

Swanley Town Council

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

Tel: 01322 665855

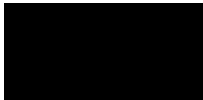
www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

16th January 2020

Dear Member

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 22nd January 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 20th November 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

5. BUDGET SETTING 2020 – 2021

To approve the 2020 – 2021 to Full Council on 4th February 2020

- h. Swanley Town Council Overall Budget
- i. Civic Budget
- j. Alexandra Suite Budget
- k. Olympic Budget
- l. Swanley Park Budget
- m. Housing Stock

6. REPORT ON SALE OF WOODLANDS

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

7. INTERNAL AUDIT REPORT

To note the Internal Audit Report

Date of next meeting – 19th February 2020

If you would like further information on any of the agenda items, please contact Mr Steve Nash, on 01322 665855 or snash@swanleytowncouncil.gov.uk

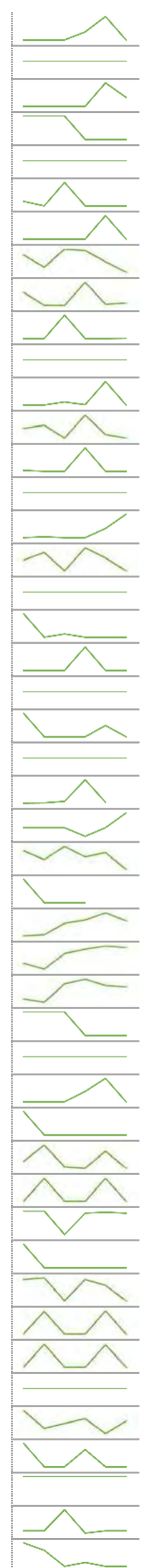
Swanley Town Council: Civic Centre

YTD Summary

Expenditure

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	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	15.99	-	231.10	547.69	19.20	47.93	990.58	1,006.57
5007	Brown Bags	1,012.50	337.50	3,037.50	1,350.00	675.00	-	15,425.00	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	92.60	117.00	150.50	230.00	21.00	-	778.70	775.70
5020	Equipment / Machinery	355.39	2,561.81	1,299.31	5,036.33	134.45	341.63	12,969.57	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	12.50	-	-	-	-	35.84	329.86	451.73
5032	1812 Event	350.00	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	1,322.40	-	-	-	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	1,787.33	-	-	-	-	-	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	80.00	161.00	130.00	80.00	1,405.00	1,725.00
6201	Advertising	599.91	310.00	122.40	1,067.30	258.00	266.00	4,198.28	4,796.57
6202	Gifts & Samples	-	-	-	-	-	-	-	-
7000	Salaries	37,342.15	35,050.11	36,540.41	49,707.79	35,773.79	32,902.81	342,026.56	440,623.07
7001	Pension	5,074.49	4,627.67	4,589.02	4,864.94	4,753.71	4,187.71	43,339.14	55,898.10
7006	Employers N.I.	3,312.16	3,197.17	3,214.07	3,374.56	3,188.67	2,881.34	29,458.40	38,146.29
7011	SMP Reclaimed	-	-	-	-	-	-	-	-
7008	Recruitment Expenses	-	-	-	-	-	-	-	-
7012	Security Staffing	-	-	-	-	228.00	-	228.00	228.00
7097	Staff Reward	-	-	-	-	-	-	-	-
7099	Staff Expenses	33.14	139.03	-	53.85	136.90	-	705.31	785.08
7100	Rent for Link	-	-	-	809.97	-	-	809.97	1,443.98
7102	Water Rates	178.37	28.57	146.90	729.23	323.26	234.51	2,222.38	2,873.38
7103	General Rates	5,472.27	5,471.54	5,472.27	5,472.00	5,472.00	5,472.00	50,388.38	59,651.38
7105	Recycling - Waste Collection	-	-	-	-	-	-	-	-
7200	Electricity	104.66	1,717.47	-	18.47	1,977.78	-	6,603.94	8,679.16
7201	Gas	-	115.87	-	-	362.85	-	2,398.41	4,478.83
7202	Oil	-	-	-	-	-	-	-	-
7300	Vehicle Fuel	148.02	93.81	1,079.98	204.02	347.35	298.38	3,242.21	3,724.78
7301	Vehicle Repairs and Servicing	-	1,645.51	-	175.32	15.00	-	1,835.83	2,448.50
7302	Vehicle Licences	21.87	21.87	21.87	21.87	21.87	21.87	237.15	302.76
7303	Vehicle Insurance	-	-	2,483.40	-	-	-	2,483.40	2,483.40
7304	Miscellaneous Motor Expenses	-	-	-	-	28.76	-	616.41	1,350.58

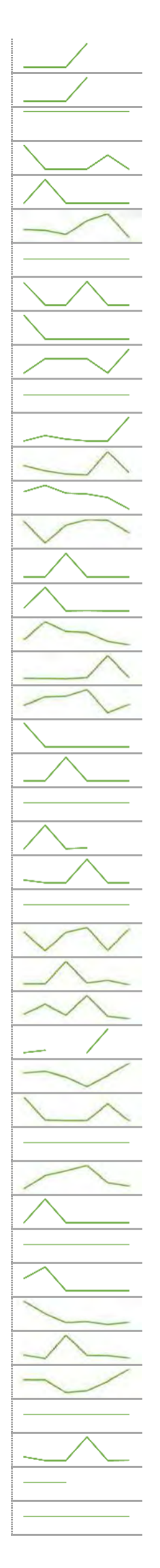
Budget 19/20	2019 / 2020							YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19		
-	-	-	-	22.80	66.47	-	-	89.27
-	-	-	-	-	-	-	-	-
1,000.00	-	-	-	-	127.54	49.00	-	276.54
16,500.00	2,100.00	2,100.00	2,100.00	700.00	700.00	700.00	-	14,700.00
350.00	-	-	-	-	-	-	-	-
250.00	204.16	-	1,059.66	10.05	-	-	-	1,273.87
800.00	-	-	-	-	50.21	-	-	125.21
47,000.00	764.33	286.81	993.00	934.20	509.38	103.73	-	44,483.82
9,500.00	2,259.50	35.73	23.80	3,999.57	217.50	434.18	-	7,557.61
300.00	-	-	933.20	-	-	16.66	-	1,194.29
-	-	-	-	-	-	-	-	-
5,300.00	-	-	484.90	73.20	3,861.50	-	-	4,419.60
100.00	50.00	66.00	-	120.00	18.83	-	-	254.83
16,800.00	50.00	-	-	1,057.50	-	-	-	16,754.50
500.00	-	-	-	-	-	-	-	-
15,000.00	-	341.09	-	36.23	3,003.89	7,546.85	-	10,928.06
8,300.00	495.00	845.00	-	1,061.66	595.00	-	-	4,841.66
300.00	-	-	-	-	-	-	-	144.95
2,600.00	1,440.00	-	200.00	-	-	-	-	6,337.00
800.00	-	-	-	175.00	-	-	-	2,181.25
-	-	-	-	-	-	-	-	-
500.00	250.00	-	-	-	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	80.00	35.00	80.00	160.00	-	810.00
5,500.00	514.27	276.34	635.28	344.80	464.92	-	-	2,885.15
-	222.50	-	-	-	-	-	-	222.50
410,000.00	35,082.23	35,354.86	38,048.05	38,763.98	40,554.26	38,553.69	-	340,513.74
51,000.00	4,284.50	4,149.90	4,512.77	4,620.76	4,697.54	4,658.87	-	40,310.28
34,800.00	3,076.93	3,028.39	3,314.15	3,388.99	3,288.38	3,264.99	-	29,863.14
-	-	-	-	(521.79)	(521.79)	(521.79)	(1,565.37)	-
-	-	-	-	-	-	-	-	-
-	-	-	-	111.00	251.00	-	-	362.00
-	50.00	-	-	-	-	-	-	157.90
550.00	137.06	467.70	28.30	-	343.95	-	-	1,460.52
1,076.00	-	269.99	-	-	269.99	-	-	539.98
3,000.00	248.53	246.82	11.84	226.82	234.38	226.82	-	1,951.92
61,400.00	6,146.38	5,939.38	5,939.37	5,939.38	5,939.38	5,939.38	-	54,276.37
-	350.00	380.00	-	350.00	255.00	-	-	1,335.00
10,000.00	22.55	1,668.63	-	-	1,726.39	-	-	5,216.67
3,300.00	-	496.26	-	-	480.00	-	-	2,974.25
-	-	-	-	-	-	-	-	-
3,400.00	486.09	247.84	312.25	377.28	179.39	344.83	-	2,895.96
2,000.00	732.47	-	-	537.39	5.37	-	-	1,414.01
303.00	45.50	45.50	45.50	45.50	45.50	45.50	-	362.24
2,550.00	-	-	2,947.84	(371.15)	-	-	-	2,576.69
600.00	1,616.28	1,107.78	-	276.75	17.64	-	-	3,561.74



Monthly Finances (A)

Code	Description	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	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	3,427.50	4,455.75
7500	Printing	732.49	399.00	-	342.45	53.50	-	1,527.44	1,795.74
7501	Postage and Carriage	-	-	-	120.00	1,000.00	-	2,120.00	2,132.00
7502	Office Stationery	878.55	246.13	187.46	375.59	241.06	516.35	3,943.65	4,514.41
7503	Publications	-	-	62.50	-	-	-	112.50	112.50
7505	Town Crier Printing Costs	-	1,475.00	-	-	-	-	2,950.00	4,425.00
7506	Distribution Costs	-	306.25	604.17	-	-	-	1,647.92	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
7550	Telephone and Broadband	412.23	417.37	433.93	432.93	487.44	333.57	4,292.01	4,961.22
7552	Computers & Software	400.95	348.75	364.91	446.47	677.89	658.65	5,845.69	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	439.70	199.80	199.80	199.80	599.80	599.80	3,821.70	6,011.10
7604	Professional Fees	-	-	-	-	-	-	-	3,026.00
7605	Mayoral Allowance	230.00	348.90	420.00	-	-	267.04	1,265.94	2,340.91
7606	Councillors' Reimbursement	37.80	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	1,787.58	1,091.98	863.68	2,135.55	1,091.98	2,051.36	12,805.37	16,824.37
7800	Repairs and Renewals	172.79	159.54	-	765.12	293.46	333.41	6,460.54	7,166.68
7801	Cleaning	206.85	142.70	240.75	367.88	49.20	60.95	1,433.07	2,055.50
7802	Laundry	-	-	-	-	-	-	-	-
7803	Premises Expenses	5,553.21	1,389.52	798.69	10,183.70	3,946.92	1,599.82	37,911.44	42,925.67
7811	Signs	183.08	100.00	63.43	-	-	-	696.51	2,284.51
7821	Miscellaneous Purchases	45.00	43.95	-	-	-	-	647.94	647.94
7901	Bank Charges	233.99	249.65	340.24	260.62	232.10	392.75	2,488.18	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	400.00	-	-	750.00	-	61.90	2,711.90	2,961.90
8201	Subscriptions	37.99	65.00	207.49	54.87	70.19	-	1,961.79	2,683.59
8202	Uniforms	23.73	52.19	93.33	437.80	164.72	-	1,155.10	1,434.93
8203	Training Costs	126.00	375.00	350.00	358.33	585.00	50.00	3,169.83	4,298.83
8204	Insurance	2,920.07	378.69	-	-	-	-	23,278.74	23,470.26
8205	Entertainment	-	-	-	-	-	-	-	600.00
8207	Conferences/Events	-	-	-	-	-	-	-	-
8208	Grant Aid	-	-	-	-	-	-	-	-
		72,480.51	83,999.09	71,630.78	104,637.08	88,301.45	56,547.66	757,148.16	948,158.43

Budget 19/20	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	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	3,084.75
2,500.00	350.45	-	-	-	206.92	-	891.43
1,300.00	6.50	1,000.00	-	-	-	-	1,006.50
3,500.00	289.19	268.97	154.55	523.80	715.21	89.74	3,520.48
115.00	-	-	-	-	-	-	125.00
6,100.00	1,452.53	-	-	1,562.96	-	-	4,515.49
3,000.00	416.67	-	-	-	-	-	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	201.57	182.06	170.64	167.52	253.45	177.25	1,752.97
6,700.00	606.09	796.57	564.61	542.37	433.17	108.06	4,405.95
2,000.00	2,236.40	(2,086.40)	1,500.00	2,660.20	2,500.00	-	8,896.60
3,200.00	-	-	2,000.00	-	-	-	2,534.20
2,650.00	417.50	3,179.00	-	39.15	-	-	3,724.45
3,700.00	2,311.31	9,803.23	5,618.91	5,310.70	1,599.80	199.80	29,198.23
4,350.00	875.00	487.00	-	1,500.00	26,934.00	2,085.00	31,881.00
3,000.00	433.65	820.95	840.79	1,163.46	80.00	468.15	4,068.00
-	18.90	-	-	-	-	-	18.90
13,000.00	-	-	16,715.15	-	-	-	16,715.15
-	-	-	-	-	-	-	1,756.00
-	-	809.98	6.99	35.16	-	-	852.13
-	75.00	-	-	615.00	-	-	735.00
-	-	-	-	-	-	-	-
12,500.00	1,335.60	-	1,327.46	1,692.81	40.00	1,526.14	9,545.07
8,500.00	659.51	679.05	17,100.39	1,287.49	3,368.22	123.00	26,262.20
3,000.00	129.13	230.14	114.65	323.15	104.20	80.00	1,317.27
-	-	9.99	-	-	96.06	-	106.05
90,000.00	8,002.17	8,724.17	6,165.48	1,559.54	6,789.96	12,620.45	90,833.09
725.00	777.00	25.00	-	-	562.91	-	1,916.57
-	-	-	-	-	-	-	13.50
3,200.00	267.73	304.76	318.93	335.42	284.61	275.06	2,605.12
9,390.66	-	4,695.33	-	-	-	-	4,695.33
-	-	-	-	-	-	-	-
2,000.00	500.00	972.16	-	-	-	-	1,472.16
2,800.00	349.99	172.50	42.99	55.49	15.98	50.00	2,423.91
1,500.00	47.08	9.99	268.18	45.81	41.92	14.00	531.53
3,100.00	749.00	759.00	-	104.40	666.00	1,388.00	6,884.11
23,500.00	-	-	-	-	-	-	23,167.94
-	76.45	-	-	485.00	-	11.53	642.98
-	-	-	-	-	-	-	63.00
1,000.00	-	-	-	-	-	-	-
944,612.66	83,635.45	89,778.72	115,538.80	89,418.44	112,901.78	81,258.14	911,029.48



