

SGTC

**Listing of Receipts in each Code for All Cost Centres
(Between 01/03/2013 to 31/03/2013)**

Cost Centre Administration		274 Bank Interest		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Minute	Bank	Current Account	DD	Bank Charges	Supplier	Net	Vat	Total							
159	07/03/2013		Current Account	DD	Bank Charges	Barclays	-9.42	0.00		-9.42							
167	04/03/2013		HI Business Prer	DC	Bank Interest	Barclays	9.75	0.00		9.75							
168	18/03/2013		HI Business Prer	DC	Bank Interest	Barclays	16.11	0.00		16.11							
169	04/03/2013		Reserve Account	DC	Bank Interest	Barclays	1.90	0.00		1.90							
170	13/03/2013		Reserve Account	DC	Bank Interest	Barclays	7.24	0.00		7.24							
Subtotal for Code: Bank Interest							£25.58	£0.00		£25.58							
Subtotal for Cost Centre: Administration							25.58	0.00		25.58							

Cost Centre Church Road Hall		295 Hire Income		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Minute	Bank	Current Account <th>Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th> </th>	Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th>	Supplier	Net	Vat	Total								
161	28/03/2013		Current Account	Hall Hire	Various	280.50	0.00		280.50								
Subtotal for Code: Hire Income							£280.50	£0.00		£280.50							
Subtotal for Cost Centre: Church Road Hall							280.50	0.00		280.50							

Cost Centre Heritage Community Hall		335 Hire Income		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Minute	Bank	Current Account <th>Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th> </th>	Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th>	Supplier	Net	Vat	Total								
162	28/03/2013		Current Account	Hall Hire	Various	1,494.75	0.00		1,494.75								
Subtotal for Code: Hire Income							£1,494.75	£0.00		£1,494.75							
Subtotal for Cost Centre: Heritage Community Hall							1,494.75	0.00		1,494.75							

Cost Centre Town Council Offices Community Hall		370 Hire Income		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Minute	Bank	Current Account <th>Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th> </th>	Hall Hire <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th>	Supplier	Net	Vat	Total								
163	28/03/2013		Current Account	Hall Hire	Various	1,782.50	0.00		1,782.50								
164	28/03/2013		Current Account	Charge for Rubbish Clearance	Various	65.00	0.00		65.00								
165	11/03/2013		HI Business Prer	Hall Hire	North Kent Karate	224.00	0.00		224.00								
166	28/03/2013		HI Business Prer	Hall Hire	DBC	112.00	0.00		112.00								
Subtotal for Code: Hire Income							£2,183.50	£0.00		£2,183.50							
Subtotal for Cost Centre: Town Council Offices Comir							2,183.50	0.00		2,183.50							

Cost Centre Old Fire Station Cafe		395 Cafe Income		Cheq. No.		Description		Supplier		Vat Type		Net		Vat		Total	
Vchr.	Date	Minute	Bank	Current Account <th>Food Sales <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th> </th>	Food Sales <th>Supplier</th> <th>Net</th> <th>Vat</th> <th>Total</th>	Supplier	Net	Vat	Total								
160	28/03/2013		Current Account	Food Sales	Old Fire Station Cafe	515.54	103.11		618.65								
Subtotal for Code: Cafe Income							£515.54	£103.11		£618.65							
Subtotal for Cost Centre: Old Fire Station Cafe							515.54	103.11		618.65							

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Listing of Receipts in each Code for All Cost Centres
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TOTALS	£4,499.87	£103.11	£4,602.98
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Listing of Payments in each Code for All Cost Centres (Between 01/03/2013 to 31/03/2013)

Cost Centre Public Lighting				1 Supply & Maintenance							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	DD		E-on	L					
1222	14/03/2013	Current Account	DD	Electricity - Street Lighting			66.10	3.31	69.41		
							Subtotal for Code: Supply & Maintenance	£66.10	£3.31		
							Subtotal for Cost Centre: Public Lighting	66.10	3.31	69.41	
Cost Centre Parks Establishment				40 Wages							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	DD		Inland Revenue	Z					
1177	06/03/2013	Current Account	712807	PAYE			578.00	0.00	578.00		
1178	06/03/2013	Current Account	712807	NI			555.06	0.00	555.06		
1189	06/03/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z	266.46	0.00	266.46		
1190	06/03/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z	1,454.25	0.00	1,454.25		
1229	14/03/2013	Current Account	DD	Wages	SGTC	Z	3,886.22	0.00	3,886.22		
							Subtotal for Code: Wages	£6,739.99	£0.00	£6,739.99	
Cost Centre Equipment/Materials				41 Equipment/Materials							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	DD		FL Machinery <th>Z</th> <th></th> <th></th> <th></th> <th colspan="2"></th>	Z					
1169	06/03/2013	Current Account	712800	Mower Service			471.10	0.00	471.10		
1174	06/03/2013	Current Account	712804	Sports Grounds Maintenance Supp	Eden Park (STMS) Ltd	S	246.75	49.35	296.10		
1175	06/03/2013	Current Account	712805	Dog Bin Disposal	Enterprise	S	144.00	28.80	172.80		
1176	06/03/2013	Current Account	712806	Skip Hire	Pinden Ltd	S	185.00	37.00	222.00		
1216	14/03/2013	Current Account	712814	General Maintenance Supplies	Ernest Doe & Sons Ltd	S	46.61	4.33	50.94		
1234	21/03/2013	Current Account	712820	Mower Service - Ride On	FL Machinery	Z	230.37	0.00	230.37		
1235	21/03/2013	Current Account	712821	Sports Grounds Maintenance Supp	Eden Park (STMS) Ltd	S	272.98	54.60	327.58		
1244	28/03/2013	Current Account	712828	General Equipment/Materials	Discount Builders Merchants	S	7.50	1.50	9.00		
1246	28/03/2013	Current Account	712829	Sports Grounds Maintenance Supp	Eden Park (STMS) Ltd	S	24.00	4.80	28.80		
							Subtotal for Code: Equipment/Materials	£1,628.31	£180.38	£1,808.69	
Cost Centre Fuel				43 Fuel							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	dd		Asda Stores Ltd <th>S</th> <th></th> <th></th> <th></th> <th colspan="2"></th>	S					
1187	06/03/2013	Current Account	dd	Diesel			270.81	54.16	324.97		
							Subtotal for Code: Fuel	£270.81	£54.16	£324.97	
Cost Centre Fencing				44 Fencing							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	DD		Discount Builders Merchants <th>S</th> <th></th> <th></th> <th></th> <th colspan="2"></th>	S					
1215	14/03/2013	Current Account	712813	Fencing Repairs - Saxon Court and			54.09	10.83	64.92		
1237	21/03/2013	Current Account	712824	Fencing Repairs - Broomfield	Forestrall Ltd	S	46.74	9.35	56.09		
							Subtotal for Code: Fencing	£100.83	£20.18	£121.01	
Cost Centre Vehicles				46 Vehicles							
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Account	DD		SMC Ford <th>Z</th> <th></th> <th></th> <th></th> <th colspan="2"></th>	Z					
1168	06/03/2013	Current Account	712799	MOT - Vans			54.85	0.00	54.85		

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1214	14/03/2013	Current Account	712812	MOT - Vans	SMC Ford	S	231.36	35.30	266.66
		Subtotal for Code: Vehicles					£286.21	£35.30	£321.51
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1238	21/03/2013	Current Account	712825	Paint for Playround Equipment	Wicksteed Leisure Ltd	S	206.15	41.23	247.38
		Subtotal for Code: Playround Equipment & P					£206.15	£41.23	£247.38
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1250	28/03/2013	Current Account	712833	Tree Works	Down to Earth Trees Ltd	S	990.00	198.00	1,188.00
		Subtotal for Code: Trees					£990.00	£198.00	£1,188.00
		Subtotal for Cost Centre: Swanscombe Park					10,222.30	529.25	10,751.55
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1248	28/03/2013	Current Account	712831	New Locks for Bowls Pavilion	Bre£ Locks N Tools	S	43.08	8.62	51.70
		Subtotal for Code: Bowls Pavilion Maintenance					£43.08	£8.62	£51.70
		Subtotal for Cost Centre: Swanscombe Park					43.08	8.62	51.70
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1170	06/03/2013	Current Account	712801	Heritage Park Rent	Land Securities	S	12.50	2.50	15.00
		Subtotal for Code: Maintenance/Rent					£12.50	£2.50	£15.00
		Subtotal for Cost Centre: Heritage Park					12.50	2.50	15.00
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1179	06/03/2013	Current Account	712807	PAYE	Inland Revenue	Z	873.80	0.00	873.80
1180	06/03/2013	Current Account	712807	NI	Inland Revenue	Z	504.07	0.00	504.07
1191	06/03/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z	407.97	0.00	407.97
1192	06/03/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z	1,966.72	0.00	1,966.72
1223	14/03/2013	Current Account	DD	Wages	SGTC	Z	5,831.73	0.00	5,831.73
		Subtotal for Code: Wages					£9,584.29	£0.00	£9,584.29
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1220	14/03/2013	Current Account	712818	Photocopier Rental	KCC - KCS	S	189.76	37.95	227.71
1221	14/03/2013	Current Account	712818	Photocopier Usage	KCC - KCS	S	187.59	37.52	225.11
		Subtotal for Code: Photocopier					£377.35	£75.47	£452.82
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2033	14/03/2013	Current Account	712818	Stationary, Advertising & Postage	Photocopier				

