

Swanley Town Council

Civic Centre, St Marys Road, Swanley, Kent, BR8 7BU

Tel: 01322 665855

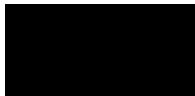
www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

14th March 2019

Dear Member

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 20th March 2019 from 7:30pm** or at the conclusion of the public participation session.



Mr S Nash
CEO / Town Clerk

Committee Members: (Chair) Cllr M Horwood, (Vice Chair) Cllr V Southern, Cllr C Barnes, Cllr L Ball, Cllr P Darrington, Cllr M Hogg, Cllr R Morris

PUBLIC PARTICIPATION

If required, the meeting will be preceded by a public participation period of up to 15 minutes in total at 7:30pm. Members of the public are also entitled to speak, during the meeting, on agenda items only and with express permission from the Chairman / Mayor. Those wishing to speak on an Agenda item must indicate this during Public Participation.

RECORDING (AUDIO AND / OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt Part of an agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until that member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile phone devices to silent for the duration of the meeting.

MOBILE PHONES

Member of the public are reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 20th February 2019

4. TO RECEIVE MONTHLY FINANCES

- a. Civic Income and Expenditure
- b. Alexandra Suite Income and Expenditure
- c. Olympic Income and Expenditure
- d. Swanley Park Income and Expenditure
- e. Bank Reconciliation
- f. Payments Out
- g. Debtors and Creditors

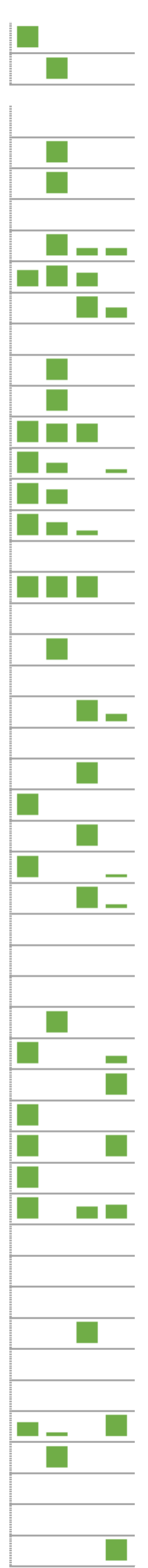
Date of next meeting – 24th April 2019

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 611663 or snash@swanleytowncouncil.gov.uk

Swanley Town Council: Civic Centre

YTD Summary

Code	Description	2017 / 2018							2018 / 2019								
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18	Budget 18/19	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	YTD 18/19
4000	Precept	269,933.00	-	-	-	-	-	539,867.00	539,867.00	560,921.81	280,461.00	-	-	-	-	-	560,922.00
4033	Community Infrastructure Levy	-	2,921.88	-	-	-	-	109,101.88	109,101.88	-	-	416.66	-	-	-	-	416.66
4004	Rent - Station Road: Micro Brewery	-	-	-	-	-	1,904.17	1,904.17	1,904.17	-	-	-	-	-	-	-	1,500.00
4005	Rent - Oaks Clinic	-	9,890.00	-	-	9,890.00	-	79,560.00	79,560.00	79,560.00	-	9,890.00	-	9,890.00	-	-	79,538.92
4009	Rent - 10 Station Road: Taxi	-	687.50	-	-	687.50	-	2,750.00	2,750.00	2,750.00	-	687.50	-	687.50	-	-	2,750.00
4011	Rent - Pedham Farm	-	-	-	-	925.00	-	1,805.00	1,805.00	1,760.00	-	-	-	925.00	-	-	1,850.00
4016	Rent - Civic Centre	-	6,866.67	-	3,000.00	1,500.00	1,500.00	12,866.67	14,366.67	17,000.00	1,500.00	1,591.66	1,532.00	1,532.00	1,532.00	1,532.00	16,719.66
4019	Mayor's Charity Income	166.75	637.85	50.00	-	-	-	1,384.60	1,384.60	-	1,237.47	1,591.65	1,034.50	-	207.07	100.00	4,455.69
4020	Allotments	-	-	-	116.66	291.68	23.34	509.18	509.18	500.00	-	-	225.00	112.50	62.50	25.00	553.33
4021	Dog Bin Emptying	-	-	-	-	-	-	390.00	390.00	-	-	-	-	-	-	-	390.00
4022	Solar Panel Income	-	12,599.90	-	-	1,432.75	-	14,032.65	14,032.65	15,000.00	-	2,564.87	-	-	739.23	-	8,347.83
4023	Urban Maintenance	-	-	-	-	-	-	-	-	-	-	3,642.55	-	-	-	-	3,642.55
4024	Seeds	-	-	-	-	-	-	-	-	-	11.56	10.73	10.73	4.95	15.69	18.99	202.20
4025	Black Refuse Bags	277.50	350.00	597.50	150.00	232.50	360.00	3,678.75	4,168.75	4,010.00	571.25	387.08	212.50	281.25	441.25	401.25	4,214.58
4026	White Refuse Bags	65.83	80.42	147.50	57.91	77.33	116.25	1,064.83	1,225.66	1,150.00	161.67	134.16	72.50	71.66	201.25	126.25	1,335.83
4027	Brown Refuse Bags	1,709.00	945.83	676.17	106.17	217.50	360.84	12,272.89	12,689.06	18,750.00	1,699.67	1,142.83	543.17	216.83	263.76	264.50	13,305.09
4028	Photocopying	49.17	8.33	48.34	-	-	-	109.38	109.38	110.00	-	-	-	-	-	-	-
4029	Radar Keys	7.50	-	-	-	-	-	20.00	20.00	40.00	2.50	2.50	2.50	-	2.50	2.50	22.50
4030	SDC Link Service Contract	-	24,956.52	-	946.45	-	-	25,902.97	25,902.97	49,900.00	-	-	-	-	-	-	28,064.00
4031	KCC Link Salaries Recharge	-	13,824.77	-	-	13,824.77	-	55,299.08	55,299.08	55,300.00	-	14,892.04	-	-	14,892.04	-	59,568.17
4032	1812 Event	8.33	-	-	1,300.00	-	-	3,177.86	3,219.53	2,000.00	-	-	-	-	-	-	1,596.25
4034	Firework Night	-	-	744.58	2,000.00	-	-	2,744.58	2,944.58	1,600.00	-	16.67	1,112.83	381.33	-	-	1,510.83
4035	St George's Day	-	-	-	-	-	-	-	16.67	-	-	-	-	-	-	-	-
4036	Markets	-	333.33	83.33	-	-	-	1,049.96	1,612.46	1,300.00	-	-	500.00	-	-	-	566.66
4037	Armed Forces Day	-	16.66	-	-	-	-	3,145.82	3,204.15	500.00	8.33	-	-	-	8.33	66.67	3,219.16
4038	Silent Soldier	-	-	-	-	-	-	-	-	-	-	-	1,000.00	-	-	-	11,533.34
4039	Christmas Lights	266.67	225.00	1,998.83	6,166.67	-	-	8,657.17	8,657.17	2,500.00	5,000.00	266.67	241.66	826.16	-	-	6,334.49
4040	Xmas Day Lunch	-	-	-	-	-	-	-	-	-	-	-	366.92	75.54	-	-	442.46
4130	Party Function Revenue	500.00	308.33	-	87.50	-	-	895.83	895.83	500.00	-	-	-	-	-	-	-
4204	Service Recharge - Bungalow	83.33	-	-	-	-	-	83.33	83.33	-	-	-	-	-	-	-	-
4205	Recharge - The Woodlands	-	-	1,462.00	-	-	-	1,462.00	1,462.00	-	-	-	-	-	-	-	-
4206	Recharge - Civic Centre	-	-	-	-	-	-	-	354.53	-	-	50.00	-	-	-	-	6,321.82
4500	Senior Passport to Leisure Revenue	3,165.67	3,700.37	2,148.96	1,467.01	-	1,809.34	19,520.94	20,831.16	25,000.00	2,407.08	146.88	126.87	975.00	65.00	5,676.67	10,439.01
4600	Outdoor Event Revenue	7,147.69	-	-	-	-	-	12,363.52	12,363.52	13,500.00	-	-	-	116.67	-	-	877.43
4605	Court Lettings	1,590.65	57.10	128.00	50.50	1,574.75	31.20	4,985.67	5,063.05	4,200.00	1,689.76	78.80	88.52	72.10	295.57	1,975.68	6,024.71
4606	Changing Rooms	117.12	-	-	-	117.12	-	702.84	702.84	600.00	117.15	-	-	117.15	-	117.15	735.40
4607	Floodlight Revenue	576.00	-	-	-	620.00	-	1,366.67	1,406.68	900.00	607.10	-	-	-	72.00	528.00	1,661.75
4608	Football Pitches	308.00	132.00	176.00	226.50	175.58	90.90	3,369.02	3,413.02	2,600.00	522.50	-	294.38	352.50	294.38	816.88	4,484.67
4710	Car Parking	-	-	-	-	-	-	-	-	-	-	-	-	-	223.36	233.36	456.72
4711	General Income	-	113.48	-	-	3,418.55	-	3,532.03	3,532.03	-	-	-	-	-	-	-	-
4800	Town Crier Advertising Revenue	-	-	-	-	-	-	120.00	120.00	1,000.00	-	-	-	-	-	-	50.00
4805	Swanley in Bloom - Sponsorship	500.00	416.67	-	-	20.83	-	10,925.02	10,925.02	11,250.00	-	-	250.00	-	83.33	1,709.18	12,503.86
4810	Sponsorship - General	2,333.33	2,500.00	-	(9,300.00)	6,503.00	-	18,336.33	18,336.33	10,000.00	-	-	-	-	20.83	-	4,517.83
4900	Investment Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4902	Commissions Received	71.16	87.14	133.01	118.37	123.23	94.52	1,091.51	1,156.85	-	120.19	88.34	76.92	141.19	124.35	206.64	1,186.47
4903	Insurance Claims	-	-	-	-	-	-	12,984.27	13,067.60	-	-	1,447.00	-	-	-	-	14,860.92
4904	Bank Refund	-	-	-	-	-	-	64.98	64.98	-	-	-	-	-	-	-	-
4998	Sale of Goods	-	-	-	-	-	-	500.00	500.00	-	-	-	-	-	-	-	140.83
4999	Other Income	0.50	-	-	1,425.01	-	-	1,955.51	1,971.47	1,100.00	-	-	-	1,054.30	217.50	-	1,271.82
		18,944.20	78,737.87	8,394.22	7,918.75	41,632.09	6,290.56	975,553.91	980,990.85	885,301.81	15,656.23	39,048.59	7,691.00	6,331.13	31,264.44	13,800.72	878,535.44



