 Miscellaneous Expenditure	0.00	0.00	0.00	0.00	75.00	62.50	130.71	130.71	-68.21
365 Long Term Financial Risks	0.00	0.00	0.00	0.00	5000.00	4,166.66	0.00	0.00	4,166.66
370 Hire Income	36,000.00	30,000.00	28748.79	0.00	0.00	0.00	100.25	100.25	-1,351.46
Sub Total for Town Council Offices Communi	36,000.00	30,000.00	28,748.79	11,285.82	13,543.00	11,285.82	8,073.59	8,073.59	1,961.02
Cost Centre Old Fire Station Cafe									
380 Wages	0.00	0.00	0.00	0.00	18000.00	15,000.00	16798.43	16798.43	-1,798.43
381 Food/Supplies	0.00	0.00	0.00	0.00	4000.00	3,333.34	4226.17	4226.17	-892.83
382 Furniture, Fixtures & Equipment (inc	0.00	0.00	0.00	0.00	750.00	625.00	1447.66	1447.66	-822.66
383 Advertising	0.00	0.00	0.00	0.00	100.00	83.34	0.00	0.00	83.34
384 Rates	0.00	0.00	0.00	0.00	1708.00	1,423.34	2166.92	2166.92	-743.58
385 Electricity & Water	0.00	0.00	0.00	0.00	1070.00	891.66	1495.67	1495.67	-604.01
386 Cleaning Materials	0.00	0.00	0.00	0.00	130.00	108.34	125.24	125.24	-16.90
387 DBC Maintenance Service Charge	0.00	0.00	0.00	0.00	1750.00	1,458.34	1198.60	1198.60	259.74
388 Telephones / Internet	0.00	0.00	0.00	0.00	1000.00	833.34	619.31	619.31	214.03
389 Maintenance	0.00	0.00	0.00	0.00	1000.00	833.34	966.36	966.36	-133.02
390 Miscellaneous Expenditure (incl. DE	0.00	0.00	0.00	0.00	1000.00	833.34	439.87	439.87	393.47
391 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
392 Rent DBC	0.00	0.00	0.00	0.00	5600.00	4,666.66	0.00	0.00	4,666.66
393 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
395 Cafe Income	12,450.00	10,375.00	10463.22	0.00	0.00	0.00	0.00	0.00	88.22

Swanscombe and Greenhithe Town Council
Receipts and Payments compared with Flexed Budget (01/04/2019 to 31/01/2020)

	Budget Receipts		Budget Payments		Variance	
	Total for year	Year to Date	Total for Year	Year to Date		
Sub Total for Old Fire Station Cafe	12,450.00	10,375.00	36,108.00	30,090.04	29,484.23	694.03
Cost Centre Bus Shelters						
400 Maintenance	0.00	0.00	750.00	625.00	0.00	625.00
401 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00
405 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total for Bus Shelters	0.00	0.00	750.00	625.00	0.00	625.00
Cost Centre Ingress Park Community Centre						
407 Wages	0.00	0.00	1000.00	833.34	0.00	833.34
408 Repairs & Maintenance	0.00	0.00	500.00	416.66	0.00	416.66
409 Gas & Electricity	0.00	0.00	400.00	333.34	0.00	333.34
410 Cleaning Materials	0.00	0.00	250.00	208.34	0.00	208.34
411 Furniture & Fittings	0.00	0.00	1000.00	833.34	0.00	833.34
412 Rates (NINDR)	0.00	0.00	500.00	416.66	0.00	416.66
413 Water Rates	0.00	0.00	150.00	125.00	0.00	125.00
414 Key Holder Security	0.00	0.00	200.00	166.66	0.00	166.66
415 Misc Expenditure	0.00	0.00	200.00	166.66	0.00	166.66
416 Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00	0.00
417 Long Term Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
418 Hire Income	0.00	0.00	0.00	0.00	0.00	0.00
419 Commuted Sum	2,500.00	2,083.34	0.00	0.00	0.00	0.00
420 Contingency Fund	13,500.00	11,250.00	0.00	0.00	0.00	-2,083.34
	5,000.00	4,166.66	0.00	0.00	0.00	-11,250.00
Sub Total for Ingress Park Community Centre	21,000.00	17,500.00	4,200.00	3,500.00	0.00	-4,166.66
GRAND TOTALS	£574,788.00	£478,990.00	£628,892.00	£524,076.68	£515,605.44	£147,943.36



SWANSCOMBE AND GREENHITHE TOWN COUNCIL

GUIDANCE NOTES FOR APPLICATIONS FOR FUNDING FROM THE TOWN COUNCIL.

1. Awards of funding are made up to a maximum of £500 for general awards to local charitable, voluntary or community organisations, and up to £250 for start-up awards to new organisations.
2. The decision regarding your application will be made on the basis of the information you supply on this application form. Your application will be copied to members of the Town Council. The decision made by the Town Council is final and non-negotiable; no further correspondence regarding decisions made on any applications will be entered into.
3. All parts of the application form must be completed.
4. Unfortunately the amounts requested each year normally exceed the funds available. It is therefore imperative that as much information as possible is provided with your application so that the Town Council can ascertain the activities and operation of your organisation.
5. All applications will be considered on their individual merits and every applicant must fully understand that there is no guarantee of funding or continued funding.
6. All applications will be deemed to have read and agreed to comply to the Guidance Notes for Applications for Funding from the Town Council.
7. All applications will be deemed to have agreed to information regarding their application be used and publicised by the Town Council both internally and externally.
8. All applications must, when successful, agree to:
 - Publicly acknowledge the Town Council for providing funding.
 - Use the Town Councils logo (to be supplied) on any and all publicity for the funding.
 - Attend the Town Council offices for a publicity photograph for the presentation of the funds.
9. Applications will not be considered from:
 - Private organisations operated as a business or a profit making concern
 - Organisations intending to support or oppose political or religious groups



SWANSCOMBE AND GREENHITHE TOWN COUNCIL

10. No works/purchases can be made until any applications have been considered by the Town Council.
11. Retrospective applications will NOT be considered.