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1171	06/03/2013	Current Account	712802	Stationery	KCC - KCS	S	26.88	5.38	32.26
1172	06/03/2013	Current Account	712802	Stationery	KCC - KCS	S	30.55	6.11	36.66
1188	06/03/2013	Current Account	dd	Smartstamp Monthly Top Up	Royal Mail	Z	60.00	0.00	60.00
1239	21/03/2013	Current Account	712826	Stationery	KCC - KCS	S	27.50	5.50	33.00
1242	21/03/2013	Current Account	DD	Smartstamp Monthly Top Up	Royal Mail	Z	60.00	0.00	60.00
Code Number	Date	234 Telephone / Internet			Supplier	Vat Type	Net	Vat	Total
Vchr.	14/03/2013	Minute	Bank	Use of Personal Mobiles - TC and I	SGTC	S	20.83	4.17	25.00
		Minute	Current Account				£20.83	£4.17	£25.00
					Subtotal for Code: Telephone / Internet				

Code Number	Date	235 Mileage Allowance			Supplier	Vat Type	Net	Vat	Total
Vchr.	14/03/2013	Minute	Bank	Mileage	SGTC	S	27.23	0.72	27.95
		Minute	Current Account				£27.23	£0.72	£27.95
					Subtotal for Code: Mileage Allowance				

Code Number	Date	239 Civic Reception			Supplier	Vat Type	Net	Vat	Total
Vchr.	14/03/2013	Minute	Bank	Wine for Civic Reception	Clir Mrs A R Harvey	Z	90.00	0.00	90.00
		Minute	Current Account				£90.00	£0.00	£90.00
					Subtotal for Code: Civic Reception				

Code Number	Date	241 Legal Fees			Supplier	Vat Type	Net	Vat	Total
Vchr.	06/03/2013	Minute	Bank	Land Registry Fee	Land Registry	Z	160.00	0.00	160.00
	28/03/2013	Minute	Current Account	Deed of Dedication	Land Registry	Z	80.00	0.00	80.00
					Subtotal for Code: Legal Fees				

Code Number	Date	251 Council Offices Building Maintena			Supplier	Vat Type	Net	Vat	Total
Vchr.	14/03/2013	Minute	Bank	Boiler Service	LW Burt & Son Ltd	S	2,654.42	530.88	3,185.30
	28/03/2013	Minute	Current Account	Access Contract Annual Maintenan	Active Security Group	S	88.58	17.72	106.30
	28/03/2013	Minute	Current Account	CCTV Annual Maintenance Contrar	Active Security Group	S	82.23	16.45	98.68
					Subtotal for Code: Council Offices Building M				

Code Number	Date	253 Gas			Supplier	Vat Type	Net	Vat	Total
Vchr.	06/03/2013	Minute	Bank	Gas	KCC - Laser	S	321.35	64.27	385.62
	06/03/2013	Minute	Current Account	Gas	KCC - Laser	S	337.58	67.52	405.10
					Subtotal for Code: Gas				

Cost Centre	Church Road Hall				Supplier	Vat Type	Net	Vat	Total
Code Number	280 Wages								
Vchr.	14/03/2013	Minute	Bank	Wages	SGTC	Z	346.04	0.00	346.04
		Minute	Current Account						
					Subtotal for Cost Centre: Administration				

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		Subtotal for Code: Wages		£346.04	£0.00	£346.04
Code Number	281 Repairs & Maintenance	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1243	28/03/2013	Current Account	712828	Roofing Repairs	44.46
						£44.46
		Subtotal for Code: Repairs & Maintenance		£37.05	7.41	£44.46
Code Number	282 Gas & Electricity	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1202	06/03/2013	Current Account	DD	Gas	72.11
						£72.11
		Subtotal for Code: Gas & Electricity		£68.68	3.43	£72.11
Code Number	287 Miscellaneous Expenditure	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1185	06/03/2013	Current Account	712808	PPL Music Licence	135.44
	1212	14/03/2013	Current Account	712811	Hygiene Services	5.82
						£141.26
		Subtotal for Code: Miscellaneous Expenditure		£117.71	£23.55	£141.26
		Subtotal for Cost Centre: Church Road Hall		569.48	34.39	603.87
Code Number	302 Gas & Electricity	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1200	06/03/2013	Current Account	DD	Gas	4.83
	1201	06/03/2013	Current Account	DD	Gas	4.83
						£9.66
		Subtotal for Code: Gas & Electricity		£9.20	£0.46	£9.66
		Subtotal for Cost Centre: Grove Hall		9.20	0.46	9.66
Code Number	320 Wages	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1182	06/03/2013	Current Account	712807	PAYE	87.60
	1228	14/03/2013	Current Account	DD	Wages	368.31
						£455.91
		Subtotal for Code: Wages		£455.91	£0.00	£455.91
Code Number	322 Gas & Electricity	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1199	06/03/2013	Current Account	DD	Gas	251.39
						£251.39
		Subtotal for Code: Gas & Electricity		£209.49	£41.90	£251.39
Code Number	323 Cleaning Materials	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1249	28/03/2013	Current Account	712832	Cleaning Materials	72.60
						£72.60
		Subtotal for Code: Cleaning Materials		£60.50	£12.10	£72.60
Code Number	327 Miscellaneous Expenditure	Minute	Bank	Cheq. No.	Description	Total
Vchr.	1184	06/03/2013	Current Account	712808	PP' Music Licence	135.43
						£135.43
		Subtotal for Code: Miscellaneous Expenditure		112.86	22.57	135.43

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1213	14/03/2013	Current Account	712811	Hygiene Services	Cannon	S	4.25	0.85	5.10
					Subtotal for Code: Miscellaneous Expenditure		£117.11	£23.42	£140.53
					Subtotal for Cost Centre: Heritage Community Hall		843.01	77.42	920.43

Cost Centre Sports Pavilion

Code Number	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
342 Maintenance & Cleaning Contribu									
Vchr.			Cheq. No.						
1173	06/03/2013	Current Account	712802	Cleaning Materials	KCC - KCS	S	66.48	13.30	79.78
1226	14/03/2013	Current Account	DD	Wages	SGTC	Z	18.63	0.00	18.63
1236	21/03/2013	Current Account	712822	Tracing Roof Leaks and Covering V	Kareshirl Maintenance	Z	406.82	0.00	406.82
1241	21/03/2013	Current Account	712827	Roofing Repairs	Kareshirl Maintenance	Z	5,842.50	0.00	5,842.50
1245	28/03/2013	Current Account	712828	Roofing Repairs	Discount Builders Merchants	S	60.81	12.17	72.98
					Subtotal for Code: Maintenance & Cleaning C		£6,395.24	£25.47	£6,420.71

Code Number 343 Rates

Vchr.	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
1251	28/03/2013	Current Account		NNDR	DBC	Z	750.82	0.00	750.82
					Subtotal for Code: Rates		£750.82	£0.00	£750.82
					Subtotal for Cost Centre: Sports Pavilion		7,146.06	25.47	7,171.53

Cost Centre Town Council Offices Community Hall

Code Number	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
360 Wages									
Vchr.			Cheq. No.						
1195	06/03/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z	24.42	0.00	24.42
1196	06/03/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z	142.94	0.00	142.94
1227	14/03/2013	Current Account	DD	Wages	SGTC	Z	419.49	0.00	419.49
					Subtotal for Code: Wages		£586.85	£0.00	£586.85

Code Number 363 Cleaning Materials

Vchr.	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
1240	21/03/2013	Current Account	712826	Cleaning Materials	KCC - KCS	S	12.88	2.58	15.46
					Subtotal for Code: Cleaning Materials		£12.88	£2.58	£15.46

Code Number 364 Miscellaneous Expenditure

Vchr.	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
1183	06/03/2013	Current Account	712808	PPL Music Licence	PPL	S	112.86	22.57	135.43
					Subtotal for Code: Miscellaneous Expenditure		£112.86	£22.57	£135.43
					Subtotal for Cost Centre: Town Council Offices Comrr		712.59	25.15	737.74

Cost Centre Old Fire Station Cafe

Code Number	Date	Bank	Minute	Description	Supplier	Vat Type	Net	Vat	Total
380 Wages									
Vchr.			Cheq. No.						
1181	06/03/2013	Current Account	712807	NI	Inland Revenue	Z	-7.68	0.00	-7.68
1193	06/03/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z	33.97	0.00	33.97
1194	06/03/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z	198.88	0.00	198.88