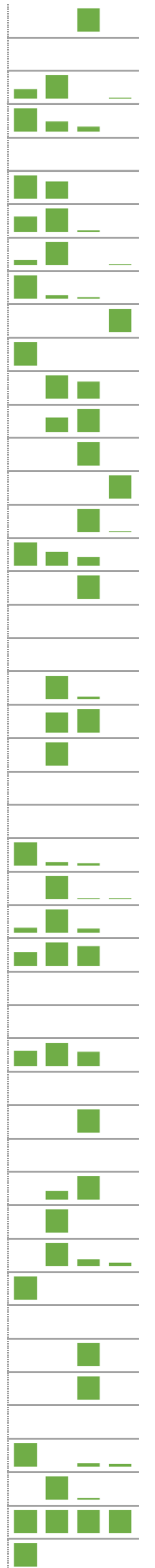
Swanley Town Council: Civic Centre

YTD Summary

Expenditure

Code	Description	2017 / 2018							Actual 17/18
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	
5000	Street Lighting	-	16.25	65.61	-	16.25	-	128.71	128.71
5001	Bar Purchases	-	-	-	-	-	-	-	-
5002	Catering Purchases	-	25.41	-	166.50	276.82	25.41	567.64	682.04
5007	Brown Bags	-	3,250.00	-	650.00	650.00	-	13,000.00	13,000.00
5008	Seeds	-	-	-	-	-	-	-	-
5010	Sporting Equipment Purchases	-	-	-	-	-	-	740.00	740.00
5011	Licenses	-	-	-	-	-	-	75.00	75.00
5020	Equipment / Machinery	133.25	101.68	299.49	154.87	890.17	79.94	19,784.37	19,945.10
5021	Equipment / Machinery Rep	10,288.13	226.17	509.68	2,648.61	1,592.29	2,905.88	30,173.06	30,596.74
5030	Horticulture	110.33	87.32	1,084.99	28.75	12.50	9.17	3,465.68	3,596.52
5032	1812 Event	-	-	-	-	-	-	9,810.95	9,810.95
5034	Firework Night	1,183.97	1,460.65	3,039.50	-	-	-	5,684.12	5,684.12
5035	Remembrance Day	-	110.00	-	-	-	-	151.67	151.67
5036	Swanley in Bloom	-	-	-	-	-	-	17,610.50	18,188.50
5037	Xmas Day Party	-	-	-	-	-	-	-	-
5038	Christmas Lights	-	1,487.01	18,753.74	210.00	2,900.00	-	23,350.75	23,350.75
5039	Senior Passport to Leisure	425.00	3,273.94	3,062.50	131.25	820.00	495.50	15,828.23	16,423.23
5040	Mayor at Home	-	-	-	-	-	258.43	289.88	289.88
5041	Armed Forces Day	-	150.00	-	-	-	529.00	2,469.00	2,469.00
5042	St George's Day	-	-	-	-	-	78.48	78.48	378.48
5043	Silent Soldier	-	-	-	-	-	-	-	-
5045	Function Expenditure	-	110.00	-	-	-	-	527.50	527.50
5046	Outdoor Event	-	-	-	-	330.00	-	2,436.00	2,436.00
5100	Machinery Fuel	-	-	-	-	-	-	1,201.27	1,201.27
5102	Event Equipment Repairs & Maintenance	-	39.42	-	119.15	32.82	15.70	978.01	978.01
6200	Website, Social Media and Marketing	149.00	240.00	80.00	86.00	124.20	343.80	1,770.00	1,790.00
6201	Advertising	100.00	326.80	458.85	20.00	687.40	472.00	4,041.97	4,144.82
7000	Salaries	36,882.22	37,772.21	34,400.80	35,579.86	34,688.78	35,116.31	414,237.17	449,075.49
7001	Pension	4,770.10	4,674.46	4,528.71	4,701.71	4,597.93	4,619.28	51,101.31	55,721.74
7004	Wages - Casual	528.75	-	176.25	-	-	-	1,637.00	1,637.00
7005	Link Salaries	-	-	-	-	-	-	-	-
7006	Employers N.I.	3,246.94	3,190.67	3,040.70	3,238.43	3,103.37	3,174.46	33,695.45	36,837.69
7008	Recruitment Expenses	-	-	(249.63)	-	-	-	2,246.77	2,246.77
7012	Security Staffing	-	-	-	-	-	-	-	-
7097	Staff Suggestion Scheme	-	-	-	-	-	-	3,474.00	3,474.00
7099	Staff Expenses	-	327.59	596.09	119.47	-	148.54	2,426.90	2,448.73
7100	Rent for Link	-	-	1,079.96	-	539.98	634.01	2,253.95	2,253.95
7102	Water Rates	44.05	120.01	567.67	-	127.08	-	3,033.06	3,033.06
7103	General Rates	5,876.87	5,876.87	5,876.87	5,876.87	5,876.87	-	58,771.41	58,771.41
7105	Recycling - Waste Collection	-	-	199.50	-	-	-	607.18	607.18
7200	Electricity	1,168.58	1,200.47	2,651.86	-	(10,682.28)	1,795.41	8,136.13	8,136.13
7201	Gas	-	-	-	-	-	788.05	788.05	788.05
7202	Oil	245.85	-	-	-	471.06	-	716.91	716.91
7300	Vehicle Fuel	149.66	176.50	105.12	40.25	497.50	44.12	1,722.84	1,835.70
7301	Vehicle Repairs and Servicing	-	-	850.00	-	33.33	-	883.33	883.33
7302	Vehicle Licences	42.00	42.00	42.00	42.00	42.00	42.00	458.48	500.48
7303	Vehicle Insurance	-	1,829.70	-	-	-	-	2,014.41	2,002.30