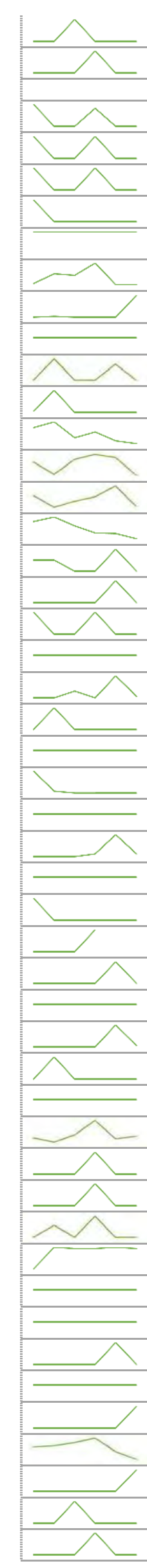
Swanley Town Council: Civic Centre

YTD Summary

Income

Code	Description	2018 / 2019							Actual 18/19
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 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	-	-	-	-	-	1,500.00	3,929.17
4005	Rent - Oaks Clinic	9,890.00	-	-	9,890.00	-	-	69,648.92	79,538.92
4009	Rent - 10 Station Road: Taxi	687.50	-	-	687.50	-	-	2,062.50	2,750.00
4011	Rent - Pedham Farm	925.00	-	-	-	-	-	925.00	1,850.00
4016	Rent - Civic Centre	1,500.00	1,500.00	1,500.00	1,591.66	1,532.00	1,532.00	13,655.66	18,251.66
4019	Mayor's Charity Income	30.00	110.00	1,237.47	1,591.65	1,034.50	-	4,315.28	4,622.35
4020	Allotments	-	11.67	-	-	225.00	112.50	349.17	586.67
4021	Dog Bin Emptying	-	-	-	-	-	-	390.00	390.00
4022	Solar Panel Income	3,295.46	-	-	2,564.87	-	-	7,608.60	8,347.83
4023	Urban Maintenance	-	-	-	3,642.55	-	-	3,642.55	3,642.55
4024	Seeds	29.71	19.81	11.56	10.73	10.73	4.95	167.52	218.71
4025	Black Refuse Bags	365.00	497.50	571.25	387.08	212.50	281.25	3,372.08	4,365.41
4026	White Refuse Bags	84.17	185.43	161.67	134.16	72.50	71.66	1,008.33	1,400.41
4027	Brown Refuse Bags	1,340.08	1,435.67	1,699.67	1,142.83	543.17	216.83	12,776.83	14,526.34
4029	Radar Keys	-	2.50	2.50	2.50	2.50	-	17.50	25.00
4030	SDC Link Service Contract	-	-	-	-	-	-	28,064.00	28,064.00
4031	KCC Link Salaries Recharge	15,959.32	-	-	14,892.04	-	-	44,676.13	59,568.17
4032	1812 Event	175.00	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	58.33	2,852.50	8.33	-	-	-	3,144.16	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	-	-	-	-	-	-	-	-
4206	Recharge - Civic Centre	515.00	5,656.82	-	50.00	-	-	6,321.82	6,321.82
4208	Service Recharge - SDC	-	-	-	-	-	-	-	1,250.00
4209	Service Recharge - Other	-	-	-	-	-	-	-	-
4500	Senior Passport to Leisure Revenue	30.38	-	2,407.08	146.88	126.87	975.00	5,557.93	11,314.18
4600	Outdoor Event Revenue	-	-	-	-	-	116.67	116.67	116.67
4605	Court Lettings	179.35	108.79	1,689.76	78.80	88.52	72.10	3,663.03	5,990.10
4606	Changing Rooms	23.10	117.15	117.15	-	-	117.15	608.85	726.00
4607	Floodlight Revenue	10.66	10.66	607.10	-	-	-	1,061.75	1,661.75
4608	Football Pitches	-	646.88	522.50	-	294.38	352.50	1,988.41	3,099.67
4710	Car Parking	-	-	-	-	-	-	-	533.40
4711	General Income	-	-	-	-	-	-	-	1,807.92
4800	Town Crier Advertising Revenue	-	-	-	-	-	-	50.00	133.33
4805	Swanley in Bloom - Sponsorship	-	-	-	-	250.00	-	10,711.35	13,049.36
4810	Sponsorship - General	-	-	-	-	-	-	4,497.00	4,497.00
4900	Investment Income	-	-	-	-	-	0.30	0.30	0.30
4902	Commissions Received	78.64	83.52	120.19	88.34	76.92	141.19	855.48	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	1,054.32	1,271.82
		36,676.70	26,193.40	15,656.23	38,631.93	7,691.00	6,331.43	832,088.91	887,641.55

Budget 19/20	2019 / 2020						YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	
590,600.00	-	-	295,300.00	-	-	-	590,600.00
-	-	-	-	1,062.49	-	-	27,732.41
4,800.00	2,291.67	-	-	1,875.00	-	-	7,291.68
79,538.92	9,890.00	-	-	9,890.00	-	-	69,670.00
2,750.00	687.50	-	-	687.50	-	-	2,062.50
1,850.00	925.00	-	-	-	-	-	925.00
18,000.00	1,532.00	1,532.00	1,532.00	1,532.00	1,532.00	1,532.00	13,788.00
-	250.00	1,650.70	1,439.50	3,174.00	60.39	67.34	6,641.93
550.00	-	12.50	-	-	-	359.99	422.49
390.00	-	-	-	-	-	-	390.00
8,500.00	-	3,493.93	-	-	2,623.57	-	7,746.20
7,284.55	337.50	6,790.64	-	-	-	-	7,128.14
200.00	9.92	13.20	4.13	7.43	2.48	0.83	98.24
4,700.00	323.75	170.00	358.33	420.00	377.92	158.75	2,995.00
1,420.00	114.18	53.75	85.00	108.75	163.74	59.17	896.25
13,800.00	1,995.50	2,490.00	1,548.50	812.00	765.50	195.50	12,873.42
15.00	2.50	2.50	-	-	5.00	-	17.50
28,064.00	-	-	-	-	14,032.00	-	28,064.00
61,355.22	15,751.60	-	-	15,751.60	-	-	47,254.80
-	-	-	-	-	-	-	-
1,500.00	-	-	500.00	-	1,610.00	101.00	2,211.00
100.00	-	16.67	-	-	-	-	1,241.67
100.00	-	-	-	-	-	-	41.67
500.00	1,808.33	158.33	-	-	-	-	2,237.50
-	-	-	-	-	-	-	-
7,000.00	-	16.67	-	624.99	5,241.67	674.83	6,558.16
-	-	-	-	-	-	-	-
-	5.83	-	-	-	-	-	5.83
-	-	-	-	3,454.71	-	-	3,454.71
9,000.00	-	-	-	-	5,806.08	-	5,806.08
-	-	-	-	-	-	-	-
-	-	-	-	-	3,483.96	216.99	3,700.95
10,500.00	-	2,246.67	-	-	-	-	4,615.00
800.00	-	-	-	-	-	-	-
5,500.00	66.40	(40.40)	148.00	513.63	42.00	111.60	1,764.62
650.00	-	-	-	246.00	-	-	615.00
1,700.00	-	-	-	224.00	-	-	486.50
3,000.00	-	370.00	-	653.88	-	-	1,023.88
-	206.20	281.20	277.04	277.04	281.20	277.04	2,533.16
-	-	-	-	-	-	-	-
250.00	-	-	-	-	-	-	-
10,500.00	-	-	-	-	250.00	-	7,731.67
-	-	-	-	-	-	-	10,000.00
-	-	-	-	-	-	0.28	0.28
1,100.00	74.15	76.51	82.55	90.75	65.92	51.43	655.39
-	-	-	-	-	-	425.00	425.00
-	-	-	100.00	-	-	-	100.00
-	0.01	-	-	8.33	-	-	8.34
876,017.69	36,272.04	19,334.87	6,075.05	41,414.10	36,343.43	4,231.75	881,813.97



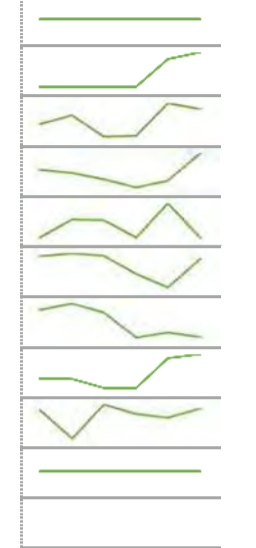
Swanley Town Council: Alexandra

YTD Summary

Income

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
4028	Photocopying	4.17	-	-	-	-	-	14.17	14.17
4043	Pantomime	-	-	-	-	-	-	-	-
4100	Bar Income	15,928.24	13,026.91	8,724.03	10,563.33	11,073.61	18,051.39	105,776.95	123,935.45
4105	Catering Income	15,750.87	10,527.47	10,582.25	10,464.16	3,540.22	21,410.44	88,186.69	99,699.39
4110	Equipment Hire	-	-	-	50.00	173.33	-	223.33	256.66
4115	Function Package Revenue	8,153.44	8,643.92	4,789.58	4,330.00	1,035.00	8,608.33	48,293.50	56,186.36
4120	Conference Lettings Regular	3,196.51	6,223.34	2,791.50	7,767.50	6,225.84	4,550.03	42,363.74	54,954.62
4125	Party Night Revenue	491.67	-	591.67	1,012.50	833.33	3,106.67	8,040.01	9,790.01
4130	Party Function Revenue	875.00	895.83	895.83	1,070.83	1,070.83	983.33	8,743.98	11,193.98
4999	Other Income	-	30.00	-	-	0.01	-	30.01	30.01
		44,399.90	39,347.47	28,374.86	35,258.32	23,952.17	56,710.19	301,672.38	356,060.65

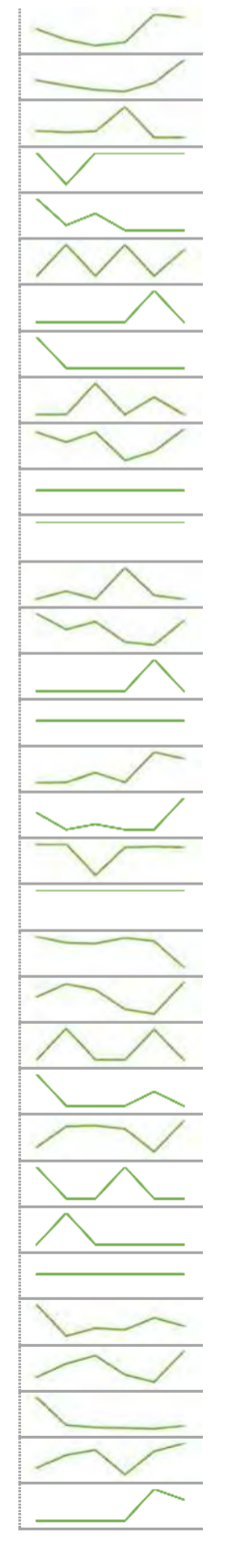
Budget 19/20	2019 / 2020							YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19		
-	-	-	-	-	-	-	-	6.00
-	-	-	-	-	1,582.70	1,992.67	-	3,575.37
118,904.17	9,481.85	12,884.95	4,903.37	5,269.49	17,374.28	15,137.18	-	96,621.90
94,653.87	12,802.52	11,459.18	8,459.08	4,668.69	7,855.09	20,668.36	-	86,820.84
78.97	-	63.35	60.00	-	120.00	-	-	243.35
54,648.80	9,208.33	9,785.01	9,291.68	5,733.32	3,091.67	8,705.24	-	60,242.60
48,014.92	4,031.69	4,195.01	3,975.01	3,372.52	3,491.68	3,378.34	-	39,125.19
13,246.49	808.33	787.50	-	-	2,558.33	2,905.82	-	8,059.98
10,946.14	950.00	-	1,137.50	808.33	700.00	991.66	-	6,924.98
-	-	-	-	-	-	-	-	-
340,493.36	37,282.72	39,175.00	27,826.64	19,852.35	36,773.75	53,779.27	-	301,620.21



Expenditure

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
5001	Bar Purchases	5,288.78	2,910.40	2,040.82	3,800.31	3,886.07	5,204.55	33,796.50	39,874.12
5002	Catering Purchases	2,967.64	2,244.89	2,127.76	2,039.88	978.58	4,904.89	18,272.57	20,537.81
5003	Bar Purchases - Equipment	151.89	66.18	159.28	67.64	103.73	68.64	1,029.20	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	995.68	-	-	-	-	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	3,297.50	1,998.34	3,094.66	2,597.33	1,370.00	3,642.50	20,611.98	23,086.97
6100	Agency Commission	-	-	-	-	-	-	-	-
6200	Website, Social Media and Marketing	122.33	122.33	122.33	122.33	122.33	122.33	1,100.97	1,467.96
6201	Advertising	-	-	-	-	40.00	-	240.00	577.50
7000	Salaries	7,861.12	8,738.62	8,618.93	7,701.13	8,224.45	6,707.84	66,305.71	90,421.44
7001	Pension	984.56	832.35	832.35	832.35	844.31	844.31	7,617.41	10,150.34
7004	Wages - Casual	140.00	-	-	-	-	-	280.00	280.00
7006	Employers NI	439.64	274.67	267.21	269.17	300.03	269.28	2,598.77	3,549.41
7012	Security Staffing	-	-	-	-	140.00	623.00	763.00	1,085.00
7102	Water Rates	178.38	-	146.89	556.59	199.14	178.96	1,792.69	2,275.45
7103	General Rates	2,423.92	2,423.46	2,422.73	2,423.00	2,423.00	2,423.00	23,240.30	28,086.30
7105	Recycling - Waste Collection	309.49	306.86	266.36	332.95	266.36	233.85	2,564.50	3,437.74
7200	Electricity	613.12	926.74	931.25	718.22	787.39	1,023.57	6,761.26	8,970.49
7201	Gas	-	115.88	-	-	362.85	-	2,398.41	4,478.83
7500	Printing	-	-	-	93.95	-	-	248.95	305.88
7550	Telephone & Broadband	-	-	-	-	-	41.67	41.67	354.37
7552	Computers & Software	45.00	-	-	45.00	-	-	135.00	180.00
7602	Health & Safety Fees	-	-	-	-	364.90	-	784.90	784.90
7800	Repairs and Renewals	-	-	-	-	-	-	997.50	1,002.98
7801	Cleaning	398.29	148.74	48.35	275.89	122.29	64.98	1,671.29	2,173.85
7802	Laundry	154.09	161.58	238.44	200.97	151.92	-	1,750.18	2,269.45
7803	Premises Expenses	-	-	737.00	179.00	32.00	-	1,664.50	1,760.50
7901	Bank Charges	185.01	132.90	104.94	136.77	152.32	148.03	1,262.08	1,552.02
8201	Subcriptions	-	-	-	-	-	-	-	-
		26,556.44	21,874.42	24,241.94	22,464.00	20,946.68	27,674.18	202,994.87	255,265.52

Budget 19/20	2019 / 2020							YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19		
37,828.84	3,777.05	2,633.53	2,036.62	2,390.93	5,336.56	5,007.05	-	31,488.83
18,664.92	2,462.14	1,761.63	1,177.78	990.71	2,116.97	5,077.43	-	17,655.31
1,432.20	72.88	66.08	70.13	185.84	42.32	42.32	-	711.43
562.27	-	(133.34)	-	-	-	-	-	1,466.66
1,790.29	2,100.00	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	-	-	-	-	-	-	199.93
916.70	-	-	1,125.00	-	624.80	-	-	1,749.80
20,314.92	3,482.84	2,885.67	3,500.01	1,798.33	2,340.47	3,678.12	-	21,833.78
-	-	-	-	-	-	-	-	-
1,467.96	122.33	122.33	122.33	122.33	122.33	122.33	-	1,100.97
494.40	-	80.00	-	312.50	40.00	-	-	495.30
89,506.71	8,433.03	7,415.24	7,922.38	6,648.28	6,468.05	7,965.60	-	65,852.60
10,393.26	758.54	758.54	758.54	758.54	783.20	758.54	-	7,006.30
288.40	-	-	-	-	-	-	-	-
3,466.48	300.66	301.61	330.64	301.74	391.33	371.53	-	3,011.17
1,100.00	420.00	-	140.00	-	-	798.00	-	1,778.00
2,193.48	187.39	193.64	(51.36)	165.67	171.19	165.67	-	1,400.29
26,432.36	2,830.62	2,830.62	2,830.62	2,830.62	2,830.62	2,830.62	-	25,474.02
3,427.16	346.30	277.04	268.72	328.57	294.77	-	-	2,395.83
8,497.81	741.86	874.05	812.69	613.36	570.19	886.97	-	6,215.47
5,907.63	-	496.25	-	-	480.01	-	-	2,974.25
256.42	138.76	-	-	-	63.27	-	-	308.70
1,372.56	114.96	144.73	145.70	140.83	108.74	152.30	-	1,151.93
139.05	45.00	-	-	45.00	-	-	-	135.00
432.60	-	65.00	-	-	-	-	-	150.20
1,027.43	-	-	-	-	-	-	-	-
2,558.54	472.90	50.00	155.61	132.10	294.62	182.34	-	1,949.41
2,865.76	163.51	190.86	207.59	168.42	153.33	216.32	-	1,766.86
4,000.00	1,776.68	197.52	56.75	44.60	(14.75)	165.14	-	2,888.54
1,701.28	67.02	83.00	89.43	58.74	87.63	97.84	-	706.99
-	-	-	-	-	45.00	30.00	-	75.00
250,248.86	29,014.40	21,750.18	22,808.05	18,144.34	23,450.62	28,635.63	-	205,902.33