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Code Number	Date	Current Account	DD	Wages	SGTC								
1231	14/03/2013	Current Account	DD	Wages									
381 Food/Supplies													
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total				
1203	06/03/2013	Current Account	712809	Food Supplies	Asda Stores Ltd	Z	57.46	0.00	57.46				1,016.51
1204	06/03/2013	Current Account	712809	Food Supplies	Co-Operative Stores	Z	9.25	0.00	9.25				£1,241.68
1205	06/03/2013	Current Account	712809	Food Supplies	Costco	S	99.73	4.33	104.06				
1206	06/03/2013	Current Account	712809	Food Supplies	Farmfoods	Z	5.34	0.00	5.34				
1207	06/03/2013	Current Account	712809	Food Supplies	Iceland	Z	4.00	0.00	4.00				
1208	06/03/2013	Current Account	712809	Newspapers	Corner Shop	Z	27.00	0.00	27.00				
1209	06/03/2013	Current Account	712809	Newspapers	Nilla	Z	75.65	0.00	75.65				
1210	06/03/2013	Current Account	712809	Newspapers	Pound Town	Z	4.00	0.00	4.00				
1211	06/03/2013	Current Account	712809	Newspapers	Sainsburys	Z	11.60	0.00	11.60				
1232	14/03/2013	Current Account	DD	Costs to go to Costco	SGTC	S	11.46	2.29	13.75				
							Subtotal for Code:	Food/Supplies	£305.49	£6.62			£312.11
382 Furniture, Fixtures & Equipment (i)													
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total				
1186	06/03/2013	Current Account	dd	Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	65.00	13.00	78.00				
							Subtotal for Code:	Furniture, Fixtures & Equip	£65.00	£13.00			£78.00
390 Miscellaneous Expenditure													
Vchr.	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total				
1217	14/03/2013	Current Account	712815	Waste Bin Collection	Viridor Waste Kent Ltd	S	49.96	10.00	59.96				
							Subtotal for Code:	Miscellaneous Expenditure	£49.96	£10.00			£59.96
							Subtotal for Cost Centre:	Old Fire Station Cafe	1,662.13	29.62			1,691.75
							TOTALS		£35,315.24	£1,530.38			£36,845.62

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Listing of Receipts in each Code for All Cost Centres (Between 01/04/2013 to 30/04/2013)

Cost Centre		Broomfield Sports Ground									
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr.	5	25/04/2013	Current Account		Cricket Pitch Hire	S&G 1880 Cricket Club	Z	815.00	0.00	815.00	
						Subtotal for Code: Cricket Income		£815.00	£0.00	£815.00	
						Subtotal for Cost Centre: Broomfield Sports Ground		815.00	0.00	815.00	
Cost Centre		Allotments									
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr.	1	18/04/2013	Current Account		Return of Allotment Key Deposit	Sivak	Z	-10.00	0.00	-10.00	
	3	25/04/2013	Current Account		Allotment Rent	Various	Z	1,179.70	0.00	1,179.70	
						Subtotal for Code: Rent Income		£1,169.70	£0.00	£1,169.70	
						Subtotal for Cost Centre: Allotments		1,169.70	0.00	1,169.70	
Cost Centre		Administration									
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr.	2	15/04/2013	Current Account	DC	VAT Repayment	HM Customs & Excise	R	0.00	8,098.17	8,098.17	
						Subtotal for Code: Miscellaneous Income		£0.00	£8,098.17	£8,098.17	
Code Number		272 Precept									
Vchr.	13	29/04/2013	HI Business Prer		Precept	DBC	Z	241,229.00	0.00	241,229.00	
						Subtotal for Code: Precept		£241,229.00	£0.00	£241,229.00	
Code Number		273 Section 136 Contribution									
Vchr.	14	29/04/2013	HI Business Prer		Section 136 Contribution	DBC	Z	44,384.00	0.00	44,384.00	
						Subtotal for Code: Section 136 Contribution		£44,384.00	£0.00	£44,384.00	
Code Number		274 Bank Interest									
Vchr.	9	08/04/2013	Current Account	DD	Annual Subscription	Barclays	Z	-9.05	0.00	-9.05	
						Subtotal for Code: Bank Interest		£-9.05	£0.00	£-9.05	
						Subtotal for Cost Centre: Administration		285,603.95	8,098.17	293,702.12	
Cost Centre		Church Road Hall									
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr.	4	25/04/2013	Current Account		Hall Hire	Various	Z	287.00	0.00	287.00	
	10	08/04/2013	HI Business Prer	DC	Hall Hire	DBC	Z	42.00	0.00	42.00	
	12	30/04/2013	HI Business Prer	DC	Hall Hire	KCC - KCS	Z	48.00	0.00	48.00	
						Subtotal for Code: Hire Income		£377.00	£0.00	£377.00	

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Listing of Receipts in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

Cost Centre		Heritage Community Hall		Church Road Hall		377.00		0.00		377.00	
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr. 6	25/04/2013		Current Account		Hall Hire	Various	Z	1,346.50	0.00	1,346.50	
						Subtotal for Code: Hire Income		£1,346.50	£0.00	£1,346.50	
						Subtotal for Cost Centre: Heritage Community Hall		1,346.50	0.00	1,346.50	
Cost Centre		Town Council Offices Community Hall		Town Council Offices Comr		1,815.25		0.00		1,815.25	
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr. 7	25/04/2013		Current Account		Hall Hire	Various	Z	1,703.25	0.00	1,703.25	
Vchr. 11	19/04/2013		HI Business Prer	DC	Hall Hire	DBC	Z	112.00	0.00	112.00	
						Subtotal for Code: Hire Income		£1,815.25	£0.00	£1,815.25	
						Subtotal for Cost Centre: Town Council Offices Comr		1,815.25	0.00	1,815.25	
Cost Centre		Old Fire Station Cafe		Old Fire Station Cafe		£8,193.00		£291,601.57		£299,794.57	
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
Vchr. 8	25/04/2013		Current Account		Food Sales	Old Fire Station Cafe	S	474.17	94.83	569.00	
						Subtotal for Code: Cafe Income		£474.17	£94.83	£569.00	
						Subtotal for Cost Centre: Old Fire Station Cafe		474.17	94.83	569.00	
						TOTALS		£291,601.57	£8,193.00	£299,794.57	

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Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

Cost Centre Public Lighting			1 Supply & Maintenance			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 65	11/04/2013	Current Account	DD	Electricity - Street Lighting	E-on	73.18	3.66	76.84	Subtotal for Code: Supply & Maintenance		L				£73.18	£3.66	£76.84			
Subtotal for Cost Centre: Public Lighting																				
<table border="0" style="width:100%"> <tr> <td style="width:100%">Subtotal for Cost Centre: Public Lighting</td> <td style="width:100%">73.18</td> <td style="width:100%">3.66</td> <td style="width:100%">76.84</td> </tr> </table>																	Subtotal for Cost Centre: Public Lighting	73.18	3.66	76.84
Subtotal for Cost Centre: Public Lighting	73.18	3.66	76.84																	
Cost Centre Grove Car Park			20 Rates			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 18	04/04/2013	Current Account	DD	NNDR	DBC	328.20	0.00	328.20	Subtotal for Code: Rates		Z				£328.20	£0.00	£328.20			
Subtotal for Cost Centre: Grove Car Park																				
<table border="0" style="width:100%"> <tr> <td style="width:100%">Subtotal for Cost Centre: Grove Car Park</td> <td style="width:100%">328.20</td> <td style="width:100%">0.00</td> <td style="width:100%">328.20</td> </tr> </table>																	Subtotal for Cost Centre: Grove Car Park	328.20	0.00	328.20
Subtotal for Cost Centre: Grove Car Park	328.20	0.00	328.20																	
Cost Centre Parks Establishment			40 Wages			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 9	04/04/2013	Current Account	712844	PAYE	Inland Revenue	530.60	0.00	530.60	Subtotal for Code: Wages		Z				123.63	0.00	123.63			
10	04/04/2013	Current Account	712844	NI	Inland Revenue	516.42	0.00	516.42			Z				266.46	0.00	266.46			
28	04/04/2013	Current Account	DD	Pension Eee	KCC - LGPS	1,454.25	0.00	1,454.25			Z				4,376.18	0.00	4,376.18			
29	04/04/2013	Current Account	DD	Pension Eer	KCC - LGPS	4,376.18	0.00	4,376.18			Z				123.63	0.00	123.63			
60	11/04/2013	Current Account	DD	Wages	SGTC	123.63	0.00	123.63	Subtotal for Code: Wages		Z				£7,267.54	£0.00	£7,267.54			
61	11/04/2013	Current Account	DD	Park Keeper Cover	SGTC	123.63	0.00	123.63			Z				123.63	0.00	123.63			
Cost Centre Parks Establishment			41 Equipment/Materials			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 5	04/04/2013	Current Account	712840	Skip Hire	Pindlen Ltd	185.00	37.00	222.00	Subtotal for Code: Wages		S				33.16	6.64	39.80			
50	11/04/2013	Current Account	712851	General Equipment/Materials	Discount Builders Merchants	144.00	28.80	172.80			S				74.26	4.86	79.12			
51	11/04/2013	Current Account	712852	Dog Bin Disposal	Enterprise	160.00	32.00	192.00			L				317.64	40.85	358.49			
53	11/04/2013	Current Account	712854	General Equipment/Materials	Ernest Doe & Sons Ltd	160.00	32.00	192.00	Subtotal for Code: Equipment/Materials		S				£914.06	£150.15	£1,064.21			
70	18/04/2013	Current Account	712855	Health Referral	The Preventative Healthcare Com	317.64	40.85	358.49			S				222.21	44.44	266.65			
77	18/04/2013	Current Account	712859	Sports Grounds Maintenance Supp	Eden Park (STMS) Ltd	914.06	150.15	1,064.21	Subtotal for Code: Fuel		S				£222.21	£44.44	£266.65			
Cost Centre Parks Establishment			43 Fuel			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 23	11/04/2013	Current Account	DD	Diesel	Asda Stores Ltd	222.21	44.44	266.65	Subtotal for Code: Fuel		S				£222.21	£44.44	£266.65			
Cost Centre Parks Establishment			44 Fencing			Supplier			Vat Type			Total								
Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total	Code Number	Date	Bank	Cheq. No.	Description	Supplier	Net	Vat	Total			
Vchr. 4	04/04/2013	Current Account	712839	Fencing Repairs - Neptune Park	Forestrall Ltd	11.30	2.26	13.56	Subtotal for Code: Fencing		S				£11.30	£2.26	£13.56			

