

# Swanley Town Council

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

Tel: 01322 665855

[www.swanleytowncouncil.gov.uk](http://www.swanleytowncouncil.gov.uk)

## POLICY AND FINANCE

13<sup>th</sup> February 2020

Dear Member

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 19<sup>th</sup> February 2020 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 Letchford  
Cllr J Barnes, Cllr G Darrington Cllr P Darrington,  
Cllr J Domigan, Cllr C Lee, Cllr J Tuckfield

### 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 22<sup>nd</sup> January 2020

**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. Housing Stock
- f. Bank Reconciliation
- g. Payments Out
- h. Debtors and Creditors

**5. PROPOSAL FOR VE DAY**

To approve the updated proposal for VE day 8<sup>th</sup> May 2020 activities

**6. REPORT ON SALE OF WOODLANDS (Held over from previous meeting)**

To note value of sale and disposals attached  
Appendix 1 & Appendix 2

**Date of next meeting – 18<sup>th</sup> March 2020**

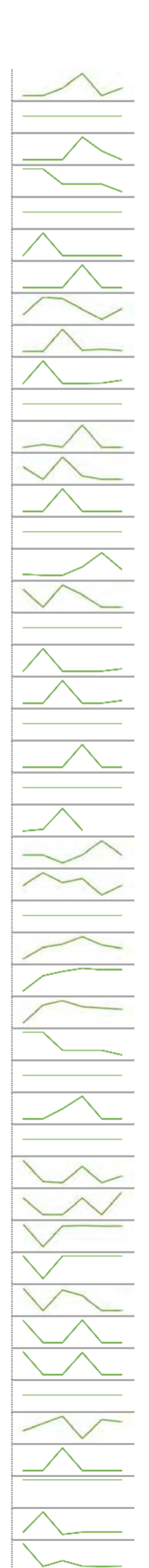
If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 611663 or [snash@swanleytowncouncil.gov.uk](mailto:snash@swanleytowncouncil.gov.uk)

Swanley Town Council: Civic Centre

YTD Summary

Expenditure		2018 / 2019							
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
5000	Street Lighting	-	-	-	66.47	-	-	66.47	66.47
5001	Bar Purchases	-	-	-	-	-	-	42.03	42.03
5002	Catering Purchases	-	231.10	547.69	19.20	47.93	-	990.58	1,006.57
5007	Brown Bags	337.50	3,037.50	1,350.00	675.00	-	675.00	16,100.00	17,450.00
5008	Seeds	-	-	-	-	-	-	351.60	351.60
5010	Sporting Equipment Purchases	120.00	48.00	35.68	-	-	-	213.78	925.68
5011	Licenses	117.00	150.50	230.00	21.00	-	( 89.00 )	689.70	775.70
5020	Equipment / Machinery	2,561.81	1,299.31	5,036.33	134.45	341.63	1,130.72	14,100.29	14,849.91
5021	Equipment / Machinery Rep	1,195.20	1,774.59	305.83	128.36	3.66	-	4,710.30	5,159.07
5030	Horticulture	-	-	-	-	35.84	-	329.86	451.73
5032	1812 Event	13,408.86	1,568.33	13.47	-	-	-	18,215.66	18,215.66
5034	Firework Night	-	-	2,575.00	1,870.03	-	-	4,656.23	4,656.23
5035	Remembrance Day	-	-	72.50	115.00	-	-	187.50	187.50
5036	Swanley in Bloom	-	-	-	190.00	-	-	16,675.60	16,702.10
5037	Xmas Day Party	-	-	-	-	507.68	-	507.68	507.68
5038	Light up the Town	-	-	-	17,070.82	1,000.00	-	19,629.57	27,614.57
5039	Senior Passport to Leisure	-	1,305.00	850.00	600.00	178.75	-	6,299.50	10,175.68
5040	Mayor at Home	-	-	-	321.76	-	-	356.76	376.76
5041	Armed Forces Day	-	-	-	-	-	-	1,987.33	1,987.33
5042	St George's Day	-	-	-	-	-	-	400.00	884.90
5043	Silent Soldier	-	873.00	8,246.40	1,045.16	-	-	10,164.56	10,164.56
5045	Function Expenditure	-	-	500.00	575.00	-	-	1,075.00	1,315.00
5046	Outdoor Event	-	-	350.00	-	-	-	350.00	350.00
5047	Oktoberfest	-	-	-	-	-	-	-	-
6200	Website, Social Media and Marketing	80.00	80.00	161.00	130.00	80.00	80.00	1,485.00	1,725.00
6201	Advertising	310.00	122.40	1,067.30	258.00	266.00	119.80	4,318.08	4,796.57
6202	Gifts & Samples	-	-	-	-	-	-	-	-
7000	Salaries	35,050.11	36,540.41	49,707.79	35,773.79	32,902.81	32,684.07	374,710.63	440,623.07
7001	Pension	4,627.67	4,589.02	4,864.94	4,753.71	4,187.71	4,144.19	47,483.33	55,898.10
7006	Employers N.I.	3,197.17	3,214.07	3,374.56	3,188.67	2,881.34	2,873.12	32,331.52	38,146.29
7011	SMP Reclaimed	-	-	-	-	-	-	-	-
7008	Recruitment Expenses	-	-	-	-	-	-	-	-
7012	Security Staffing	-	-	-	228.00	-	-	228.00	228.00
7097	Staff Reward	-	-	-	-	-	-	-	-
7099	Staff Expenses	139.03	-	53.85	136.90	-	19.93	725.24	785.08
7100	Rent for Link	-	-	809.97	-	-	-	809.97	1,443.98
7102	Water Rates	28.57	146.90	729.23	323.26	234.51	239.42	2,461.80	2,873.38
7103	General Rates	5,471.54	5,472.27	5,472.00	5,472.00	5,472.00	5,472.00	55,860.38	59,651.38
7105	Recycling - Waste Collection	-	-	-	-	-	-	-	-
7200	Electricity	1,717.47	-	18.47	1,977.78	-	18.47	6,622.41	8,679.16
7201	Gas	115.87	-	-	362.85	-	-	2,398.41	4,478.83
7202	Oil	-	-	-	-	-	-	-	-
7300	Vehicle Fuel	93.81	1,079.98	204.02	347.35	298.38	171.03	3,413.24	3,724.78
7301	Vehicle Repairs and Servicing	1,645.51	-	175.32	15.00	-	49.70	1,885.53	2,448.50
7302	Vehicle Licences	21.87	21.87	21.87	21.87	21.87	21.87	259.02	302.76
7303	Vehicle Insurance	-	2,483.40	-	-	-	-	2,483.40	2,483.40
7304	Miscellaneous Motor Expenses	-	-	-	28.76	-	49.66	666.07	1,350.58

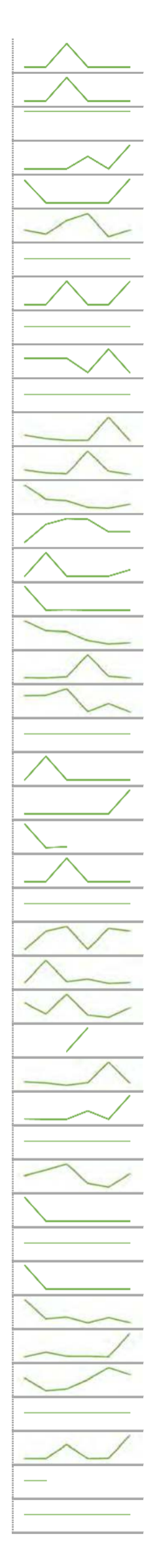
2019 / 2020							
Budget 19/20	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	YTD 19/20
-	-	-	22.80	66.47	-	22.80	112.07
-	-	-	-	-	-	-	-
1,000.00	-	-	-	127.54	49.00	-	276.54
16,500.00	2,100.00	2,100.00	700.00	700.00	700.00	-	14,700.00
350.00	-	-	-	-	-	-	-
250.00	-	1,059.66	10.05	-	-	-	1,273.87
800.00	-	-	-	50.21	-	-	125.21
47,000.00	286.81	993.00	934.20	509.38	103.73	527.92	45,011.74
9,500.00	35.73	23.80	3,999.57	217.50	434.18	174.13	7,731.74
300.00	-	933.20	-	-	16.66	131.26	1,325.55
-	-	-	-	-	-	-	-
5,300.00	-	484.90	73.20	3,861.50	-	-	4,419.60
100.00	66.00	-	120.00	18.83	-	-	254.83
16,800.00	-	-	1,057.50	-	-	-	16,754.50
500.00	-	-	-	-	-	-	-
15,000.00	341.09	-	36.23	3,003.89	8,221.85	2,246.77	13,849.83
8,300.00	845.00	-	1,061.66	595.00	-	-	4,841.66
300.00	-	-	-	-	-	-	144.95
2,600.00	-	200.00	-	-	-	21.00	6,358.00
800.00	-	-	175.00	-	-	21.00	2,202.25
-	-	-	-	-	-	-	-
500.00	-	-	-	120.00	-	-	1,849.17
350.00	-	-	-	-	-	-	-
-	100.00	576.92	6,705.89	285.00	-	-	7,667.81
2,500.00	80.00	80.00	35.00	80.00	160.00	80.00	890.00
5,500.00	276.34	635.28	344.80	464.92	-	270.00	3,155.15
-	-	-	-	-	-	-	222.50
410,000.00	35,354.86	38,048.05	38,763.98	40,554.26	38,553.69	37,854.14	378,367.88
51,000.00	4,149.90	4,512.77	4,620.76	4,697.54	4,658.87	4,666.76	44,977.04
34,800.00	3,028.39	3,314.15	3,388.99	3,288.38	3,264.99	3,245.91	33,109.05
-	-	-	( 521.79 )	( 521.79 )	( 521.79 )	( 652.24 )	( 2,217.61 )
-	-	-	-	-	-	-	-
-	-	-	111.00	251.00	-	-	362.00
-	-	-	-	-	-	-	157.90
550.00	467.70	28.30	-	343.95	-	145.79	1,606.31
1,076.00	269.99	-	-	269.99	-	364.02	904.00
3,000.00	246.82	11.84	226.82	234.38	226.82	227.79	2,179.71
61,400.00	5,939.38	5,939.37	5,939.38	5,939.38	5,939.38	5,939.38	60,215.75
-	380.00	-	350.00	255.00	-	-	1,335.00
10,000.00	1,668.63	-	-	1,726.39	-	-	5,216.67
3,300.00	496.26	-	-	480.00	-	-	2,974.25
-	-	-	-	-	-	-	-
3,400.00	247.84	312.25	377.28	179.39	344.83	324.91	3,220.87
2,000.00	-	-	537.39	5.37	-	-	1,414.01
303.00	45.50	45.50	45.50	45.50	45.50	45.50	407.74
2,550.00	-	2,947.84	( 371.15 )	-	-	-	2,576.69
600.00	1,107.78	-	276.75	17.64	-	18.33	3,580.07



Monthly Finances (A)