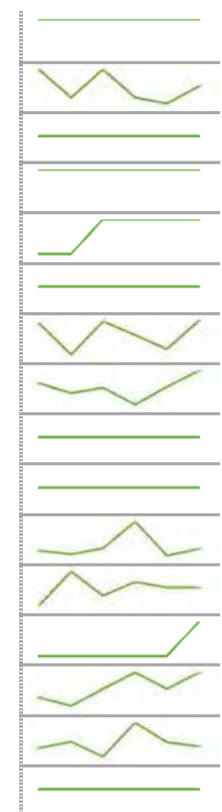
Swanley Town Council: Olympic

YTD Summary

Income

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
4003	Rent - New Generation Data	333.33	333.33	333.33	333.33	333.33	333.33	2,999.97	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	5,600.00	7,700.00
4018	Rent - Boxing	281.67	281.67	281.67	281.67	281.67	281.67	2,535.03	3,380.04
4028	Photocopying	-	-	-	-	-	-	4.00	4.00
4100	Bar Income	6,839.84	2,439.25	4,302.99	3,296.48	3,099.04	3,349.75	34,910.50	47,061.23
4105	Catering Income	4,310.40	4,014.22	3,085.66	4,374.37	3,850.55	4,717.87	38,085.97	52,656.55
4108	Quiz Income	20.83	-	-	-	-	-	69.17	69.17
4109	Pool Income	41.00	-	-	-	43.75	-	84.75	94.75
4115	Function Package Revenue	495.84	83.33	1,131.25	2,500.01	416.66	583.33	6,687.09	8,707.49
4120	Conference Lettings Regular	1,185.84	2,815.83	2,305.02	3,495.00	5,044.09	2,748.85	24,499.67	38,109.03
4125	Party Night Revenue	416.67	-	-	-	-	-	416.67	416.67
4600	Outdoor Event Revenue	-	24.99	66.67	25.00	-	-	116.66	116.66
4609	Snooker Income	707.72	710.74	771.50	863.54	1,043.13	647.04	8,530.14	11,056.30
4903	Insurance Claims	-	-	-	-	-	-	2,942.80	2,942.80
		14,633.14	10,703.36	12,278.09	16,569.40	14,812.22	13,361.84	132,482.42	181,314.65

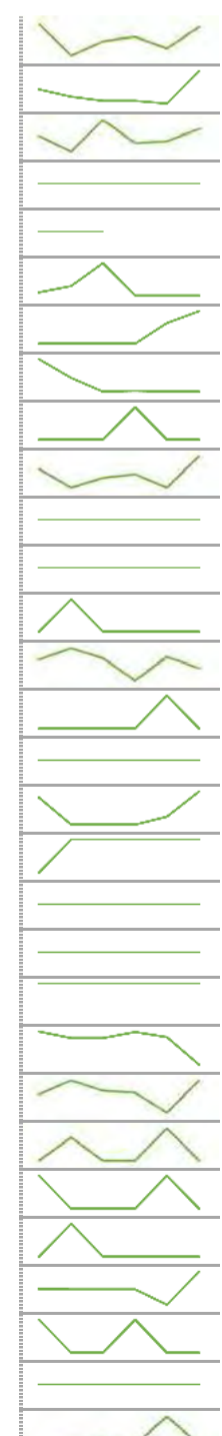
Budget 19/20	2019 / 2020							YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19		
3,999.96	333.33	333.33	333.33	333.33	333.33	333.33	333.33	2,999.97
-	1,500.00	1,200.00	1,500.00	1,200.00	1,140.00	1,320.00	1,320.00	11,760.00
5,000.00	-	-	-	-	-	-	-	5,000.00
8,400.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	6,300.00
3,370.04	281.67	281.67	315.00	315.00	315.00	315.00	315.00	2,668.35
4.12	-	-	-	-	-	-	-	-
49,792.56	4,267.29	2,309.29	4,374.93	3,529.40	2,636.98	4,460.49	4,460.49	32,550.53
51,003.08	2,610.13	2,295.72	2,468.55	1,938.67	2,486.71	3,015.38	3,015.38	23,440.49
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
12,295.21	848.13	333.33	1,166.66	4,920.00	181.66	1,138.75	1,138.75	10,218.32
37,907.93	1,515.01	4,025.01	2,245.83	3,244.20	2,829.17	2,846.68	2,846.68	23,390.92
1,871.17	-	-	-	-	-	767.50	767.50	2,050.83
-	124.99	83.22	166.68	250.01	166.68	250.01	250.01	1,166.59
10,877.17	618.33	686.13	522.21	903.99	683.32	637.68	637.68	6,529.98
-	-	-	-	-	-	-	-	-
184,521.24	12,798.88	12,247.70	13,793.19	17,334.60	11,472.85	15,784.82	15,784.82	128,075.98



Expenditure

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
5001	Bar Purchases	2,911.16	856.68	1,641.21	709.54	1,262.99	1,230.87	12,539.38	15,560.58
5002	Catering Purchases	979.71	1,471.17	637.76	863.22	846.53	1,018.56	10,582.47	13,427.76
5003	Bar Purchases - Equipment	93.25	61.25	-	63.25	96.35	96.35	1,415.32	1,667.97
5004	Catering Purchases - Equipment	41.88	76.68	-	-	-	-	593.26	593.26
5010	Sporting Equipment Purchaes	-	-	-	-	-	-	-	-
5011	Licences	110.22	12.37	307.37	12.07	12.83	12.83	525.86	564.35
5020	Equipment / Machinery	-	-	-	-	59.68	-	173.31	173.31
5021	Equipment / Machinery Repairs	377.00	-	-	90.00	-	1,277.30	1,861.58	1,861.58
5030	Horticulture	-	-	597.50	-	-	-	617.50	617.50
5045	Function Expenditure	380.00	225.00	727.00	1,091.67	175.00	175.00	4,781.47	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	6,171.78	6,723.66	5,179.65	5,631.32	4,857.91	3,966.15	50,276.86	64,074.75
7001	Pension	486.94	503.37	461.78	482.06	638.53	192.90	4,311.30	5,167.75
7004	Wages - Casual	246.30	190.68	95.34	95.34	-	-	2,143.20	2,238.54
7006	Employers NI	217.57	294.49	200.33	244.23	386.04	94.11	2,168.88	2,645.70
7011	SMP	-	-	(748.44)	(1,377.50)	(955.88)	(534.27)	(3,616.09)	(5,352.46)
7099	Staff Expenses	-	-	-	-	-	-	101.40	101.40
7102	Water Rates	973.22	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	26,178.00	29,087.00
7105	Recycling - Waste Collection	181.65	193.92	166.92	208.65	166.92	136.55	1,597.10	2,145.98
7200	Electricity	1,415.17	1,440.44	1,440.44	1,440.44	(283.36)	1,419.52	11,181.59	13,294.09
7201	Gas	-	191.96	-	-	673.68	-	3,141.06	5,752.65
7500	Printing	-	-	-	50.00	-	-	154.13	204.13
7502	Stationery	-	-	-	-	-	-	35.36	35.36
7550	Telephone and Broadband	42.94	42.94	42.94	42.94	42.94	184.95	528.47	1,069.84
7552	Computers & Software	45.00	-	-	45.00	-	-	135.00	180.00
7602	Health & Safety Fees	-	-	-	-	308.40	-	828.00	828.00
7604	Professional Fees	-	-	-	228.42	105.21	105.21	1,325.34	1,642.37

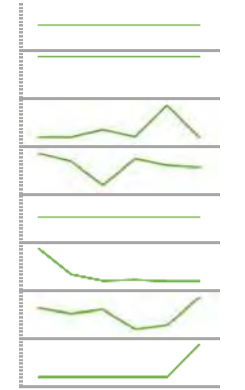
Budget 19/20	2019 / 2020							YTD 19/20
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19		
17,984.33	2,618.46	428.50	1,407.94	1,707.02	904.99	2,386.10	2,386.10	12,528.43
13,444.28	694.30	484.85	370.59	368.29	299.68	1,220.26	1,220.26	4,915.44
1,591.99	122.97	66.55	181.25	97.50	103.90	148.80	148.80	1,047.70
920.06	-	-	-	-	-	-	-	99.90
-	-	-	-	-	-	-	-	302.14
578.91	113.62	307.83	1,036.44	11.50	13.20	13.20	13.20	1,534.30
117.04	-	-	-	-	12.82	20.15	20.15	32.97
601.81	1,508.20	648.00	-	57.06	-	-	-	2,551.45
636.03	-	-	-	635.27	-	-	-	635.27
6,109.41	610.00	175.00	400.00	483.33	175.00	925.00	925.00	3,618.33
154.50	-	-	-	-	-	-	-	-
756.00	-	-	-	-	-	-	-	-
659.20	-	40.00	-	-	-	-	-	95.20
46,800.00	4,069.51	4,294.71	4,097.32	3,672.08	4,120.29	3,906.80	3,906.80	38,157.82
1,800.00	292.84	292.84	292.84	292.84	308.82	292.84	292.84	2,651.54
2,722.50	-	-	-	-	-	-	-	-
2,997.18	186.53	141.32	141.32	141.32	154.45	197.45	197.45	1,393.19
-	(136.79)	-	-	-	-	-	-	(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	2,974.00	26,762.00
2,229.93	217.00	173.60	173.60	211.09	179.51	-	-	1,519.00
13,311.83	586.13	701.27	616.45	601.55	444.52	698.24	698.24	6,314.41
5,522.22	-	639.41	-	-	888.18	-	-	4,551.33
210.25	50.00	-	-	-	50.00	-	-	150.00
36.42	-	19.60	-	-	-	-	-	19.60
2,000.00	179.25	179.14	179.14	179.14	173.89	185.18	185.18	1,612.96
139.05	45.00	-	-	45.00	-	-	-	135.00
535.19	-	-	-	-	-	-	-	84.00
1,772.60	111.23	99.23	129.23	111.23	201.23	111.23	111.23	1,108.41



Monthly Finances (C)

Code	Description	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
7700	Equipment Hire	-	-	-	-	-	-	-	-
7702	Equipment Leasing	315.00	315.00	315.00	315.00	315.00	315.00	2,835.00	3,780.00
7800	Repairs and Renewals	-	-	-	107.00	-	-	1,252.99	1,252.99
7801	Cleaning	80.00	119.47	101.90	41.69	-	91.57	690.59	1,068.77
7802	Laundry	132.00	134.28	165.50	132.25	71.57	-	1,395.10	1,395.10
7803	Premises Expenses	3,844.88	550.00	731.70	-	361.93	41.44	8,655.94	9,283.69
7901	Bank Charges	161.75	244.71	140.48	138.86	141.75	128.93	1,368.31	1,783.56
8201	Subscriptions	-	-	-	-	-	-	-	-
		22,116.42	17,680.29	16,086.60	14,577.69	12,898.11	12,861.97	155,124.10	187,799.24

Budget 19/20	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	YTD 19/20
-	-	-	-	-	-	-	-
3,893.40	315.00	315.00	315.00	315.00	315.00	315.00	2,835.00
1,200.00	-	-	168.56	15.29	683.00	4.66	1,268.51
3,300.00	141.80	106.34	-	116.79	86.96	80.00	799.14
1,650.00	-	-	-	-	-	-	-
15,000.00	3,827.88	820.00	87.48	161.33	-	-	12,246.99
2,000.00	153.47	143.08	150.17	113.07	120.59	174.03	1,267.60
1,000.00	-	-	-	-	-	30.00	30.00
189,617.61	18,680.40	13,050.27	12,721.33	12,309.70	12,210.03	13,682.94	128,483.81



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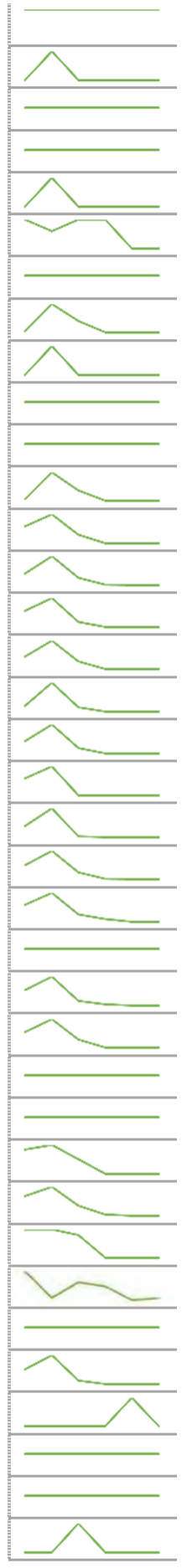
Swanley Town Council: Swanley Park

YTD Summary

Income

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
4002	Rent - Swanley Athletics Club	-	-	-	-	100.00	100.00	200.00	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	-	-	-	-	-	-	-	21,031.53
4010	Rent - Ice Cream Van	-	5,416.67	-	-	-	-	15,416.67	15,416.67
4014	Rent - Great Outdoors	-	-	-	-	-	-	-	749.97
4017	Rent - Swanley Park RFC	312.64	312.64	312.64	312.64	312.64	312.64	2,813.76	3,751.66
4032	1812 Event	-	-	-	-	-	-	-	566.68
4201	Service Recharge: Café in the Park	1,365.43	-	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	1,779.97	1,609.15	454.16	300.83	-	-	7,789.94	7,825.77
4701	Pedalos	7,082.55	9,016.57	2,276.26	667.09	-	-	34,982.80	37,924.49
4702	Canoeing	899.16	775.00	138.34	80.00	-	-	3,702.92	3,745.42
4703	Golf	1,452.52	1,614.16	420.83	270.84	-	-	7,273.40	7,979.24
4704	Tree Trek	699.99	1,501.63	227.50	-	-	-	4,354.59	4,354.59
4705	Hand Boats	1,077.58	1,356.42	343.32	153.33	-	-	5,004.04	5,004.04
4706	Dino Karts	710.01	1,113.35	301.66	193.34	-	-	3,798.32	4,261.64
4707	Deck Chairs	339.16	371.66	51.66	-	-	-	1,161.21	1,161.21
4708	Bouncy Castle	1,902.94	2,179.58	527.08	379.57	-	-	11,292.62	12,620.12
4710	Car Parking	11,680.90	14,476.20	2,841.68	-	-	-	52,229.46	52,229.46
4712	Wrist Bands	483.33	-	-	-	-	-	724.17	724.17
4713	Duck Feed	92.79	111.05	60.85	24.57	-	-	535.65	617.40
4714	Battery Bikes	1,221.68	1,247.50	514.17	273.34	-	-	4,480.06	4,480.06
4715	Balloons	10.00	35.00	-	-	-	-	65.00	65.00
4716	Water Creatures	-	3.33	-	-	-	-	9.17	9.17
4717	Candy Floss	144.19	93.35	50.00	16.67	-	-	304.21	304.21
4718	JCB Digger	218.33	464.34	185.82	123.31	-	-	991.80	991.80
4719	Reptiles	-	59.17	10.00	-	-	-	69.17	69.17
4720	Nerf / Survival Parties	170.83	25.00	-	83.33	-	-	279.16	1,320.82
4721	Children's Party - Survival	660.01	333.33	449.99	83.33	-	-	3,097.47	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	-	-	-	-	-	-	-	3,416.67
4999	Other Income	-	-	-	-	-	-	-	-
		32,304.01	58,241.72	10,505.28	7,962.19	1,290.73	412.64	211,815.55	247,296.07