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Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

Code Number	45 Telephone	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
66	11/04/2013		Current Account	D	Phone Bill - Parks	British Telecom	S	42.23	8.44	50.67
91	01/04/2013		Current Account	DD	Parks Mobile Phone	O2	S	15.40	2.58	17.98
						Subtotal for Code: Telephone		£57.63	£11.02	£68.65
Code Number	47 Water Rates	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
25	04/04/2013		Current Account	DD	Water Rates	Southern Water	Z	158.94	0.00	158.94
27	04/04/2013		Current Account	DD	Water Rates	Southern Water	Z	395.57	0.00	395.57
						Subtotal for Code: Water Rates		£554.51	£0.00	£554.51
Code Number	49 Playground Equipment & Mainten:	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
78	18/04/2013		Current Account	712859	Playground Inspections and Risk A	Wicksteed Leisure Ltd	S	315.00	63.00	378.00
						Subtotal for Code: Playground Equipment & I		£315.00	£63.00	£378.00
Code Number	51 Knockhall Changing Rooms	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
75	18/04/2013		Current Account	712856	Hygiene Services	Cannon	S	22.23	4.45	26.68
						Subtotal for Code: Knockhall Changing Room		£22.23	£4.45	£26.68
						Subtotal for Cost Centre: Parks Establishment		9,364.48	275.32	9,639.80
Code Number	80 Rates	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
21	04/04/2013		Current Account	DD	NNDR	DBC	Z	31.74	0.00	31.74
						Subtotal for Code: Rates		£31.74	£0.00	£31.74
						Subtotal for Cost Centre: Knockhall Playing Field		31.74	0.00	31.74
Code Number	146 Rates & Insurance Rent - DBC	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
15	04/04/2013		Current Account	dd	NNDR	DBC	Z	2,259.00	0.00	2,259.00
						Subtotal for Code: Rates & Insurance Rent - I		£2,259.00	£0.00	£2,259.00
						Subtotal for Cost Centre: Leisure Centre		2,259.00	0.00	2,259.00
Code Number	230 Wages	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.										
11	04/04/2013		Current Account	712844	PAYE	Inland Revenue	Z	881.80	0.00	881.80
12	04/04/2013		Current Account	712844	NI	Inland Revenue	Z	445.04	0.00	445.04
30	04/04/2013		Current Account	DD	Pension Eee	KCC - LGPS	Z	411.39	0.00	411.39
31	04/04/2013		Current Account	DD	Pension Eer	KCC - LGPS	Z	1,985.41	0.00	1,985.41

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Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

54	11/04/2013	Current Account	DD	Wages	SGTC	Z	5,456.76	0.00	5,456.76			
Subtotal for Code: Wages							£9,180.40	£0.00	£9,180.40			
Code Number	Date	233 Stationary, Advertising & Postage	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
83	18/04/2013	Current Account	712863	Stationery			KCC - KCS	S	20.36	4.07	24.43	
90	18/04/2013	Current Account	DD	Smartstamp Monthly Top Up			Royal Mail	Z	60.00	0.00	60.00	
Subtotal for Code: Stationary, Advertising & F							£80.36	£4.07	£84.43			
Code Number	Date	234 Telephone / Internet	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
56	11/04/2013	Current Account	DD	Use of Personal Mobiles - TC and I			SGTC	S	20.83	4.17	25.00	
67	11/04/2013	Current Account	DD	Phone Bill - Admin Internet			British Telecom	S	51.00	10.20	61.20	
68	11/04/2013	Current Account	DD	Phone Bill - Admin Lift Alarm Line			British Telecom	S	53.16	10.63	63.79	
69	11/04/2013	Current Account	DD	Phone Bill - Admin Fax Line			British Telecom	S	54.29	10.85	65.14	
Subtotal for Code: Telephone / Internet							£179.28	£35.85	£215.13			
Code Number	Date	235 Mileage Allowance	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
55	11/04/2013	Current Account	DD	Mileage			SGTC	L	27.23	0.72	27.95	
Subtotal for Code: Mileage Allowance							£27.23	£0.72	£27.95			
Code Number	Date	237 Subscriptions / Publications	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
1	04/04/2013	Current Account	712836	Annual Subscription			Local Councils Update	Z	100.00	0.00	100.00	
2	04/04/2013	Current Account	712837	Annual Subscription			SLCC	Z	454.00	0.00	454.00	
3	04/04/2013	Current Account	712838	Annual Subscription			ACRE	Z	35.00	0.00	35.00	
45	11/04/2013	Current Account	712847	Annual Subscription			South East Employers	S	194.25	38.85	233.10	
49	11/04/2013	Current Account	712850	Annual Subscription			KALC	S	1,140.00	228.00	1,368.00	
52	11/04/2013	Current Account	712853	Annual Subscription			NALC	Z	16.00	0.00	16.00	
76	18/04/2013	Current Account	712857	Annual Subscription			National Society of Allotment & Le	S	55.00	11.00	66.00	
Subtotal for Code: Subscriptions / Publication							£1,994.25	£277.85	£2,272.10			
Code Number	Date	241 Legal Fees	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
8	04/04/2013	Current Account	712843	Legal Fees - First Registration of S			Hatten Wyatt	Z	140.00	0.00	140.00	
Subtotal for Code: Legal Fees							£140.00	£0.00	£140.00			
Code Number	Date	245 Miscellaneous Expenditure	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
36	11/04/2013	Current Account	712845	Repayment of Rent Deposit Bond			Swanscombedowns Bowls Club	Z	1,000.00	0.00	1,000.00	
74	18/04/2013	Current Account	712856	Hygiene Services			Cannon	S	32.25	6.45	38.70	
Subtotal for Code: Miscellaneous Expenditure							£1,032.25	£6.45	£1,038.70			
Code Number	Date	251 Council Offices Building Maintena	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	

SGTC
Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

7	04/04/2013	Current Account	712842	Lift Maintenance Contract - Quarter	Schindler Ltd	S	367.15	73.43	440.58
80	18/04/2013	Current Account	712862	Air Conditioning Service	LW Burt & Son Ltd	S	525.00	105.00	630.00
81	18/04/2013	Current Account	712862	A/C Filters	LW Burt & Son Ltd	S	89.11	17.82	106.93
82	18/04/2013	Current Account	712862	Plumbing Repairs	LW Burt & Son Ltd	S	76.16	15.23	91.39
Subtotal for Code: Council Offices Building M £1,057.42 £211.48 £1,268.90									
Code Number	253 Gas	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	Gas	KCC - Laser	S	291.46	58.29	349.75
85	18/04/2013	Subtotal for Code: Gas £291.46 £58.29 £349.75							
Code Number	254 Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	Electricity	KCC - Laser	S	270.72	54.14	324.86
89	18/04/2013	Subtotal for Code: Electricity £270.72 £54.14 £324.86							
Code Number	255 Rates	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	NNDR	DBC	Z	2,153.25	0.00	2,153.25
16	04/04/2013	Subtotal for Code: Rates £2,153.25 £0.00 £2,153.25							
Subtotal for Cost Centre: Administration 16,406.62 648.85 17,055.47									
Cost Centre Church Road Hall									
Code Number	280 Wages	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	Wages	SGTC	Z	373.64	0.00	373.64
62	11/04/2013	Subtotal for Code: Wages £373.64 £0.00 £373.64							
Code Number	281 Repairs & Maintenance	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	712848	Chlorination of Water Tanks	Alpha Chemical Services Ltd	S	740.00	148.00	888.00
46	11/04/2013	Subtotal for Code: Repairs & Maintenance £740.00 £148.00 £888.00							
Code Number	282 Gas & Electricity	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	Gas	KCC - Laser	L	62.09	3.10	65.19
88	18/04/2013	Subtotal for Code: Gas & Electricity £62.09 £3.10 £65.19							
Code Number	285 Rates	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	DD	NNDR	DBC	Z	108.60	0.00	108.60
20	04/04/2013	Subtotal for Code: Rates £110.32 £22.07 £132.39							
22	04/04/2013	Subtotal for Code: Rates £218.92 £22.07 £240.99							
Code Number	287 Miscellaneous Expenditure	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	Minute	Current Account	712856	Hygiene Services	Cannon	S	4.85	0.97	5.82
72	18/04/2013								