Code	Description	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
7305	Congestion Charges	-	-	-	-	-	-	-	-
7306	Mileage Claims	-	-	-	-	-	-	-	-
7307	Vehicle Leasing	342.75	342.75	342.75	342.75	342.75	342.75	3,770.25	4,455.75
7500	Printing	399.00	-	342.45	53.50	-	268.30	1,795.74	1,795.74
7501	Postage and Carriage	-	-	120.00	1,000.00	-	-	2,120.00	2,132.00
7502	Office Stationery	246.13	187.46	375.59	241.06	516.35	236.93	4,180.58	4,514.41
7503	Publications	-	62.50	-	-	-	-	112.50	112.50
7505	Town Crier Printing Costs	1,475.00	-	-	-	-	1,475.00	4,425.00	4,425.00
7506	Distribution Costs	306.25	604.17	-	-	-	416.67	2,064.59	2,064.59
7507	Business & ID Cards	30.00	20.00	30.00	30.00	-	-	265.40	265.40
7508	Questionnaire / Survey	800.00	-	260.00	-	-	-	1,060.00	1,060.00
7509	Name Badges	-	-	-	-	-	224.00	224.00	224.00
7550	Telephone and Broadband	417.37	433.93	432.93	487.44	333.57	266.51	4,558.52	4,961.22
7552	Computers & Software	348.75	364.91	446.47	677.89	658.65	408.68	6,254.37	6,983.88
7600	Legal Fees	-	-	-	-	-	-	5,687.50	5,687.50
7601	Audit Fees	-	2,000.00	-	-	534.20	-	3,068.40	3,068.40
7602	Health & Safety Fees	-	-	-	2,318.75	285.00	-	5,140.49	5,215.49
7603	Consultancy Fees	199.80	199.80	199.80	599.80	599.80	589.80	4,411.50	6,011.10
7604	Professional Fees	-	-	-	-	-	-	-	3,026.00
7605	Mayoral Allowance	348.90	420.00	-	-	267.04	804.97	2,070.91	2,340.91
7606	Councillors' Reimbursement	102.60	-	-	-	-	-	140.40	140.40
7607	Electoral Costs	-	-	-	-	-	-	-	-
7608	Mayoral Payments	-	-	-	-	-	-	-	-
7609	Community Railway Partnership	-	-	-	-	-	-	-	-
7700	Equipment Hire	-	-	-	266.50	-	-	266.50	1,718.10
7701	Office Machine Maintenance	-	-	-	-	-	-	128.71	128.71
7702	Equipment Leasing	1,091.98	863.68	2,135.55	1,091.98	2,051.36	1,787.58	14,592.95	16,824.37
7800	Repairs and Renewals	159.54	-	765.12	293.46	333.41	65.34	6,525.88	7,166.68
7801	Cleaning	142.70	240.75	367.88	49.20	60.95	225.40	1,658.47	2,055.50
7802	Laundry	-	-	-	-	-	-	-	-
7803	Premises Expenses	1,389.52	798.69	10,183.70	3,946.92	1,599.82	1,436.46	39,347.90	42,925.67
7811	Signs	100.00	63.43	-	-	-	180.00	876.51	2,284.51
7821	Miscellaneous Purchases	43.95	-	-	-	-	-	647.94	647.94
7901	Bank Charges	249.65	340.24	260.62	232.10	392.75	350.64	2,838.82	4,788.28
7903	Loan Interest Paid	4,695.33	-	-	-	-	-	4,695.33	9,390.66
8100	Bad Debt Write Off	-	-	-	-	-	-	2,438.62	2,438.62
8200	Donations	-	-	750.00	-	61.90	-	2,711.90	2,961.90
8201	Subscriptions	65.00	207.49	54.87	70.19	-	7.99	1,969.78	2,683.59
8202	Uniforms	52.19	93.33	437.80	164.72	-	16.66	1,171.76	1,434.93
8203	Training Costs	375.00	350.00	358.33	585.00	50.00	180.00	3,349.83	4,298.83
8204	Insurance	378.69	-	-	-	-	191.52	23,470.26	23,470.26
8205	Entertainment	-	-	-	-	-	-	-	600.00
8207	Conferences/Events	-	-	-	-	-	-	-	-
8208	Grant Aid	-	-	-	-	-	-	-	-
		83,999.09	71,630.78	104,637.08	88,301.45	56,547.66	57,135.18	814,283.34	948,158.43

Budget 19/20	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	YTD 19/20
-	-	-	6.00	-	-	-	17.00
-	-	-	9.45	-	-	-	9.45
4,113.00	342.75	342.75	342.75	342.75	342.75	342.75	3,427.50
2,500.00	-	-	-	206.92	-	388.00	1,279.43
1,300.00	1,000.00	-	-	-	-	1,060.44	2,066.94
3,500.00	268.97	154.55	523.80	715.21	89.74	266.14	3,786.62
115.00	-	-	-	-	-	-	125.00
6,100.00	-	-	1,562.96	-	-	1,513.92	6,029.41
3,000.00	-	-	-	-	-	-	1,200.84
240.00	30.00	30.00	30.00	-	50.00	-	262.00
-	-	-	-	-	-	-	-
-	28.50	9.50	-	-	126.50	-	174.00
5,700.00	182.06	170.64	167.52	253.45	177.25	165.65	1,918.62
6,700.00	796.57	564.61	542.37	433.17	419.86	482.69	5,200.44
2,000.00	( 2,086.40 )	1,500.00	2,660.20	2,500.00	-	-	8,896.60
3,200.00	-	2,000.00	-	-	-	534.20	3,068.40
2,650.00	3,179.00	-	39.15	-	-	-	3,724.45
3,700.00	9,803.23	5,618.91	5,310.70	1,599.80	199.80	602.30	29,800.53
4,350.00	487.00	-	1,500.00	26,934.00	2,085.00	-	31,881.00
3,000.00	820.95	840.79	1,163.46	80.00	468.15	72.00	4,140.00
-	-	-	-	-	-	-	18.90
13,000.00	-	16,715.15	-	-	-	-	16,715.15
-	-	-	-	-	-	3,000.00	4,756.00
-	809.98	6.99	35.16	-	-	-	852.13
-	-	-	615.00	-	-	-	735.00
-	-	-	-	-	-	-	-
12,500.00	-	1,327.46	1,692.81	40.00	1,526.14	1,335.60	10,880.67
8,500.00	679.05	17,100.39	1,287.49	3,368.22	123.23	721.29	26,983.72
3,000.00	230.14	114.65	323.15	104.20	80.00	180.15	1,497.42
-	9.99	-	-	96.06	-	-	106.05
90,000.00	8,724.17	6,165.48	1,559.54	6,789.96	51,749.45	6,499.04	136,461.13
725.00	25.00	-	-	562.91	-	1,559.96	3,476.53
-	-	-	-	-	-	-	13.50
3,200.00	304.76	318.93	335.42	284.61	275.06	309.28	2,914.40
9,390.66	4,695.33	-	-	-	-	-	4,695.33
-	-	-	-	-	-	-	-
2,000.00	972.16	-	-	-	-	-	1,472.16
2,800.00	172.50	42.99	55.49	15.98	50.00	17.99	2,441.90
1,500.00	9.99	268.18	45.81	41.92	14.00	1,325.77	1,857.30
3,100.00	759.00	-	104.40	666.00	1,388.00	966.00	7,850.11
23,500.00	-	-	-	-	-	-	23,167.94
-	-	-	485.00	-	11.53	800.00	1,442.98
-	-	-	-	-	-	-	63.00
1,000.00	-	-	-	-	-	-	-
944,612.66	89,778.72	115,538.80	89,418.44	112,901.78	121,374.17	77,818.34	1,028,963.85

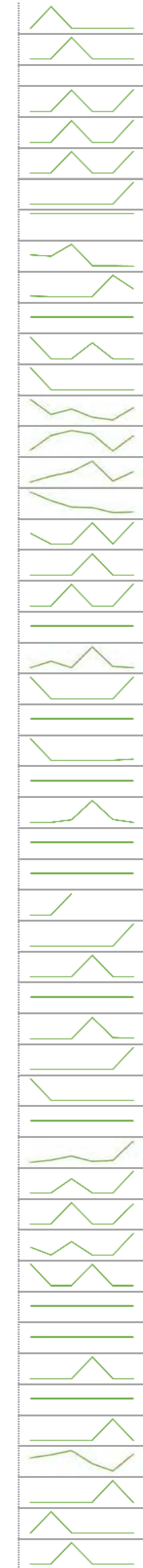


Swanley Town Council: Civic Centre

YTD Summary

Income		2018 / 2019							
Code	Description	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
4000	Precept	-	280,461.00	-	-	-	-	560,922.00	560,922.00
4033	Community Infrastructure Levy	-	-	416.66	-	-	-	416.66	416.66
4004	Rent - Station Road: Micro Brewery	-	-	-	-	-	-	1,500.00	3,929.17
4005	Rent - Oaks Clinic	-	-	9,890.00	-	-	9,890.00	79,538.92	79,538.92
4009	Rent - 10 Station Road: Taxi	-	-	687.50	-	-	687.50	2,750.00	2,750.00
4011	Rent - Pedham Farm	-	-	-	-	-	925.00	1,850.00	1,850.00
4016	Rent - Civic Centre	1,500.00	1,500.00	1,591.66	1,532.00	1,532.00	1,532.00	15,187.66	18,251.66
4019	Mayor's Charity Income	110.00	1,237.47	1,591.65	1,034.50	-	207.07	4,522.35	4,622.35
4020	Allotments	11.67	-	-	225.00	112.50	62.50	411.67	586.67
4021	Dog Bin Emptying	-	-	-	-	-	-	390.00	390.00
4022	Solar Panel Income	-	-	2,564.87	-	-	739.23	8,347.83	8,347.83
4023	Urban Maintenance	-	-	3,642.55	-	-	-	3,642.55	3,642.55
4024	Seeds	19.81	11.56	10.73	10.73	4.95	15.69	183.21	218.71
4025	Black Refuse Bags	497.50	571.25	387.08	212.50	281.25	441.25	3,813.33	4,365.41
4026	White Refuse Bags	185.43	161.67	134.16	72.50	71.66	201.25	1,209.58	1,400.41
4027	Brown Refuse Bags	1,435.67	1,699.67	1,142.83	543.17	216.83	263.76	13,040.59	14,526.34
4029	Radar Keys	2.50	2.50	2.50	2.50	-	2.50	20.00	25.00
4030	SDC Link Service Contract	-	-	-	-	-	-	28,064.00	28,064.00
4031	KCC Link Salaries Recharge	-	-	14,892.04	-	-	14,892.04	59,568.17	59,568.17
4032	1812 Event	1,154.57	-	-	-	-	-	1,549.58	1,549.58
4034	Firework Night	-	-	16.67	1,112.83	381.33	-	1,510.83	1,510.83
4035	St George's Day	-	-	-	-	-	-	-	-
4036	Markets	41.67	-	-	500.00	-	-	566.66	566.66
4037	Armed Forces Day	2,852.50	8.33	-	-	-	8.33	3,152.49	3,256.65
4038	Silent Soldier	10,533.34	-	-	1,000.00	-	-	11,533.34	11,533.34
4039	Light up the Town	-	5,000.00	266.67	241.66	826.16	-	6,334.49	6,334.49
4040	Xmas Day Lunch	-	-	-	366.92	75.54	-	442.46	442.46
4041	Mugs	-	-	-	-	-	-	-	5.83
4042	Oktoberfest	-	-	-	-	-	-	-	-
4200	Recharge - Oaks Clinic	-	-	-	-	-	-	-	-
4206	Recharge - Civic Centre	5,656.82	-	50.00	-	-	-	6,321.82	6,321.82
4208	Service Recharge - SDC	-	-	-	-	-	-	-	1,250.00
4209	Service Recharge - Other	-	-	-	-	-	-	-	-
4230	Sale of Assets	-	-	-	-	-	-	-	-
4500	Senior Passport to Leisure Revenue	-	2,407.08	146.88	126.87	975.00	65.00	5,622.93	11,314.18
4600	Outdoor Event Revenue	-	-	-	-	116.67	-	116.67	116.67
4605	Court Lettings	108.79	1,689.76	78.80	88.52	72.10	295.57	3,958.60	5,990.10
4606	Changing Rooms	117.15	117.15	-	-	117.15	-	608.85	726.00
4607	Floodlight Revenue	10.66	607.10	-	-	-	72.00	1,133.75	1,661.75
4608	Football Pitches	646.88	522.50	-	294.38	352.50	294.38	2,282.79	3,099.67
4710	Car Parking	-	-	-	-	-	233.36	233.36	533.40
4711	General Income	-	-	-	-	-	-	-	1,807.92
4800	Town Crier Advertising Revenue	-	-	-	-	-	83.33	133.33	133.33
4805	Swanley in Bloom - Sponsorship	-	-	-	250.00	-	20.83	10,732.18	13,049.36
4810	Sponsorship - General	-	-	-	-	-	-	4,497.00	4,497.00
4900	Investment Income	-	-	-	-	0.30	-	0.30	0.30
4902	Commissions Received	83.52	120.19	88.34	76.92	141.19	124.35	979.83	2,250.79
4903	Insurance Claims	1,224.92	-	1,447.00	-	-	-	14,860.92	14,860.92
4998	Sale of Goods	-	-	-	-	-	-	140.83	140.83
4999	Other Income	-	-	-	-	1,054.30	217.50	1,271.82	1,271.82
		26,193.40	15,656.23	38,631.93	7,691.00	6,331.43	31,274.44	863,363.35	887,641.55