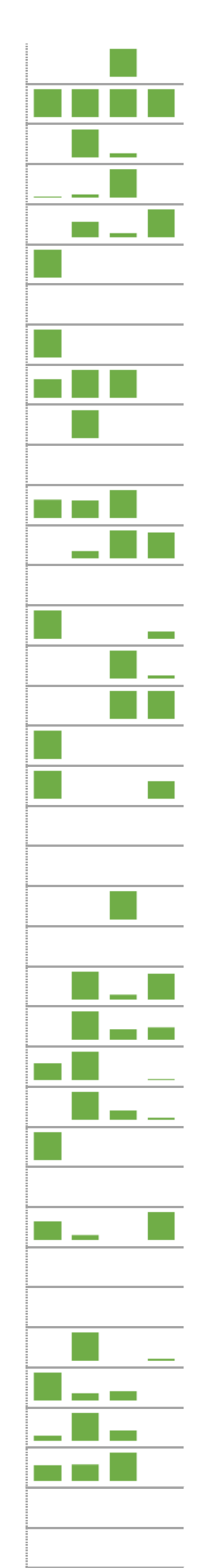
Budget 18/19	2018 / 2019						YTD 18/19
	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	
150.00	-	-	66.47	-	-	-	66.47
-	-	-	-	-	-	-	42.03
-	231.10	547.69	19.20	47.93	-	-	974.59
23,900.00	3,037.50	1,350.00	675.00	-	675.00	-	16,100.00
-	-	-	-	-	-	-	351.60
760.00	48.00	35.68	-	-	-	711.90	925.68
75.00	150.50	230.00	21.00	-	(89.00)	86.00	775.70
33,000.00	1,299.31	5,036.33	134.45	341.63	1,130.72	309.10	14,409.39
40,000.00	1,774.59	305.83	128.36	3.66	-	380.00	5,090.30
4,000.00	-	-	-	35.84	-	-	329.86
10,500.00	1,568.33	13.47	-	-	-	-	18,215.66
7,000.00	-	2,575.00	1,870.03	-	-	-	4,656.23
160.00	-	72.50	115.00	-	-	-	187.50
17,000.00	-	-	190.00	-	-	-	16,675.60
500.00	-	-	-	507.68	-	-	507.68
15,000.00	-	-	17,070.82	1,000.00	-	1,996.25	21,625.82
20,000.00	1,305.00	850.00	600.00	178.75	-	2,199.58	8,499.08
-	-	-	321.76	-	-	-	356.76
3,500.00	-	-	-	-	-	-	1,987.33
-	-	-	-	-	-	484.90	884.90
-	-	8,166.40	1,045.16	-	-	-	9,211.56
1,000.00	-	500.00	575.00	-	-	-	1,075.00
-	-	350.00	-	-	-	-	350.00
2,200.00	-	-	-	-	-	-	-
1,000.00	-	-	-	-	-	-	-
2,200.00	566.00	161.00	130.00	80.00	80.00	160.00	2,131.00
3,000.00	228.40	1,067.30	258.00	266.00	119.80	207.60	4,631.68
298,000.00	36,540.41	49,707.79	35,773.79	32,902.81	32,684.07	33,148.00	407,858.63
57,000.00	4,589.02	4,864.94	4,753.71	4,187.71	4,144.19	4,241.37	51,724.70
1,500.00	-	-	-	-	-	-	-
124,900.00	-	-	-	-	-	-	-
37,400.00	3,214.07	3,374.56	3,188.67	2,881.34	2,873.12	2,942.37	35,273.89
-	-	-	-	-	-	-	-
-	-	-	228.00	-	-	-	-
5,000.00	-	-	-	-	-	-	-
2,800.00	-	53.85	136.90	-	19.93	15.06	712.50
-	-	809.97	-	-	-	269.99	1,079.96
4,800.00	146.90	729.23	323.26	234.51	239.42	220.48	2,682.28
62,000.00	5,472.27	5,472.00	5,472.00	5,472.00	5,472.00	3,791.00	59,651.38
-	-	-	-	-	-	-	-
24,000.00	-	18.47	1,977.78	-	18.47	2,056.75	8,679.16
-	-	-	362.85	-	-	2,080.42	4,478.83
-	-	-	-	-	-	-	-
1,500.00	1,079.98	204.02	347.35	298.38	171.03	171.24	3,584.48
1,000.00	-	175.32	15.00	-	49.70	562.97	2,448.50
500.00	21.87	21.87	21.87	21.87	21.87	21.87	280.89
2,100.00	2,483.40	-	-	-	-	-	2,483.40



Monthly Finances (A)

Code	Description	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
7304	Miscellaneous Motor Expenses	-	-	-	-	-	-	-	-
7307	Vehicle Leasing	-	-	-	-	-	-	-	-
7500	Printing	-	-	60.00	-	19.14	198.00	594.64	680.64
7501	Postage and Carriage	-	1,000.00	-	210.50	19.18	1,000.00	3,729.68	3,729.68
7502	Office Stationery	235.40	634.53	293.06	431.16	411.65	333.23	5,139.45	5,345.76
7503	Publications	-	-	-	-	-	-	-	149.18
7505	Town Crier Printing Costs	-	800.00	-	-	1,119.50	-	3,177.50	3,177.50
7506	Distribution Costs	-	-	416.67	-	416.67	-	2,083.35	2,083.35
7507	Business & ID Cards	-	-	-	-	-	-	-	-
7508	Questionnaire / Survey	-	-	-	-	-	-	-	-
7509	Name Badges	-	-	-	-	-	-	-	-
7550	Telephone and Broadband	179.58	397.67	398.48	401.20	390.13	439.98	4,790.57	5,188.74
7552	Computers & Software	379.89	539.56	329.56	329.16	437.90	316.56	4,773.12	5,605.83
7600	Legal Fees	-	-	-	-	-	9.00	19,106.91	19,106.91
7601	Audit Fees	2,000.00	-	-	534.20	-	-	3,142.60	3,142.60
7602	Health & Safety Fees	-	-	-	-	-	-	-	-
7603	Consultancy Fees	-	-	-	-	-	-	-	2,400.00
7604	Professional Fees	630.84	3,186.85	-	-	-	-	12,353.61	15,189.61
7605	Mayoral Allowance	-	1,033.12	148.10	-	408.00	2,000.00	3,869.22	3,979.22
7606	Councillors' Reimbursement	-	-	-	-	-	-	-	-
7607	Electoral Costs	-	-	-	-	-	-	7,970.31	7,970.31
7700	Equipment Hire	-	-	-	-	-	-	-	-
7701	Office Machine Maintenance	-	-	-	-	-	-	-	-
7702	Equipment Leasing	451.98	1,521.99	1,471.98	750.98	1,986.26	1,131.98	19,710.44	21,330.18
7800	Repairs and Renewals	91.15	218.63	253.20	187.94	303.93	39.29	1,824.63	1,976.91
7801	Cleaning	(1,399.51)	-	-	-	46.40	163.50	(457.07)	(203.82)
7803	Premises Expenses	40.19	3,517.13	953.54	4,520.38	2,995.02	294.41	16,113.47	16,501.45
7811	Signs	-	-	-	-	-	-	80.22	80.22
7821	Miscellaneous Purchases	-	-	-	-	-	-	-	-
7901	Bank Charges	218.76	258.69	262.55	238.16	242.77	198.40	3,315.42	3,516.15
7903	Loan Interest Paid	-	-	-	-	-	4,695.33	9,390.66	9,390.66
8100	Bad Debt Write Off	29,234.70	-	-	-	-	-	29,234.70	29,234.70
8200	Donations	1,000.00	2,114.98	-	-	1,500.00	-	5,614.98	5,686.98
8201	Subscriptions	428.75	-	150.00	-	38.00	303.75	2,934.96	3,284.96
8202	Uniforms	-	114.23	-	65.11	-	-	400.38	400.38
8203	Training Costs	84.00	60.00	1,011.00	250.00	195.00	345.00	5,084.00	5,156.00
8204	Insurance	-	-	-	-	191.52	-	25,900.70	25,900.70
8205	Entertainment	-	-	-	-	-	-	-	-
		98,920.43	81,512.51	86,968.40	61,732.51	58,349.14	63,043.92	932,245.59	987,563.01

Budget 18/19	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	YTD 18/19
500.00	-	-	28.76	-	49.66	408.34	1,074.41
-	342.75	342.75	342.75	342.75	342.75	342.75	4,113.00
500.00	-	342.45	53.50	-	268.30	-	1,795.74
3,500.00	60.00	120.00	1,000.00	-	-	-	2,180.00
3,650.00	187.46	375.59	241.06	516.35	236.93	284.10	4,464.68
-	62.50	-	-	-	-	-	112.50
2,750.00	-	-	-	-	1,475.00	-	4,425.00
2,510.00	604.17	-	-	-	416.67	-	2,064.59
-	20.00	30.00	30.00	-	-	-	265.40
-	-	260.00	-	-	-	-	1,060.00
-	-	-	-	-	224.00	-	224.00
5,500.00	433.93	432.93	487.44	333.57	266.51	201.13	4,759.65
5,800.00	364.91	446.47	677.89	658.65	408.68	364.76	6,619.13
19,700.00	-	-	-	-	-	-	5,687.50
3,300.00	2,000.00	-	-	534.20	-	-	3,068.40
-	-	-	2,318.75	285.00	-	-	5,140.49
-	199.80	199.80	599.80	599.80	589.80	199.80	4,611.30
5,000.00	707.00	-	-	-	-	70.00	777.00
2,500.00	413.33	-	-	267.04	804.97	100.00	2,164.24
-	-	-	-	-	-	-	140.40
13,000.00	-	-	-	-	-	-	-
-	-	-	266.50	-	-	1,451.60	1,718.10
-	-	-	-	-	-	-	128.71
25,250.00	863.68	2,135.55	1,091.98	2,051.36	1,787.58	1,131.98	15,724.93
2,000.00	-	765.12	293.46	333.41	65.34	259.47	6,785.35
1,400.00	240.75	367.88	49.20	60.95	225.40	216.26	1,874.73
15,000.00	798.69	10,183.70	3,946.92	1,599.82	1,436.46	507.45	39,855.35
-	63.43	-	-	-	180.00	18.00	894.51
-	-	-	-	-	-	-	602.94
4,150.00	340.24	260.62	232.10	392.75	350.64	596.39	3,435.21
9,390.66	-	-	-	-	-	4,695.33	9,390.66
-	-	-	-	-	-	-	2,438.62
3,000.00	-	750.00	-	61.90	-	-	2,711.90
5,050.00	207.49	54.87	70.19	-	7.99	7.99	1,977.77
600.00	93.33	437.80	164.72	-	16.66	17.77	1,189.53
5,000.00	350.00	358.33	585.00	50.00	180.00	514.00	3,863.83
27,000.00	-	-	-	-	191.52	-	23,470.26
-	-	-	-	-	-	600.00	643.79
973,495.66	72,110.11	104,557.08	88,301.45	56,547.66	57,135.18	68,043.97	882,453.64