SGTC
Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
Cost Centre Grove Hall										
87	18/04/2013		Current Account	DD	Gas	KCC - Laser	L	4.30	0.22	4.52
						Subtotal for Code: Gas & Electricity		£4.30	£0.22	£4.52
						Subtotal for Cost Centre: Grove Hall		4.30	0.22	4.52
Cost Centre Heritage Community Hall										
Code Number 302 Gas & Electricity										
14	04/04/2013		Current Account	712844	PAYE	Inland Revenue	Z	92.20	0.00	92.20
59	11/04/2013		Current Account	DD	Wages	SGTC	Z	346.51	0.00	346.51
						Subtotal for Code: Wages		£438.71	£0.00	£438.71
Code Number 320 Wages										
47	11/04/2013		Current Account	712848	Chlorination of Water Tanks	Alpha Chemical Services Ltd	S	740.00	148.00	888.00
						Subtotal for Code: Repairs & Maintenance		£740.00	£148.00	£888.00
Code Number 322 Gas & Electricity										
86	18/04/2013		Current Account	DD	Gas	KCC - Laser	S	189.79	37.96	227.75
						Subtotal for Code: Gas & Electricity		£189.79	£37.96	£227.75
Code Number 325 Rates										
19	04/04/2013		Current Account	DD	NNDR	DBC	Z	201.90	0.00	201.90
						Subtotal for Code: Rates		£201.90	£0.00	£201.90
Code Number 326 Water Rates										
26	04/04/2013		Current Account	DD	Water Rates	Southern Water	Z	70.18	0.00	70.18
						Subtotal for Code: Water Rates		£70.18	£0.00	£70.18
Code Number 327 Miscellaneous Expenditure										
73	18/04/2013		Current Account	712856	Hygiene Services	Cannon	S	4.25	0.85	5.10
84	18/04/2013		Current Account	DD	Phone Bill	British Telecom	S	38.62	7.73	46.35
						Subtotal for Code: Miscellaneous Expenditure		£42.87	£8.58	£51.45
						Subtotal for Cost Centre: Heritage Community Hall		1,683.45	194.54	1,877.99

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**Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)**

Code Number	340 Gas & Electricity	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account	712861	Gas - Sports Pavilion	British Gas	S	2,198.37	439.67	2,638.04
79	18/04/2013	Current Account	712861	Gas - Sports Pavilion	British Gas	S		2,198.37	439.67	2,638.04
								Subtotal for Code: Gas & Electricity	£439.67	£2,638.04
Code Number	342 Maintenance & Cleaning Contribu	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account <td>DD</td> <td>Cleaner for Changing Rooms</td> <td>SGTC</td> <td>Z</td> <td>86.94</td> <td>0.00</td> <td>86.94</td>	DD	Cleaner for Changing Rooms	SGTC	Z	86.94	0.00	86.94
57	11/04/2013	Current Account	DD	Cleaner for Changing Rooms	SGTC	Z		86.94	0.00	86.94
								Subtotal for Code: Maintenance & Cleaning C	£0.00	£86.94
Code Number	343 Rates	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account <td>712841</td> <td>NNDR</td> <td>DBC</td> <td>Z</td> <td>401.40</td> <td>0.00</td> <td>401.40</td>	712841	NNDR	DBC	Z	401.40	0.00	401.40
6	04/04/2013	Current Account	712841	NNDR	DBC	Z		401.40	0.00	401.40
								Subtotal for Code: Rates	£0.00	£401.40
								Subtotal for Cost Centre: Sports Pavilion	439.67	3,126.38
Cost Centre Town Council Offices Community Hall										
Code Number	360 Wages	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account <td>DD</td> <td>Pension E'ee</td> <td>KCC - LGPS</td> <td>Z</td> <td>24.42</td> <td>0.00</td> <td>24.42</td>	DD	Pension E'ee	KCC - LGPS	Z	24.42	0.00	24.42
34	04/04/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z		24.42	0.00	24.42
35	04/04/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z		142.94	0.00	142.94
58	11/04/2013	Current Account	DD	Wages	SGTC	Z		416.90	0.00	416.90
								Subtotal for Code: Wages	£0.00	£584.26
								Subtotal for Cost Centre: Town Council Offices Comr	0.00	584.26
Cost Centre Old Fire Station Cafe										
Code Number	380 Wages	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account <td>712844</td> <td>NI</td> <td>Inland Revenue</td> <td>Z</td> <td>-7.40</td> <td>0.00</td> <td>-7.40</td>	712844	NI	Inland Revenue	Z	-7.40	0.00	-7.40
13	04/04/2013	Current Account	712844	NI	Inland Revenue	Z		-7.40	0.00	-7.40
32	04/04/2013	Current Account	DD	Pension E'ee	KCC - LGPS	Z		33.97	0.00	33.97
33	04/04/2013	Current Account	DD	Pension E'er	KCC - LGPS	Z		198.88	0.00	198.88
63	11/04/2013	Current Account	DD	Wages	SGTC	Z		1,019.74	0.00	1,019.74
								Subtotal for Code: Wages	£0.00	£1,245.19
Code Number	381 Food/Supplies	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total		
Vchr.	Minute	Bank	Current Account <td>712846</td> <td>Food Supplies</td> <td>99p Store</td> <td>S</td> <td>8.75</td> <td>1.15</td> <td>9.90</td>	712846	Food Supplies	99p Store	S	8.75	1.15	9.90
37	11/04/2013	Current Account	712846	Food Supplies	99p Store	S		8.75	1.15	9.90
38	11/04/2013	Current Account	712846	Food Supplies	Asda Stores Ltd	Z		67.02	0.00	67.02
39	11/04/2013	Current Account	712846	Food Supplies	Corner Shop	Z		1.00	0.00	1.00
40	11/04/2013	Current Account	712846	Newspapers	Corner Shop	Z		25.20	0.00	25.20
41	11/04/2013	Current Account	712846	Newspapers	Costco	S		66.17	3.25	69.42
42	11/04/2013	Current Account	712846	Food Supplies	Nila	Z		158.35	0.00	158.35
43	11/04/2013	Current Account	712846	Food Supplies	Sainsburys	Z		3.99	0.00	3.99
44	11/04/2013	Current Account	712846	Un-banked by Barclays	Barclays	Z		-0.08	0.00	-0.08

SGTC
Listing of Payments in each Code for All Cost Centres
(Between 01/04/2013 to 30/04/2013)

Code Number	Date	Current Account	DD	Costs to go to Costco	SGTC	Z	13.75	0.00	13.75
64	11/04/2013								
Code Number	Date	382 Furniture, Fixtures & Equipment (i	Minute	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	24	07/04/2013	DD	Coffee Machine Monthly Rental	Tchibo Coffee International Ltd	S	65.00	13.00	78.00
					Subtotal for Code: Furniture, Fixtures & Equip		£65.00	£13.00	£78.00
Code Number	Date	384 Rates	Minute	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	17	04/04/2013	DD	NNDR	DBC	Z	140.10	0.00	140.10
					Subtotal for Code: Rates		£140.10	£0.00	£140.10
Code Number	Date	390 Miscellaneous Expenditure	Minute	Description	Supplier	Vat Type	Net	Vat	Total
Vchr.	48	11/04/2013	DD	Waste Bin Collection	Viridor Waste Kent Ltd	S	49.96	10.00	59.96
	71	18/04/2013	DD	Hygiene Services	Cannon	S	55.50	11.10	66.60
					Subtotal for Code: Miscellaneous Expenditure		£105.46	£21.10	£126.56
					Subtotal for Cost Centre: Old Fire Station Cafe		1,899.90	38.50	1,938.40
TOTALS							£36,721.34	£1,774.90	£38,496.24

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AGENDA ITEM 7

SGTC

Summary of Receipts and Payments All Cost Centres and Codes

Balanced to: 30/4/13
By the Responsible
Financial Officer (RFO)

Cost Centre Public Lighting

668 6/6/13

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
1	Supply & Maintenance	0.00	0.00	2,350.00	73.18	2,276.82
2	All Night Lighting	0.00	0.00	0.00	0.00	0.00
3	Christmas Lighting	0.00	0.00	2,550.00	0.00	2,550.00
4	Repairs	0.00	0.00	1,200.00	0.00	1,200.00
5	Long Term Financial Risks	0.00	0.00	1,450.00	0.00	1,450.00
6	Income	1.15	0.00	0.00	0.00	-1.15
7	Long Term Maintenance	0.00	0.00	500.00	0.00	500.00
SUB TOTAL		1.15	0.00	8,050.00	73.18	7,975.67

Cost Centre Grove Car Park

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
20	Rates	0.00	0.00	3,250.00	328.20	2,921.80
21	Repairs & Maintenance	0.00	0.00	50.00	0.00	50.00
22	Long Term Financial Risks	0.00	0.00	6,865.00	0.00	6,865.00
23	Long Term Maintenance	0.00	0.00	200.00	0.00	200.00
SUB TOTAL		0.00	0.00	10,365.00	328.20	10,036.80

Cost Centre Craylands Lane Car Park

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
	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		0.00	0.00	0.00	0.00	0.00