2019 / 2020							
Budget 19/20	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	YTD 19/20
590,600.00	-	295,300.00	-	-	-	-	590,600.00
-	-	-	1,062.49	-	-	-	27,732.41
4,800.00	-	-	1,875.00	-	-	1,875.00	9,166.68
79,538.92	-	-	9,890.00	-	-	9,890.00	79,560.00
2,750.00	-	-	687.50	-	-	687.50	2,750.00
1,850.00	-	-	-	-	-	925.00	1,850.00
18,000.00	1,532.00	1,532.00	1,532.00	1,532.00	1,532.00	1,532.00	15,320.00
-	1,650.70	1,439.50	3,174.00	60.39	67.34	-	6,641.93
550.00	12.50	-	-	-	359.99	133.34	555.83
390.00	-	-	-	-	-	-	390.00
8,500.00	3,493.93	-	-	2,623.57	-	-	7,746.20
7,284.55	6,790.64	-	-	-	-	-	7,128.14
200.00	13.20	4.13	7.43	2.48	0.83	8.26	106.50
4,700.00	170.00	358.33	420.00	377.92	158.75	354.58	3,349.58
1,420.00	53.75	85.00	108.75	163.74	59.17	107.92	1,004.17
13,800.00	2,490.00	1,548.50	812.00	765.50	195.50	278.67	13,152.09
15.00	2.50	-	-	5.00	-	5.00	22.50
28,064.00	-	-	-	14,032.00	-	-	28,064.00
61,355.22	-	-	15,751.60	-	-	15,751.60	63,006.40
-	-	-	-	-	-	-	-
1,500.00	-	500.00	-	1,610.00	101.00	-	2,211.00
100.00	16.67	-	-	-	-	16.67	1,258.34
100.00	-	-	-	-	-	-	41.67
500.00	158.33	-	-	-	-	8.33	2,245.83
-	-	-	-	-	-	-	-
7,000.00	16.67	-	624.99	5,241.67	674.83	-	6,558.16
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	5.83
-	-	-	3,454.71	-	-	-	3,454.71
-	-	-	-	-	-	55.60	-
9,000.00	-	-	-	5,806.08	-	-	5,806.08
-	-	-	-	-	-	-	-
-	-	-	-	3,483.96	216.99	76.60	3,777.55
-	-	-	-	-	-	1,520,267.22	1,520,267.22
10,500.00	2,246.67	-	-	-	-	-	4,615.00
800.00	-	-	-	-	-	-	-
5,500.00	( 40.40 )	148.00	513.63	42.00	111.60	1,822.47	3,587.09
650.00	-	-	246.00	-	-	369.00	984.00
1,700.00	-	-	224.00	-	-	210.00	696.50
3,000.00	370.00	-	653.88	-	-	1,023.88	2,047.76
-	281.20	277.04	277.04	281.20	277.04	277.04	2,810.20
-	-	-	-	-	-	-	-
250.00	-	-	-	-	-	-	-
10,500.00	-	-	-	250.00	-	-	7,731.67
-	-	-	-	-	-	-	10,000.00
-	-	-	-	-	0.28	-	0.28
1,100.00	76.51	82.55	90.75	65.92	51.43	83.58	738.97
-	-	-	-	-	425.00	-	425.00
-	-	100.00	-	-	-	-	100.00
-	-	-	8.33	-	-	-	8.34
876,017.69	19,334.87	6,075.05	41,414.10	36,343.43	4,231.75	1,555,759.26	2,437,517.63



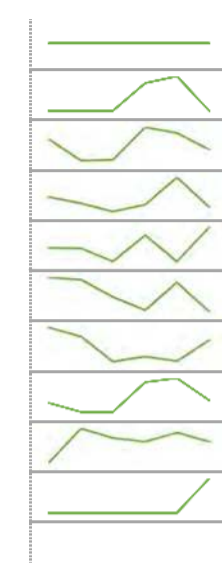
# Swanley Town Council: Alexandra

## YTD Summary

### Income

Code	Description	2018 / 2019							
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
4028	Photocopying	-	-	-	-	-	-	14.17	14.17
4043	Pantomime	-	-	-	-	-	-	-	-
4100	Bar Income	13,026.91	8,724.03	10,563.33	11,073.61	18,051.39	3,056.58	108,833.53	123,935.45
4105	Catering Income	10,527.47	10,582.25	10,464.16	3,540.22	21,410.44	5,223.33	93,410.02	99,699.39
4110	Equipment Hire	-	-	50.00	173.33	-	33.33	256.66	256.66
4115	Function Package Revenue	8,643.92	4,789.58	4,330.00	1,035.00	8,608.33	1,310.38	49,603.88	56,186.36
4120	Conference Lettings Regular	6,223.34	2,791.50	7,767.50	6,225.84	4,550.03	3,714.19	46,077.93	54,954.62
4125	Party Night Revenue	-	591.67	1,012.50	833.33	3,106.67	-	8,040.01	9,790.01
4130	Party Function Revenue	895.83	895.83	1,070.83	1,070.83	983.33	700.00	9,443.98	11,193.98
4999	Other Income	30.00	-	-	0.01	-	-	30.01	30.01
		39,347.47	28,374.86	35,258.32	23,952.17	56,710.19	14,037.81	315,710.19	356,060.65

Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
-	-	-	-	-	-	-	-	6.00
-	-	-	-	1,582.70	1,992.67	-	-	3,575.37
118,904.17	12,884.95	4,903.37	5,269.49	17,374.28	15,137.18	8,971.07	-	105,592.97
94,653.87	11,459.18	8,459.08	4,668.69	7,855.09	20,668.36	6,838.36	-	93,659.20
78.97	63.35	60.00	-	120.00	-	156.67	-	400.02
54,648.80	9,785.01	9,291.68	5,733.32	3,091.67	8,705.24	2,852.89	-	63,095.49
48,014.92	4,195.01	3,975.01	3,372.52	3,491.68	3,378.34	3,881.69	-	43,006.88
13,246.49	787.50	-	-	2,558.33	2,905.82	1,008.33	-	9,068.31
10,946.14	-	1,137.50	808.33	700.00	991.66	700.00	-	7,624.98
-	-	-	-	-	-	0.02	-	0.02
340,493.36	39,175.00	27,826.64	19,852.35	36,773.75	53,779.27	24,409.03	-	326,029.24



### Expenditure

Code	Description	2018 / 2019							
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
5001	Bar Purchases	2,910.40	2,040.82	3,800.31	3,886.07	5,204.55	793.89	34,590.39	39,874.12
5002	Catering Purchases	2,244.89	2,127.76	2,039.88	978.58	4,904.89	1,300.27	19,572.84	20,537.81
5003	Bar Purchases - Equipment	66.18	159.28	67.64	103.73	68.64	68.64	1,097.84	1,463.78
5004	Catering Purchases - Equipment	25.48	391.99	-	63.23	-	-	523.62	529.12
5011	Licenses	-	1,690.65	-	-	-	-	1,738.15	1,738.15
5012	Sales Commision	-	-	71.52	-	-	-	71.52	138.92
5020	Equipment / Machinery	-	-	-	-	-	-	-	-
5021	Equipment / Machinery Repairs	-	-	-	-	627.78	-	1,730.46	1,730.46
5033	Pantomime	445.00	-	-	11.78	545.00	-	1,001.78	1,001.78
5045	Function Expenditure	1,998.34	3,094.66	2,597.33	1,370.00	3,642.50	433.33	21,045.31	23,086.97
6100	Agency Commission	-	-	-	-	-	-	-	-
6200	Website, Social Media and Marketing	122.33	122.33	122.33	122.33	122.33	122.33	1,223.30	1,467.96
6201	Advertising	-	-	-	40.00	-	-	240.00	577.50
7000	Salaries	8,738.62	8,618.93	7,701.13	8,224.45	6,707.84	11,073.03	77,378.74	90,421.44
7001	Pension	832.35	832.35	832.35	844.31	844.31	844.31	8,461.72	10,150.34
7004	Wages - Casual	-	-	-	-	-	-	280.00	280.00
7006	Employers NI	274.67	267.21	269.17	300.03	269.28	385.65	2,984.42	3,549.41
7012	Security Staffing	-	-	-	140.00	623.00	-	763.00	1,085.00
7102	Water Rates	-	146.89	556.59	199.14	178.96	187.07	1,979.76	2,275.45
7103	General Rates	2,423.46	2,422.73	2,423.00	2,423.00	2,423.00	2,423.00	25,663.30	28,086.30
7105	Recycling - Waste Collection	306.86	266.36	332.95	266.36	233.85	319.16	2,883.66	3,437.74
7200	Electricity	926.74	931.25	718.22	787.39	1,023.57	681.27	7,442.53	8,970.49
7201	Gas	115.88	-	-	362.85	-	-	2,398.41	4,478.83
7500	Printing	-	-	93.95	-	-	56.93	305.88	305.88
7550	Telephone & Broadband	-	-	-	-	41.67	83.33	125.00	354.37
7552	Computers & Software	-	-	45.00	-	-	45.00	180.00	180.00
7602	Health & Safety Fees	-	-	-	364.90	-	-	784.90	784.90
7800	Repairs and Renewals	-	-	-	-	-	-	997.50	1,002.98
7801	Cleaning	148.74	48.35	275.89	122.29	64.98	243.40	1,914.69	2,173.85
7802	Laundry	161.58	238.44	200.97	151.92	-	-	1,750.18	2,269.45
7803	Premises Expenses	-	737.00	179.00	32.00	-	56.00	1,720.50	1,760.50
7901	Bank Charges	132.90	104.94	136.77	152.32	148.03	145.08	1,407.16	1,552.02
8201	Subcriptions	-	-	-	-	-	-	-	-
		21,874.42	24,241.94	22,464.00	20,946.68	27,674.18	19,261.69	222,256.56	255,265.52

Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
37,828.84	2,633.53	2,036.62	2,390.93	5,336.56	5,007.05	1,545.95	-	33,034.78
18,664.92	1,761.63	1,177.78	990.71	2,116.97	5,077.43	1,796.28	-	19,451.59
1,432.20	66.08	70.13	185.84	42.32	42.32	42.32	-	753.75
562.27	( 133.34 )	-	-	-	-	-	-	1,466.66
1,790.29	350.00	1,108.87	-	-	-	-	-	3,558.87
73.67	106.18	-	107.23	-	87.51	-	-	300.92
110.21	-	-	-	99.97	-	-	-	99.97
1,025.55	-	-	-	-	-	-	-	199.93
916.70	-	1,125.00	-	624.80	-	-	-	1,749.80
20,314.92	2,885.67	3,500.01	1,798.33	2,340.47	3,678.12	929.17	-	22,762.95
-	-	-	-	-	-	-	-	-
1,467.96	122.33	122.33	122.33	122.33	122.33	122.33	-	1,223.30
494.40	80.00	-	312.50	40.00	-	109.00	-	604.30
89,506.71	7,415.24	7,922.38	6,648.28	6,468.05	7,965.60	10,847.27	-	76,699.87
10,393.26	758.54	758.54	758.54	783.20	758.54	758.54	-	7,764.84
288.40	-	-	-	-	-	-	-	-
3,466.48	301.61	330.64	301.74	391.33	371.53	514.24	-	3,525.41
1,100.00	-	140.00	-	-	798.00	140.00	-	1,918.00
2,193.48	193.64	( 51.36 )	165.67	171.19	165.67	171.19	-	1,571.48
26,432.36	2,830.62	2,830.62	2,830.62	2,830.62	2,830.62	2,830.62	-	28,304.64
3,427.16	277.04	268.72	328.57	294.77	-	-	-	2,395.83
8,497.81	874.05	812.69	613.36	570.19	886.97	865.77	-	7,081.24
5,907.63	496.25	-	-	480.01	-	-	-	2,974.25
256.42	-	-	-	63.27	-	50.00	-	358.70
1,372.56	144.73	145.70	140.83	108.74	152.30	140.71	-	1,292.64
139.05	-	-	45.00	-	-	45.00	-	180.00
432.60	65.00	-	-	-	-	-	-	150.20
1,027.43	-	-	-	-	-	77.04	-	77.04
2,558.54	50.00	155.61	132.10	294.62	182.34	206.51	-	2,155.92
2,865.76	190.86	207.59	168.42	153.33	216.32	151.09	-	1,917.95
4,000.00	197.52	56.75	44.60	( 14.75 )	165.14	-	-	2,888.54
1,701.28	83.00	89.43	58.74	87.63	97.84	151.04	-	858.03
-	-	-	-	45.00	30.00	45.00	-	120.00
250,248.86	21,750.18	22,808.05	18,144.34	23,450.62	28,635.63	21,539.07	-	227,441.40