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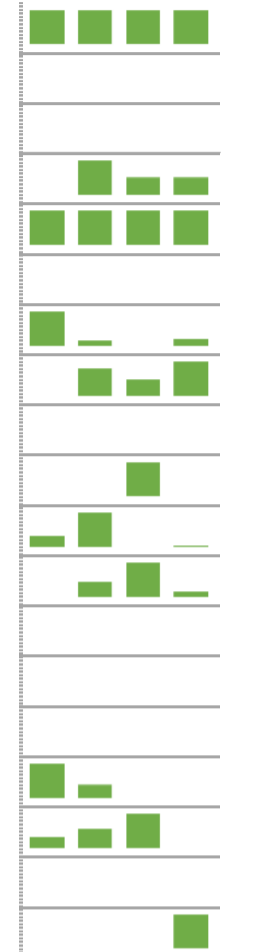
Swanley Town Council: Olympic

YTD Summary

Income

Code	Description	2017 / 2018							
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
4003	Rent - New Generation Data	-	-	-	-	-	-	-	333.33
4012	Rent - Golf Range	3,701.00	-	-	-	-	-	3,701.00	3,701.00
4013	Rent - Bowls Club	-	-	-	-	-	-	5,000.00	5,000.00
4015	Rent - Flat at Olympic Centre	700.00	700.00	700.00	700.00	700.00	700.00	7,700.00	8,400.00
4018	Rent - Boxing	-	-	-	281.67	281.67	281.67	845.01	1,126.68
4028	Photocopying	-	-	-	-	-	-	-	-
4100	Bar Income	2,198.15	3,377.83	2,322.68	4,117.87	1,905.27	5,202.25	38,887.70	43,051.50
4105	Catering Income	5,450.52	7,714.44	5,917.89	5,496.69	4,129.45	6,739.49	69,245.19	74,459.30
4108	Quiz Income	-	-	-	-	-	-	-	-
4109	Pool Income	-	-	-	-	-	-	-	-
4115	Function Package Revenue	1,941.67	2,164.17	915.41	510.83	704.99	870.59	11,725.53	12,606.36
4120	Conference Lettings Regular	4,673.33	6,147.53	3,879.19	2,064.17	5,600.00	3,686.66	51,853.69	54,636.45
4125	Party Night Revenue	1,049.76	-	600.01	204.17	-	750.00	2,895.20	2,895.20
4130	Party Function Revenue	-	50.00	1,575.00	-	-	583.34	2,208.34	2,208.34
4202	Services Recharge - Golf	-	1,494.89	-	-	-	-	1,494.89	1,494.89
4600	Outdoor Event Revenue	126.67	-	-	-	-	-	126.67	126.67
4609	Snooker Income	303.72	352.66	1,070.38	598.60	704.87	978.22	6,401.08	7,458.35
4903	Insurance Claims	-	-	-	-	-	-	-	-
4998	Sale of Goods	-	-	-	416.67	-	-	416.67	416.67
		20,144.82	22,001.52	16,980.56	14,390.67	14,026.25	19,792.22	202,500.97	217,914.74

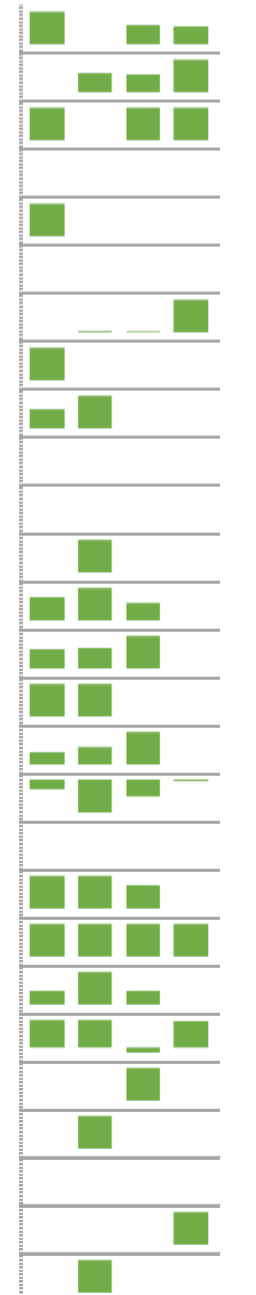
Budget 18/19	2018 / 2019							YTD 18/19
	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19		
-	333.33	333.33	333.33	333.33	333.33	333.33	333.33	3,666.63
-	-	-	-	-	-	-	-	-
5,000.00	-	-	-	-	-	-	-	5,000.00
8,400.00	-	1,400.00	700.00	700.00	700.00	700.00	700.00	7,000.00
3,750.00	281.67	281.67	281.67	281.67	281.67	281.67	281.67	3,098.37
-	-	-	-	-	-	-	-	4.00
44,500.00	4,302.99	3,296.48	3,099.04	3,349.75	2,711.38	3,190.45	3,190.45	40,812.33
82,500.00	3,085.66	4,374.37	3,850.55	4,717.87	4,587.85	4,218.45	4,218.45	46,892.27
-	-	-	-	-	-	-	-	69.17
-	-	-	43.75	-	-	10.00	-	94.75
15,500.00	1,131.25	2,500.01	516.66	583.33	499.99	564.16	564.16	7,851.24
65,000.00	2,305.02	3,495.00	5,044.09	2,748.85	3,715.02	5,072.65	5,072.65	33,287.34
2,400.00	-	-	-	-	-	-	-	416.67
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	66.67	25.00	-	-	-	-	-	116.66
-	771.50	863.54	1,043.13	647.04	733.02	685.25	685.25	9,948.41
-	-	-	-	-	-	-	-	2,942.80
-	-	-	-	0.01	-	-	-	0.01
227,050.00	12,278.09	16,569.40	14,912.22	13,361.85	13,562.26	15,055.96	15,055.96	161,200.65



Expenditure

Code	Description	2017 / 2018							
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
5001	Bar Purchases	631.78	923.85	1,029.88	1,426.29	1,244.46	1,854.50	16,175.37	18,284.92
5002	Catering Purchases	2,773.62	1,900.15	2,662.87	2,902.69	629.23	2,741.40	25,521.85	27,403.24
5003	Bar Purchases - Equipment	-	-	-	-	-	-	-	-
5004	Catering Purchases - Equipment	-	-	-	-	-	-	-	-
5011	Licences	454.12	159.03	12.37	12.37	12.37	12.37	723.29	735.66
5020	Equipment / Machinery	1,029.99	-	-	-	-	-	1,441.93	1,441.93
5021	Equipment / Machinery Repairs	113.32	-	-	60.00	117.28	-	3,452.13	3,452.13
5030	Horticulture	-	-	-	-	-	195.00	195.00	239.50
5045	Function Expenditure	430.00	1,582.06	913.17	130.00	530.00	520.00	6,261.89	7,076.89
5046	Outdoor Event	-	-	-	-	-	-	-	-
6200	Website, Social Media and Marketing	122.33	122.33	122.33	122.33	122.33	122.33	1,298.43	1,420.76
6201	Advertising	73.22	40.00	40.00	82.50	-	130.00	855.71	895.71
7000	Salaries	5,948.79	4,429.37	4,882.91	5,172.82	4,956.74	4,658.01	56,634.24	62,234.01
7001	Pension	494.79	443.80	555.07	555.45	476.51	509.49	5,883.02	6,352.94
7004	Wages - Casual	558.70	1,147.75	768.75	868.50	566.13	643.55	5,979.88	6,472.47
7006	Employers NI	223.60	180.66	268.28	268.57	223.45	230.83	2,837.55	3,035.87
7011	SMP	-	-	-	-	-	-	-	-
7099	Staff Expenses	140.68	-	-	308.07	-	340.89	789.64	789.64
7102	Water Rates	2,260.20	-	-	1,007.69	-	-	2,599.68	3,322.83
7103	General Rates	2,826.00	2,826.00	2,826.00	2,826.00	2,826.00	-	28,261.00	28,261.00
7105	Recycling - Waste Collection	156.52	165.07	187.10	156.53	208.65	166.92	1,932.33	2,099.25
7200	Electricity	975.87	984.87	1,027.60	-	1,447.45	1,710.38	11,298.20	12,831.83
7201	Gas	-	-	394.00	-	-	2,618.16	4,210.73	4,210.73
7500	Printing	-	-	-	-	-	-	-	-
7502	Stationery	-	-	-	-	-	-	-	-
7550	Telephone and Broadband	38.44	38.44	38.44	38.44	38.44	38.44	1,033.01	1,071.45
7552	Computers & Software	-	-	-	-	-	-	-	-