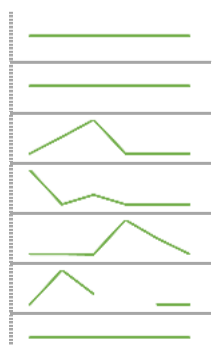
Budget 19/20	2019 / 2020						
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	YTD 19/20
-	100.00	100.00	100.00	100.00	100.00	100.00	900.00
34,500.00	-	13,000.00	-	-	-	-	34,500.00
-	-	-	-	-	-	-	-
11,631.53	-	-	-	-	-	-	-
15,900.00	-	5,625.00	-	-	-	-	15,625.00
-	625.00	375.00	625.00	625.00	-	-	3,416.63
3,751.68	-	-	-	-	-	-	937.92
1,600.00	158.33	3,047.51	1,240.50	-	-	-	4,513.00
4,630.46	-	857.86	-	-	-	-	2,076.65
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
7,110.04	96.25	1,678.71	613.33	-	-	-	4,239.45
8,023.64	913.33	1,563.36	467.50	-	-	-	5,590.45
36,032.28	4,128.14	10,308.83	2,640.42	147.08	-	-	32,845.76
3,814.01	437.50	791.66	145.00	-	-	-	2,082.49
7,491.60	735.83	1,661.67	437.50	-	-	-	5,132.08
4,485.23	287.50	1,396.66	210.00	-	-	-	4,405.83
5,154.16	344.17	798.33	153.33	-	-	-	2,389.14
3,912.27	320.01	541.67	-	-	-	-	1,563.37
1,196.05	53.33	139.15	5.00	-	-	-	412.49
11,631.40	1,378.73	2,775.01	667.93	71.25	-	-	8,713.77
53,796.34	10,924.18	18,573.78	4,736.24	1,903.75	-	-	62,988.11
745.90	-	-	-	-	-	-	-
551.72	60.84	113.75	18.77	4.83	-	-	408.76
4,614.46	880.82	1,608.33	451.66	-	-	-	4,808.35
66.95	-	-	-	-	-	-	-
9.45	-	-	-	-	-	-	-
313.34	82.93	100.02	50.01	-	-	-	399.65
1,021.55	359.16	525.84	180.84	24.17	-	-	1,865.41
71.25	12.50	12.50	10.00	-	-	-	82.50
3,898.50	787.49	137.50	524.99	420.83	83.33	125.00	3,729.12
-	-	-	-	-	-	-	-
-	1,697.49	3,331.22	399.16	-	-	-	9,811.19
-	-	-	-	-	26.66	-	26.66
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	583.33
-	-	-	12.50	-	-	-	12.50
225,953.81	24,383.53	69,063.36	13,689.68	3,296.91	209.99	225.00	214,059.61



Expenditure

Code	Description	2018 / 2019							
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD 18/19	Actual 18/19
5002	Catering Purchases	9.56	-	-	-	-	-	9.56	9.56
5010	Sporting Equipment Purchases	100.20	-	-	-	-	-	128.50	449.63
5020	Equipment / Machinery	1,098.37	-	114.91	-	-	-	4,659.94	4,659.94
5021	Equipment / Machinery Repairs	280.44	-	-	644.60	-	47.50	1,954.94	1,954.94
5030	Horticulture	597.50	-	-	425.00	-	-	1,205.83	1,205.83
5032	1812 Event	-	-	-	-	-	-	-	-
5045	Function Expenditure	-	-	-	-	-	-	-	-

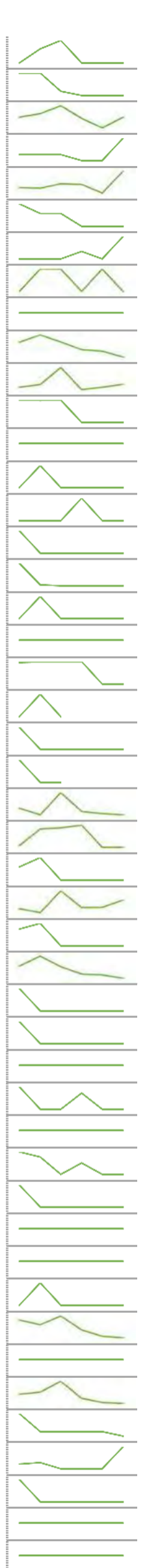
Budget 19/20	2019 / 2020						
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	YTD 19/20
9.85	-	-	-	-	-	-	-
132.36	-	-	-	-	-	-	169.12
6,344.74	-	19.17	38.82	-	-	-	2,546.73
1,891.53	238.60	-	66.45	-	-	-	305.05
1,551.00	-	-	(15.00)	822.50	375.00	-	1,470.40
17,000.00	96.00	12,040.37	3,714.94	-	-	-	15,932.98
-	-	-	-	-	-	-	-



Monthly Finances (D)

Code	Description	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	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	14,373.23	18,129.27	18,767.94	8,242.74	5,251.58	3,695.50	105,241.33	119,668.13
7001	Pension	470.92	470.92	364.50	364.50	364.50	364.50	3,812.62	5,006.70
7006	Employers NI	522.32	499.57	502.27	351.29	265.69	281.10	3,824.35	5,086.86
7012	Security Staffing	299.00	368.00	103.50	-	-	-	770.50	770.50
7099	Staff Expenses	-	-	-	-	-	-	-	-
7102	Water Rates	1,414.27	579.87	523.75	542.46	130.94	1,047.50	5,858.42	6,905.93
7103	General Rates	-	-	-	-	-	-	-	-
7105	Recycling - Waste Collection	1,846.08	2,127.70	1,373.72	987.56	764.38	1,054.94	12,845.04	16,887.70
7200	Electricity	140.00	70.00	70.00	70.00	70.00	70.00	220.43	1,366.88
7202	GasOil	31.50	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	44.78	26.78	32.85	10.58	24.40	37.58	176.97	319.63
7500	Printing	-	170.95	-	-	-	-	512.85	981.79
7501	Postage & Carriage	-	-	-	-	-	-	9.95	54.95
7502	Stationery	21.99	21.99	-	-	-	-	65.97	65.97
7509	Name Badges	-	-	-	-	-	-	-	-
7550	Telephone & Broadband	50.39	56.23	58.34	52.32	50.71	48.28	568.60	758.75
7552	Computers & Software	-	-	-	-	-	-	-	-
7602	Health & Safety Fees	-	-	-	-	-	-	-	140.00
7603	Consultancy Fees	-	-	-	-	-	-	-	-
7700	Equipment Hire	1,026.95	484.50	188.00	-	-	-	2,111.45	2,111.45
7800	Repairs and Renewals	31.20	-	-	-	12.49	74.04	1,838.81	2,164.07
7801	Cleaning	651.37	81.69	40.40	-	-	11.26	1,183.44	1,335.23
7803	Premises Expenses	201.63	90.21	1,007.29	93.32	6,112.75	8,708.89	16,827.69	17,989.35
7804	Pool Chemicals	460.55	456.43	-	-	-	-	1,408.91	1,408.91
7805	Cess Pit	2,730.00	2,730.00	630.00	420.00	630.00	210.00	12,540.00	14,050.00
7806	Pedalo Parts	-	329.43	-	-	-	-	364.43	364.43
7807	Pool Costs	2,177.95	-	-	(425.00)	-	-	1,939.62	3,381.00
7808	Sand	275.00	-	-	-	-	-	275.00	275.00
7811	Signs	-	88.50	-	-	-	-	513.00	513.00
7814	Maintenance	1,378.20	-	-	-	-	-	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	550.41	1,031.67	-	892.50	-	-	2,850.83	2,850.83
7821	Miscellaneous Purchases	5.67	227.90	-	-	23.20	-	291.71	291.71
7901	Bank Charges	330.46	390.56	406.80	261.26	238.46	236.97	2,727.44	3,440.83
8201	Subscriptions	-	-	-	-	-	-	-	-
8202	Uniform	274.60	-	-	-	-	-	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	-	-	-	-	-	-	-	-
		31,394.54	30,343.76	24,478.27	13,079.80	13,948.26	15,888.06	194,721.14	227,440.20

Budget 19/20	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	YTD 19/20
1,354.53	-	310.00	500.00	-	-	-	810.00
373.89	574.90	585.00	114.82	-	-	-	1,415.27
119,680.08	14,366.20	17,044.06	23,368.85	13,425.01	6,199.70	14,420.23	130,913.85
5,053.30	422.93	422.94	422.93	-	-	1,542.24	4,387.70
5,185.03	495.42	479.73	672.23	647.23	249.56	1,259.45	5,886.33
793.62	402.50	230.00	230.00	-	-	-	1,046.50
-	-	-	-	47.09	-	142.18	189.27
7,395.38	412.81	426.57	426.57	412.81	426.57	412.81	2,653.63
-	-	-	-	-	-	-	-
15,901.30	2,628.40	3,954.00	2,698.40	1,321.20	1,070.80	-	16,008.40
443.34	70.00	140.00	602.93	-	70.00	146.89	(3,919.79)
875.47	416.94	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	-	-	-	-	-	468.94
10.25	220.00	8.95	-	-	-	-	498.95
67.95	-	9.58	-	-	-	-	42.87
-	-	-	-	-	-	-	97.50
766.95	52.18	53.93	54.76	54.41	-	-	389.00
-	-	12.50	-	-	-	-	12.50
-	500.00	-	-	-	-	-	687.60
-	750.00	-	-	-	-	-	750.00
1,750.43	399.28	-	1,322.83	203.44	75.44	-	2,740.74
2,937.85	47.03	489.30	524.58	597.55	-	-	12,975.92
1,413.35	259.00	438.17	-	-	-	-	1,411.04
4,035.59	893.55	-	4,912.63	1,155.24	1,174.12	2,815.42	17,866.94
1,966.18	477.40	639.53	-	-	-	-	2,171.73
52,267.00	1,970.00	3,290.00	1,890.00	940.00	830.00	420.00	13,460.00
375.36	241.40	-	-	-	-	-	241.40
1,997.81	36.92	-	-	-	-	-	106.86
283.25	-	-	-	-	-	-	-
528.39	50.00	-	-	35.90	-	-	85.90
1,419.55	-	-	-	-	-	-	-
307.89	162.50	125.00	-	83.33	-	-	426.95
-	818.00	-	-	-	-	-	2,208.00
-	-	-	-	-	-	-	-
20.00	-	6.75	-	-	-	-	6.75
3,150.08	815.42	607.50	1,011.25	362.92	67.92	-	3,470.43
276.57	-	-	-	-	-	-	-
3,534.97	361.72	392.32	546.29	305.56	248.70	236.97	3,190.70
-	210.00	90.00	90.14	90.00	90.00	60.14	1,519.45
769.14	103.67	137.50	-	-	-	486.91	2,922.85
2,372.09	100.00	-	-	-	-	-	1,700.00
1,227.76	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
266,209.76	29,061.71	42,366.37	43,600.77	20,596.89	10,877.81	21,943.24	251,079.41



Swanley Town Council



Bank Reconciliation: 29 November 2019

Bank Statement Balance:	Current Account	206,598.60	
			206,598.60
Other Bank & Cash Accounts:	Active Saver	139.99	
	Mayor's Account	3,734.00	
	Recreation Account	3,790.25	
	Alexandra Cash Account	8,032.15	
	Olympic Cash Account	740.06	
	Link Cash Account	-	
	Civic Cash Account	-	
	Swanley Park Cash Account	3,818.96	
			20,255.41
			226,854.01
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	27/11/2019	Bank to Olympic	367.00
			367.00
			226,487.01
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	28/11/2019	Civic to Current	80.00
	28/11/2019	Alex to Current	21.00
	28/11/2019	Oly to Current	157.20
	29/11/2019	Civic to Current	28.00
	29/11/2019	Oly to Current	79.00
	29/11/2019	Alex to Current	99.60
			464.80
			226,951.81
Closing Book Balance:	Current Account	206,696.40	
	Other Bank & Cash Accounts	20,255.41	
			226,951.81
			-

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Bank Reconciliation: 31 December 2019

Bank Statement Balance:	Current Account	132,760.74	
			132,760.74
Other Bank & Cash Accounts:	Active Saver	140.27	
	Mayor's Account	3,734.00	
	Recreation Account	3,907.85	
	Alexandra Cash Account	7,513.90	
	Olympic Cash Account	286.27	
	Link Cash Account	-	
	Civic Cash Account	-	
	Swanley Park Cash Account	1,844.08	
			17,426.37
			150,187.11
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
			-
			-
			-
			150,187.11
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>
	31/12/2019	Alex to Current	309.55
			-
			-
			-
			-
			309.55
			150,496.66
Closing Book Balance:	Current Account	133,070.29	
	Other Bank & Cash Accounts	17,426.37	
			150,496.66
			-

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council

**Payments Out: November 2019**

Date	Payee	Description	Payment Method	Ref	Amount
01/11/2019	LEXAUTO	Lex Autolease	Direct Debit	DD/Lex	411.30
01/11/2019	DVLA	LC13SNK	Direct Debit	DD/DVLA	22.75
01/11/2019	DVLA	CK60UKF	Direct Debit	DD/DVLA	22.75
04/11/2019	Barclays	Commission	Bank Entry	Barclays	164.77
05/11/2019	EMS	Elavon Merchant Services	Direct Debit	DD/EMS	248.70
05/11/2019	Yell	Website	Direct Debit	DD/Yell	146.79
06/11/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	2,018.27
06/11/2019	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/SDC	2,800.00
06/11/2019	CLEAWIPE	Clean Wipes	Same Day Payment	FP/Clean Wipes	140.16
06/11/2019	GUIDE1	Guideline Coaches Ltd	Same Day Payment	FP/Guideline Coaches	595.00
06/11/2019	DECORATO	Decorators Den Ltd	Same Day Payment	FP/Decorators Den	516.73
06/11/2019	B&MSUPP	B&M Supplies LTD	Same Day Payment	FP/B&M Supplies	427.34
06/11/2019	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	175.00
06/11/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	750.00
06/11/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	83.70
06/11/2019	REALCT1	Real Christmas Trees Ltd	Same Day Payment	FP/Real Christmas Trees	1,884.00
06/11/2019	STYLISH	The Stylish Wedding Company	Same Day Payment	FP/Stylish Wedding	300.00
06/11/2019	VPS	VPS	Same Day Payment	FP/VPS	133.20
06/11/2019	WINDOWF	Window Flowers	Same Day Payment	FP/WindowFlowers	1,269.00
06/11/2019	Sevenoaks Town C	Sevenoaks Town C	Same Day Payment	FP/Sevenoaks TC	45.00
07/11/2019	BGAS8419	BGas Elec - Alexandra	Direct Debit	DD/Bgas	736.03
07/11/2019	BGAS8456	BGas Elec - The Olympiac	Direct Debit	DD/BGas	631.62
07/11/2019	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
08/11/2019	MANN	Mann (Swanley)	Internal Entry	DD/Mann	201.23
08/11/2019	TV Licence	TV Licence	Direct Debit	DD/TV Licence	13.20
11/11/2019	AIMHIRE	Aimhire UK Ltd	Same Day Payment	FP/Aim Hire	388.90
11/11/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	132.59
11/11/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	43.76
11/11/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	84.04
11/11/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	90.63
12/11/2019	HMRC	VAT Payment	Direct Debit	DD/HMRC203725396	18,208.08
13/11/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	165.10
13/11/2019	OVERLINE	Overline	Direct Debit	DD/Overline	151.14
13/11/2019	OVERLINE	Overline	Direct Debit	DD/Overline	326.22
14/11/2019	DRAINSUP	Drainage Superstore	Same Day Payment	FP/Drainage Superstore	150.11
14/11/2019	BREWBUDD	Brew Buddies	Same Day Payment	FP/Brew Buddies	892.50
14/11/2019	BREDA	Breda's Sausage and Meats	Same Day Payment	FP/Breda's Sausage & Meats	285.00
15/11/2019	BOOKER	Booker Lintied	Direct Debit	DD/Booker	313.89
15/11/2019	SDC	Rates for Civic Centre	Direct Debit	DD/SDC	4,427.38
15/11/2019	SDC	Rates for Woodlands	Direct Debit	DD/SDC	1,512.00
15/11/2019	SDC	Rates for Olympiac	Direct Debit	DD/DSC	2,974.00
15/11/2019	SDC	Rates for Alexandra	Direct Debit	DD/SDC	2,830.62
15/11/2019	Payroll	Payroll Mth8	BACS	Payroll Mth8	46,376.04
15/11/2019	Payroll	PAYE Mth8	BACS	Payroll Mth8	20,294.75
15/11/2019	Unison	Unison	Same Day Payment	FP/Unison	230.00
18/11/2019	GREENBOX	Greenbox Self Storage	Same Day Payment	FP/Greenbox	315.60
18/11/2019	SAGE100	Sage (UK) Ltd	Direct Debit	DD/Sage	125.95
19/11/2019	EETMOB	EE & T Mobile	Direct Debit	DD/EE	29.93
19/11/2019	CCPAS	CCPAS	Direct Debit	DD/CCPAS	52.25
19/11/2019	WORLDCH	World Choice Windows	Same Day Payment	FP/World Choice Windows	660.00
19/11/2019	INVICTAL	Invicta Law Ltd	Same Day Payment	FP/Invicta Law	3,000.00
19/11/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	1,693.60
19/11/2019	PHOENIX1	Phoenix Fireworks Ltd	Same Day Payment	FP/Phoenix Fireworks	3,000.00
19/11/2019	BURDEN	Burden Bros Agri LTD	Same Day Payment	FP/Burden Bros	1,391.06
19/11/2019	1STACESE	1st Ace Security Ltd	Same Day Payment	FP/1st Ace Security	1,176.00
19/11/2019	AUDICREW	Audiocrew	Same Day Payment	FP/Audio Crew	665.00
19/11/2019	CENTCIRC	Centre Circle Event Management	Same Day Payment	FP/Centre Circle	635.40