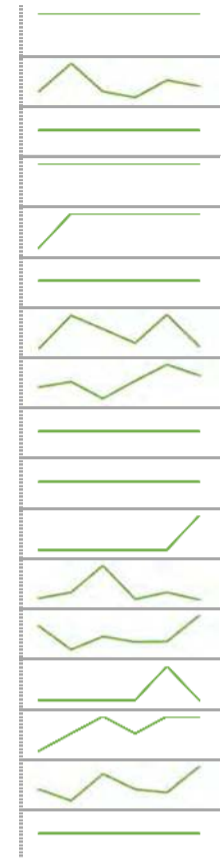
Swanley Town Council: Olympic

YTD Summary

Income

Code	Description	2018 / 2019							YTD 18/19	Actual 18/19
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19			
4003	Rent - New Generation Data	333.33	333.33	333.33	333.33	333.33	333.33	3,333.30	3,999.96	
4012	Rent - We Buy Any Car	-	-	-	-	-	-	-	-	
4013	Rent - Bowls Club	-	-	-	-	-	-	5,000.00	5,000.00	
4015	Rent - Flat at Olympic Centre	-	-	1,400.00	700.00	700.00	700.00	6,300.00	7,700.00	
4018	Rent - Boxing	281.67	281.67	281.67	281.67	281.67	281.67	2,816.70	3,380.04	
4028	Photocopying	-	-	-	-	-	-	4.00	4.00	
4100	Bar Income	2,439.25	4,302.99	3,296.48	3,099.04	3,349.75	2,711.38	37,621.88	47,061.23	
4105	Catering Income	4,014.22	3,085.66	4,374.37	3,850.55	4,717.87	4,587.85	42,673.82	52,656.55	
4108	Quiz Income	-	-	-	-	-	-	69.17	69.17	
4109	Pool Income	-	-	-	43.75	-	-	84.75	94.75	
4110	Equipment Hire	-	-	-	-	-	-	-	-	
4115	Function Package Revenue	83.33	1,131.25	2,500.01	416.66	583.33	499.99	7,187.08	8,707.49	
4120	Conference Lettings Regular	2,815.83	2,305.02	3,495.00	5,044.09	2,748.85	3,715.02	28,214.69	38,109.03	
4125	Party Night Revenue	-	-	-	-	-	-	416.67	416.67	
4600	Outdoor Event Revenue	24.99	66.67	25.00	-	-	-	116.66	116.66	
4609	Snooker Income	710.74	771.50	863.54	1,043.13	647.04	733.02	9,263.16	11,056.30	
4903	Insurance Claims	-	-	-	-	-	-	2,942.80	2,942.80	
		10,703.36	12,278.09	16,569.40	14,812.22	13,361.84	13,562.26	146,044.68	181,314.65	

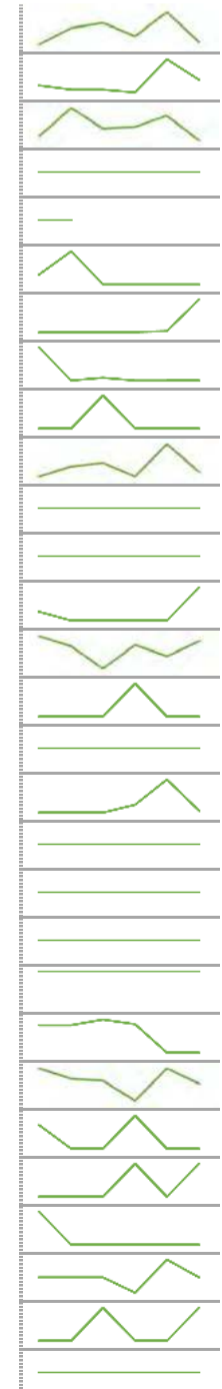
Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
3,999.96	333.33	333.33	333.33	333.33	333.33	333.33	333.33	3,333.30
-	1,200.00	1,500.00	1,200.00	1,140.00	1,320.00	1,260.00	-	13,020.00
5,000.00	-	-	-	-	-	-	-	5,000.00
8,400.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	7,000.00
3,370.04	281.67	315.00	315.00	315.00	315.00	315.00	315.00	2,983.35
4.12	-	-	-	-	-	-	-	-
49,792.56	2,309.29	4,374.93	3,529.40	2,636.98	4,460.49	2,404.83	-	34,955.36
51,003.08	2,295.72	2,468.55	1,938.67	2,486.71	3,015.38	2,670.13	-	26,110.62
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	475.00	475.00
12,295.21	333.33	1,166.66	4,920.00	181.66	1,138.75	166.66	-	10,384.98
37,907.93	4,025.01	2,245.83	3,244.20	2,829.17	2,846.68	4,852.52	-	28,243.44
1,871.17	-	-	-	-	767.50	-	-	2,050.83
-	83.22	166.68	250.01	166.68	250.01	250.01	-	1,416.60
10,877.17	686.13	522.21	903.99	683.32	637.68	1,015.42	-	7,545.40
-	-	-	-	-	-	-	-	-
184,521.24	12,247.70	13,793.19	17,334.60	11,472.85	15,784.82	14,442.90	-	142,518.88



Expenditure

Code	Description	2018 / 2019							YTD 18/19	Actual 18/19
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19			
5001	Bar Purchases	856.68	1,641.21	709.54	1,262.99	1,230.87	1,035.05	13,574.43	15,560.58	
5002	Catering Purchases	1,471.17	637.76	863.22	846.53	1,018.56	630.66	11,213.13	13,427.76	
5003	Bar Purchases - Equipment	61.25	-	63.25	96.35	96.35	63.25	1,478.57	1,667.97	
5004	Catering Purchases - Equipment	76.68	-	-	-	-	-	593.26	593.26	
5010	Sporting Equipment Purchaes	-	-	-	-	-	-	-	-	
5011	Licences	12.37	307.37	12.07	12.83	12.83	12.83	538.69	564.35	
5020	Equipment / Machinery	-	-	-	59.68	-	-	173.31	173.31	
5021	Equipment / Machinery Repairs	-	-	90.00	-	1,277.30	-	1,861.58	1,861.58	
5030	Horticulture	-	597.50	-	-	-	-	617.50	617.50	
5045	Function Expenditure	225.00	727.00	1,091.67	175.00	175.00	450.00	5,231.47	6,239.80	
5046	Outdoor Event	150.00	-	-	-	-	-	150.00	-	
6200	Website, Social Media and Marketing	-	-	-	-	-	-	-	-	
6201	Advertising	-	-	40.00	-	-	-	240.00	457.50	
7000	Salaries	6,723.66	5,179.65	5,631.32	4,857.91	3,966.15	4,557.40	54,834.26	64,074.75	
7001	Pension	503.37	461.78	482.06	638.53	192.90	227.50	4,538.80	5,167.75	
7004	Wages - Casual	190.68	95.34	95.34	-	-	-	2,143.20	2,238.54	
7006	Employers NI	294.49	200.33	244.23	386.04	94.11	153.94	2,322.82	2,645.70	
7011	SMP	-	( 748.44 )	( 1,377.50 )	( 955.88 )	( 534.27 )	( 667.83 )	( 4,283.92 )	( 5,352.46 )	
7099	Staff Expenses	-	-	-	-	-	-	101.40	101.40	
7102	Water Rates	973.22	973.22	973.24	705.09	-	-	4,956.42	4,956.42	
7103	General Rates	2,909.00	2,909.00	2,909.00	2,909.00	2,909.00	2,909.00	29,087.00	29,087.00	
7105	Recycling - Waste Collection	193.92	166.92	208.65	166.92	136.55	201.68	1,798.78	2,145.98	
7200	Electricity	1,440.44	1,440.44	1,440.44	( 283.36 )	1,419.52	1,377.92	12,559.51	13,294.09	
7201	Gas	191.96	-	-	673.68	-	-	3,141.06	5,752.65	
7500	Printing	-	-	50.00	-	-	50.00	204.13	204.13	
7502	Stationery	-	-	-	-	-	-	35.36	35.36	
7550	Telephone and Broadband	42.94	42.94	42.94	42.94	184.95	191.73	720.20	1,069.84	
7552	Computers & Software	-	-	45.00	-	-	45.00	180.00	180.00	
7602	Health & Safety Fees	-	-	-	308.40	-	-	828.00	828.00	

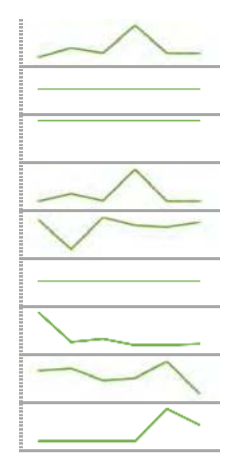
Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
17,984.33	428.50	1,407.94	1,707.02	904.99	2,386.10	550.97	-	13,079.40
13,444.28	484.85	370.59	368.29	299.68	1,220.26	648.44	-	5,563.88
1,591.99	66.55	181.25	97.50	103.90	148.80	49.60	-	1,097.30
920.06	-	-	-	-	-	-	-	99.90
-	-	-	-	-	-	-	-	302.14
578.91	307.83	1,036.44	11.50	13.20	13.20	13.20	-	1,547.50
117.04	-	-	-	12.82	20.15	475.00	-	507.97
601.81	648.00	-	57.06	-	-	-	-	2,551.45
636.03	-	-	635.27	-	-	-	-	635.27
6,109.41	175.00	400.00	483.33	175.00	925.00	275.00	-	3,893.33
154.50	-	-	-	-	-	-	-	-
756.00	-	-	-	-	-	-	-	-
659.20	40.00	-	-	-	-	149.00	-	244.20
46,800.00	4,294.71	4,097.32	3,672.08	4,120.29	3,906.80	4,194.40	-	42,352.22
1,800.00	292.84	292.84	292.84	308.82	292.84	292.84	-	2,944.38
2,722.50	-	-	-	-	-	-	-	-
2,997.18	141.32	141.32	141.32	154.45	197.45	143.99	-	1,537.18
-	-	-	-	-	-	-	-	( 1,932.36 )
-	-	-	-	-	-	-	-	-
7,983.87	-	-	-	-	-	-	-	148.54
29,959.61	2,974.00	2,974.00	2,974.00	2,974.00	2,974.00	2,974.00	-	29,736.00
2,229.93	173.60	173.60	211.09	179.51	-	-	-	1,519.00
13,311.83	701.27	616.45	601.55	444.52	698.24	577.25	-	6,891.66
5,522.22	639.41	-	-	888.18	-	-	-	4,551.33
210.25	-	-	-	50.00	-	50.00	-	200.00
36.42	19.60	-	-	-	-	-	-	19.60
2,000.00	179.14	179.14	179.14	173.89	185.18	179.14	-	1,792.10
139.05	-	-	45.00	-	-	45.00	-	180.00
535.19	-	-	-	-	-	-	-	84.00



Monthly Finances (C)

Code	Description	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
7604	Professional Fees	-	-	228.42	105.21	105.21	105.21	1,430.55	1,642.37
7700	Equipment Hire	-	-	-	-	-	-	-	-
7702	Equipment Leasing	315.00	315.00	315.00	315.00	315.00	315.00	3,150.00	3,780.00
7800	Repairs and Renewals	-	-	107.00	-	-	-	1,252.99	1,252.99
7801	Cleaning	119.47	101.90	41.69	-	91.57	149.51	840.10	1,068.77
7802	Laundry	134.28	165.50	132.25	71.57	-	-	1,395.10	1,395.10
7803	Premises Expenses	550.00	731.70	-	361.93	41.44	120.22	8,776.16	9,283.69
7901	Bank Charges	244.71	140.48	138.86	141.75	128.93	161.99	1,530.30	1,783.56
8201	Subscriptions	-	-	-	-	-	-	-	-
		17,680.29	16,086.60	14,577.69	12,898.11	12,861.97	12,090.06	167,214.16	187,799.24

Budget 19/20	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	YTD 19/20
1,772.60	99.23	129.23	111.23	201.23	111.23	111.23	1,219.64
-	-	-	-	-	-	-	-
3,893.40	315.00	315.00	315.00	315.00	315.00	315.00	3,150.00
1,200.00	-	168.56	15.29	683.00	4.66	4.66	1,273.17
3,300.00	106.34	-	116.79	86.96	80.00	97.71	896.85
1,650.00	-	-	-	-	-	-	-
15,000.00	820.00	87.48	161.33	-	-	40.00	12,286.99
2,000.00	143.08	150.17	113.07	120.59	174.03	72.09	1,339.69
1,000.00	-	-	-	-	30.00	15.00	45.00
189,617.61	13,050.27	12,721.33	12,309.70	12,210.03	13,682.94	11,273.52	139,757.33