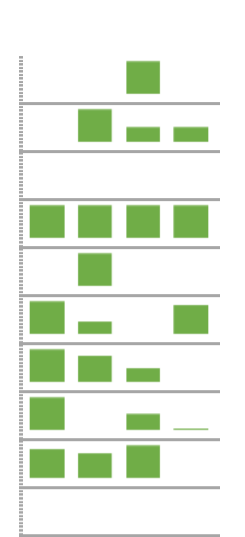
Budget 18/19	2018 / 2019							YTD 18/19
	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19		
19,000.00	1,641.21	709.54	1,262.99	1,230.87	1,035.05	514.84	514.84	14,089.27
28,500.00	637.76	863.22	846.53	1,018.56	630.55	901.74	901.74	12,095.46
-	96.35	63.25	96.35	96.35	63.25	63.25	63.25	1,638.17
-	-	-	-	-	-	-	-	593.26
1,200.00	307.37	12.07	12.83	12.83	12.83	12.83	12.83	551.52
1,000.00	-	-	-	-	-	-	-	113.63
2,000.00	-	90.00	59.68	1,277.36	-	-	-	1,921.32
-	597.50	-	-	-	-	-	-	617.50
7,500.00	727.00	1,091.67	175.00	175.00	450.00	608.33	608.33	5,839.80
-	-	-	-	-	-	-	-	150.00
1,500.00	-	-	-	-	-	-	-	-
1,500.00	-	40.00	-	-	-	177.50	177.50	417.50
66,100.00	5,179.65	5,631.32	4,857.91	3,966.15	4,557.40	4,921.35	4,921.35	59,755.61
6,750.00	461.78	482.06	638.53	192.90	227.50	343.46	343.46	4,882.26
5,500.00	95.34	95.34	-	-	-	95.34	95.34	2,238.54
3,250.00	200.33	244.23	386.04	84.11	153.94	185.25	185.25	2,498.07
-	(748.44)	(1,377.50)	(955.88)	(534.27)	(667.83)	(534.27)	(534.27)	(4,818.19)
250.00	-	-	-	-	-	-	-	101.40
4,150.00	973.22	973.24	705.09	-	-	-	-	4,956.42
29,400.00	2,909.00	2,909.00	2,909.00	2,909.00	2,909.00	-	-	29,087.00
2,100.00	166.92	208.65	166.92	136.55	201.68	173.60	173.60	1,972.38
13,000.00	1,440.44	1,440.44	(283.36)	1,419.52	1,377.92	(532.34)	(532.34)	12,027.17
4,250.00	-	-	673.68	-	-	2,611.59	2,611.59	5,752.65
-	-	50.00	-	-	50.00	-	-	204.13
-	-	-	-	-	-	-	-	35.36
1,650.00	42.94	42.94	42.94	184.95	191.73	174.88	174.88	895.08
-	-	45.00	-	-	45.00	-	-	180.00



Monthly Finances (C)

Code	Description	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
7602	Health & Safety Fees	-	-	-	-	-	-	-	-
7604	Professional Fees	109.21	109.21	109.21	109.21	109.21	109.21	1,326.81	1,436.02
7700	Equipment Hire	-	-	-	-	-	-	299.00	299.00
7702	Equipment Leasing	315.00	315.00	315.00	315.00	315.00	315.00	3,465.00	3,780.00
7800	Repairs and Renewals	-	-	-	-	75.00	-	674.68	864.68
7801	Cleaning	94.01	1,236.67	-	143.20	87.98	182.15	2,172.19	2,388.53
7802	Laundry	54.64	132.00	212.60	165.49	132.49	82.01	1,553.73	1,553.73
7803	Premises Expenses	2,300.54	708.00	1,200.00	244.00	778.40	477.02	17,894.96	18,134.96
7901	Bank Charges	149.94	173.22	166.03	158.10	180.71	158.70	1,666.10	1,833.69
8201	Subscriptions	-	534.01	-	-	-	-	756.76	756.76
		22,275.31	18,151.49	17,731.61	17,073.25	15,077.83	17,816.36	207,194.11	222,680.13

Budget 18/19	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	YTD 18/19
-	-	-	308.40	-	-	-	828.00
1,500.00	-	228.42	105.21	105.21	105.21	105.21	1,535.76
-	-	-	-	-	-	-	-
3,780.00	315.00	315.00	315.00	315.00	315.00	315.00	3,465.00
1,200.00	-	107.00	-	-	-	-	1,252.99
3,300.00	101.90	41.69	-	91.57	149.51	127.17	967.27
1,650.00	165.50	132.25	71.57	-	-	-	1,395.10
15,000.00	731.70	-	361.93	41.44	120.22	-	8,776.16
-	140.48	138.86	141.75	128.93	161.99	117.08	1,647.38
1,000.00	-	-	-	-	-	-	-
226,030.00	16,182.95	14,577.69	12,898.11	12,852.03	12,089.95	10,381.81	177,662.97



7801
7803

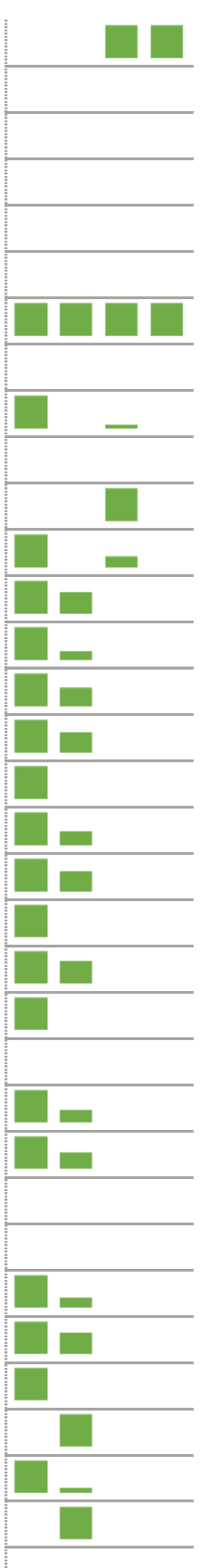
Swanley Town Council: Swanley Park

YTD Summary

Income

Code	Description	2017 / 2018							
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
4002	Rent - Swanley Athletics Club	-	-	-	-	-	-	-	-
4006	Rent - Cafe in the Park	1,000.00	-	-	-	-	-	33,000.00	33,000.00
4007	Rent - Swanley Park	-	-	-	-	-	-	-	-
4008	Rent - Swanley New Barn Railway	-	-	-	-	-	-	-	-
4010	Rent - Ice Cream Van	291.67	-	-	-	-	-	15,291.67	15,291.67
4014	Rent - Great Outdoors	-	-	-	-	-	-	-	-
4017	Rent - Swanley Park RFC	-	312.64	312.64	312.64	312.64	312.64	1,563.20	1,875.84
4032	1812 Event	-	-	-	-	-	-	-	-
4201	Service Recharge: Café in the Park	-	-	-	-	-	-	1,872.84	1,872.84
4204	Service Recharge: Bungalow	-	-	-	-	-	-	-	-
4207	Service Recharge: SNBR	-	-	-	-	-	-	-	-
4600	Outdoor Event Revenue	-	-	-	-	-	-	-	-
4700	Rowing	392.91	85.42	-	-	-	-	5,731.01	5,731.01
4701	Pedalos	2,659.76	740.00	-	-	-	692.33	34,267.51	34,408.35
4702	Canoeing	258.73	71.67	-	-	-	-	2,783.72	2,783.72
4703	Golf	187.92	10.00	-	-	-	-	4,531.39	4,531.39
4704	Tree Trek	235.83	-	-	-	-	-	6,235.52	6,240.52
4705	Hand Boats	-	-	-	-	-	-	65.83	65.83
4706	Dino Karts	113.32	-	-	-	-	-	2,503.46	2,503.46
4707	Deck Chairs	-	-	-	-	-	-	632.50	632.50
4708	Bouncy Castle	680.44	255.75	-	-	-	225.42	10,738.82	10,840.91
4710	Car Parking	1,447.51	220.83	-	-	125.00	-	46,064.50	46,231.17
4712	Wrist Bands	-	-	-	-	-	-	91.67	91.67
4713	Duck Income	-	-	-	-	-	-	-	-
4714	Battery Bikes	-	-	-	-	-	-	-	-
4715	Balloons	-	-	-	-	-	-	-	-
4716	Water Creatures	-	-	-	-	-	-	-	-
4717	Candy Floss	-	-	-	-	-	-	-	-
4718	JCB Digger	-	-	-	-	-	-	-	-
4719	Reptiles	-	-	-	-	-	-	-	-
4720	Children's Party - Recreation	490.00	320.83	-	-	-	-	2,671.65	2,671.65
4721	Children's Party - Survival	709.15	520.83	-	-	362.50	120.83	1,838.31	2,684.13
4810	Sponsorship - General	-	-	-	-	-	-	-	-
4997	Sale of Goods	-	-	-	-	-	-	-	-
		8,467.24	2,537.97	312.64	312.64	800.14	1,351.22	169,883.60	171,456.66