Cost Centre Parks Establishment

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
40	Wages	0.00	0.00	97,000.00	7,267.54	89,732.46
41	Equipment/Materials	0.00	0.00	27,500.00	914.06	26,585.94
42	New Grounds Maintenance Equ	0.00	0.00	0.00	0.00	0.00
43	Fuel	0.00	0.00	3,500.00	222.21	3,277.79
44	Fencing	0.00	0.00	800.00	11.30	788.70

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

45 Telephone	0.00	0.00	490.00	57.63	432.37	
46 Vehicles	0.00	0.00	2,900.00	0.00	2,900.00	
47 Water Rates	0.00	0.00	2,500.00	554.51	1,945.49	
48 Gas/Electricity	0.00	0.00	2,700.00	0.00	2,700.00	
49 Playground Equipment & Maint	0.00	0.00	3,300.00	315.00	2,985.00	
50 Staff Training	0.00	0.00	500.00	0.00	500.00	
51 Knockhall Changing Rooms	0.00	0.00	400.00	22.23	377.77	
52 Parks Works Area	0.00	0.00	1,000.00	0.00	1,000.00	
53 Vandalism	0.00	0.00	1,000.00	0.00	1,000.00	
54 Trees	0.00	0.00	2,000.00	0.00	2,000.00	
55 New Recreational Facilities	0.00	0.00	0.00	0.00	0.00	
56 Unexpected/Emergency Works	0.00	0.00	3,500.00	0.00	3,500.00	
57 Long Term Financial Risks	0.00	0.00	19,255.00	0.00	19,255.00	
58 Basketball Court	0.00	0.00	0.00	0.00	0.00	
59 Long Term Maintenance	0.00	0.00	9,725.00	0.00	9,725.00	
65 Miscellaneous Income	1,000.00	0.00	0.00	0.00	-1,000.00	
66 Reserve Fund	0.00	0.00	0.00	0.00	0.00	
SUB TOTAL	1,000.00	0.00	178,070.00	9,364.48	167,705.52	
Cost Centre Swanscombe Park						
Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
70	Bowls Pavilion Maintenance	0.00	0.00	400.00	0.00	400.00
71	Long Term Financial Risks	0.00	0.00	3,680.00	0.00	3,680.00
75	Bowls Income	1,150.00	0.00	0.00	0.00	-1,150.00
76	Tennis Income	0.00	0.00	0.00	0.00	0.00
77	Five-a-Side Income	0.00	0.00	0.00	0.00	0.00
78	Hire Charges	0.00	0.00	0.00	0.00	0.00
79	Long Term Maintenance	0.00	0.00	650.00	0.00	650.00
SUB TOTAL		1,150.00	0.00	4,730.00	0.00	3,580.00

SGTC

Summary of Receipts and Payments

All Cost Centres and Codes

Cost Centre Knockhall Playing Field

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
80	Rates	0.00	0.00	120.00	31.74	88.26
81	Long Term Financial Risks	0.00	0.00	6,060.00	0.00	6,060.00
85	Football	2,140.00	0.00	0.00	0.00	-2,140.00
SUB TOTAL		2,140.00	0.00	6,180.00	31.74	4,008.26

Cost Centre Broomfield Sports Ground

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
90	Long Term Financial Risks	0.00	0.00	7,160.00	0.00	7,160.00
95	Football Income	5,020.00	0.00	0.00	0.00	-5,020.00
96	Cricket Income	800.00	815.00	0.00	0.00	15.00
97	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
98	Long Term Maintenance	0.00	0.00	500.00	0.00	500.00
SUB TOTAL		5,820.00	815.00	7,660.00	0.00	2,655.00

Cost Centre Heritage Park

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
100	Maintenance/Rent	0.00	0.00	750.00	0.00	750.00
101	Water Supply	0.00	0.00	0.00	0.00	0.00
102	Fencing	0.00	0.00	0.00	0.00	0.00
	Changing Facilities	0.00	0.00	0.00	0.00	0.00
104	Long Term Financial Risks	0.00	0.00	1,250.00	0.00	1,250.00
SUB TOTAL		0.00	0.00	2,000.00	0.00	2,000.00

Cost Centre St Peter & St Paul's Churchyard

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
110	Maintenance	0.00	0.00	1,000.00	0.00	1,000.00
SUB TOTAL		0.00	0.00	1,000.00	0.00	1,000.00

Cost Centre Other Projects

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
121	General Projects (inc. Summer	0.00	0.00	1,000.00	0.00	1,000.00
123	Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

Cost Centre		Receipts		Payments		Net Position
Code	Title	Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
128	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		0.00	0.00	1,000.00	0.00	1,000.00
<hr/>						
Leisure Centre		Receipts		Payments		Net Position
Code	Title	Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
140	Wages	0.00	0.00	0.00	0.00	0.00
141	Wages - Cleaners	0.00	0.00	0.00	0.00	0.00
142	Administration	0.00	0.00	0.00	0.00	0.00
143	Advertising	0.00	0.00	0.00	0.00	0.00
144	Maintenance	0.00	0.00	0.00	0.00	0.00
145	Cleaning Equipment & Material	0.00	0.00	0.00	0.00	0.00
146	Rates & Insurance Rent - DBC	0.00	0.00	27,500.00	2,259.00	25,241.00
147	Water, Gas & Electricity	0.00	0.00	0.00	0.00	0.00
148	Insurance	0.00	0.00	0.00	0.00	0.00
149	Telephone	0.00	0.00	0.00	0.00	0.00
150	Miscellaneous	0.00	0.00	0.00	0.00	0.00
151	Equipment	0.00	0.00	0.00	0.00	0.00
152	Coaching Fees	0.00	0.00	0.00	0.00	0.00
153	Staff Training	0.00	0.00	0.00	0.00	0.00
154	Leases - Fitness Equipment	0.00	0.00	0.00	0.00	0.00
155	Management Fee	0.00	0.00	61,300.00	0.00	61,300.00
165	General Income	0.00	0.00	0.00	0.00	0.00
166	Sports Hall Income	0.00	0.00	0.00	0.00	0.00
167	Fitness Suite Income	0.00	0.00	0.00	0.00	0.00
168	Membership Income	0.00	0.00	0.00	0.00	0.00
169	Function Deposits	0.00	0.00	0.00	0.00	0.00
170	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		0.00	0.00	88,800.00	2,259.00	86,541.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

Cost Centre Thames Bar

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
180	Wages - Cleaners	0.00	0.00	0.00	0.00	0.00
181	Supplies	0.00	0.00	0.00	0.00	0.00
182	Food	0.00	0.00	0.00	0.00	0.00
183	Leased Equipment	0.00	0.00	0.00	0.00	0.00
184	Miscellaneous	0.00	0.00	0.00	0.00	0.00
190	Bar Sales	0.00	0.00	0.00	0.00	0.00
191	Food Sales	0.00	0.00	0.00	0.00	0.00
192	Miscellaneous	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		0.00	0.00	0.00	0.00	0.00

Cost Centre Squash Courts

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
200	Maintenance	0.00	0.00	500.00	0.00	500.00
201	Long Term Financial Risks	0.00	0.00	940.00	0.00	940.00
205	Squash Income	0.00	0.00	0.00	0.00	0.00
SUB TOTAL		0.00	0.00	1,440.00	0.00	1,440.00

Cost Centre Allotments

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
	Rents / Licences	0.00	0.00	200.00	0.00	200.00
211	Repairs / Maintenance	0.00	0.00	200.00	0.00	200.00
212	Water Supply	0.00	0.00	0.00	0.00	0.00
213	Long Term Financial Risks	0.00	0.00	2,135.00	0.00	2,135.00
218	Rent Income	1,535.00	1,169.70	0.00	0.00	-365.30
SUB TOTAL		1,535.00	1,169.70	2,535.00	0.00	2,169.70

Cost Centre Administration

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
230	Wages	0.00	0.00	123,000.00	9,180.40	113,819.60
231	Furniture, Fixtures & Fittings	0.00	0.00	400.00	0.00	400.00
232	Photocopier	0.00	0.00	1,700.00	0.00	1,700.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

233	Stationary, Advertising & Postage	0.00	0.00	1,650.00	80.36	1,569.64
234	Telephone / Internet	0.00	0.00	3,100.00	179.28	2,920.72
235	Mileage Allowance	0.00	0.00	750.00	27.23	722.77
236	Insurance	0.00	0.00	19,200.00	0.00	19,200.00
237	Subscriptions / Publications	0.00	0.00	3,200.00	1,994.25	1,205.75
238	Town Mayor's Allowance	0.00	0.00	1,400.00	0.00	1,400.00
239	Civic Reception	0.00	0.00	1,400.00	0.00	1,400.00
240	Chains of Office	0.00	0.00	200.00	0.00	200.00
241	Legal Fees	0.00	0.00	4,500.00	140.00	4,360.00
242	External Audit Fees	0.00	0.00	1,300.00	0.00	1,300.00
243	Internal Audit Fees	0.00	0.00	250.00	0.00	250.00
244	Section 137 Donations	0.00	0.00	1,500.00	0.00	1,500.00
245	Miscellaneous Expenditure	0.00	0.00	1,500.00	1,032.25	467.75
246	Election Expenses	0.00	0.00	3,000.00	0.00	3,000.00
247	Staff Training	0.00	0.00	600.00	0.00	600.00
248	Member Training	0.00	0.00	300.00	0.00	300.00
249	IT Services	0.00	0.00	2,600.00	0.00	2,600.00
250	Handyman (incl. seasonal park)	0.00	0.00	1,000.00	0.00	1,000.00
251	Council Offices Building Maintenance	0.00	0.00	12,000.00	1,057.42	10,942.58
252	Water Rates	0.00	0.00	650.00	0.00	650.00
253	Gas	0.00	0.00	1,700.00	291.46	1,408.54
254	Electricity	0.00	0.00	3,200.00	270.72	2,929.28
255	Rates	0.00	0.00	26,200.00	2,153.25	24,046.75
256	Long Term Financial Risks	0.00	0.00	37,398.00	0.00	37,398.00
270	Photocopier Income	0.00	0.00	0.00	0.00	0.00
271	Miscellaneous Income	2,000.00	0.00	0.00	0.00	-2,000.00
272	Precept	539,886.00	241,229.00	0.00	0.00	-298,657.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