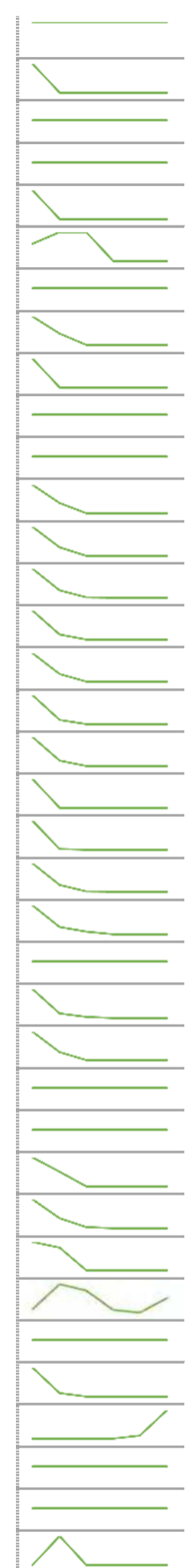
Swanley Town Council: Swanley Park

YTD Summary

Income

Code	Description	2018 / 2019							Actual 18/19
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	
4002	Rent - Swanley Athletics Club	-	-	-	100.00	100.00	100.00	300.00	500.00
4006	Rent - Cafe in the Park	13,000.00	-	-	-	-	-	34,000.00	34,000.00
4007	Rent - Swanley Park	-	-	-	-	-	-	-	900.18
4008	Rent - Swanley New Barn Railway	-	-	-	-	-	10,500.00	10,500.00	21,031.53
4010	Rent - Ice Cream Van	5,416.67	-	-	-	-	-	15,416.67	15,416.67
4014	Rent - Great Outdoors	-	-	-	-	-	83.33	83.33	749.97
4017	Rent - Swanley Park RFC	312.64	312.64	312.64	312.64	312.64	312.64	3,126.40	3,751.66
4032	1812 Event	-	-	-	-	-	-	-	566.68
4201	Service Recharge: Café in the Park	-	1,143.49	-	166.67	-	-	4,342.26	4,342.26
4204	Service Recharge: Bungalow	-	-	-	-	-	-	-	-
4207	Service Recharge: SNBR	-	-	-	644.75	-	-	644.75	644.75
4600	Outdoor Event Revenue	3,126.62	195.83	-	66.67	-	-	6,969.62	6,969.62
4700	Rowing	1,609.15	454.16	300.83	-	-	-	7,789.94	7,825.77
4701	Pedalos	9,016.57	2,276.26	667.09	-	-	-	34,982.80	37,924.49
4702	Canoeing	775.00	138.34	80.00	-	-	-	3,702.92	3,745.42
4703	Golf	1,614.16	420.83	270.84	-	-	-	7,273.40	7,979.24
4704	Tree Trek	1,501.63	227.50	-	-	-	-	4,354.59	4,354.59
4705	Hand Boats	1,356.42	343.32	153.33	-	-	-	5,004.04	5,004.04
4706	Dino Karts	1,113.35	301.66	193.34	-	-	-	3,798.32	4,261.64
4707	Deck Chairs	371.66	51.66	-	-	-	-	1,161.21	1,161.21
4708	Bouncy Castle	2,179.58	527.08	379.57	-	-	-	11,292.62	12,620.12
4710	Car Parking	14,476.20	2,841.68	-	-	-	-	52,229.46	52,229.46
4712	Wrist Bands	-	-	-	-	-	-	724.17	724.17
4713	Duck Feed	111.05	60.85	24.57	-	-	-	535.65	617.40
4714	Battery Bikes	1,247.50	514.17	273.34	-	-	-	4,480.06	4,480.06
4715	Balloons	35.00	-	-	-	-	-	65.00	65.00
4716	Water Creatures	3.33	-	-	-	-	-	9.17	9.17
4717	Candy Floss	93.35	50.00	16.67	-	-	-	304.21	304.21
4718	JCB Digger	464.34	185.82	123.31	-	-	-	991.80	991.80
4719	Reptiles	59.17	10.00	-	-	-	-	69.17	69.17
4720	Nerf / Survival Parties	25.00	-	83.33	-	-	495.83	774.99	1,320.82
4721	Children's Party - Survival	333.33	449.99	83.33	-	-	125.00	3,222.47	3,534.97
4723	The Plunge Water Slide	-	-	-	-	-	-	-	-
4724	The Great Outdoors	-	-	-	-	-	-	-	-
4810	Sponsorship - General	-	-	5,000.00	-	-	-	5,283.33	5,783.33
4997	Sale of Goods	-	-	-	-	-	3,333.34	3,333.34	3,416.67
4999	Other Income	-	-	-	-	-	-	-	-
		58,241.72	10,505.28	7,962.19	1,290.73	412.64	14,950.14	226,765.69	247,296.07

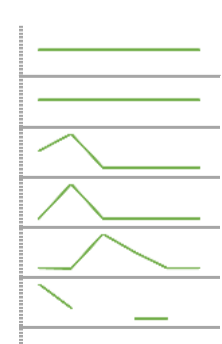
Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
-	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,000.00
34,500.00	13,000.00	-	-	-	-	-	-	34,500.00
-	-	-	-	-	-	-	-	-
11,631.53	-	-	-	-	-	-	-	-
15,900.00	5,625.00	-	-	-	-	-	-	15,625.00
-	375.00	625.00	625.00	-	-	-	-	3,416.63
3,751.68	-	-	-	-	-	-	-	937.92
1,600.00	3,047.51	1,240.50	-	-	-	-	-	4,513.00
4,630.46	857.86	-	-	-	-	-	-	2,076.65
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
7,110.04	1,678.71	613.33	-	-	-	-	-	4,239.45
8,023.64	1,563.36	467.50	-	-	-	-	-	5,590.45
36,032.28	10,308.83	2,640.42	147.08	-	-	-	-	32,845.76
3,814.01	791.66	145.00	-	-	-	-	-	2,082.49
7,491.60	1,661.67	437.50	-	-	-	-	-	5,132.08
4,485.23	1,396.66	210.00	-	-	-	-	-	4,405.83
5,154.16	798.33	153.33	-	-	-	-	-	2,389.14
3,912.27	541.67	-	-	-	-	-	-	1,563.37
1,196.05	139.15	5.00	-	-	-	-	-	412.49
11,631.40	2,775.01	667.93	71.25	-	-	-	-	8,713.77
53,796.34	18,573.78	4,736.24	1,903.75	-	-	-	-	62,988.11
745.90	-	-	-	-	-	-	-	-
551.72	113.75	18.77	4.83	-	-	-	-	408.76
4,614.46	1,608.33	451.66	-	-	-	-	-	4,808.35
66.95	-	-	-	-	-	-	-	-
9.45	-	-	-	-	-	-	-	-
313.34	100.02	50.01	-	-	-	-	-	399.65
1,021.55	525.84	180.84	24.17	-	-	-	-	1,865.41
71.25	12.50	10.00	-	-	-	-	-	82.50
3,898.50	137.50	524.99	420.83	125.00	83.33	305.00	-	4,034.12
-	-	-	-	-	-	-	-	-
-	3,331.22	399.16	-	-	-	-	-	9,811.19
-	-	-	-	-	26.66	236.67	-	263.33
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	583.33
-	-	12.50	-	-	-	-	-	12.50
225,953.81	69,063.36	13,689.68	3,296.91	225.00	209.99	641.67	-	214,701.28



Expenditure

Code	Description	2018 / 2019							Actual 18/19
		Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	
5002	Catering Purchases	-	-	-	-	-	-	9.56	9.56
5010	Sporting Equipment Purchases	-	-	-	-	-	58.21	186.71	449.63
5020	Equipment / Machinery	-	114.91	-	-	-	-	4,659.94	4,659.94
5021	Equipment / Machinery Repairs	-	-	644.60	-	47.50	-	1,954.94	1,954.94
5030	Horticulture	-	-	425.00	-	-	-	1,205.83	1,205.83
5032	1812 Event	-	-	-	-	-	-	-	-
5045	Function Expenditure	-	-	-	-	-	-	-	-

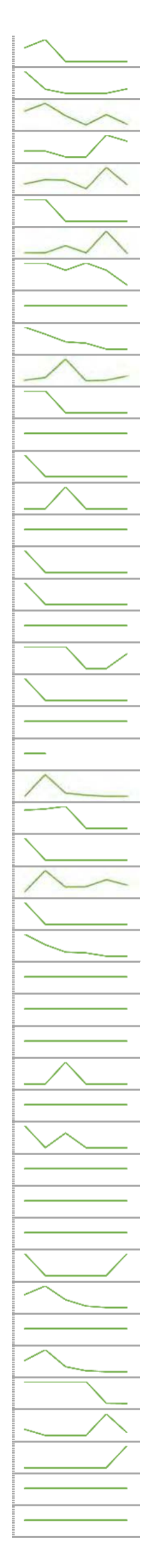
Budget 19/20	2019 / 2020							YTD 19/20
	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20		
9.85	-	-	-	-	-	-	-	-
132.36	-	-	-	-	-	-	-	169.12
6,344.74	19.17	38.82	-	-	-	-	-	2,546.73
1,891.53	-	66.45	-	-	-	-	-	305.05
1,551.00	-	( 15.00 )	822.50	375.00	-	-	-	1,470.40
17,000.00	12,040.37	3,714.94	-	-	-	-	-	15,932.98
-	-	-	-	-	-	-	-	-



Monthly Finances (D)

Code	Description	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD 18/19	Actual 18/19
5046	Outdoor Event	1,021.08	294.00	-	-	-	-	1,315.08	1,315.08
6201	Advertising	-	-	-	-	-	-	283.00	283.00
7000	Salaries	18,129.27	18,767.94	8,242.74	5,251.58	3,695.50	3,979.18	109,220.51	119,668.13
7001	Pension	470.92	364.50	364.50	364.50	364.50	364.50	4,177.12	5,006.70
7006	Employers NI	499.57	502.27	351.29	265.69	281.10	378.12	4,202.47	5,086.86
7012	Security Staffing	368.00	103.50	-	-	-	-	770.50	770.50
7099	Staff Expenses	-	-	-	-	-	-	-	-
7102	Water Rates	579.87	523.75	542.46	130.94	1,047.50	467.64	6,326.06	6,905.93
7103	General Rates	-	-	-	-	-	-	-	-
7105	Recycling - Waste Collection	2,127.70	1,373.72	987.56	764.38	1,054.94	1,943.38	14,788.42	16,887.70
7200	Electricity	70.00	70.00	70.00	70.00	70.00	140.00	360.43	1,366.88
7202	GasOil	528.57	-	-	-	-	-	849.97	1,357.93
7303	Vehicle Insurance	91.94	-	-	-	-	-	91.94	91.94
7304	Miscellaneous Motor Expenses	-	-	-	-	-	-	15.00	154.48
7306	Mileage Claims	26.78	32.85	10.58	24.40	37.58	45.68	222.65	319.63
7500	Printing	170.95	-	-	-	-	-	512.85	981.79
7501	Postage & Carriage	-	-	-	-	-	-	9.95	54.95
7502	Stationery	21.99	-	-	-	-	-	65.97	65.97
7509	Name Badges	-	-	-	-	-	-	-	-
7550	Telephone & Broadband	56.23	58.34	52.32	50.71	48.28	61.26	629.86	758.75
7552	Computers & Software	-	-	-	-	-	-	-	-
7602	Health & Safety Fees	-	-	-	-	-	-	-	140.00
7603	Consultancy Fees	-	-	-	-	-	-	-	-
7700	Equipment Hire	484.50	188.00	-	-	-	-	2,111.45	2,111.45
7800	Repairs and Renewals	-	-	-	12.49	74.04	57.82	1,896.63	2,164.07
7801	Cleaning	81.69	40.40	-	-	11.26	-	1,183.44	1,335.23
7803	Premises Expenses	90.21	1,007.29	93.32	6,112.75	8,708.89	93.40	16,921.09	17,989.35
7804	Pool Chemicals	456.43	-	-	-	-	-	1,408.91	1,408.91
7805	Cess Pit	2,730.00	630.00	420.00	630.00	210.00	210.00	12,750.00	14,050.00
7806	Pedalo Parts	329.43	-	-	-	-	-	364.43	364.43
7807	Pool Costs	-	-	( 425.00 )	-	-	-	1,939.62	3,381.00
7808	Sand	-	-	-	-	-	-	275.00	275.00
7811	Signs	88.50	-	-	-	-	-	513.00	513.00
7814	Maintenance	-	-	-	-	-	-	1,378.20	1,378.20
7815	Chidren's Party	-	-	146.67	9.16	-	-	308.08	381.69
7816	Parking	-	-	-	-	-	-	-	-
7817	Rowing Parts	-	-	-	-	-	-	-	-
7818	Life Jackets	-	-	-	-	-	-	-	194.05
7819	Duck Feed	-	-	-	-	-	-	-	13.75
7820	Activity Recharge	1,031.67	-	892.50	-	-	-	2,850.83	2,850.83
7821	Miscellaneous Purchases	227.90	-	-	23.20	-	-	291.71	291.71
7901	Bank Charges	390.56	406.80	261.26	238.46	236.97	236.97	2,964.41	3,440.83
8201	Subscriptions	-	-	-	-	-	-	-	-
8202	Uniform	-	-	-	-	-	-	746.74	1,932.23
8203	Training Costs	270.00	-	-	-	-	-	1,803.00	2,218.00
8204	Insurance	-	-	-	-	-	-	1,192.00	1,650.35
8206	Coaching	-	-	-	-	-	-	-	-
		30,343.76	24,478.27	13,079.80	13,948.26	15,888.06	8,036.16	202,757.30	227,440.20