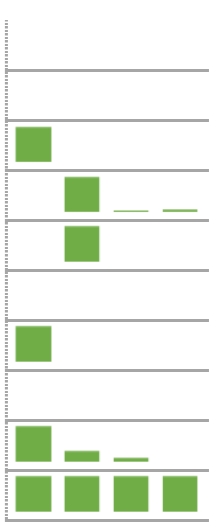
Budget 18/19	2018 / 2019						YTD 18/19
	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	
-	-	-	100.00	100.00	100.00	100.00	400.00
33,500.00	-	-	-	-	-	-	34,000.00
-	-	-	-	-	-	-	-
-	-	-	-	-	10,500.00	10,531.53	21,031.53
15,416.00	-	-	-	-	-	-	15,416.67
-	-	-	-	-	83.33	333.32	-
3,750.00	312.64	312.64	312.64	312.64	312.64	312.64	3,439.04
-	-	-	-	-	-	266.68	266.68
2,000.00	1,143.49	-	166.67	-	-	-	4,342.26
600.00	-	-	-	-	-	-	-
-	-	-	644.75	-	-	-	-
-	195.83	-	66.67	-	-	-	6,969.62
5,750.00	454.16	300.83	-	-	-	-	7,789.94
33,600.00	2,276.26	667.09	-	-	-	1,912.10	36,894.90
2,800.00	138.34	80.00	-	-	-	10.00	3,712.92
4,550.00	420.83	270.84	-	-	-	477.50	7,750.90
6,300.00	227.50	-	-	-	-	-	4,354.59
150.00	343.32	153.33	-	-	-	-	5,004.04
2,510.00	301.66	193.34	-	-	-	336.65	4,134.97
650.00	51.66	-	-	-	-	-	1,161.21
10,600.00	527.08	379.57	-	-	-	937.92	12,230.54
46,000.00	2,841.68	-	-	-	-	-	52,229.46
100.00	-	-	-	-	-	-	724.17
-	60.85	24.57	-	-	-	57.49	593.14
-	514.17	273.34	-	-	-	-	4,480.06
-	-	-	-	-	-	-	65.00
-	-	-	-	-	-	-	9.17
-	50.00	16.67	-	-	-	-	304.21
-	185.82	123.31	-	-	-	-	991.80
-	10.00	-	-	-	-	-	69.17
3,000.00	-	83.33	-	-	404.16	295.83	979.15
3,000.00	449.99	83.33	-	-	125.00	-	3,130.80
-	-	5,000.00	-	-	-	-	5,283.33
-	-	-	-	-	3,333.34	-	3,616.67
174,276.00	10,505.28	7,962.19	1,290.73	412.64	14,858.47	15,571.66	241,375.94



Expenditure

Code	Description	2017 / 2018							
		Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
5002	Catering Purchases	-	-	-	-	20.15	-	20.15	20.15
5010	Sporting Equipment Purchases	-	-	-	-	-	-	-	-
5020	Equipment / Machinery	-	46.19	-	-	-	289.65	15,853.39	16,714.19
5021	Equipment / Machinery Repairs	-	-	-	-	-	273.72	1,657.36	1,798.15
5030	Horticulture	-	-	-	-	-	-	-	-
5045	Function Expenditure	-	-	-	-	-	-	220.00	220.00
5046	Outdoor Event	-	-	-	-	-	-	1,610.00	1,610.00
6201	Advertising	-	-	-	132.00	30.00	-	291.99	441.61
7000	Salaries	22,464.65	9,721.15	4,709.42	4,354.10	2,192.16	2,251.38	100,321.09	105,578.93
7001	Pension	565.87	359.04	-	359.04	357.52	357.52	1,998.99	2,507.51

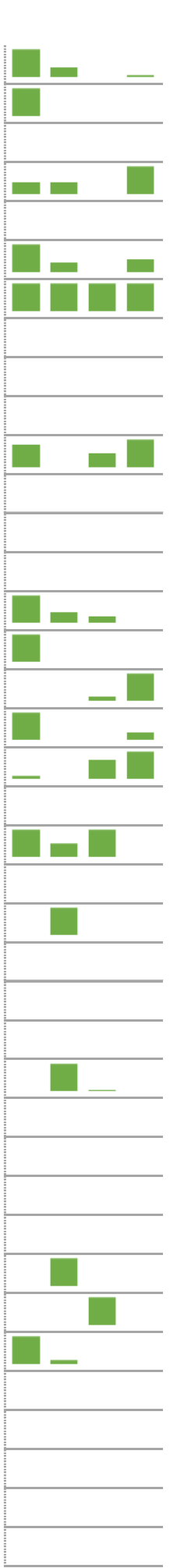
Budget 18/19	2018 / 2019						YTD 18/19
	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	
-	-	-	-	-	-	-	9.56
-	-	-	-	-	58.21	200.00	386.71
15,000.00	114.91	-	-	-	-	-	4,659.94
1,500.00	-	644.60	42.41	47.50	-	-	1,997.35
-	-	425.00	-	-	-	-	1,205.83
500.00	-	-	-	-	-	-	-
2,000.00	294.00	-	-	-	-	-	1,315.08
2,500.00	-	-	-	-	-	-	283.00
94,760.00	18,767.94	8,242.74	5,251.58	3,695.50	3,979.18	4,354.53	113,575.04
1,545.00	364.50	364.50	364.50	364.50	364.50	414.79	4,591.91



Monthly Finances (D)

Code	Description	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	YTD 17/18	Actual 17/18
7006	Employers NI	451.30	201.09	-	201.09	199.83	199.83	1,253.14	1,564.40
7012	Security Staffing	-	-	-	-	-	-	-	-
7099	Staff Expenses	19.00	104.51	-	49.50	-	375.84	930.23	930.23
7102	Water Rates	4,246.58	-	-	3,945.82	-	-	10,904.93	10,904.93
7103	General Rates	232.00	-	39.56	41.00	-	552.06	1,564.96	1,564.96
7105	Recycling - Waste Collection	1,070.25	841.35	1,008.30	514.48	1,074.42	725.32	12,174.78	13,704.90
7200	Electricity	2,351.64	450.37	-	3,172.05	729.51	-	9,026.89	9,705.19
7202	GasOil	-	-	-	-	-	-	-	-
7303	Vehicle Insurance	-	-	-	-	-	-	-	-
7304	Miscellaneous Motor Expenses	-	-	-	-	-	-	-	-
7306	Mileage Claims	-	-	-	-	-	-	-	-
7500	Printing	-	-	-	-	-	-	-	-
7501	Postage & Carriage	-	-	-	-	-	-	29.90	29.90
7502	Stationery	-	-	-	-	-	-	74.63	74.63
7550	Telephone & Broadband	32.48	70.50	32.74	34.03	48.38	-	291.42	332.91
7700	Equipment Hire	-	-	-	-	-	-	-	-
7800	Repairs and Renewals	-	-	200.00	-	234.86	301.00	2,255.98	6,785.76
7801	Cleaning	-	1,236.10	-	-	-	-	1,303.98	1,594.69
7803	Premises Expenses	701.50	53.00	1,442.10	6,109.17	2,180.00	937.74	14,776.01	16,106.01
7804	Pool Chemicals	234.34	-	-	-	-	-	2,074.93	2,541.26
7805	Cess Pit	3,040.00	1,890.00	630.00	840.00	-	-	14,850.00	15,480.00
7806	Pedalo Parts	-	-	-	-	27.46	-	53.29	53.29
7807	Pool Costs	-	-	-	-	-	-	757.20	1,803.20
7808	Sand	-	-	-	-	-	-	-	-
7811	Signs	-	-	-	-	81.84	-	501.84	851.84
7814	Maintenance	-	-	-	-	-	-	171.90	174.90
7815	Chidren's Party	-	-	125.00	-	124.40	16.90	395.05	395.05
7816	Parking	-	-	-	-	-	-	170.95	170.95
7817	Rowing Parts	-	-	-	-	-	-	698.81	698.81
7818	Life Jackets	-	-	-	-	-	-	170.04	170.04
7819	Duck Feed	-	-	-	-	9.90	6.99	16.89	16.89
7820	Activity Recharge	-	-	-	-	-	-	-	-
7821	Miscellaneous Purchases	-	-	-	-	-	-	-	-
7901	Bank Charges	306.03	216.80	215.21	214.97	236.97	236.97	2,098.59	2,335.86
8201	Subscriptions	-	-	-	-	-	-	365.00	734.00
8202	Uniform	-	-	-	-	31.91	171.52	983.33	983.33
8203	Training Costs	450.00	-	-	-	525.00	-	5,475.00	5,475.00
8204	Insurance	-	-	-	-	-	207.57	207.57	207.57
8206	Coaching	-	-	-	-	-	270.00	270.00	270.00
		36,165.64	15,190.10	8,402.33	19,967.25	8,104.31	7,174.01	205,820.21	224,551.04

Budget 18/19	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	YTD 18/19
1,030.00	502.27	351.29	265.69	281.10	378.12	425.64	4,628.11
-	103.50	-	-	-	-	-	770.50
1,000.00	-	-	-	-	-	-	-
9,000.00	523.75	542.46	130.94	1,047.50	467.64	579.87	6,905.93
2,500.00	-	-	-	-	-	-	-
15,250.00	1,373.72	987.56	764.38	1,054.94	1,943.38	985.28	15,773.70
8,000.00	70.00	70.00	70.00	70.00	140.00	91.06	451.49
-	-	-	-	-	-	507.96	1,357.93
-	-	-	-	-	-	-	91.94
-	-	-	-	-	-	39.49	54.49
-	32.85	10.58	24.40	37.58	45.68	50.85	273.50
-	-	-	-	-	-	-	512.85
100.00	-	-	-	-	-	-	9.95
100.00	-	-	-	-	-	-	65.97
480.00	58.34	52.32	50.71	48.28	61.26	57.06	686.92
-	188.00	-	-	-	-	-	1,699.45
2,200.00	-	-	12.40	74.04	57.82	21.82	1,918.36
2,000.00	40.40	-	-	11.26	-	70.67	1,254.11
15,000.00	1,007.29	93.32	6,112.75	8,708.89	93.40	568.60	17,901.69
2,500.00	-	-	-	-	-	-	1,408.91
12,000.00	630.00	420.00	630.00	210.00	210.00	630.00	13,380.00
250.00	-	-	-	-	-	-	364.43
1,250.00	-	(425.00)	-	-	-	-	1,939.62
-	-	-	-	-	-	-	275.00
500.00	-	-	-	-	-	-	513.00
250.00	-	-	-	-	-	-	1,378.20
500.00	-	146.67	9.16	-	-	73.61	381.69
250.00	-	-	-	-	-	-	-
1,000.00	-	-	-	-	-	-	-
250.00	-	-	-	-	-	-	-
-	-	-	-	-	-	13.75	13.75
-	-	892.50	-	-	-	-	2,850.83
-	-	-	23.20	-	-	-	291.71
2,050.00	406.80	261.26	238.46	236.97	236.97	236.97	3,201.38
500.00	-	-	-	-	-	-	-
1,000.00	-	-	-	-	-	62.48	809.22
2,500.00	-	-	-	-	-	415.00	2,218.00
-	-	-	-	-	-	458.35	1,650.35
-	-	-	-	-	-	-	-
199,265.00	24,478.27	13,079.80	13,990.58	15,888.06	8,036.16	10,257.78	213,057.40