Monthly Finances (F)

19/11/2019	CAPITAL	Capital Fire Doors	Same Day Payment	FP/Capital Fire Doors	480.00
19/11/2019	INSIGHT	Insight Systems Ltd	Same Day Payment	FP/Insight	384.23
19/11/2019	TLCDIREC	TLC Online	Same Day Payment	FP/TLC Online	377.13
19/11/2019	SKILLS	The Skills Network	Same Day Payment	FP/Skills Netwrok	259.20
19/11/2019	BR-IT	BR - IT	Same Day Payment	FP/BR-IT	353.95
19/11/2019	FLEETLIN	Fleet Line Markers Ltd	Same Day Payment	FP/Fleet Line	291.97
19/11/2019	LJONES	Mrs L Jones	Same Day Payment	FP/L Jones	270.00
19/11/2019	MECKADRI	Adrian Mecklenburgh Ltd	Same Day Payment	FP/Meclenburgh	215.40
19/11/2019	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	225.00
19/11/2019	EASTKENT	East Kent Morris	Same Day Payment	FP/East Kent Morris	175.00
19/11/2019	PLANDAY	Planday Limited	Same Day Payment	FP/PlanDay	162.00
19/11/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	249.49
19/11/2019	BEXLEY	Bexley Sand & Ballast Co. Ltd	Same Day Payment	FP/Bexley Sand	250.00
19/11/2019	KCC100	Kent County Council	Same Day Payment	FP/KCC	1,007.75
20/11/2019	TOTGAS2	Total Gas & Power Ltd (Oly)	Direct Debit	DD/Total Gas & Power	932.59
20/11/2019	TOTGAS1	Total Gas & Power (Civic)	Direct Debit	DD/Total Gas & Power	576.00
20/11/2019	TOTGASP	Total Gas & Power Ltd (Alex)	Direct Debit	DD/Total Gas & Power	576.01
20/11/2019	SG Equipment	Touch Screens	Direct Debit	DD/SG Equipment	378.00
22/11/2019	BEDFORDR	RTB Management	Same Day Payment	FP/RTB Associates	2,800.00
22/11/2019	PUDDEFO	William Puddefoot	Same Day Payment	FP/W Puddefoot Electrics	1,050.00
25/11/2019	XINTEL	XLN	Direct Debit	DD/XLN	57.53
25/11/2019	BOC100	BOC Ltd	Direct Debit	DD/BOC	340.01
25/11/2019	BNPPARIB	BNP Paribas Leasing Sols	Direct Debit	DD/BNP Paribas	366.71
27/11/2019	CASTL325	Castle Water Limited	Same Day Payment	FP/Castle Water	51.05
27/11/2019	CASTL529	Castle Water Limited	Same Day Payment	FP/Castle Water	426.57
27/11/2019	CASTL588	Castle Water Limited	Same Day Payment	FP/Castle Water	342.38
27/11/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	50.17
29/11/2019	1STACESE	1st Ace Security Ltd	Same Day Payment	FP/1st Ace Security	261.00
29/11/2019	ALSFTIMB	Alsford Timber Ltd	Same Day Payment	FP/Alsford Timber	346.10
29/11/2019	DARPRINT	Darenth Print and Design Ltd	Same Day Payment	FP/Darenth Print	360.00
29/11/2019	EDMUNDSO	Edmundson Electrical Ltd	Same Day Payment	FP/Edmunson Electrical	7.63
29/11/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	2,551.38
29/11/2019	INVICTAL	Invicta Law Ltd	Same Day Payment	FP/Invicta Law	1,800.00
29/11/2019	KCC100	Kent County Council	Same Day Payment	FP/KCC	311.46
29/11/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	921.14
29/11/2019	MOTION	Motion Consultants Limited	Same Day Payment	FP/Motion Consultants	6,133.08
29/11/2019	NATIONAL	National Facilities Management Ltd	Same Day Payment	FP/National Facilites	762.32
29/11/2019	NIVEKCAT	Nivek Catering Supplies Ltd	Same Day Payment	FP/Nivek	1,230.24
29/11/2019	RESCUE	Rescue	Same Day Payment	FP/Rescue	400.00
29/11/2019	SELCO	Selco Trade Centres Ltd	Same Day Payment	FP/Selco	403.94
29/11/2019	SHOOTSTR	Shooting Stars Entertainments (Mai	Same Day Payment	FP/Shooting Stars	718.80
29/11/2019	STALBRID	Stalbridge Linen Services	Same Day Payment	FP/Stalbirdge	189.55
29/11/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	136.18
29/11/2019	TLCELEC	T.L.C Direct	Same Day Payment	FP/TLC Direct	89.34
29/11/2019	TRADEUK	Trade UK Account	Same Day Payment	FP/Trade Uk	245.35
29/11/2019	BGAS6000	BGas Elec - Civic	Direct Debit	DD/Bgas	471.21
29/11/2019	BGAS8522	BGas Elec - Ablutions St Mary's	Direct Debit	DD/BGas	437.64

157,022.34

Summary

Month	Payment Method	Amount
Nov-19	Cheque	0.00
	BACS	66,670.79
	Direct Debit	38,126.35
	Same Day Payment (Electronic)	51,859.20
	Internal Entry (Offset)	201.23
	Bank Entry	164.77
		<u>157,022.34</u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council

**Payments Out: December 2019**

Date	Payee	Description	Payment Method	Ref	Amount
02/12/2019	LEXAUTO	Lex Autolease	Direct Debit	DD/Lex	411.30
02/12/2019	BGAS8475	BGas Elec - Tennis Courts	Direct Debit	DD/BGas	1,104.48
02/12/2019	DVLA	LC13SNK	Direct Debit	DD/DVLA	22.75
02/12/2019	DVLA	CK60UKF	Direct Debit	DD/DVLA	22.75
03/12/2019	BGAS8496	BGas Elec - Oaks Communal	Direct Debit	DD/BGas	51.04
04/12/2019	EMS	Elavon Merchant Services	Direct Debit	DD/EMS	236.97
04/12/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	163.08
05/12/2019	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
05/12/2019	Barclays	Bank Charges	Bank Entry	Barclays	128.55
06/12/2019	ANGELTRN	Cheryl Parkes	Same Day Payment	FP/Angel Training	350.00
06/12/2019	ALSFTIMB	Alsford Timber Ltd	Same Day Payment	FP/Alsford	223.00
06/12/2019	B&MSUPP	B&M Supplies LTD	Same Day Payment	FP/B&M	229.85
06/12/2019	CLEAWIPE	Clean Wipes	Same Day Payment	FP/Clean Wipes	436.47
06/12/2019	D.BODY	D.Body Ltd	Same Day Payment	FP/D Body	830.00
06/12/2019	DECORATO	Decorators Den Ltd	Same Day Payment	FP/Decorators Den	115.27
06/12/2019	GODFREYS	Godfreys Lawn and TurfCare	Same Day Payment	FP/Godfreys	6.44
06/12/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	2,759.75
06/12/2019	KCC100	Kent County Council	Same Day Payment	FP/KCC	269.99
06/12/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	725.00
06/12/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	905.46
06/12/2019	LEISUREM	Leisurematic Ltd	Same Day Payment	FP/Leisurematic	81.50
06/12/2019	MECKADRI	Adrian Mecklenburgh Ltd	Same Day Payment	FP/Mecklenburgh	485.12
06/12/2019	MHALSTED	Martin Halstead	Same Day Payment	FP/M Halstead	240.00
06/12/2019	NETRAIL	Network Rail	Same Day Payment	FP/Network Rail	79.76
06/12/2019	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	600.75
06/12/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	117.48
06/12/2019	TILLROCO	The Till Roll Company	Same Day Payment	FP/Till Roll	44.70
06/12/2019	VPS	VPS	Same Day Payment	FP/VPS	133.20
06/12/2019	Yell	Website	Direct Debit	DD/Yell	146.79
09/12/2019	BGAS8419	BGas Elec - Alexandra	Direct Debit	DD/Bgas	684.22
09/12/2019	BGAS8456	BGas Elec - The Olympic	Direct Debit	DD/BGas	466.74
09/12/2019	TV Licence	TV Licence	Direct Debit	TV Licence	13.20
10/12/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	43.76
10/12/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	110.71
10/12/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	100.84
10/12/2019	BARCLAYS	Barclays	Direct Debit	DD/Barclays	186.03
10/12/2019	GARYKING	Gary Osben	Same Day Payment	FP/Gary King	500.00
10/12/2019	MANN	Mann (Swanley)	Internal Entry	Mann	111.23
11/12/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	3,957.33
11/12/2019	SKILLS	The Skills Network	Same Day Payment	FP/Skills Network	259.20
11/12/2019	MAXIN	Maxin Drain Services Ltd	Same Day Payment	FP/Maxin Drain Services	819.60
11/12/2019	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	175.00
11/12/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	120.69
11/12/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	779.08
11/12/2019	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	289.83
11/12/2019	CENTCIRC	Centre Circle Event Management	Same Day Payment	FP/Centre Circle	352.80
11/12/2019	MECKADRI	Adrian Mecklenburgh Ltd	Same Day Payment	FP/Mecklenburgh	215.40
11/12/2019	DIDDYNIC	Miss N Driscoll	Same Day Payment	FP/N Driscoll	325.00
11/12/2019	BIGSING	The BIG Sing SOUL	Same Day Payment	FP/Big Sing Soul	100.00
11/12/2019	STALBRID	Stalbridge Linen Services	Same Day Payment	FP/Stalbridge	184.00
11/12/2019	EMERGENC	Emergency Plumbing Services Ltd	Same Day Payment	FP/Emergency Plumbing	816.00

Monthly Finances (F)

11/12/2019	JENNER	N A Jenner	Same Day Payment	FP/N Jenner	160.00
11/12/2019	BEDFORDR	RTB Management	Same Day Payment	FP/RTB management	3,950.00
11/12/2019	EDF-XMAS	EDF Energy Customers Ltd	Same Day Payment	FP/EDF	173.28
11/12/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	50.37
11/12/2019	OVERLINE	Overline	Direct Debit	DD/Overline	164.68
11/12/2019	OVERLINE	Overline	Direct Debit	DD/Overline	365.53
11/12/2019	Hawkinge	Refund	Same Day Payment	FP/Hawkinge	40.00
13/12/2019	CASTL325	Castle Water Limited	Same Day Payment	FP/Castle Water	49.41
13/12/2019	CASTL529	Castle Water Limited	Same Day Payment	FP/Castle Water	412.81
13/12/2019	KCC100	Kent County Council	Same Day Payment	FP/KCC	278.70
13/12/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	600.00
13/12/2019	NALC	Natonal Association of Local Councils	Same Day Payment	FP/NALC	60.00
13/12/2019	PREVHLTH	The Preventative Healthcare Co Ltd	Same Day Payment	FP/Preventative Health Care	240.00
13/12/2019	PROVNURS	Provender Nurseries	Same Day Payment	FP/Provender	469.26
13/12/2019	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/SDC	700.00
13/12/2019	TLCDIREC	TLC Online	Same Day Payment	FP/TLC Online	160.00
13/12/2019	TRADEUK	Trade UK Account	Same Day Payment	FP/Trade UK	619.14
13/12/2019	MACQ100	Macquarie Equipment Finance	Direct Debit	DD/Macquarie	48.00
13/12/2019	Payroll	Net Wages Mth9	BACS	Payroll	50,678.47
13/12/2019	Payroll	PAYE Mth9	BACS	Payroll	25,948.97
13/12/2019	Macquairie	Telecoms Leasing	Direct Debit	DD/Macquairie	1,098.91
16/12/2019	SAGE100	Sage (UK) Ltd	Direct Debit	DD/Sage	125.95
16/12/2019	BOOKER	Booker Lintied	Direct Debit	DD/Booker	42.56
16/12/2019	Sevenoaks DC	Rates for Civic Centre	Direct Debit	DD/SDC	4,427.38
16/12/2019	Sevenoaks DC	Rates for Woodlands	Direct Debit	DD/SDC	1,512.00
16/12/2019	Sevenoaks DC	Rates for Olympic	Direct Debit	DD/DSC	2,974.00
16/12/2019	Sevenoaks DC	Rates for Alexandra	Direct Debit	DD/SDC	2,830.62
17/12/2019	ARCHANT	Archant Community Media Ltd	Same Day Payment	FP/Archant	288.00
17/12/2019	BLEWD	Mr D K Blew	Same Day Payment	FP/F K Blew	120.00
17/12/2019	CASTL588	Castle Water Limited	Same Day Payment	FP/Castle Water	331.34
17/12/2019	DARPRINT	Darenth Print and Design Ltd	Same Day Payment	FP/Darenth Print	180.00
17/12/2019	DYNAMIX	Mr S Gadd	Same Day Payment	FP/Dynamix	225.00
17/12/2019	HOWDENS	Howdens Joinery Co.	Same Day Payment	FP/Howdens Joinery	206.39
17/12/2019	KEIRALAN	Alan Keir	Same Day Payment	FP/Alan Keir	450.00
17/12/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	474.58
17/12/2019	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	481.85
17/12/2019	ORCHARDF	Orchard Fencing Ltd	Same Day Payment	FP/Orchard Fencing	962.82
17/12/2019	PLANDAY	Planday Limited	Same Day Payment	FP/Planday	144.17
17/12/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	323.52
17/12/2019	TUDORENV	Tudor Environmental	Same Day Payment	FP/Tudor Environmental	227.86
17/12/2019	NTCASINO	National Casinos	Same Day Payment	FP/National Casinos	900.00
18/12/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	110.27
19/12/2019	EETMOB	EE & T Mobile	Direct Debit	DD/EE	29.93
20/12/2019	SG Equipment	Touch Screens	Direct Debit	DD/SG Equipment	378.00
23/12/2019	HENRYH	Propel Finance Plc	Direct Debit	DD/Propel Finance	494.04
24/12/2019	CENTCIRC	Centre Circle Event Management	Same Day Payment	FP/Centre Circle	604.80
24/12/2019	COMMUNI	Community Land Use	Same Day Payment	FP/Community Land	1,200.00
24/12/2019	CRYSTAL	Crystal Curtain and Blind	Same Day Payment	FP/Crystal Curtains	5,459.30
24/12/2019	HILLSPR	Hills Prospect PLC	Same Day Payment	FP/Hills Prospect	2,862.24
24/12/2019	KFF100	Kent Frozen Foods Ltd	Same Day Payment	FP/KFF	1,567.12
24/12/2019	LOCKTOOL	Locks 'N' Tools Ltd	Same Day Payment	FP/Locks n Tools	15.00
24/12/2019	MECKADRI	Adrian Mecklenburgh Ltd	Same Day Payment	FP/Mecklenburgh	285.24
24/12/2019	NORMBUT	Norman's Butchers	Same Day Payment	FP/Normans	228.52
24/12/2019	SEVDIST	Sevenoaks District Council	Same Day Payment	FP/SDC	17,770.24
24/12/2019	SHOOTSTR	Shooting Stars Entertainments (Maid	Same Day Payment	FP/Shooting Stars	675.00
24/12/2019	TECHMEDI	Tech Medical Services Ltd	Same Day Payment	FP/Tech Medical Serv	232.00
24/12/2019	THBROWN	T.H.Brown & Sons Ltd	Same Day Payment	FP/TH Brown	173.69
24/12/2019	VEOLIA	Veolia	Same Day Payment	FP/Veolia	2,233.03
24/12/2019	TRADEUK	Trade UK Account	Same Day Payment	FP/Trade UK	106.52
24/12/2019	BEDFORDR	RTB Management	Same Day Payment	FP/RTB Management	2,085.00
24/12/2019	XINTEL	XLN Telecom	Direct Debit	DD/XLN	57.53
24/12/2019	BOC100	BOC Ltd	Direct Debit	DD/BOC	175.47
27/12/2019	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	90.07

Monthly Finances (F)