Budget 19/20	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	YTD 19/20
1,354.53	310.00	500.00	-	-	-	-	810.00
373.89	585.00	114.82	-	-	-	120.00	1,535.27
119,680.08	17,044.06	23,368.85	13,425.01	6,199.70	14,420.23	6,798.29	137,712.14
5,053.30	422.94	422.93	-	-	1,542.24	1,105.90	5,493.60
5,185.03	479.73	672.23	647.23	249.56	1,259.45	449.35	6,335.68
793.62	230.00	230.00	-	-	-	-	1,046.50
-	-	-	47.09	-	142.18	-	189.27
7,395.38	426.57	426.57	412.81	426.57	412.81	386.27	3,039.90
-	-	-	-	-	-	-	-
15,901.30	3,954.00	2,698.40	1,321.20	1,070.80	-	-	16,008.40
443.34	140.00	602.93	3,954.82	70.00	146.89	887.69	922.72
875.47	401.00	406.35	-	-	-	-	1,633.37
94.70	-	-	-	-	-	-	-
15.45	12.50	-	-	-	-	-	20.08
107.54	-	-	92.70	-	-	-	157.50
528.24	-	-	-	-	-	-	468.94
10.25	8.95	-	-	-	-	-	498.95
67.95	9.58	-	-	-	-	-	42.87
-	-	-	-	-	-	-	97.50
766.95	53.93	54.76	54.41	-	-	36.55	425.55
-	12.50	-	-	-	-	-	12.50
-	-	-	-	-	-	-	687.60
-	-	-	-	-	-	-	750.00
1,750.43	-	1,322.83	203.44	75.44	-	-	2,740.74
2,937.85	489.30	524.58	597.55	-	-	-	12,975.92
1,413.35	438.17	-	-	-	-	-	1,411.04
4,035.59	-	4,912.63	1,155.24	1,174.12	2,815.42	1,614.87	19,481.81
1,966.18	639.53	-	-	-	-	-	2,171.73
52,267.00	3,290.00	1,890.00	940.00	830.00	420.00	420.00	13,880.00
375.36	-	-	-	-	-	-	241.40
1,997.81	-	-	-	-	-	-	106.86
283.25	-	-	-	-	-	-	-
528.39	-	-	35.90	-	-	-	85.90
1,419.55	-	-	-	-	-	-	-
307.89	125.00	-	83.33	-	-	-	426.95
-	-	-	-	-	-	-	2,208.00
-	-	-	-	-	-	-	-
20.00	6.75	-	-	-	-	6.65	13.40
3,150.08	607.50	1,011.25	362.92	67.92	-	-	3,470.43
276.57	-	-	-	-	-	-	-
3,534.97	392.32	546.29	305.56	248.70	236.97	236.97	3,427.67
-	90.00	90.14	90.00	90.00	60.14	60.00	1,579.45
769.14	137.50	-	-	-	486.91	67.75	2,990.60
2,372.09	-	-	-	-	-	280.00	1,980.00
1,227.76	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
266,209.76	42,366.37	43,600.77	24,551.71	10,877.81	21,943.24	12,470.29	267,504.52



# Swanley Town Council: Housing Stock

## YTD Summary

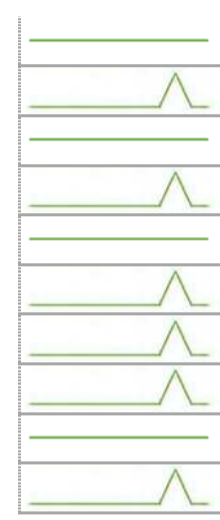
### Income

		2019 / 2020													
Code	Description	Budget 19/20	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	YTD 19/20
4001	Rent Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-



### Expenditure

		2019 / 2020													
Code	Description	Budget 19/20	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	YTD 19/20
xxxx	Contingency / Sink Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5020	Equipment / Machinery	-	-	-	-	-	-	-	-	-	-	30.40	-	-	30.40
7106	Council Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7200	Electricity	-	-	-	-	-	-	-	-	-	-	30.00	-	-	30.00
7201	Gas	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7602	Health & Safety	-	-	-	-	-	-	-	-	-	-	80.00	-	-	80.00
7604	Professional Fees	-	-	-	-	-	-	-	-	-	-	248.33	-	-	248.33
7800	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	899.80	-	-	899.80
7803	Property Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8204	Insurance	-	-	-	-	-	-	-	-	-	-	767.95	-	-	767.95
		-	-	-	-	-	-	-	-	-	-	2,056.48	-	-	2,056.48



# Swanley Town Council



**Bank Reconciliation: 31 January 2020**

Bank Statement Balance:	Current Account	522,977.79	
			<u>522,977.79</u>
Other Bank & Cash Accounts:	Active Saver	140.27	
	Mayor's Account	3,734.00	
	Recreation Account	4,420.35	
	CCLA	1,000,000.00	
	Alexandra Cash Account	5,470.96	
	Olympic Cash Account	623.57	
	Link Cash Account	-	
	Civic Cash Account	-	
	Swanley Park Cash Account	208.73	
			<u>1,014,597.88</u>
			<u><u>1,537,575.67</u></u>
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
			-
			-
			-
			<u>1,537,575.67</u>
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	31/01/2020	Alex to Current	90.00
	31/01/2020	Alex to Current	29.71
	31/01/2020	Oly to Current	83.50
			-
			-
			-
			<u>203.21</u>
			<u><u>1,537,778.88</u></u>
Closing Book Balance:	Current Account	523,181.00	
	Other Bank & Cash Accounts	1,014,597.88	
			<u>1,537,778.88</u>
			<u><u>-</u></u>

**Chairman of Finance Committee**

**Signature**

**Date**

**Responsible Financial Officer**

**Signature**

**Date**

## Swanley Town Council

Payments Out: January 2020

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Payment Method</u>	<u>Ref</u>	<u>Amount</u>
02/01/2020	DVLA	LC13SNK	Direct Debit	DD/DVLA	22.75
02/01/2020	DVLA	CK60UKF	Direct Debit	DD/DVLA	22.75
02/01/2020	LEXAUTO	Lex Autolease	Direct Debit	DD/Lex	411.30
02/01/2020	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	90.90
06/01/2020	Yell	Webite	Direct Debit	DD/Yell	146.79
06/01/2020	EMS	PDQ Charges	Direct Debit	DD/EMS	236.97
06/01/2020	GRENKE	Grenke Leasing	Direct Debit	DD/Grenke Leasing	238.42
06/01/2020	GRENKE	Grenke Leasing	Direct Debit	DD/Grenke Leasing	1,284.01
07/01/2020	FRAMA100	Frama UK Ltd	Same Day Payment	FP/Frama	1,000.00
07/01/2020	BTGROUP	BT	Direct Debit	DD/BT	43.86
08/01/2020	TV Licence	TV Licence	Direct Debit	DD/TV Licence	13.20
08/01/2020	B&MSUPP	B&M Supplies LTD	Same Day Payment	FP/B&M Supplies	62.86
08/01/2020	BRITISH	British Red Cross	Same Day Payment	FP/British Red Cross	117.60
08/01/2020	DECORATO	Decorators Den Ltd	Same Day Payment	FP/Decorators Den	165.65
08/01/2020	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	400.00
08/01/2020	EMERGENC	Emergency Plumbing Services Ltd	Same Day Payment	FP/Emergency Plumbing	80.00
08/01/2020	ERITHOS	Erith Operatic Society	Same Day Payment	FP/Erith Operatic Society	150.00
08/01/2020	GREENBOX	Greenbox Self Storage	Same Day Payment	FP/Greenbox	296.40
08/01/2020	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	547.45
08/01/2020	KALC100	Kent Association of Local Councils	Same Day Payment	FP/KALC	144.00
08/01/2020	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	675.00
08/01/2020	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	726.53
08/01/2020	KROWMARK	Krowmark Ltd	Same Day Payment	FP/Krowmark	406.74
08/01/2020	MAXIN	Maxin Drain Services Ltd	Same Day Payment	FP/Maxin Drains	84.00
08/01/2020	MODERNG	Modern Glide Ltd	Same Day Payment	FP/Modern Glide	6,171.60
08/01/2020	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	288.00
08/01/2020	NUCOTRA	Nuco Training Ltd	Same Day Payment	FP/NUCO Training	1,074.00
08/01/2020	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	129.72
09/01/2020	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
09/01/2020	1st Minibus	Minibus	Same Day Payment	FP/1st Minibus	320.00
09/01/2020	Barclays	Commission	Bank Entry	Barclays	214.93
09/01/2020	MANN	Mann (Swanley)	Internal Entry	Mann	111.23
10/01/2020	Wokingham Waterside	Canoe Training	Same Day Payment	FP/Wokingham Waterside	560.00
10/01/2020	BARCLAYS	Barclays	Direct Debit	DD/Barclays	176.28
10/01/2020	BARCLAYS	Barclays	Direct Debit	DD/Barclays	43.76
10/01/2020	BARCLAYS	Barclays	Direct Debit	DD/Barclays	61.85
10/01/2020	BARCLAYS	Barclays	Direct Debit	DD/Barclays	58.55
13/01/2020	OVERLINE	Overline	Direct Debit	DD/Overline	157.44
13/01/2020	OVERLINE	Overline	Direct Debit	DD/Overline	337.70
13/01/2020	BGAS8419	BGas Elec - Alexandra	Direct Debit	DD/BGas	1,797.51
14/01/2020	Alex Bruce	Alex Bruce 2 days work	Same Day Payment	FP/Alex Bruce	123.15
15/01/2020	Payroll	Payroll Mth10	BACS	Payroll	47,881.07
15/01/2020	Payroll	PAYE Mth10	BACS	Payroll	22,315.32
16/01/2020	SDC	Rates for Civic Centre	Direct Debit	DD/SDC	4,427.38
16/01/2020	SDC	Rates for Woodlands	Direct Debit	DD/SDC	1,512.00
16/01/2020	SDC	Rates for Olympic	Direct Debit	DD/DSC	2,974.00
16/01/2020	SDC	Rates for Alexandra	Direct Debit	DD/SDC	2,830.62
16/01/2020	EMERGENC	Emergency Plumbing Services Ltd	Same Day Payment	FP/Emergency Plumbing	1,005.00
16/01/2020	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills	997.64
16/01/2020	SAGE100	Sage (UK) Ltd	Direct Debit	DD/Sage	125.95
20/01/2020	EETMOB	EE & T Mobile	Direct Debit	DD/EE	29.93
21/01/2020	SG Equipment	Touch Screens	Direct Debit	DD/SG Equipment	378.00
21/01/2020	Ruth (Stall)	Refund	Same Day Payment	FP/Ruth (Stall)	20.00
21/01/2020	SLCC	Society of Local Council Clerks	Same Day Payment	FP/SLCC	350.00
21/01/2020	BEDFORDR	RTB Management	Same Day Payment	FP/RTB Associates	2,050.00
21/01/2020	SAV	Savills (UK) Ltd	Same Day Payment	FP/Savills	30,787.50

**Monthly Finances (G)**

21/01/2020	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/SDC	3,000.00
21/01/2020	USTIGATE	Ustigate Waterplay	Same Day Payment	FP/Ustigate	46,954.80
21/01/2020	BRENWARD	Brenwards	Same Day Payment	FP/Brenwards	3,369.60
21/01/2020	LAMPS	Lamps & Tubes Illuminations Ltd	Same Day Payment	FP/Lamps & Tubes	8,164.92
21/01/2020	TLCDIREC	TLC Online	Same Day Payment	FP/TLC Online	1,513.92
21/01/2020	VEOLIA	Veolia	Same Day Payment	FP/Velolia	2,160.09
22/01/2020	EON100	E.ON	Direct Debit	DD/E.On	23.94
22/01/2020	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/AllStar	211.42
23/01/2020	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	225.00
23/01/2020	BOC100	BOC Ltd	Direct Debit	DD/BOC	229.35
24/01/2020	Chevening	Mayor	Same Day Payment	FP/Chevening	10.00
24/01/2020	Maidstone	Mayor	Same Day Payment	FP/Maidstone	12.00
24/01/2020	Bexley	Mayor	Same Day Payment	FP/Bexley	50.00
24/01/2020	XINTEL	XLN Telecom	Direct Debit	DD/XLN	57.53
28/01/2020	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	1,440.18
28/01/2020	1STACERE	1st Ace Response and Guarding Ltd	Same Day Payment	FP/1st Ace Responding	138.00
28/01/2020	1STACESE	1st Ace Security Ltd	Same Day Payment	FP/1st Ace Security	546.00
28/01/2020	ALSFTIMB	Alsford Timber Ltd	Same Day Payment	FP/Alsford	85.03
28/01/2020	ANGLO	Anglo Pest Control	Same Day Payment	FP/Anglo Pest	280.00
28/01/2020	BR-IT	BR - IT	Same Day Payment	FP/BR-IT	385.30
28/01/2020	CASTL325	Castle Water Limited	Same Day Payment	FP/Castle Water	51.05
28/01/2020	CASTL529	Castle Water Limited	Same Day Payment	FP/Castle Water	386.27
28/01/2020	CASTL588	Castle Water Limited	Same Day Payment	FP/Castle Water	342.38
28/01/2020	D.BODY	D.Body Ltd	Same Day Payment	FP/D.Body	420.00
28/01/2020	DARPRINT	Darenth Print and Design Ltd	Same Day Payment	FP/Darenth Print	175.80
28/01/2020	ERNEDOE	Ernest Doe & Sons Ltd	Same Day Payment	FP/Ernest Doe	516.40
28/01/2020	GMHCASHR	GMH Cash Registers	Same Day Payment	FP/GMH Registers	162.00
28/01/2020	ISECURE1	iSecure Ltd	Same Day Payment	FP/I-Secure	202.80
28/01/2020	KCC100	Kent County Council	Same Day Payment	FP/KCC	54.66
28/01/2020	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	225.00
28/01/2020	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	549.32
28/01/2020	KIDS	Kids Day Out	Same Day Payment	FP/Kids Day Out	30.00
28/01/2020	ORCHARDF	Orchard Fencing Ltd	Same Day Payment	FP/Orchard Fencing	214.39
28/01/2020	PLANDAY	Planday Limited	Same Day Payment	FP/Plan Day	144.00
28/01/2020	PROVNURS	Provender Nurseries	Same Day Payment	FP/Provender	278.26
28/01/2020	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/SDC	700.00
28/01/2020	SKILLS	The Skills Network	Same Day Payment	FP/Skills Network	259.20
28/01/2020	STALBRID	Stalbridge Linen Services	Same Day Payment	FP/Stalbridge Linen	268.09
28/01/2020	STYLISH	The Stylish Wedding Company	Same Day Payment	FP/Stlish Wedding	237.50
28/01/2020	TLCELEC	T.L.C Direct	Same Day Payment	FP/TLC	108.00
28/01/2020	TUDORENV	Tudor Environmental	Same Day Payment	FP/Tudor Environmental	490.21
28/01/2020	MARSHDO	Marsh Down Ins Brokers	Same Day Payment	FP/Marsh Down Ins Brokers	767.95
29/01/2020	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/Allstar	87.58
30/01/2020	AUDICREW	Audiocrew	Same Day Payment	FP/Audio Crew	675.00