Swanley Town Council



Bank Reconciliation: 28 February 2019

Bank Statement Balance:	Current Account	162,955.53	
			<u>162,955.53</u>
Other Bank & Cash Accounts:	Active Saver	139.99	
	Mayor's Account	3,734.00	
	Recreation Account	72.19	
	Alexandra Cash Account	4,250.60	
	Olympic Cash Account	553.36	
	Link Cash Account	-	
	Swanley Park Cash Account	820.79	
			<u>9,570.93</u>
			<u><u>172,526.46</u></u>
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	11/09/2018	100772	90.00
	08/02/2019	100684	70.00
	19/02/2019	028497	615.00
			<u>775.00</u>
			<u><u>171,751.46</u></u>
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	27/02/2019	Oly to Current	138.50
	26/02/2019	Park to Current	19.00
	28/02/2019	Park to Current	14.00
	28/02/2019	Oly to Current	84.93
			<u>256.43</u>
			<u><u>172,007.89</u></u>
Closing Book Balance:	Current Account	162,436.96	
	Other Bank & Cash Accounts	9,570.93	
			<u>172,007.89</u>
			<u><u>-</u></u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Payments Out: February 2019

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Payment Method</u>	<u>Ref</u>	<u>Amount</u>
01/02/2019	LEXAUTO	Lex Autolease	Direct Debit	DD/Lex	411.30
01/02/2019	DVLA	DVLA LC13 SNK	Direct Debit	DD/DVLA	21.87
04/02/2019	BTGROUP	BT	Direct Debit	DD/BT	56.47
04/02/2019	BARCLAYS	Commission	Bank Entry	Barclays	516.59
05/02/2019	SMEDLEY	Madelyn Smedley	Same Day Payment	FP/Smedley	150.00
05/02/2019	Yell	Yell	Direct Debit	DD/Yell	146.79
05/02/2019	EMS	EMS	Direct Debit	DD/EMS	236.97
06/02/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	40.35
07/02/2019	ELAS	Employment Law Advisory Service	Direct Debit	DD/ELAS	239.76
07/02/2019	BGAS8419	BGas Elec - Alexandra	Direct Debit	DD/BGAS	817.52
07/02/2019	Olympic PC Receipts	Olympic PC Receipts	Cheque	100681	95.60
07/02/2019	Link PC Receipts	Link PC Receipts	Cheque	100682	15.06
08/02/2019	B&MSUPP	B&M Supplies LTD	Same Day Payment	FP/B&M	69.19
08/02/2019	DARPRINT	Darenth Print and Design Ltd	Same Day Payment	FP/Darenth Print	316.80
08/02/2019	DECORATO	Decorators Den Ltd	Same Day Payment	FP/Decorators Den	191.72
08/02/2019	ERNEDOE	Ernest Doe & Sons Ltd	Same Day Payment	FP/Ernest Doe	25.64
08/02/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	311.72
08/02/2019	JCFABRIC	JC Fabrication	Same Day Payment	FP/JC Fabrication	200.00
08/02/2019	KCC100	Kent County Council	Same Day Payment	FP/KCC	314.58
08/02/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	686.94
08/02/2019	LOCKTOOL	Locks 'N' Tools Ltd	Same Day Payment	FP/Locks n Tools	152.11
08/02/2019	OAKLEAF1	Oakleaf Electrical Contractors Ltd	Same Day Payment	FP/Oakleaf	211.81
08/02/2019	TLCELEC	T.L.C Direct	Same Day Payment	FP/TLC Direct	229.79
08/02/2019	TRADEUK	Trade UK Account	Same Day Payment	FP/Trade	160.87
08/02/2019	ZURICH	Zurich Municipal	Same Day Payment	FP/Zurich	191.52
08/02/2019	WINSTON	Winston Sports	Same Day Payment	FP/Winston Sports	854.28
08/02/2019	KALC100	Kent Association of Local Councils	Cheque	100683	144.00
08/02/2019	MANN	Mann (Swanley)	Internal Entry	DD/Mann	105.21
08/02/2019	LB of Lewisham	Mayor - 2nr Tickets	Cheque	100684	70.00
08/02/2019	S&SE in Bloom	Mayor - 2nr Tickets	Cheque	100685	30.00
08/02/2019	TV Licence	TV Licence	Direct Debit	DD/TV Licence	12.83
11/02/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	43.76
11/02/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	44.00
11/02/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	71.36
11/02/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	129.08
11/02/2019	BlendBar Grill	BlendBar Grill	Cheque	100686	400.00
12/02/2019	HMRC	VAT Payment	Direct Debit	DD/HMRC	15,506.13
13/02/2019	OVERLINE	Overline	Direct Debit	DD/Oveline	158.33
13/02/2019	OVERLINE	Overline	Direct Debit	DD/Overline	344.65
13/02/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/AllStar	39.41
14/02/2019	SEENV10	See Tickets	Same Day Payment	FP/See Group	2,093.50
14/02/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	47.15
14/02/2019	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/Sevenoaks DC	675.00
14/02/2019	SARSFIEL	#N/A	Same Day Payment	FP/Sarsfield	50.00
14/02/2019	ORCHARDF	Orchard Fencing Ltd	Same Day Payment	FP/Orchard Fencing	65.28
14/02/2019	NIVEKCAT	Nivek Catering Supplies Ltd	Same Day Payment	FP/Nivek	166.86
14/02/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Keir	225.00
14/02/2019	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	175.00
14/02/2019	KALC100	Kent Association of Local Councils	Same Day Payment	FP/KALC	216.00

Monthly Finances (F)

14/02/2019	BENTLEY	Bentley Priory Museum	Same Day Payment	FP/Bentley Priory	50.00
15/02/2019	Payroll	Payroll Mth11	BACS	Payroll Mth11	38,912.04
15/02/2019	Payroll	PAYE Mth11	BACS	PAYE Mth11	19,648.25
15/02/2019	SDC	Rates for Civic Centre	Direct Debit	DD/SDC	3,791.00
15/02/2019	SDC	Rates for Alexandra	Direct Debit	DD/SDC	2,423.00
18/02/2019	SAGE100	Sage (UK) Ltd	Direct Debit	DD/Sage	125.95
18/02/2019	TOTGAS1	Total Gas & Power (Civic)	Direct Debit	DD/Total G&P	2,496.51
18/02/2019	TOTGASP	Total Gas & Power Ltd (Alex)	Direct Debit	DD/Total G&P	2,496.50
18/02/2019	TOTGAS2	Total Gas & Power Ltd (Oly)	Direct Debit	DD/Total G&P	2,742.18
18/02/2019	BGAS8456	BGas Elec - The Olympic	Direct Debit	DD/Bgas	1,446.81
18/02/2019	PWLB	PWLB	Direct Debit	DD/PWLB	4,695.33
19/02/2019	EETMOB	EE & T Mobile	Direct Debit	DD/EE	34.56
19/02/2019	FASTFIT	Fast Fit	Same Day Payment	FP/Fast Fit	100.00
19/02/2019	BR-IT	BR - IT	Same Day Payment	FP/BR-IT	311.76
19/02/2019	CASTL325	Castle Water Limited	Same Day Payment	FP/ Castle Water	48.88
19/02/2019	CASTL529	Castle Water Limited	Same Day Payment	FP/Castle Water	579.87
19/02/2019	CLEAWIPE	Clean Wipes	Same Day Payment	FP/Clean Wipes	121.20
19/02/2019	EARTHCR	EarthCraft	Same Day Payment	FP/EarthCraft	100.00
19/02/2019	JCFABRIC	JC Fabrication	Same Day Payment	FP/JC Fabrication	295.68
19/02/2019	NATIONAL	National Facilities Management Ltd	Same Day Payment	FP/National Fac	45.00
19/02/2019	POSTAL	Postal Heritage	Same Day Payment	FP/Postal Heritage	405.00
19/02/2019	STANNAH	Stannah	Same Day Payment	FP/Stannah	393.08
19/02/2019	SWANATH	Swanley Athletics	Cheque	028497	615.00
20/02/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	49.42
20/02/2019	SG Equipment	Touch Screens	Direct Debit	DD/SG Equipment	378.00
25/02/2019	BNPPARIB	BNP Paribas Leasing Sols	Direct Debit	DD/BNP	542.38
25/02/2019	BNPPARIB	BNP Paribas Leasing Sols	Direct Debit	DD/BNP	318.71
25/02/2019	BOC100	BOC Ltd	Direct Debit	DD/BOC	158.27
25/02/2019	XINTEL	XLN Telecom	Direct Debit	DD/XIn	51.53
26/02/2019	EQUIRECY	Equinox Recycling	Same Day Payment	FP/Equinox	2,957.05
26/02/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	1,014.26
26/02/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	1,005.31
26/02/2019	ALSFTIMB	Alsford Timber Ltd	Same Day Payment	FP/Alsford	87.99
26/02/2019	TLCDIREC	TLC Online	Same Day Payment	FP/TLC	669.85
26/02/2019	ANGELHR	Angel Human Resources Ltd	Same Day Payment	FP/Angel Human Resources	114.41
26/02/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Keir	225.00
26/02/2019	1STACESE	1st Ace Security Ltd	Same Day Payment	FP/1st Ace	456.00
26/02/2019	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	57.44
26/02/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH. Brown	24.15
27/02/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	76.31
					117,541.48