162,100.45

Summary

<u>Month</u>	<u>Payment Method</u>	<u>Amount</u>
Dec-19	Cheque	0.00
	BACS	76,627.44
	Direct Debit	18,979.73
	Same Day Payment (Electronic)	66,253.50
	Internal Entry (Offset)	111.23
	Bank Entry	128.55
		<u>162,100.45</u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Aged Creditors: 31 December 2019

A/C	Name	Balance	Current	Period 1	Period 2	Period 3	Older
1STACESE	1st Ace Security Ltd	546.00	546.00	-	-	-	-
ALSFTIMB	Alsford Timber Ltd	85.03	85.03	-	-	-	-
B&MSUPP	B&M Supplies LTD	62.86	62.86	-	-	-	-
BGAS8419	BGas Elec - Alexandra	1,797.51	1,797.51	-	-	-	-
BGAS8560	BGas Elec - Swanley Park	(569.28)	154.23	-	(723.51)	-	-
BOC100	BOC Ltd	229.35	229.35	-	-	-	-
BREWARD	Brenwards	3,369.60	3,369.60	-	-	-	-
BRITISH	British Red Cross	117.60	117.60	-	-	-	-
CASTL166	Castle Water Limited	(96.42)	16.46	17.01	16.46	17.01	(163.36)
CIEVENTS	CI Events	105.01	105.01	-	-	-	-
D.BODY	D.Body Ltd	420.00	420.00	-	-	-	-
DARPRINT	Darenth Print and Design Ltd	175.80	175.80	-	-	-	-
DECORATO	Decorators Den Ltd	165.65	165.65	-	-	-	-
DYNAMIX	Mr S Gadd	400.00	400.00	-	-	-	-
ERITHOS	Erith Operatic Society	150.00	150.00	-	-	-	-
ERNEDOE	Ernest Doe & Sons Ltd	341.04	341.04	-	-	-	-
GREENBOX	Greenbox Self Storage	296.40	296.40	-	-	-	-
GRENKE	Grenke Leasing	238.42	238.42	-	-	-	-
HILLSPR	Hills Prospect PLC	1,545.09	1,545.09	-	-	-	-
HOTELFO	Hotel Focus	76.36	-	-	76.36	-	-
ISECURE1	iSecure Ltd	202.80	202.80	-	-	-	-
JPSCLAR	JPS Clarity Limited	114.00	-	-	-	-	114.00
KCC100	Kent County Council	54.66	54.66	-	-	-	-
KEIRALAN	Alan Keir	675.00	675.00	-	-	-	-
KFF100	Kent Frozen Foods Ltd	726.53	726.53	-	-	-	-
KROWMARK	Krowmark Ltd	406.74	406.74	-	-	-	-
LAMPS	Lamps & Tubes Illuminations Ltd	8,164.92	8,164.92	-	-	-	-
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)
MODERNNG	Modern Glide Ltd	6,171.60	-	-	6,171.60	-	-
NORMBUT	Norman's Butchers	288.00	288.00	-	-	-	-
NUCOTRA	Nuco Training Ltd	1,074.00	1,074.00	-	-	-	-
ORCHARDF	Orchard Fencing Ltd	214.39	214.39	-	-	-	-
PROVNURS	Provender Nurseries	19.99	19.99	-	-	-	-
SAV	Savills (UK) Ltd	30,787.50	30,787.50	-	-	-	-
SEVDIST	Sevenoaks District Council	700.00	700.00	-	-	-	-
STALBRID	Stalbridge Linen Services	259.58	259.58	-	-	-	-
THBROWN	T.H.Brown & Sons Ltd	129.72	129.72	-	-	-	-
TLCELEC	T.L.C Direct	161.52	107.04	54.48	-	-	-
VEOLIA	Veolia	2,160.09	-	2,160.09	-	-	-
		64,731.73	57,103.18	2,231.58	5,540.91	17.01	(160.95)
Aged Creditors: 31 December 2018		21,453.39	22,118.12	39.91	-	-	(704.64)

Swanley Town Council



Aged Debtors: 31 December 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	937.00	937.00	-	-	-	-
ADVOCAC	Advocacy For All	5,806.08	-	5,806.08	-	-	-
BEAMS	We Are Beams	400.00	400.00	-	-	-	-
BEXLEYBC	London Borough of Bexley	2,674.20	299.00	-	1,275.00	(117.60)	1,217.80
CARDFAC	Card Factory	228.00	-	-	-	-	228.00
CHOFCHR	Church of Christ	810.00	810.00	-	-	-	-
CLARES	Clare's Learning Club	50.00	50.00	-	-	-	-
CLG	CLG Market Research UK Ltd	350.00	350.00	-	-	-	-
DG&SCCG	Dartford, Gravesham and Swanley CCC	120.00	-	-	-	-	120.00
EDUCATIO	The Education People	603.00	603.00	-	-	-	-
GRACEPL	Grace Place Community Church	120.00	120.00	-	-	-	-
KCC100	Kent County Council	3,928.00	1,571.20	2,356.80	-	-	-
KENTCOM	Kent Community Health NHS Trust	344.00	-	344.00	-	-	-
LAURIEM1	Lauriem Complete Care Ltd	196.00	196.00	-	-	-	-
MEDWAYC	Medway Council	1,713.60	538.00	282.20	893.40	-	-
NATBLOOD	National Blood Service	504.00	504.00	-	-	-	-
OAKSPG	The Oaks Patient Group	94.00	94.00	-	-	-	-
SUNDRIDG	Sundridge with Ide Hill PC	260.39	260.39	-	-	-	-
SWANBOX	Swanley Boxing Club	378.00	378.00	-	-	-	-
SWANHIST	Swanley History Group	70.00	70.00	-	-	-	-
SWNRANG	Swanley Rangers FC	350.00	-	-	350.00	-	-
VIBEDN10	Vibe Dance Nights	1,400.00	1,190.00	210.00	-	-	-
WEBUYANY	We Buy Any Car	1,584.00	1,584.00	-	-	-	-
		22,920.27	9,954.59	8,999.08	2,518.40	(117.60)	1,565.80
Aged Debtors: 31 December 2018		16,529.97	11,155.25	5,285.52	180.00	(27.50)	(63.30)

Events ^[1]

JANUARY	January events	(3,000.00)
FEBRUARY	February events	(850.00)
MARCH	March events	(2,605.00)
APRIL	April events	(1,500.00)
MAY	May events	(850.00)
JUNE	June events	(1,601.00)
JULY	July events	(2,190.00)
AUGUST	August events	(3,956.00)
SEPTEMBER	September events	(2,911.50)

Monthly Finances (G)

OCTOBER	October Events	-
NOVEMBER	November Events	-
DECEMBER	December events	-
		(19,463.50)

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

Party Functions ^[2]

A80S	A - 80s Night	(180.00)
AMEDIUMS	A - Mediumship	(15.00)
		(195.00)

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

Swanley Town Council: Housing Stock

Budget Setting 2020 / 2021

Income

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
4000	Precept	-	-	-	-	-	-
4033	Community Infrastructure Levy	-	-	-	-	-	-
4510	Rental Income - Housing Stock	-	-	-	-	89,700.00	N/a
		-	-	-	-	89,700.00	N/a

Expenditure

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
xxxx	Sink Fund	-	-	-	-	40,000.00	N/a
5002	Professional Fees					870.00	
7602	Health & Safety	-	-	-	-	1,800.00	N/a
5004	Repairs & Maintenance	-	-	-	-	3,600.00	N/a
7803	Property Expenses	-	-	-	-	20,000.00	N/a
8204	Insurance	-	-	-	-	2,400.00	N/a
		-	-	-	-	68,670.00	N/a

Swanley Town Council: Overall

Budget Setting 2020 / 2021

Income		Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		Agreed Budget	Revised Budget	Year to Date (31/12/19)	Projected Outturn 31/03/20	Proposed Budget (Overall)	Change: (Outturn vs. 2020/21)
4000	Precept	590,600.00	590,600.00	590,600.00	590,600.00	614,502.08	
4033	Community Infrastructure Levy	-	-	-	-	-	
1	Alexandra	340,493.36	340,493.36	299,520.38	347,741.37	358,167.43	2.91%
2	Olympic	184,675.92	184,521.24	127,932.67	164,701.56	170,517.61	3.41%
3	Civic	877,517.69	876,017.69	1,402,825.36	1,449,812.18	926,855.58	(56.42%)
5	Housing Stock	-	-	-	-	89,700.00	
8	Swanley Park	224,353.81	225,953.81	214,727.90	229,921.21	236,342.48	2.72%
		1,627,040.78	1,626,986.10	2,045,006.31	2,192,176.32	1,781,583.10	(23.05%)

Expenditure		Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		Agreed Budget	Revised Budget	Year to Date (31/12/19)	Projected Outturn 31/03/20	Proposed Budget (Overall)	Change: (Outturn vs. 2020/21)
1	Alexandra	246,064.34	244,604.31	205,345.86	253,110.03	259,603.33	2.50%
2	Olympic	189,617.62	189,617.62	128,398.76	163,452.11	169,355.68	3.49%
3	Civic	914,362.66	944,612.66	912,737.01	1,527,027.75	1,026,448.47	(48.77%)
5	Housing Stock	-	-	-	-	68,670.00	
8	Swanley Park	249,209.76	226,209.76	250,009.60	245,650.00	256,331.59	4.17%
		1,599,254.38	1,605,044.35	1,496,491.23	2,189,239.89	1,780,409.07	(22.96%)

Difference (Income vs. Expenditure) **27,786.40** **21,941.75** **548,515.08** **2,936.43** [1] **1,174.03**

Summary

The figures are produced based on the following:
 3% increase in the precept;
 Estimated Tax Base for 2020/2021
 uplift in income & expenditure as shown;
 current salary structure, with increase from April '20

	Year	Tax Base (Nr)	Precept (£)	Value (£)	Increase (%)	Weekly Increase (£)	Annual Increase (Band D) (£)
	2016 / 2017	5,308	519,510.00	97.87			
	2017 / 2018	5,408	539,876.00	99.83			
	2018 / 2019	5,485	560,922.00	102.26			
	2019 / 2020	5,607	590,600.24	105.33			
	2020 / 2021	5,664	614,502.08	108.49	3.00%	0.061	3.160
	2020 / 2021	5,664	602,570.00	106.39	1.00%	0.079	4.121
	2020 / 2021	5,664	608,536.04	107.44	2.00%	0.100	5.175
Increase in Precept	2020 / 2021	5,664	614,502.08	108.49	3.00%	0.120	6.225
	2020 / 2021	5,664	620,468.12	109.55	4.00%	0.140	7.281
	2020 / 2021	5,664	626,434.16	110.60	5.00%	0.160	8.335

[1] This reflects all the costs associated with the sale of the Woodlands:
 Legal and Commission Fees;
 Capital commitments for the Splash Pool

Swanley Town Council: Civic

Budget Setting 2020 / 2021

Income

Code	Description	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		Agreed Budget	Revised Budget	Year to Date (31/12/19)	Projected Outturn 31/03/20	Proposed Budget	Change: (Outturn vs. 2020/21)
4000	Precept	590,600.00	590,600.00	590,600.00	590,600.00	614,502.08	-
4033	Community Infrastructure Levy	-	-	27,732.41	27,732.41	30,000.00	-
4004	Rent - Station Road: Micro Brewery	4,800.00	4,800.00	7,291.68	9,166.68	7,500.00	(18.18%)
4005	Rent - Oaks Clinic	79,538.92	79,538.92	69,670.00	79,560.00	79,560.00	-
4009	Rent - 10 Station Road: Taxi	2,750.00	2,750.00	2,062.50	2,750.00	2,832.50	3.00%
4011	Rent - Pedham Farm	1,850.00	1,850.00	925.00	1,850.00	1,905.50	3.00%
4016	Rent - Civic Centre	18,000.00	18,000.00	13,788.00	21,448.00	22,091.44	3.00%
4019	Mayor's Charity Income	-	-	6,641.93	6,700.00	6,700.00	-
4020	Allotments	550.00	550.00	422.49	625.00	643.75	3.00%
4021	Dog Bin Emptying	390.00	390.00	390.00	390.00	390.00	-
4022	Solar Panel Income	8,500.00	8,500.00	7,746.20	8,122.00	8,122.00	-
4023	Urban Maintenance	7,284.55	7,284.55	7,128.14	7,128.14	7,341.98	3.00%
4024	Seeds	200.00	200.00	98.24	100.00	100.00	-
4025	Black Refuse Bags	4,700.00	4,700.00	2,995.00	3,930.00	4,047.90	3.00%
4026	White Refuse Bags	1,420.00	1,420.00	896.25	1,200.00	1,236.00	3.00%
4027	Brown Refuse Bags	13,800.00	13,800.00	12,873.42	13,400.00	13,802.00	3.00%
4029	Radar Keys	15.00	15.00	17.50	15.00	15.00	-
4030	SDC Link Service Contract	28,064.00	28,064.00	28,064.00	28,032.00	-	N/a
4031	KCC Link Salaries Recharge	61,355.22	61,355.22	47,254.80	63,006.40	64,896.59	3.00%
4032	1812 Event	1,600.00	-	-	-	-	N/a
4034	Firework Night	1,500.00	1,500.00	2,211.00	2,211.00	2,277.33	3.00%
4035	St George's Day	-	100.00	1,241.67	1,241.67	1,250.00	0.67%
4036	Markets	100.00	100.00	41.67	41.67	-	N/a
4037	Armed Forces Day	500.00	500.00	2,237.50	2,237.50	2,300.00	2.79%
4038	Silent Soldier	-	-	-	-	-	N/a
4039	Christmas Lights	7,000.00	7,000.00	6,558.16	6,558.16	6,754.90	3.00%
4041	Mugs	-	-	5.83	5.83	6.00	3.00%
4042	Oktoberfest	-	-	3,454.71	3,454.71	-	N/a
4206	Recharge - Civic Centre	9,000.00	9,000.00	5,806.08	6,000.00	6,180.00	3.00%
4209	Recharge - Other	-	-	3,700.95	-	-	N/a
4500	Senior Passport to Leisure Revenue	10,500.00	10,500.00	4,615.00	10,500.00	10,815.00	3.00%
4600	Outdoor Event Revenue	800.00	800.00	-	-	-	N/a

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
4605	Court Lettings	5,500.00	5,500.00	1,764.62	4,100.00	4,223.00	3.00%
4606	Changing Rooms	650.00	650.00	615.00	830.00	854.90	3.00%
4607	Floodlight Revenue	1,700.00	1,700.00	486.50	1,086.00	1,118.58	3.00%
4608	Football Pitches	3,000.00	3,000.00	1,023.88	2,850.00	2,935.50	3.00%
4710	Car Parking	-	-	2,533.16	3,250.00	3,347.50	3.00%
4800	Town Crier Advertising Revenue	250.00	250.00	16.67	-	-	N/a
4805	Swanley in Bloom - Sponsorship	10,500.00	10,500.00	7,731.67	7,481.67	7,706.12	3.00%
4810	Sponsorship - General			10,000.00	10,000.00	10,300.00	3.00%
4902	Commissions Received	1,100.00	1,100.00	655.39	1,100.00	1,100.00	-
4903	Insurance Claims	-	-	420.00	-	-	N/a
4997	Sale of Woodlands Proceeds	-	-	521,000.00	521,000.00 ^[1]	-	N/a
4998	Sale of Goods	-	-	100.00	100.00	-	N/a
4999	Other Income	-	-	8.34	8.34	-	N/a
		877,517.69	876,017.69	1,402,825.36	1,449,812.18	926,855.58	(36.07%)