Please do not hesitate to contact the Town Clerk, Graham Blew, if you wish to discuss any part of your application.

Telephone: 01322 385513

(A)

Re-Submitted

4 DEC 2017



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL

(Please complete using BLACK INK)

<p>1. Name and full address of Organisation:</p> <p>MY BUTTERFLY</p>	<p>Phoenix court Black Eagle Drive DAM</p>
<p>2. Amount of funding requested.</p>	<p>£ 200 - 250</p>
<p>3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):</p> <p>Diana Dainauskaite</p>	<p>Phoenix court Black Eagle Drive Northfleet DAM</p>
<p>4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):</p>	<p>The aim of the club is that children on the spectrum with a special interest to come together & enjoy their hobbies.</p>
<p>5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.</p>	<p>20+</p>
<p>6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe.</p> <p>Please provide the number of local residents who will benefit from this award.</p>	<p>Club will bring together children with ASD, ADHD together to engage in their favourite activities. Also a place for parents to communicate & support each other.</p>
<p>7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.). No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.</p>	<p>To buy trains & trucks, materials for Arts & crafts stationery, storage boxes.</p>



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	No
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: D DAINAUSKAITE Sort Code: [REDACTED] Account Number: [REDACTED] Organisation Name: MY BUTTERFLY
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed: [REDACTED] Dated: 03/02/2019

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

(B)

19 FEB 2022



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

1. Name and full address of Organisation:	HI KENT 18 BREWER STREET MADSTONE MEYFIRU
2. Amount of funding requested.	£ 500
3. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	412 CLAYTON (AS ABOVE) L. Clayton @ hikent. org. uk
4. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):	PLEASE SEE SEPARATE SHEET
5. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	ALTHOUGH THERE IS NO ONE FROM HI KENT WHO LIVES IN SWANSCOMBE, THE PEOPLE WHO VISIT OUR CLINICS LIVE IN THE AREA
6. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe. Please provide the number of local residents who will benefit from this award.	PLEASE SEE SEPARATE SHEET
7. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.): No works/purchases can be made until any applications have been considered by the Town Council. Retrospective applications will NOT be considered.	PLEASE SEE SEPARATE SHEET



APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

8. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	£ 500 MARCH 2017 £ 300 MARCH 2018 £ 250 MARCH 2019
9. Please provide the bank details for the organisation for payment. Alternatively provide the name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	Account Name: HI KENT Sort Code: [REDACTED] Account Number: [REDACTED] Organisation Name: HI KENT
10. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed: [REDACTED] Dated: 17/2/20

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

Hi Kent

Application form for funding from Swanscombe and Greenhithe Town Council 2020

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

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

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

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

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

HI KENT YEARLY BUDGET FOR THE SWANSCOMBE AND GREENHITHE CLINIC 2020:

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

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I am pleased to report to Members of the Town Council that I have carried out an interim internal audit of the Town Council's records for 2019-20.

Members should be aware that the audit tests that I undertook during the interim audit cannot be relied on to identify the occasional omission or insignificant error, nor to disclose breaches of trust or statute, neglect or fraud which may have taken place and which it is the responsibility of the Members of the Council to guard against through the Town Council's internal control procedures.

Members will be pleased to know that I did not find anything major in the audit to report and that I found the record keeping is of a good standard and the Town Council's approach to the management of risks to be sound.

I would like to take this opportunity to thank your Clerk and Finance Officer for the assistance given to me in the conduct of the audit that took place on 22 January 2020.

PREVIOUS AUDITS:

External Audit Certificate 2018-19:

The External Audit Certificate for 2018-19 was qualified with the auditor reporting errors amounting to a net £2.7k. The auditor also referred to issues over March 2019 Direct Debits delayed into April 2019 by Easter.

As in respect of the similar audit qualification on the 2017-18 accounts, the qualification for errors of £2.7k in a turnover of £580k remains in my view as misplaced. The error is not material in the context of activity and instead of a qualification an "except for" note would have been appropriate.

I am unclear what the auditor is saying about the Direct Debits. As the Town Council uses income and expenditure accounting, that the payments were made in 2019-20 is not a problem as creditor adjustments will have brought the expenditure back into 2018-19.

Internal Audit 2018-19:

No matters to follow up.

NOTES FROM THIS VISIT:

During the visit I tested the accounting records including the cashbook, bank statements and bank reconciliations. I also reviewed the minutes and VAT claims.

I found all the financial records to be accurate and up to date. There were no unexplained entries in the bank reconciliations.

All was fine with the minutes and adoption of the Accounting and Governance Statements. I would suggest that, as the Accounts & Audit Regulations specify the sequence of events for these processes, the Council minutes record that the Governance Statement was signed by the Chairman immediately after its approval. Likewise for the Accounting statement.

I have nothing further to report

Lionel Robbins
Independent Internal Auditor
21 February 2020

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