Summary

Month	Payment Method	Amount
Feb-19	Cheque	1,369.66
	BACS	58,560.29
	Direct Debit	40,147.04
	Same Day Payment (Electronic)	16,842.69
	Internal Entry (Offset)	105.21
	Bank Entry	516.59
		117,541.48

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Aged Debtors: 28 February 2019

<u>A/C</u>	<u>Name</u>	<u>Balance</u>	<u>Current</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Older</u>
50CLUB	50+ Club	320.00	320.00	-	-	-	-
ADVOCAC	Advocacy For All	1,838.40	1,838.40	-	-	-	-
ANGLIAN	Hotel Focus	1,092.00	1,092.00	-	-	-	-
BEXLEYBC	London Borough of Bexley	1,042.80	584.60	458.20	-	-	-
CAPITALT	Capital Travel and Events	936.00	936.00	-	-	-	-
CLG	CLG Market Research UK Ltd	1,200.00	1,200.00	-	-	-	-
DOORWIND	The Door and Window Centre	78.00	78.00	-	-	-	-
DOVEFUN	Doves Funerals	180.00	180.00	-	-	-	-
GRACEPL	Grace Place Community Church	(70.00)	-	-	-	-	(70.00)
GREATOUT	Great Outdoors	100.00	100.00	-	-	-	-
JIB	Joint Industry Board	500.00	500.00	-	-	-	-
JONHOM	Jones Homes (Southern) Ltd	600.00	600.00	-	-	-	-
KCC100	Kent County Council	6,284.80	6,284.80	-	-	-	-
KETRALOG	Ketra Logisitcs	284.22	284.22	-	-	-	-
MEDWAYC	Medway Council	547.00	261.80	285.20	-	-	-
NATBLOOD	National Blood Service	504.00	-	504.00	-	-	-
NHSDGS	NHS DGS CCG	222.00	-	-	-	222.00	-
SENCIO	Sencio	178.00	78.00	100.00	-	-	-
SWANBOX	Swanley Boxing Club	338.00	338.00	-	-	-	-
SWANWI	Swanley Evening WI	(196.00)	49.00	(245.00)	-	-	-
SWIFT	Swift Research	1,450.00	1,450.00	-	-	-	-
SWNFC	Swanley FC	301.08	294.38	-	-	-	6.70
SWNRANG	Swanley Rangers FC	495.00	522.50	-	-	-	(27.50)
SWVILLTR	Swanley Village Trust	50.00	50.00	-	-	-	-
U3A100	U3A	(140.00)	(140.00)	-	-	-	-
WELHJONE	Welham Jones Funeral Directors	65.00	65.00	-	-	-	-
WHITENET	Whiteoak Netball Club	2,616.07	2,616.07	-	-	-	-
WHITOAK	White Oak Management	500.00	500.00	-	-	-	-
		21,316.37	20,082.77	1,102.40	-	222.00	(90.80)
Aged Debtors: 28 February 2019		16,769.55	6,395.10	4,250.10	119.40	646.60	5,358.35

Events ^[1]

JANUARY	January events	2,147.70
FEBRUARY	February events	(300.00)
MARCH	March events	(5,517.90)
APRIL	April events	(700.00)

Monthly Finances (G)

MAY	May events	(6,625.00)
JUNE	June events	(10,350.00)
JULY	July events	(4,465.00)
AUGUST	August events	(7,145.00)
SEPTEMBER	September events	(9,700.00)
OCTOBER	October Events	(4,000.00)
NOVEMBER	November Events	(300.00)
DECEMBER	December events	(900.00)
		(47,855.20)

[1] Balances will include prepayments for future functions at Alexandra and Olympic

Party Functions ^[2]

APARTYA	A - Party Anthems	(350.00)
A70S80S	A - 70s & 80s Night	(60.00)
		(410.00)

[2] Balances will include prepayments for future Party Nights at Alexandra and Olympic

Swanley Town Council



Aged Creditors: 28 Febraury 2019

A/C	Name	Balance	Current	Period 1	Period 2	Period 3	Older
ALSFTIMB	Alsford Timber Ltd	7.43	7.43	-	-	-	-
B&MSUPP	B&M Supplies LTD	61.95	61.95	-	-	-	-
BGAS6000	BGas Elec - Civic	572.58	572.58	-	-	-	-
BGAS8419	BGas Elec - Alexandra	1,046.00	1,046.00	-	-	-	-
BGAS8456	BGas Elec - The Olympic	1,654.22	1,654.22	-	-	-	-
BGAS8475	BGas Elec - Tennis Courts	1,114.56	1,114.56	-	-	-	-
BGAS8496	BGas Elec - Oaks Communal	50.54	50.54	-	-	-	-
BGAS8522	BGas Elec - Ablutions St Mary's	723.19	723.19	-	-	-	-
BGAS8560	BGas Elec - Swanley Park	22.11	22.11	-	-	-	-
BNPPARIB	BNP Paribas Leasing Sols	1,358.38	1,358.38	-	-	-	-
BOC100	BOC Ltd	158.27	158.27	-	-	-	-
CASTL166	Castle Water Limited	(259.41)	19.40	16.71	15.63	39.35	(350.50)
CASTL588	Castle Water Limited	313.79	313.79	-	-	-	-
CHARLES	Charles Wilson Engineers Limited	1,729.68	1,729.68	-	-	-	-
CLEAWIPE	Clean Wipes	166.22	166.22	-	-	-	-
D.BODY	D.Body Ltd	630.00	630.00	-	-	-	-
DARPRINT	Darenth Print and Design Ltd	240.00	240.00	-	-	-	-
DECORATO	Decorators Den Ltd	5.87	5.87	-	-	-	-
DYNAMIX	Mr S Gadd	225.00	225.00	-	-	-	-
EDF-SWAN	EDF Energy Customers PLC	(356.55)	-	-	-	-	(356.55)
EDMUNDSO	Edmundson Electrical Ltd	65.29	65.29	-	-	-	-
EQUIRECY	Equinox Recycling Ltd	1,723.09	1,723.09	-	-	-	-
FASTFIT	Fast Fit Express Ltd	235.00	235.00	-	-	-	-
GODFREYS	Godfreys Lawn and TurfCare	675.55	675.55	-	-	-	-
HALLFUEL	Hall Fuels	533.35	533.35	-	-	-	-
HILLSPR	Hills Prospect PLC	2,133.52	2,133.52	-	-	-	-
HOTELFO	Hotel Focus	80.88	80.88	-	-	-	-
JPSCLAR	JPS Clarity Limited	114.00	-	-	-	-	114.00
KCC100	Kent County Council	611.93	611.93	-	-	-	-
KM	KM Media Group Ltd	546.00	546.00	-	-	-	-
LAMPS	Lamps & Tubes Illuminations Ltd	2,395.50	2,395.50	-	-	-	-
LEXAUTO	Lex Autolease	411.30	411.30	-	-	-	-
LOCKTOOL	Locks 'N' Tools Ltd	186.92	186.92	-	-	-	-
MATTCLAR	Matthew Clark Wholesale Ltd	(111.59)	-	-	-	-	(111.59)
MECKADRI	Adrian Mecklenburgh Ltd	441.24	441.24	-	-	-	-
MHALSTED	Martin Halstead	240.00	240.00	-	-	-	-
NIVEKCAT	Nivek Catering Supplies Ltd	51.00	51.00	-	-	-	-
ORCHARDF	Orchard Fencing Ltd	22.50	22.50	-	-	-	-
THOMLEI	Thompson & Leigh Ltd	169.03	169.03	-	-	-	-
TLCELEC	T.L.C Direct	48.00	48.00	-	-	-	-
TRADEUK	Trade UK Account	132.24	132.24	-	-	-	-
TUDORENV	Tudor Environmental	158.77	158.77	-	-	-	-
WATLING	Watling Tyres	130.00	130.00	-	-	-	-
ZEN100	Zen Internet Ltd	(5.44)	-	-	-	(5.44)	-
		20,451.91	21,090.30	16.71	15.63	33.91	(704.64)
Aged Creditors: 28 February 2018		17,608.96	17,608.37	0.59	-	-	-