273	Section 136 Contribution	31,340.00	44,384.00	0.00	0.00	13,044.00
274	Bank Interest	150.00	-9.05	0.00	0.00	-159.05
275	Long Term Maintenance	0.00	0.00	8,375.00	0.00	8,375.00
SUB TOTAL		573,376.00	285,603.95	262,073.00	16,406.62	-42,105.67

Cost Centre Church Road Hall

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
280	Wages	0.00	0.00	4,700.00	373.64	4,326.36
281	Repairs & Maintenance	0.00	0.00	500.00	740.00	-240.00
282	Gas & Electricity	0.00	0.00	800.00	62.09	737.91
283	Cleaning Materials	0.00	0.00	80.00	0.00	80.00
284	Furniture, Fixtures & Fittings	0.00	0.00	40.00	0.00	40.00
285	Rates	0.00	0.00	1,200.00	218.92	981.08
287	Miscellaneous Expenditure	0.00	0.00	50.00	4.85	45.15
288	Long Term Financial Risks	0.00	0.00	3,990.00	0.00	3,990.00
295	Hire Income	1,000.00	377.00	0.00	0.00	-623.00
299	Long Term Maintenance	0.00	0.00	1,945.00	0.00	1,945.00
SUB TOTAL		1,000.00	377.00	13,305.00	1,399.50	11,282.50

Cost Centre Grove Hall

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
300	Wages	0.00	0.00	0.00	0.00	0.00
301	Repairs & Maintenance	0.00	0.00	100.00	0.00	100.00
302	Gas & Electricity	0.00	0.00	250.00	4.30	245.70
303	Cleaning Materials	0.00	0.00	0.00	0.00	0.00
304	Furniture, Fixtures & Fittings	0.00	0.00	0.00	0.00	0.00
305	Rates	0.00	0.00	0.00	0.00	0.00
306	Water Rates	0.00	0.00	0.00	0.00	0.00
307	Miscellaneous Expenditure	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
315	Hire Income	0.00	0.00	0.00	0.00	0.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

<u>SUB TOTAL</u>		0.00	0.00	350.00	4.30	345.70
Cost Centre Heritage Community Hall						
		Receipts		Payments		Net Position
Code	Title	Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
320	Wages	0.00	0.00	5,400.00	438.71	4,961.29
321	Repairs & Maintenance	0.00	0.00	1,000.00	740.00	260.00
322	Gas & Electricity	0.00	0.00	1,550.00	189.79	1,360.21
323	Cleaning Materials	0.00	0.00	270.00	0.00	270.00
324	Furniture, Fixtures & Fittings	0.00	0.00	50.00	0.00	50.00
325	Rates	0.00	0.00	2,080.00	201.90	1,878.10
326	Water Rates	0.00	0.00	400.00	70.18	329.82
327	Miscellaneous Expenditure	0.00	0.00	300.00	42.87	257.13
328	Long Term Financial Risks	0.00	0.00	1,975.00	0.00	1,975.00
329	Long Term Maintenance Requi	0.00	0.00	2,350.00	0.00	2,350.00
335	Hire Income	18,700.00	1,346.50	0.00	0.00	-17,353.50
<u>SUB TOTAL</u>		18,700.00	1,346.50	15,375.00	1,683.45	-3,661.95
Cost Centre Sports Pavilion						
		Receipts		Payments		Net Position
Code	Title	Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
340	Gas & Electricity	0.00	0.00	245.00	2,198.37	-1,953.37
341	Water Rates	0.00	0.00	415.00	0.00	415.00
342	Maintenance & Cleaning Contr	0.00	0.00	1,200.00	86.94	1,113.06
343	Rates	0.00	0.00	2,400.00	401.40	1,998.60
344	Building Insurance	0.00	0.00	2,300.00	0.00	2,300.00
345	Miscellaneous Expenditure	0.00	0.00	2,500.00	0.00	2,500.00
346	Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00
350	Rent Income	5,740.00	0.00	0.00	0.00	-5,740.00
<u>SUB TOTAL</u>		5,740.00	0.00	9,060.00	2,686.71	633.29
Cost Centre Town Council Offices Community						
		Receipts		Payments		Net Position
Code	Title	Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
360	Wages	0.00	0.00	6,900.00	584.26	6,315.74

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

361	Repairs & Maintenance	0.00	0.00	300.00	0.00	300.00
362	Furniture, Fixtures & Fittings	0.00	0.00	50.00	0.00	50.00
363	Cleaning Materials	0.00	0.00	220.00	0.00	220.00
364	Miscellaneous Expenditure	0.00	0.00	50.00	0.00	50.00
365	Long Term Financial Risks	0.00	0.00	18,050.00	0.00	18,050.00
370	Hire Income	23,970.00	1,815.25	0.00	0.00	-22,154.75
SUB TOTAL		23,970.00	1,815.25	25,570.00	584.26	2,830.99

Cost Centre Old Fire Station Cafe

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
	Wages	0.00	0.00	16,300.00	1,245.19	15,054.81
381	Food/Supplies	0.00	0.00	4,000.00	344.15	3,655.85
382	Furniture, Fixtures & Equipmen	0.00	0.00	500.00	65.00	435.00
383	Advertising	0.00	0.00	100.00	0.00	100.00
384	Rates	0.00	0.00	1,525.00	140.10	1,384.90
385	Electricity & Water	0.00	0.00	2,125.00	0.00	2,125.00
386	Cleaning Materials	0.00	0.00	100.00	0.00	100.00
387	DBC Maintenance Service Cha	0.00	0.00	400.00	0.00	400.00
388	Telephone / Internet	0.00	0.00	850.00	0.00	850.00
	Maintenance	0.00	0.00	300.00	0.00	300.00
390	Miscellaneous Expenditure	0.00	0.00	850.00	105.46	744.54
391	Long Term Financial Risks	0.00	0.00	4,850.00	0.00	4,850.00
392	Rent DBC	0.00	0.00	0.00	0.00	0.00
393	Long Term Maintenance	0.00	0.00	500.00	0.00	500.00
395	Cafe Income	7,790.00	474.17	0.00	0.00	-7,315.83
SUB TOTAL		7,790.00	474.17	32,400.00	1,899.90	23,184.27

Cost Centre Bus Shelters

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+)/Overspend (-)
400	Mainenance	0.00	0.00	0.00	0.00	0.00
401	Long Term Financial Risks	0.00	0.00	0.00	0.00	0.00

SGTC
Summary of Receipts and Payments
All Cost Centres and Codes

405 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
SUB TOTAL	0.00	0.00	0.00	0.00	0.00
NET TOTAL	642,222.15	291,601.57	669,963.00	36,721.34	282,621.08
V.A.T.		8,193.00		1,774.90	
GROSS TOTAL		299,794.57		38,496.24	

Kevin Funnell F.M.A.A.T.

Teynham
Sittingbourne
Kent ME9

AGENDA ITEM 8
FGP 6/6/13

01795

Fax 01795

email: kevinfunnell@

17 MAY 2013

Ms S Stapleton
Responsible Financial Officer
Swanscombe & Greenhithe Town Council
The Council Offices
The Grove
Swanscombe
Kent DA10 0GA

14 May 2013

Dear Sara and Graham

AUDIT VISIT 2012-2013:

Thank you for your assistance with today's audit it was very much appreciated. You will be pleased to know that I found nothing major to report to Members.

2012-2013 was a busy year for the Town Council and once again in my report I have used the words 'very good standard' when describing the record keeping. My use of the word 'very' here is hard earned and I only put it in four reports. You first earned it in 2007-2008 so well done for maintaining your standards.

It was good to see that the Financial Risk Assessments have been unanimously agreed by Members and included in full in the 2013-2014 Estimates. I have looked back through my files and I first mentioned that Members had agreed for you to carry out financial risk assessments in my Final Report for 2008-2009 (Minute No. 413).

I expect 2013-2014 will be just as busy as last year but keep up the good work and I look forward to seeing you later in the year.

I enclose my report for Members together with my invoice.

With best wishes.