Expenditure

		Current Financial Year (2019/2020)				Financial Year (2020/2021)	
<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
5000	Street Lighting	-	-	89.27	89.27	-	N/a
5001	Bar Purchases	-	-	-	-	-	N/a
5002	Catering Purchases	1,000.00	1,000.00	276.54	100.00	-	N/a
5007	Brown Bags	16,500.00	16,500.00	14,700.00	16,000.00	16,480.00	3.00%
5008	Seeds	350.00	350.00	-	-	-	N/a
5010	Sporting Equipment Purchases	250.00	250.00	1,273.87	2,000.00	2,000.00	-
5011	Licenses	800.00	800.00	125.71	75.00	-	N/a
5020	Equipment / Machinery	47,000.00	47,000.00	44,398.40	46,400.00	25,000.00	(46.12%)
5021	Equipment / Machinery Rep	9,500.00	9,500.00	7,557.61	7,905.00	8,150.00	3.10%
5030	Horticulture	300.00	300.00	1,790.21	1,800.00	1,854.00	3.00%
5032	1812 Event	17,000.00	-	-	-	-	N/a
5034	Firework Night	5,300.00	5,300.00	4,419.60	4,250.00	4,400.00	3.53%
5035	Remembrance Day	100.00	100.00	254.83	236.00	250.00	5.93%
5036	Swanley in Bloom	16,800.00	16,800.00	16,754.50	16,754.50	17,257.14	3.00%
5037	Xmas Day Party	500.00	500.00	-	-	-	N/a
5038	Christmas Lights	15,000.00	15,000.00	10,741.00	20,000.00	15,000.00	(25.00%)
5039	Senior Passport to Leisure	8,300.00	8,300.00	4,841.66	8,300.00	8,300.00	-
5040	Mayor at Home	300.00	300.00	144.95	144.95	150.00	3.48%

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
5041	Armed Forces Day	2,600.00	2,600.00	6,337.00	6,337.00	6,500.00	2.57%
5042	St George's Day	800.00	800.00	2,181.25	2,181.25	2,250.00	3.15%
5043	Silent Soldier	-	-	-	-	-	N/a
5045	Function Expenditure	500.00	500.00	1,849.17	2,000.00	2,000.00	-
5046	Outdoor Event	350.00	350.00	-	-	-	N/a
5047	Oktoberfest	-	-	7,382.81	7,382.81	-	N/a
6200	Website, Social Media and Marketing	2,500.00	2,500.00	810.00	1,000.00	1,000.00	-
6201	Advertising	5,500.00	5,500.00	2,730.23	3,800.00	3,800.00	-
6202	Gifts & Samples	-	-	222.50	222.50	222.50	-
7000	Salaries	390,000.00	410,000.00	340,493.00	523,493.00	539,197.79	3.00%
7001	Pension	51,000.00	51,000.00	40,310.28	52,975.00	54,564.25	3.00%
7006	Employers N.I.	34,800.00	34,800.00	29,863.14	39,000.00	40,170.00	3.00%
7011	SMP Reclaimed	-	-	(1,565.37)	(3,000.00)	(3,090.00)	3.00%
7008	Recruitment Expenses	-	-	-	-	-	N/a
7012	Security Staffing	-	-	362.00	111.00	114.33	3.00%
7097	Staff Reward	-	-	157.90	157.90	162.64	3.00%
7099	Staff Expenses	550.00	550.00	1,143.02	1,300.00	1,339.00	3.00%
7100	Link (Gateway) Service Recharge	1,076.00	1,076.00	1,079.96	1,080.00	1,112.40	3.00%
7102	Water Rates	3,000.00	3,000.00	1,961.92	2,500.00	2,575.00	3.00%
7103	General Rates	56,500.00	61,400.00	54,276.00	58,100.00	59,843.00	3.00%
7105	Recycling - Waste Collection	-	-	1,235.00	1,080.00	1,112.40	3.00%
7200	Electricity	10,000.00	10,000.00	5,216.67	6,950.00	7,158.50	3.00%
7201	Gas	3,300.00	3,300.00	2,974.25	4,900.00	5,047.00	3.00%
7202	Oil	-	-	-	-	-	N/a
7300	Vehicle Fuel	3,400.00	3,400.00	2,895.36	4,100.00	4,223.00	3.00%
7301	Vehicle Repairs and Servicing	2,000.00	2,000.00	1,414.01	1,600.00	1,648.00	3.00%
7302	Vehicle Licences	303.00	303.00	362.24	499.00	500.00	0.20%
7303	Vehicle Insurance	2,550.00	2,550.00	2,576.69	2,576.69	2,653.99	3.00%
7304	Miscellaneous Motor Expenses	600.00	600.00	3,544.10	3,544.10	2,000.00	(43.57%)
7305	Congestion Charges	-	-	17.00	17.00	17.51	3.00%
7306	Mileage Claims	-	-	9.45	9.45	9.73	3.00%
7307	Vehicle Leasing	4,113.00	4,113.00	3,084.75	4,113.00	4,236.39	3.00%
7500	Printing	2,500.00	2,500.00	891.43	1,300.00	1,339.00	3.00%
7501	Postage and Carriage	1,300.00	1,300.00	1,006.50	1,500.00	1,545.00	3.00%
7502	Office Stationery	3,500.00	3,500.00	2,955.68	4,300.00	4,429.00	3.00%
7503	Publications	115.00	115.00	125.00	125.00	128.75	3.00%
7505	Town Crier Printing Costs	6,100.00	6,100.00	4,515.49	6,070.00	6,252.10	3.00%
7506	Distribution Costs	3,000.00	3,000.00	1,200.84	1,617.00	1,665.51	3.00%

Report I

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
7507	Business & ID Cards	240.00	240.00	262.00	250.00	257.50	3.00%
7508	Questionnaire / Survey	-	-	-	-	-	N/a
7509	Name Badges	-	-	174.00	55.00	56.65	3.00%
7550	Telephone and Broadband	5,700.00	5,700.00	1,687.57	2,230.00	2,296.90	3.00%
7552	Computers & Software	6,700.00	6,700.00	4,369.58	6,700.00	6,901.00	3.00%
7600	Legal Fees	2,000.00	2,000.00	8,896.60	15,000.00	5,000.00	(66.67%)
7601	Audit Fees	3,200.00	3,200.00	2,534.20	3,100.00	3,250.00	4.84%
7602	Health & Safety Fees	2,650.00	2,650.00	3,754.45	3,724.45	4,000.00	7.40%
7603	Consultancy Fees	3,700.00	3,700.00	29,198.23	28,348.00	5,000.00	(82.36%)
7604	Professional Fees	4,350.00	4,350.00	31,881.00	35,000.00	5,000.00	(85.71%)
7605	Mayoral Allowance	2,500.00	3,000.00	4,068.00	4,500.00	5,000.00	11.11%
7606	Councillors' Reimbursement	150.00	-	18.90	18.90	50.00	164.55%
7607	Electoral Costs	13,000.00	13,000.00	16,715.15	16,715.15	13,000.00	(22.23%)
7608	Mayoral Payments	-	-	4,375.92	4,375.92	2,500.00	(42.87%)
7609	Community Railway Partnership	-	-	852.13	1,000.00	1,000.00	-
7700	Equipment Hire	-	-	735.00	735.00	750.00	2.04%
7701	Office Machine Maintenance	-	-	-	-	-	N/a
7702	Equipment Leasing	12,500.00	12,500.00	9,545.07	12,490.00	12,864.70	3.00%
7800	Repairs and Renewals	8,500.00	8,500.00	26,258.27	32,750.00	15,000.00	(54.20%)
7801	Cleaning	3,000.00	3,000.00	1,287.97	1,968.00	2,027.04	3.00%
7802	Laundry	-	-	106.05	9.99	10.00	0.10%
7803	Premises Expenses	68,000.00	90,000.00	91,043.54	440,000.00	35,000.00	(92.05%)
7811	Signs	725.00	725.00	1,353.66	1,353.66	1,000.00	(26.13%)
7821	Miscellaneous Purchases	-	-	13.50	13.50	13.91	3.00%
7901	Bank Charges	3,200.00	3,200.00	2,853.82	3,600.00	3,708.00	3.00%
7903	Loan Interest Paid	9,390.66	9,390.66	4,695.33	9,390.66	9,390.66	-
8100	Bad Debt Write Off	-	-	-	-	-	N/a
8200	Donations	3,000.00	2,000.00	1,472.16	1,472.16	1,516.32	3.00%
8201	Subscriptions	2,800.00	2,800.00	2,407.93	2,950.00	3,038.50	3.00%
8202	Uniforms	1,500.00	1,500.00	531.53	900.00	927.00	3.00%
8203	Training Costs	3,100.00	3,100.00	6,784.11	7,000.00	7,210.00	3.00%
8204	Insurance	23,500.00	23,500.00	23,167.94	23,167.94	23,862.98	3.00%
8205	Entertainment	-	-	642.98	1,150.00	1,184.50	3.00%
8207	Conferences/Events	-	-	63.00	63.00	64.89	3.00%
8208	Grant Aid	-	1,000.00	-	-	1,000.00	N/a
		914,362.66	944,612.66	912,737.01	1,527,027.75	1,026,448.47	(32.78%)

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date</u> <u>(31/12/19)</u>	<u>Projected Outturn</u> <u>31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn</u> <u>vs. 2020/21)</u>
[1]	The sale proceeds, once the Legal and Commission costs are paid, will be:		2,521,000.00				
	Less monies paid / earmarked for housing stock		2,000,000.00				
	Monies remaining into Current Account		521,000.00				

Swanley Town Council: Alexandra

Budget Setting 2020 / 2021

Income

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
4000	Precept	-	-	-	-	-	-
4033	Community Infrastructure Levy	-	-	-	-	-	-
4028	Photocopying	-	-	6.00	6.00	-	N/a
4043	Pantomime	-	-	3,575.37	3,575.37	3,682.63	3.00%
4100	Bar Income	118,904.17	118,904.17	96,621.90	112,000.00	115,360.00	3.00%
4105	Catering Income	94,653.87	94,653.87	86,510.18	94,000.00	96,820.00	3.00%
4110	Equipment Hire	78.97	78.97	243.35	160.00	164.80	3.00%
4115	Function Package Revenue	54,648.80	54,648.80	60,242.60	71,000.00	73,130.00	3.00%
4120	Conference Lettings Regular	48,014.92	48,014.92	38,327.68	49,000.00	50,470.00	3.00%
4125	Party Night Revenue	13,246.49	13,246.49	7,272.48	8,300.00	8,549.00	3.00%
4130	Party Function Revenue	10,946.14	10,946.14	6,720.82	9,700.00	9,991.00	3.00%
		340,493.36	340,493.36	299,520.38	347,741.37	358,167.43	3.00%

Expenditure

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
5001	Bar Purchases	37,828.84	37,828.84	31,464.83	36,700.00	37,801.00	3.00%
5002	Catering Purchases	18,664.92	18,664.92	17,447.37	19,500.00	20,085.00	3.00%
5003	Bar Purchases - Equipment	1,432.20	1,432.20	711.43	1,100.00	1,133.00	3.00%
5004	Catering Purchases - Equipment	562.27	562.27	1,466.66	1,466.66	1,510.66	3.00%
5011	Licenses	1,790.29	1,790.29	3,558.87	3,558.87	1,565.64	(56.01%)
5012	Sales Commision	73.67	73.67	300.92	213.41	219.81	3.00%
5020	Equipment / Machinery	110.21	110.21	-	-	-	N/a
5021	Equipment / Machinery Repairs	1,025.55	1,025.55	199.93	199.93	205.93	3.00%
5033	Pantomime	916.70	916.70	1,749.80	1,650.00	1,699.50	3.00%
5045	Function Expenditure	20,314.92	20,314.92	21,608.78	23,000.00	23,690.00	3.00%
6100	Agency Commission	-	-	-	-	-	N/a
6200	Website, Social Media and Marketing	756.00	756.00	1,100.96	1,467.96	1,512.00	3.00%
6201	Advertising	494.40	494.40	495.30	650.00	669.50	3.00%
7000	Salaries	89,506.71	89,506.71	65,852.60	90,000.00	92,700.00	3.00%
7001	Pension	10,393.26	10,393.26	7,006.30	9,200.00	9,476.00	3.00%

Report J

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
7004	Wages - Casual	288.40	288.40	-	-	-	N/a
7006	Employers NI	3,466.48	3,466.48	3,011.17	3,748.00	3,860.44	3.00%
7012	Security Staffing	-	-	1,778.00	1,980.00	2,039.40	3.00%
7102	Water Rates	2,193.48	2,193.48	1,400.29	1,920.00	1,977.60	3.00%
7103	General Rates	26,432.36	26,432.36	25,474.02	28,200.00	29,046.00	3.00%
7105	Recycling - Waste Collection	3,427.16	3,427.16	2,395.83	3,300.00	3,399.00	3.00%
7200	Electricity	8,497.81	8,497.81	6,215.92	8,650.00	8,909.50	3.00%
7201	Gas	5,907.63	5,907.63	2,974.25	5,100.00	5,253.00	3.00%
7500	Printing	256.42	256.42	308.70	350.00	360.50	3.00%
7550	Telephone & Broadband	-	-	1,151.93	1,550.00	1,596.50	3.00%
7552	Computers & Software	139.05	139.05	135.00	160.00	164.80	3.00%
7602	Health & Safety Fees	432.60	-	150.20	150.20	154.71	3.00%
7800	Repairs and Renewals	1,027.43	-	-	-	1,000.00	N/a
7801	Cleaning	2,558.54	2,558.54	1,949.41	2,172.00	2,237.16	3.00%
7802	Laundry	2,865.76	2,865.76	1,766.86	2,350.00	2,420.50	3.00%
7803	Premises Expenses	3,000.00	3,000.00	2,888.54	3,738.00	3,850.14	3.00%
7901	Bank Charges	1,701.28	1,701.28	706.99	910.00	937.30	3.00%
8201	Subscriptions	-	-	75.00	125.00	128.75	3.00%
		246,064.34	244,604.31	205,345.86	253,110.03	259,603.33	2.57%

Swanley Town Council: Olympic

Budget Setting 2020 / 2021

Income

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
4000	Precept	-	-	-	-	-	-
4033	Community Infrastructure Levy	-	-	-	-	-	-
4003	Rent - New Generation Data	3,999.96	3,999.96	2,997.97	3,999.96	4,119.96	3.00%
4012	Rent - We Buy Any Car	-	-	11,760.00	15,600.00	16,068.00	3.00%
4013	Rent - Bowls Club	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	-
4015	Rent - Flat at Olympic Centre	8,400.00	8,400.00	6,300.00	8,400.00	8,400.00	-
4018	Rent - Boxing	3,370.04	3,370.04	2,701.68	3,600.00	3,780.00	5.00%
4028	Photocopying	4.12	4.12	116.60	116.60	120.10	3.00%
4100	Bar Income	49,792.56	49,792.56	32,550.53	43,000.00	44,290.00	3.00%
4105	Catering Income	51,003.08	51,003.08	23,332.49	29,000.00	29,870.00	3.00%
4108	Quiz Income	71.25	-	-	-	-	N/a
4109	Pool Income	83.43	-	-	-	-	N/a
4115	Function Package Revenue	12,295.21	12,295.21	10,218.32	12,450.00	12,823.50	3.00%
4120	Conference Lettings Regular	37,907.93	37,907.93	23,207.58	31,000.00	31,930.00	3.00%
4125	Party Night Revenue	1,871.17	1,871.17	2,050.83	2,285.00	2,353.55	3.00%
4600	Outdoor Event Revenue	-	-	1,166.69	1,500.00	2,750.00	83.33%
4609	Snooker Income	10,877.17	10,877.17	6,529.98	8,750.00	9,012.50	3.00%
4903	Insurance Claims	-	-	-	-	-	N/a
		184,675.92	184,521.24	127,932.67	164,701.56	170,517.61	3.53%

Expenditure

<u>Code</u>	<u>Description</u>	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
5001	Bar Purchases	17,984.33	17,984.33	12,528.43	14,700.00	15,141.00	3.00%
5002	Catering Purchases	13,444.28	13,444.28	4,915.44	6,000.00	6,180.00	3.00%
5003	Bar Purchases - Equipment	1,591.99	1,591.99	1,047.70	1,300.00	1,339.00	3.00%
5004	Catering Purchases - Equipment	920.06	920.06	-	-	1,000.00	N/a
5010	Sporting Equipment Purchaes	-	-	302.14	302.14	311.20	3.00%
5011	Licences	578.91	578.91	1,534.30	1,600.00	1,648.00	3.00%
5020	Equipment / Machinery	117.04	117.04	77.21	100.00	103.00	3.00%
5021	Equipment / Machinery Repairs	601.81	601.81	3,129.66	3,200.00	3,296.00	3.00%