**213,120.01**

**Summary**

<b>Month</b>	<b>Payment Method</b>	<b>Amount</b>
Jan-20	Cheque	0.00
	BACS	70,196.39
	Direct Debit	18,271.50
	Same Day Payment (Electronic)	124,325.96
	Internal Entry (Offset)	111.23
	Bank Entry	214.93
		<b><u>213,120.01</u></b>

**Chairman of Finance Committee**

**Signature**

**Date**

**Responsible Financial Officer**

**Signature**

**Date**

# Swanley Town Council



## Aged Creditors: 31 January 2020

<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>
1STACESE	1st Ace Security Ltd	102.00	102.00	-	-	-	-
ALSFTIMB	Alsford Timber Ltd	561.41	561.41	-	-	-	-
ARTIPRIN	Artisan Print Services Ltd	136.80	136.80	-	-	-	-
B&MSUPP	B&M Supplies LTD	855.22	855.22	-	-	-	-
BGAS8419	BGas Elec - Alexandra	1,038.92	1,038.92	-	-	-	-
BGAS8456	BGas Elec - The Olympic	1,414.75	606.10	808.65	-	-	-
BGAS8560	BGas Elec - Swanley Park	477.55	477.55	-	-	-	-
BNPPARIB	BNP Paribas Leasing Sols	318.71	318.71	-	-	-	-
BOC100	BOC Ltd	110.31	110.31	-	-	-	-
BR-IT	BR - IT	374.16	374.16	-	-	-	-
BRENWARD	Brenwards	316.80	316.80	-	-	-	-
BUCKDAVI	David J Buckett	534.20	534.20	-	-	-	-
CASTL166	Castle Water Limited	( 86.00 )	10.42	16.46	17.01	16.46	( 146.35 )
CENTCIRC	Centre Circle Event Management	168.00	168.00	-	-	-	-
CLEAWIPE	Clean Wipes	245.77	245.77	-	-	-	-
D.BODY	D.Body Ltd	420.00	420.00	-	-	-	-
DARPRINT	Darenth Print and Design Ltd	741.60	741.60	-	-	-	-
DECORATO	Decorators Den Ltd	473.76	473.76	-	-	-	-
EDMUNDSO	Edmundson Electrical Ltd	56.28	56.28	-	-	-	-
EMERGENC	Emergency Plumbing Services Ltd	1,005.00	1,005.00	-	-	-	-
FLEETLIN	Fleet Line Markers Ltd	52.19	52.19	-	-	-	-
GREENBOX	Greenbox Self Storage	296.40	296.40	-	-	-	-
HILLSPR	Hills Prospect PLC	1,069.49	1,069.49	-	-	-	-
HOTELFO	Hotel Focus	76.36	-	-	-	76.36	-
HOWDENS	Howdens Joinery Co.	1,672.76	1,672.76	-	-	-	-
IMAGRAP	Image Group Ltd	1,830.00	1,830.00	-	-	-	-
INSIGHT	Insight Systems Ltd	585.93	585.93	-	-	-	-
JPSCLAR	JPS Clarity Limited	114.00	-	-	-	-	114.00
KCC100	Kent County Council	657.92	657.92	-	-	-	-
KEIRALAN	Alan Keir	225.00	225.00	-	-	-	-
KFF100	Kent Frozen Foods Ltd	967.74	967.74	-	-	-	-
KROWMARK	Krowmark Ltd	81.30	81.30	-	-	-	-
LAMPS	Lamps & Tubes Illuminations Ltd	2,676.12	2,676.12	-	-	-	-
LEXAUTO	Lex Autolease	411.30	411.30	-	-	-	-
MARKLUCK	Mark Luck Limited	2,664.96	-	2,664.96	-	-	-
MATTCLAR	Matthew Clark Wholesale Ltd	( 111.59 )	-	-	-	-	( 111.59 )
NIVEKCAT	Nivek Catering Supplies Ltd	111.24	111.24	-	-	-	-
NORMBUT	Norman's Butchers	483.39	483.39	-	-	-	-
OAKLEAF1	Oakleaf Electrical Contractors Ltd	662.45	662.45	-	-	-	-

## Monthly Finances (H)

PRESCOTT	Rory Prescott	150.00	150.00	-	-	-	-
PROVNURS	Provender Nurseries	82.50	82.50	-	-	-	-
SELCO	Selco Trade Centres Ltd	11.27	11.27	-	-	-	-
SQUIRES	Squires Planning Ltd	483.00	483.00	-	-	-	-
STALBRID	Stalbridge Linen Services	172.80	172.80	-	-	-	-
TCV	TCV	10.00	10.00	-	-	-	-
THBROWN	T.H.Brown & Sons Ltd	177.35	177.35	-	-	-	-
TLCDIREC	TLC Online	80.00	80.00	-	-	-	-
TRADEUK	Trade UK Account	484.92	484.92	-	-	-	-
TUDORENV	Tudor Environmental	155.40	155.40	-	-	-	-
WORKWEAR	Workwear Express Ltd	91.77	91.77	-	-	-	-
		<b>25,691.21</b>	<b>22,235.25</b>	<b>3,490.07</b>	<b>17.01</b>	<b>92.82</b>	<b>( 143.94 )</b>
Aged Creditors: 31 January 2019		<b>10,052.69</b>	<b>10,707.79</b>	<b>15.63</b>	<b>( 5.44 )</b>	<b>39.35</b>	<b>( 704.64 )</b>





# Swanley Town Council

## Aged Debtors: 31 January 2020

<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	-	-	-	-
BEAMS	We Are Beams	400.00	-	400.00	-	-	-
BEXLEYBC	London Borough of Bexley	3,062.20	388.00	299.00	( 324.00 )	1,599.00	1,100.20
CARDFAC	Card Factory	228.00	-	-	-	-	228.00
CHOFCHR	Church of Christ	1,110.00	1,110.00	-	-	-	-
CLG	CLG Market Research UK Ltd	350.00	350.00	-	-	-	-
EDUCATIO	The Education People	463.50	463.50	-	-	-	-
GRACEPL	Grace Place Community Church	1,220.00	1,220.00	-	-	-	-
HUNT	David Hunt	200.00	200.00	-	-	-	-
KCC100	Kent County Council	7,453.20	3,525.20	1,571.20	2,356.80	-	-
KENTCOM	Kent Community Health NHS Trust	344.00	-	-	344.00	-	-
LAURIEM1	Lauriem Complete Care Ltd	115.00	115.00	-	-	-	-
LAVAZZA	Lavazzapro	205.10	205.10	-	-	-	-
LUNTDR	Oaks Surgery	66.72	66.72	-	-	-	-
MEDWAYC	Medway Council	1,089.60	( 624.00 )	538.00	282.20	893.40	-
MULTCARS	Swantax	825.00	825.00	-	-	-	-
OAKSPG	The Oaks Patient Group	94.00	-	94.00	-	-	-
PRODUCTP	Product Perception	1,200.00	1,200.00	-	-	-	-
SARGPART	Sargeant Partnership	80.00	80.00	-	-	-	-
STMARYSC	St Marys Church	92.00	92.00	-	-	-	-
STREETLI	Street Life	2,520.00	2,520.00	-	-	-	-
SUNDRIDG	Sundridge with Ide Hill PC	260.39	260.39	-	-	-	-
SWANBOX	Swanley Boxing Club	378.00	378.00	-	-	-	-
SWANSTAF	Swanstaff Recruitment	2,758.10	2,758.10	-	-	-	-
SWANWI	Swanley Evening WI	98.00	98.00	-	-	-	-
SWNFC	Swanley FC	303.88	303.88	-	-	-	-
SWNRANG	Swanley Rangers FC	700.00	350.00	-	-	350.00	-
U3A100	U3A	( 280.00 )	( 280.00 )	-	-	-	-
VIBEDN10	Vibe Dance Nights	955.00	955.00	-	-	-	-
WEBUYANY	We Buy Any Car	1,440.00	1,440.00	-	-	-	-
WHITENET	Whiteoak Netball Club	2,119.37	2,119.37	-	-	-	-
		<b>30,171.06</b>	<b>20,439.26</b>	<b>2,902.20</b>	<b>2,659.00</b>	<b>2,842.40</b>	<b>1,328.20</b>
Aged Debtors: 31 January 2019		<b>33,518.62</b>	<b>33,214.42</b>	<b>173.00</b>	<b>222.00</b>	<b>-</b>	<b>( 90.80 )</b>

## Events <sup>[1]</sup>

JANUARY	January events	2,578.00
---------	----------------	----------

## Monthly Finances (H)

FEBRUARY	February events	( 5,887.50 )
MARCH	March events	( 3,155.00 )
APRIL	April events	( 2,500.00 )
MAY	May events	( 2,150.00 )
JUNE	June events	( 2,201.00 )
JULY	July events	( 2,920.00 )
AUGUST	August events	( 3,956.00 )
SEPTEMBER	September events	( 2,911.50 )
OCTOBER	October Events	( 300.00 )
NOVEMBER	November Events	
DECEMBER	December events	( 450.00 )
		<b>(23,853.00 )</b>