Yours sincerely


Kevin Funnell, F.M.A.A.T.
Independent Internal Auditor

Enclosures:

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SWANSCOMBE and GREENHITHE TOWN COUNCIL
INTERNAL AUDIT REPORT 2012 – 2013

I am pleased to report to Members of the Town Council that I have completed my internal audit of the Town Council's records for 2012 – 2013 and have been able to complete Section 4 of the 2012 - 2013 Annual Return.

Members should be aware that my work 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.

Members will be pleased to know that I did not find anything major in my financial audit to report and that I found the record keeping to be of a very good standard and the Town Council's approach to the management of risks to be sound. As a result of my audit and my discussion with your Clerk and Responsible Financial Officer I was able to answer 'YES' to all the relevant questions contained in Section 4 of the Annual Return for 2012 - 2013.

I would like to take this opportunity to thank your Clerk and Responsible Financial Officer for the assistance given to me in the conduct of the audit that took place on 14 May 2013.

PREVIOUS AUDITS:

External Audit Certificate 2011 - 2012:

The External Audit Certificate for 2011 - 2012 was unqualified and dated 12 September 2012. The External Auditor did not raise any minor matters in the certificate.

Internal Audit 2011 - 2012:

There are no matters outstanding from my previous audit.

FINDINGS THIS VISIT:

During the visit I carried out sufficient work to enable me to complete Section 4 of the Annual return which included reading the minutes, checking the accounting records including the cashbook, payroll, VAT records, vouchers and bank reconciliations.

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

Risk Management:

Insurances:

The level of cover in respect of Employee Dishonesty is currently £500,000 and meets the recommended minimum level of cover.

Financial Risk Assessments/Financial Planning:

The risk management of the Town Council is good and Financial Risk Assessments have been considered by Members and unanimously agreed during the year.

The Financial Risk Assessments were considered by the Financial Risk Assessments Working Group and unanimously agreed at the Finance and General Purposes Committee meeting held on 17 January 2013 (Minute No. 364/12-13) They were then unanimously agreed and included in the Annual Estimates for 2013-2014 at the Special Town Council meeting also held on 17 January 2013 (Minute No. 373/12-13).

The total funds earmarked are now £97,529.02.

SWANSCOMBE and GREENHITHE TOWN COUNCIL
INTERNAL AUDIT REPORT 2012 – 2013

Annual Estimates:

The estimates for 2013-2014 were considered fully by Members during well documented process which started in November 2012. The Annual Estimates were approved at the Special Town Council meeting held on 17 January 2013 (Minute No. 374/12-13)

Asset Register:

The Asset Register is up to date and up to date valuations shown.

Value Added Tax:

The VAT records were up to date and the VAT returns were all made on time. The VAT control account reconciled to the claims made.

Bank Reconciliations:

Bank reconciliations are carried out regularly for all the bank accounts held by the Town Council. All were accurate and there were no unexplained entries.

Payments:

I sampled the payments made during the year. All vouchers inspected were correctly authorised and the accounting records accurate.

Payroll:

All records inspected were accurate and up to date. The PAYE/NI and superannuation payments and returns were all made within the deadlines set.

The Responsible Financial Officer is aware of the new requirement to provide HMRC with Real Time Information about the payroll.

Minutes:

All the minutes inspected had been signed/initialled in accordance with best practice.



Kevin Funnell, F.M.A.A.T.
Independent Internal Auditor
14 May 2013

KENT ASSOCIATION OF LOCAL COUNCILS

PRESIDENT
David Coleman

Chairman
John A Wilson

County Secretary
Terry Martin



Serving Parish & Town
Councils in Kent

9 West Cliff Gardens
Folkestone, Kent CT20 1SP
Tel 01303 248252
Fax 01303 258011

Email: kalc@btconnect.com
Website: www.kentalc.gov.uk

Brandon Lewis MP
Parliamentary Under Secretary of State for Communities and Local Government
Department for Communities and Local Government
Eland House
Bressenden Place
London
SW1E

16 May 2013

Dear Minister

Localism

The Kent Association of Local Councils (KALC) represents the majority of Parish and Town Councils and Parish Meetings in Kent.

We have actively promoted the Localism agenda to our Parish and Town Councils in Kent over the last 2 years and highlighted the consistent messages from Government Ministers of the important role that Parish and Town Councils have in helping to deliver the Localism agenda. This had originally generated much interest and enthusiasm but this is beginning to fade as developments, particularly in the last 6 months, have caused uncertainty, frustration and concern.

We wrote to the Prime Minister on 12 December 2012 (copy attached) setting out our concerns at that stage on recent developments on Local Government Finance and Localism more generally, but were extremely disappointed at the handling of our letter. Whilst the Prime Minister's office sent a holding reply on 19 December advising us that our letter had been handed to DCLG for a reply, we then had to chase your Department for a response, which was eventually sent from an official rather than a Minister dated 25 February 2013 (copy attached).

Whilst there have been some helpful developments since our original letter, such as the recent announcement providing direct hands-on support and grants to help towards the costs of developing a Neighbourhood Plan, there are still several issues that remain outstanding and continue to cause significant concern amongst our member Councils. We understand these were debated at some length at the All Party Local Democracy Group meeting on 24 April, which you attended.

The first relates to the Local Council Tax Support Scheme (LCTSS), which impacts on the financial independence of Parish and Town Councils as they are now reliant on the Billing Authority passing grant to them. Whilst Government has made clear that there is an expectation that they should pass it on, there is no legal requirement for them to do so. Whilst many Billing Authorities have passed the grant on for 2013/2014, there is real concern about whether it will be passed on for future years, as principal authorities continue to face significant cuts to their budgets. This is creating significant financial uncertainty for Parish and Town Councils at a time when they are being encouraged by Government to take on more responsibility for delivering services to meet local needs. We would therefore urge you to provide more certainty by bringing forward statutory guidance to require Billing Authorities to pass on the full share of grant funding under LCTSS to Parish and Town Councils.

The second relates to the statement that Government will revisit excessiveness principles for Parish and Town Councils for 2014/2015, having considered the extent to which local precepting authorities have exercised restraint for 2013/2014. We recognise that we are in austere times and that Parish and Town Councils need to manage their finances effectively and be mindful of the financial impact on their community. However, capping our member Councils at a time when principal authorities are looking to devolve services and reduce funding to Local Councils, for example, Section 136 grants, and the uncertainty over whether they will receive grants under the Local Council Tax Support Scheme, puts our member Councils role of helping to deliver the Government's Localism agenda at significant risk. The Government's Open Public Services agenda is also encouraging Parish and Town Councils to take on a greater role in the delivery of public services. In many cases the referendum costs are likely to be larger than the proposed increase in the precept, as a small cash increase could look like a significant percentage increase. Parish and Town Councils are democratically accountable to their local communities, and no doubt those communities would strongly voice any concerns to the Council and also at the local elections.

We urge you to protect the financial independence of Parish and Town Councils and provide them with the financial framework that gives them certainty on which to help the Government deliver Localism to their communities.

We look forward to your reply. We have copied this letter to all Kent MPs.

Yours sincerely



Cllr John Wilson
Chairman

- 4 APR 2013




FGP 6/6/13

AGENDA ITEM

10

APPLICATION FORM FOR FUNDING FROM THE TOWN COUNCIL.

(Please complete using BLACK INK).

1. Name and full address of Organisation:	INGRESS PARK FAMILY FUN DAY % 2 MERIEL WALK
2. Name and contact details of applicant (this is the address the Town Council will use for all correspondences):	SUE BUTTERFIELD 2 MERIEL WALK, INGRESS PARK GREENHITHE, KENT, DA99GL
3. Brief description of the aims and objectives of your organisation (please include the date your organisation was established):	A FAMILY FUN DAY FOR RESIDENTS OF GREENHITHE + SWANSCOMBE - ESTABLISHED 2011
4. Please give an estimate of how many people within your organisation reside within Swanscombe and Greenhithe.	ALL VOLUNTEERS ARE IN SWANSCOMBE + GREENHITHE
5. Please give details of how your organisation assists or impacts on the residents of Swanscombe and Greenhithe.	THIS IS AN ANNUAL EVENT BRINGING FAMILIES TOGETHER TO ENJOY ACTIVITIES AND MAKE NEW FRIENDS
6. Please supply details of how the funding applied for will be used (please include total costs of projects, project plans, quoted costs etc.)	£500 TO ASSIST IN INSURANCE AND CIRCUS SKILLS WORKSHOP
7. Please detail any funding received in the last three years, including any from Swanscombe and Greenhithe Town Council.	2011 - £100 2012 - £500 2013 ?
8. Name of organisation that cheques should be made out (cheques are unable to be made out to individuals).	INGRESS PARK FAMILY FUN DAY
9. Declaration: I declare that the information given is, to the best of my knowledge, accurate and true.	Signed:  Dated: 02.03.2013

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

Having already declared a DPI Councillor Mrs S P Butterfill left the chamber and took no part in the debate or decision of the following item.

369/12-13. **FUNDING APPLICATION MADE TO THE TOWN COUNCIL – INGRESS PARK FAMILY FUN DAY (IPFFD).**

Members considered the application made by IPFFD and it was agreed that the organisation be advised to re-apply for funding in the new financial year (April 2013).

Recommended: That IPFFD be advised to re-apply for funding in the new financial year (April 2013).