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/12/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2020/21)</u>
5030	Horticulture	636.03	636.03	-	-	-	N/a
5045	Function Expenditure	6,109.41	6,109.41	3,618.33	4,800.00	4,944.00	3.00%
5046	Outdoor Event	154.50	154.50	-	-	-	N/a
6200	Website, Social Media and Marketing	756.00	756.00	-	-	-	N/a
6201	Advertising	659.20	659.20	95.20	175.00	180.25	3.00%
7000	Salaries	46,800.00	46,800.00	38,157.82	51,000.00	52,530.00	3.00%
7001	Pension	1,800.00	1,800.00	2,651.54	3,535.39	3,641.45	3.00%
7004	Wages - Casual	2,722.50	2,722.50	-	-	-	N/a
7006	Employers NI	2,997.18	2,997.18	1,393.19	1,857.59	1,913.31	3.00%
7011	SMP	-	-	(1,905.36)	-	-	N/a
7102	Water Rates	7,983.87	7,983.87	148.54	2,500.00	2,575.00	3.00%
7103	General Rates	29,959.61	29,959.61	26,762.00	29,750.00	30,642.50	3.00%
7105	Recycling - Waste Collection	2,229.93	2,229.93	1,519.00	2,167.00	2,232.01	3.00%
7200	Electricity	13,311.83	13,311.83	6,314.41	8,300.00	8,549.00	3.00%
7201	Gas	5,522.22	5,522.22	4,551.33	6,800.00	7,004.00	3.00%
7500	Printing	210.25	210.25	150.00	200.00	206.00	3.00%
7502	Stationery	36.42	36.42	19.60	40.00	41.20	3.00%
7550	Telephone and Broadband	2,000.00	2,000.00	1,613.63	2,150.00	2,214.50	3.00%
7552	Computers & Software	139.05	139.05	135.00	170.00	175.10	3.00%
7602	Health & Safety Fees	535.19	535.19	84.00	100.00	103.00	3.00%
7604	Professional Fees	1,772.60	1,772.60	1,108.41	1,360.00	1,400.80	3.00%
7702	Equipment Leasing	3,893.40	3,893.40	2,835.00	4,410.00	4,542.30	3.00%
7800	Repairs and Renewals	1,200.00	1,200.00	1,268.51	1,080.00	1,112.40	3.00%
7801	Cleaning	3,300.00	3,300.00	799.14	1,120.00	1,153.60	3.00%
7802	Laundry	1,650.00	1,650.00	-	-	-	N/a
7803	Premises Expenses	15,000.00	15,000.00	12,246.99	13,000.00	13,390.00	3.00%
7901	Bank Charges	2,000.00	2,000.00	1,267.60	1,675.00	1,725.25	3.00%
8201	Subscriptions	1,000.00	1,000.00	30.00	60.00	61.80	3.00%
		189,617.62	189,617.62	128,398.76	163,452.11	169,355.68	3.61%

Swanley Town Council: Swanley Park

Budget Setting 2020 / 2021

Income

Code	Description	Current Financial Year (2019/2020)				Financial Year (2020/2021)	
		Agreed Budget	Revised Budget	Year to Date (31/10/19)	Projected Outturn 31/03/20	Proposed Budget	Change: (Outturn vs. 2019/20)
4000	Precept	-	-	-	-	-	-
4033	Community Infrastructure Levy	-	-	-	-	-	-
4002	Rent - Swanley Athletics Club	-	-	700.00	1,200.00	1,260.00	5.00%
4006	Rent - Cafe in the Park	34,500.00	34,500.00	34,500.00	34,500.00	40,521.00	17.45%
4008	Rent - Swanley New Barn Railway	11,631.53	11,631.53	-	11,631.53	12,000.00	3.17%
4010	Rent - Ice Cream Van	15,900.00	15,900.00	15,625.00	15,625.00	15,833.00	1.33%
4014	Rent - Great Outdoors	-	-	3,416.63	5,000.00	6,000.00	20.00%
4017	Rent - Swanley Park RFC	3,751.68	3,751.68	937.92	937.92	-	N/a
4032	1812 Event	-	1,600.00	4,513.00	4,513.00	4,600.00	1.93%
4201	Service Recharge: Café in the Park	4,630.46	4,630.46	2,076.65	2,500.00	2,650.00	6.00%
4204	Service Recharge: Bungalow	-	-	-	-	-	N/a
4207	Service Recharge: SNBR	-	-	-	-	-	N/a
4600	Outdoor Event Revenue	7,110.04	7,110.04	4,239.45	4,239.45	4,300.00	1.43%
4700	Rowing	8,023.64	8,023.64	5,590.45	5,630.00	5,630.00	-
4701	Pedalos	36,032.28	36,032.28	32,845.76	33,845.00	33,845.00	-
4702	Canoeing	3,814.01	3,814.01	2,082.49	2,110.00	2,110.00	-
4703	Golf	7,491.60	7,491.60	5,132.08	5,232.00	5,232.00	-
4704	Tree Trek	4,485.23	4,485.23	4,405.83	4,405.83	4,405.83	-
4705	Hand Boats	5,154.16	5,154.16	2,389.14	2,389.14	2,389.14	-
4706	Dino Karts	3,912.27	3,912.27	1,563.37	1,690.00	1,690.00	-
4707	Deck Chairs	1,196.05	1,196.05	412.49	412.49	412.49	-
4708	Bouncy Castle	11,631.40	11,631.40	8,713.77	9,000.00	9,000.00	-
4710	Car Parking	53,796.34	53,796.34	62,988.11	62,988.11	62,988.11	-
4712	Wrist Bands	745.90	745.90	-	-	-	N/a
4713	Duck Feed	551.72	551.72	408.76	420.00	420.00	-
4714	Battery Bikes	4,614.46	4,614.46	4,808.35	4,808.35	4,808.35	-
4715	Balloons	66.95	66.95	-	-	-	N/a
4716	Water Creatures	9.45	9.45	-	-	-	N/a
4717	Candy Floss	313.34	313.34	399.65	399.65	399.65	-
4718	JCB Digger	1,021.55	1,021.55	1,865.41	1,865.41	1,865.41	-
4719	Reptiles	71.25	71.25	82.50	82.50	82.50	-
4720	Nerf / Survival Parties	3,898.50	3,898.50	3,520.79	3,900.00	3,900.00	-

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/10/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2019/20)</u>
4723	The Plunge Water Slide	-	-	9,811.19	10,000.00	10,000.00	-
4810	Sponsorship - General	-	-	-	-	-	N/a
4997	Sale of Goods	-	-	583.33	583.33	-	N/a
4999	Other Income	-	-	12.50	12.50	-	N/a
		224,353.81	225,953.81	213,624.62	229,921.21	236,342.48	2.79%

Expenditure

Current Financial Year (2019/2020)						Financial Year (2020/2021)	
<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/10/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2019/20)</u>
5002	Catering Purchases	9.85	9.85	-	-	-	N/a
5010	Sporting Equipment Purchases	132.36	132.36	169.12	169.12	174.19	3.00%
5020	Equipment / Machinery	6,344.74	6,344.74	2,546.73	2,546.73	2,623.13	3.00%
5021	Equipment / Machinery Repairs	1,891.53	1,891.53	305.05	305.05	314.20	3.00%
5030	Horticulture	1,551.00	1,551.00	1,095.40	1,095.40	1,128.26	3.00%
5032	1812 Event	-	17,000.00	15,932.98	15,932.98	17,000.00	6.70%
5046	Outdoor Event	1,354.53	1,354.53	810.00	810.00	810.00	-
6201	Advertising	373.89	373.89	1,415.27	1,415.27	-	N/a
7000	Salaries	119,680.08	119,680.08	110,293.92	118,000.00	121,540.00	3.00%
7001	Pension	5,053.30	5,053.30	2,845.46	4,400.00	4,532.00	3.00%
7006	Employers NI	5,185.03	5,185.03	4,377.32	5,900.00	6,077.00	3.00%
7012	Security Staffing	793.62	793.62	1,046.50	1,046.50	1,077.90	3.00%
7099	Staff Expenses	-	-	47.09	47.09	50.00	6.18%
7102	Water Rates	7,395.38	7,395.38	1,814.25	4,000.00	4,150.00	3.75%
7103	General Rates	-	-	-	-	-	N/a
7105	Recycling - Waste Collection	15,901.30	15,901.30	13,616.40	18,000.00	18,500.00	2.78%
7200	Electricity	443.34	443.34	(4,136.68)	-	5,000.00	#DIV/0!
7202	GasOil	875.47	875.47	1,633.37	2,100.00	2,150.00	2.38%
7303	Vehicle Insurance	94.70	94.70	-	-	-	N/a
7304	Miscellaneous Motor Expenses	15.45	15.45	20.08	20.08	22.00	9.56%
7306	Mileage Claims	107.54	107.54	157.50	157.50	160.00	1.59%
7500	Printing	528.24	528.24	468.94	468.94	483.01	3.00%
7501	Postage & Carriage	10.25	10.25	498.95	498.95	513.92	3.00%
7502	Stationery	67.95	67.95	42.87	42.87	44.16	3.00%
7509	Name Badges	-	-	97.50	97.50	100.43	3.00%
7550	Telephone & Broadband	766.95	766.95	389.00	630.00	648.90	3.00%
7552	Computers & Software	-	-	12.50	12.50	12.88	3.00%

Report L

<u>Code</u>	<u>Description</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Year to Date (31/10/19)</u>	<u>Projected Outturn 31/03/20</u>	<u>Proposed Budget</u>	<u>Change: (Outturn vs. 2019/20)</u>
7602	Health & Safety Fees	-	-	687.60	687.60	708.23	3.00%
7603	Consultancy Fees	-	-	750.00	750.00	-	N/a
7700	Equipment Hire	1,750.43	1,750.43	2,665.30	2,665.30	2,745.26	3.00%
7800	Repairs and Renewals	2,937.85	2,937.85	12,975.92	13,500.00	13,905.00	3.00%
7801	Cleaning	1,413.35	1,413.35	1,411.04	1,600.00	1,648.00	3.00%
7803	Premises Expenses	4,035.59	4,035.59	13,877.40	15,000.00	15,450.00	3.00%
7804	Pool Chemicals	1,966.18	1,966.18	2,171.73	2,171.00	2,236.13	3.00%
7805	Cess Pit	52,267.00	12,267.00	12,210.00	14,000.00	14,420.00	3.00%
7806	Pedalo Parts	375.36	375.36	241.40	241.40	248.64	3.00%
7807	Pool Costs	1,997.81	1,997.81	106.86	106.86	110.07	3.00%
7808	Sand	283.25	283.25	-	-	-	N/a
7811	Signs	528.39	528.39	85.90	85.90	88.48	3.00%
7814	Maintenance	1,419.55	1,419.55	-	-	-	N/a
7815	Chidren's Party	307.89	307.89	426.95	426.95	439.76	3.00%
7816	Parking	-	-	2,208.00	2,208.00	2,274.24	3.00%
7819	Duck Feed	20.00	20.00	6.75	8.00	8.24	3.00%
7820	Activity Recharge	3,150.08	3,150.08	3,402.51	3,402.51	3,504.59	3.00%
7821	Miscellaneous Purchases	276.57	276.57	-	-	-	N/a
7901	Bank Charges	3,534.97	3,534.97	2,705.03	3,600.00	3,708.00	3.00%
8201	Subscriptions	-	-	1,369.31	1,700.00	1,751.00	3.00%
8202	Uniform	769.14	769.14	2,435.94	3,600.00	3,708.00	3.00%
8203	Training Costs	2,372.09	2,372.09	1,700.00	2,200.00	2,266.00	3.00%
8204	Insurance	1,227.76	1,227.76	-	-	-	N/a
8206	Coaching	-	-	-	-	-	N/a
		249,209.76	226,209.76	216,937.16	245,650.00	256,331.59	4.35%

Financial Year (2019/2020)

Services

Precept: 3.00% Increase

Highways

Planning & Economic Development

Recreation & Tourism

Other Services

Total

Expenditure

Proposed Budget

(Overall)

614,502.00

-

-

256,332.00

358,170.00

614,502.00

Party	Contact	Purchase Price	Conditions	Deposit Offered	Type of Scheme	Timings / Planning	Savills Comment
Excel Law on behalf of Atkar Group		£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		£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		£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)		£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		£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)		£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"> 1. Obtaining planning for scheme of no less than 31 residential units with affordable housing. 2. Acquisition of the unencumbered freehold of site. 3. VP upon completion. 4. Technical due diligence prior to contracting. Need to undertake various surveys as part of standard purchase procedures. 	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"> 1. Subject to planning, conditional basis, subject to contract 2. Site Investigation Surveys 3. Outline planning consent and S106 4. Land offering good title and full access rights with no ransom strips. 5. Moat board approval 6. Valuation 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. 	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"> 1. Subject to contract and planning consent 	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"> 1. Clean & clear title 2. Vacant possession 3. Detailed planning 4. Topographical survey 5. Ground contamination report 6. Satisfactory asbestos survey 7. Agreement with a partnering registered provider for the affordable housing element proposed 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 9. The sale contract will be in the buyers standard form. 10. 5% deposit will be paid when the contract becomes unconditional with completion 20 days thereafter 11. A 12 month contract period is to be provided to obtain planning consent 12. The contact shall include an appeal provision so that the contract can be extended in the event that an appeal is lodged 13. Contracts to be exchanged as soon as practically possible but no later than 7 Dec 17 	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"> 1. Subject to planning, vacant possession and an unencumbered freehold title 2. Full technical investigations 3. Offer assumes an element of grant funding will be achieved for the construction of the affordable housing 	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"> 1. Exclusivity period of 6 weeks from HOT's to perform due diligence. Testing of ground conditions, topographical survey, ecology survey and tree survey. 	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.

Sale of The Woodlands, Hilda May Avenue

Swanley Town Council

Joint Venture Between Swanley Town Council & Sevenoaks District Council

1.	Agreed Sale Price of The Woodlands 16th December 2019			4,105,000.00	
2.	Allocation of Sale Proceeds	Agreed Sale Price		4,105,000.00	
2a.		Swanley Town Council	75%	3,078,750.00	
2b.		Sevenoaks District Council	25%	1,026,250.00	
					<u>3,078,750.00</u>
3.	Estate Agent Advertising	Savills: Overall Fees (incl VAT)		3,508.80	
3a.		Swanley Town Council	50%	1,754.40	
3b.		Sevenoaks District Council	50%	1,754.40	
					3,076,995.60
4.	Estate Agent Commission	Savills: Overall Fees (incl VAT)		61,575.00	
4a.		Swanley Town Council	50%	30,787.50	
4b.		Sevenoaks District Council	50%	30,787.50	
					3,046,208.10
5.	Legal Fees	Invicta Law: Overall Fees (incl VAT)		11,772.42	
		Swanley Town Council	50%	5,886.21	
		Sevenoaks District Council	50%	5,886.21	
					3,040,321.89
6.	Second Charge / Loan	KCC: Repayment of Second Charge		530,000.00	
		Swanley Town Council	100%	530,000.00	
					<u>2,510,321.89</u>

^[1] Savills' Fee for Advertising

^[2] Savills' Fee is 1.25% (+VAT) of the Purchase Price

Sole Venture by Swanley Town Council

1.	Assumed Sale Price of The Woodlands 16th December 2019			2,500,000.00	
2.	Allocation of Sale Proceeds	Assumed Sale Price		2,500,000.00	
2a.		Swanley Town Council	100%	2,500,000.00	
2b.		Sevenoaks District Council	0%	0.00	
					<u>2,500,000.00</u>
3.	Estate Agent Advertising	Savills: Overall Fees (incl VAT)		3,508.80 ^[1]	
3a.		Swanley Town Council	100%	3,508.80	
3b.		Sevenoaks District Council	0%	0.00	
					2,496,491.20
4.	Estate Agent Commission	Savills: Overall Fees (incl VAT)		37,500.00 ^[2]	
4a.		Swanley Town Council	100%	37,500.00	
4b.		Sevenoaks District Council	0%	0.00	
					2,458,991.20
5.	Legal Fees	Invicta Law: Overall Fees (incl VAT)		11,772.42	
		Swanley Town Council	100%	11,772.42	
		Sevenoaks District Council	0%	0.00	
					2,447,218.78
6.	Second Charge / Loan	KCC: Repayment of Second Charge		530,000.00	
		Swanley Town Council	100%	530,000.00	
					<u>1,917,218.78</u>
					<u>593,103.11</u>

Additional Income due to Joint Venture between STC & SDC

593,103.11