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

### **Party Functions** <sup>[2]</sup>

AMOTOWN	A - Motown	( 330.00 )
		<b>( 330.00 )</b>

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

Party	Contact	Purchase Price	Conditions	Deposit Offered	Type of Scheme	Timings / Planning	Savills Comment
Excel Law on behalf of Atkar Group	[REDACTED]	£4,250,000	1. Subject to planning- see plan.	Not specified	68 Bedroom care home and 15 2 bed extra care apartments as per attached plan.	Proceed to an exchange of contracts immediately upon receipt of satisfactory legal documentation.	Confirmed that their client is in funds to complete purchase. Have provided brochure of similar schemes that trade under the Oakland brand
Jones Homes	[REDACTED]	£2,636,000	1. Subject to planning 2. Satisfactory report on title. 3. Utilities services availability, geo environmental investigation, detailed topographical survey, ecological and archaeological site assessment. 4. R and D survey required for asbestos prior to demo.	Not specified	Apartment development- 42 units see attached plan.	Pre application discussions initially. Conditional contract entered into with ability to appeal a planning decision with a suitable long stop date to be agreed. Have not made allowances for CIL. Have not allowed for affordable housing as they believe this will be off set by teh Vacant building credit. Confident the scheme meets policy requirements of the LA have referenced these in the offer letter.	Part of Emerson Group- privately owned family operated developer. Not reliant on external funding, have access to deposits and offer approved by Deputy Chairman. Based in Swanley short walk from the site.
Acorn Commercial on behalf of Cobalt Equity Management Ltd CEML	[REDACTED]	£2,626,000	1.Completion to take place 20 working days following expiry of judicial review period upon receipt of planning consent. 2. Satisfactory result of site survey, water pressure test, foul and surface water drainage, 3. No onerous easements, convenants etc.	£20,000 non refundable but deductible deposit upon exchange of conditional contracts.	Have engaged local planning consultant and Sevenoaks based architect. Only provided basic scheme details so far but currently consists of mix of 1,2 and 3 bedroom flats and houses up to a max of 3 storeys with surface level parking on a 1:1 ratio. High quality and for private sale/letting market. Have allowed for S106 and affordable housing.	1. Exchange of conditional contracts within 4 weeks. 2. Initial 12 month period to obtain planning (at their sole cost). 3. If planning not determined or subject to an appeal contract to extend to 12 months up to a max of 24 months.	Previously made an offer for site in November 2016. Private development vehicle focused on private residential and mixed use scheme. Funding- CEML is entirely cash funded and proof of funds can be made available.
Lawrence Land (Berkely Care Group)	[REDACTED]	£2,585,000 (provided on previous HOT's)	1. Subject to planning and VP. 2. Subject to planning at a financial value of £31,913.58 per bedroom- if less than 81 units produced due to planning restrictions then purchase price pro rata at the rate indicated per bedroom produced down to a minimum number of 77 bed space at a minimum purchase price of £2,457,346. 3. Balance of purchase price paid within 7 working days of expiry of the judicial review period following receipt of planning consent. 4. Offer is exclusive of CIL or S106 contributions. 5. Purchaser to bear all planning and design costs of the proposed care home.	£15,000 + VAT- contribution to legal and professional fees paid if purchaser withdraws. £5,000 + VAT- contribution towards Council's site security. Refundable deposit of 10% of the purchase price will be paid on entering into contract.	3 storey 81 bedroom care home and 28 car parking spaces.	Positive reponse to their previous pre application enquiry in April 2017 accepting proposed use as a care home- C2. Will be able to submit planning quickly. Construction carried out by their contracting company- Lawrence Baker Ltd.	Previously made a bid for the site and have completed their due diligence and have previously contract terms agreed.
Skill Crown Homes	[REDACTED]	£2,500,000	1. 18 month conditional contract to secure detailed planning consent by Sevenoaks District Council or appeal. 2. If application refused and appeal submitted the contract is to extend until decision has been made by the appeal inspectorate. 3. Vacant Possession 4. Satisfactory survey results- site, water pressure test, asbestos, foul and surface water drainage to serve the development. 5. Grant rights to access to the property to carry out the due diligence necessary. 6. No onerous easements, restrictive convenants etc. 7. Full arboricultural report and the possible pre-submission removal of some of the trees within the site.	Not specified	2 schemes enclosed of residential development. One of 39 units and one of 48 units. Both comprise a mix of houses and apartments. See layout plans.	Detailed planning application ready for submission 4-6 months from entering into a conditional contract. Instructed an architect familiar with Sevenoaks planning policy and preferences. Completion to take place 3 months from the end of the judicial review period, following planning permission being granted.	
Bostali Group (BD Corporate)	[REDACTED]	£2,455,000	Subject to contract and planning for the indicative schemes- see plans.	10% on exchange of contracts.	16-20 residential units or 60-70 bed care home- see plans	Completion on grant of satisfactory planning.	New SPV. Have developed residential, care homes and hotels. Funding- Internal group resource accountant has confirmed funds.

Bellway	[REDACTED]	£2,202,000	<ol style="list-style-type: none"> <li>1. Obtaining planning for scheme of no less than 31 residential units with affordable housing.</li> <li>2. Acquisition of the unencumbered freehold of site.</li> <li>3. VP upon completion.</li> <li>4. Technical due diligence prior to contracting. Need to undertake various surveys as part of standard purchase procedures.</li> </ol>	Exchange contracts on basis of 5% deposit- balance payable on completion.	See attached layouts x2. Both options deliver 31 units and comprise 16 apartments and 15 houses.	Due diligence and contract agreed within approximately 4 weeks from receipt of all legal documentation and a draft contract. Further 10 working days to arrange for Head Office to execute documents and returned to solicitor for exchange. Planning Application within 3 months from exchange and secure decision 6 months thereafter but would like to agree a planning period of 18 months extendable if an appeal is to take place.	Bellway Homes Ltd is the contracting party and is a subsidiary owned by Bellway PLC. Happy to provide accounts and not reliant on external debt funding.
McCulloch Homes	[REDACTED]	£2,150,000	<ol style="list-style-type: none"> <li>1. Subject to planning, conditional basis, subject to contract</li> <li>2. Site Investigation Surveys</li> <li>3. Outline planning consent and S106</li> <li>4. Land offering good title and full access rights with no ransom strips.</li> <li>5. Moat board approval</li> <li>6. Valuation</li> <li>7. Contains overage and underage provision- for each unit lost or gained through the planning process the overall offer will be adjusted on a pro rata basis.</li> </ol>	Not specified	33 unit scheme. Apartment block and town houses.	Exchange contracts within 6 weeks of notification and bidding success. Pre app with Sevenoaks District Council within two months of exchange and submit planning within 3 months of pre app advice. Require opportunity to resubmit any planning application and ability to appeal if required therefore a contract of 2 years is proposed. More planning information contained in offer regarding layout, scheme and sevenoaks district council requirements.	Joint project with McCullochs and Moat funded from their cash funds no third parties. Moat homes need final board approval prior to final completion- held four weekly. Provided evidence of their track record. Moat- affordable homes provider active in Swanley and Sevenoaks.
Vision Homes	[REDACTED]	£2,050,000	<ol style="list-style-type: none"> <li>1. Subject to contract and planning consent</li> </ol>	Not specified	30 units and 43 parking spaces. 12 x 2 bed apartments, 10 x 4 bed houses and 8 x 3 bed houses	Would be happy to retain Savills planning consultants to take the scheme forward. No specific time scales specified. See layout which takes into account provision of social housing.	Known to Savills. Architect has experience of Sevenoaks.
Dove Jeffery Homes Ltd	[REDACTED]	£2,050,000	<ol style="list-style-type: none"> <li>1. Clean &amp; clear title</li> <li>2. Vacant possession</li> <li>3. Detailed planning</li> <li>4. Topographical survey</li> <li>5. Ground contamination report</li> <li>6. Satisfactory asbestos survey</li> <li>7. Agreement with a partnering registered provider for the affordable housing element proposed</li> <li>8. Confirmation the seller will not grant any leases, licenses or enter into any wayleave agreements in regard to the installation of any cables, pipes or utilities at the property without the consent of the buyer</li> <li>9. The sale contract will be in the buyers standard form.</li> <li>10. 5% deposit will be paid when the contract becomes unconditional with completion 20 days thereafter</li> <li>11. A 12 month contract period is to be provided to obtain planning consent</li> <li>12. The contact shall include an appeal provision so that the contract can be extended in the event that an appeal is lodged</li> <li>13. Contracts to be exchanged as soon as practically possible but no later than 7 Dec 17</li> </ol>	5% when the contract becomes unconditional with completion 20 days thereafter	No scheme plans provided	Exchange of contracts by 7 Dec 17. 12 months contract period to obtain planning	Good track record of delivering affordable housing schemes for registered providers. Proposed scheme plan is currently being finalised and will be provided shortly.
South East Living Group	[REDACTED]	£1,532,000	<ol style="list-style-type: none"> <li>1. Subject to planning, vacant possession and an unencumbered freehold title</li> <li>2. Full technical investigations</li> <li>3. Offer assumes an element of grant funding will be achieved for the construction of the affordable housing</li> </ol>	Not specified	21 unit housing scheme comprising 6 x 2 bed flats, 4 x 2 bed houses, 6 x 3 bed houses and 5 x 4 bed houses No plans provided	No timings specified	No board approval required as the CEO has approved the offer. Good local track record
Frontier Estates	[REDACTED]	£1,550,000- subject to contract, VP and technical surveys. £1,850,000- subject to contract, VP, technical surveys and detailed planning permission.	<ol style="list-style-type: none"> <li>1. Exclusivity period of 6 weeks from HOT's to perform due diligence. Testing of ground conditions, topographical survey, ecology survey and tree survey.</li> </ol>	10% of purchase price on exchange of contracts. Will meet clients legal costs up to a cap of £5,000 + VAT	77 Bed care home- see plans and feasibility study.	Main purchase agreement negotiated within 6 weeks exclusivity period. Unconditional offer- completion in 28 days from exchange of contracts. Subject to planning offer- 6 months to submit planning application. 10 month period to deliver planning permission from exchange of contracts.	Privately owned and financed property development company have experience in healthcare market- see additional information. Internally funded by way of existing cash resources- have sent snapshot of accounts.

Chartway Group	[REDACTED]	£1,508,000	Offer is on assumption that services and drainage are of sufficient capacity without diversion. No ecological constraints. Also on assumption that ground conditions are suitable- will need to carry out ground investigations for planning applications.	Not specified.	26 Residential units- see plan provided.	Pre app meeting with Sevenoaks District Council. Exchange of contracts within 8 weeks of receiving full legal pack and to submit full detailed planning application within 16 weeks of conditional exchange of contracts. 24 months to pursue planning consent to include all required surveys to be completed prior to the submission of the planning application. Looking to submit application within 9 months. Exchange contracts within 20 working days of receipt of full legal pack and draft contract. Have referred to planning policy in more detail in offer letter.	In partnership with West Kent Housing Association- confirmed funds are available for the acquisition subject to WKHA board approval.
Kitewood	[REDACTED]	£750,000	1. Subject to planning and VP basis.	Not specified.	21 dwellings- range of residential units from 2 bed flats to 4 bedroom houses- 40% affordable.		Funding from its own financial resources. Offer has full board approval. Have provided examples of track record- active in South East.

## **Proposal for VE Day 8<sup>th</sup> May 2020**

### **Report to Estates Committee 22nd January 2020**

In 2020 will be VE day celebrations and as part of this the Civic Manager is putting together a number of activities for approval which are contained within this report. Building on the success of the silhouettes we would like to combine part of the VE recognition to further enhance the silhouette experience. There are lots of people who still stand and look at the silhouettes or read the plaques underneath and some clearly stand and contemplate the level of loss of so many Swanley residents. As part of our VE Day celebrations for 2020 officers are proposing that we have 3 benches installed on the Pavement opposite the Silhouettes in Bartholomew Way. This would allow our older residents to sit and spend time viewing the silhouettes but also provide seating to other residents who might care to rest with their shopping on the way home.

In looking at future remembrance activities and possibilities it might be possible to re-name that corner of the road as 'Remembrance Corner' and to further enhance the area with soft lighting or flags at times of celebration or remembrance.

#### **1. Physical Remembrance:**

The proposed styles are as follows:-

A specially commissioned VE Day Bench. Dimensions 1600mm wide, 870mm high at the back, 400mm high to the seat with a leg width of 575mm costing £995.00 plus VAT and a delivery



A “Lest We Forget, We Will Remember Them” bench including animals. Dimensions 1600mm wide, 970mm high at the back 640mm width costing £896.plus VAT and delivery



A “WW1 Bench” with Doves of Peace. Dimensions 1600mm wide, 970mm high at the back width 640mm costing £896.00 plus VAT and delivery



The cost of for all benches would be £2787.00 plus VAT and delivery. As permission would need to be obtained from Kent County Council to install these benches an application will need to be made as soon as possible to ensure that permission is obtained in time.

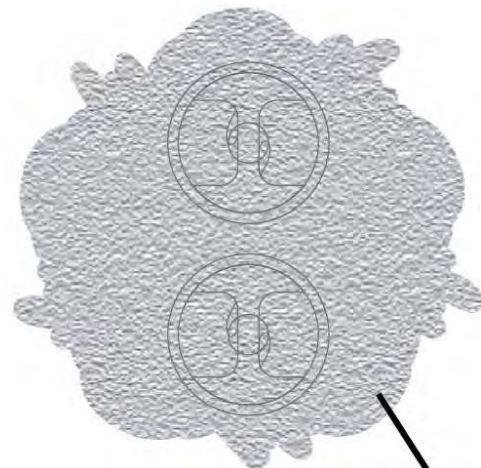
## 2. Badge

The proposal is to have a specially commissioned Pin Badge made to commemorate VE Day which would be available to be purchased from Swanley Link (price to be agreed). This is the proposed design and would cost would be £450.00 plus VAT for the minimum order of 100 badges.

front



back



gritty

-  3D silver metal
-  raised silver metal
-  201c(soft enamel)
-  364c(soft enamel)
-  black(soft enamel)
-  7462c(soft enamel)
-  186c(soft enamel)
-  white(soft enamel)

size:35\*34.38mm

thickness:1.5mm

In addition to the proposed installation of benches the Civic Manager is in negotiation with ASDA to fix temporary VE Day flags on the wall above the Silhouettes and also provision of a French Market to set up in the Town Centre from 7<sup>th</sup> – 10<sup>th</sup> May 2020.



These activities have the potential to provide additional income in the sponsorship of a flag and a license fee for the market to potentially off-set some of these costs.

As a National Celebration we will also try to co-ordinate with the District Council and County Council for potential funding and promotion of the events around the town. In 2018 a great opportunity was missed to create a 'Visitors Guide to Memorials' around the District which we have time to implement this year.

Toni Roast