

POLICY AND FINANCE

15th July 2021

Dear Member

A meeting of the above committee will be held at the Council Chamber, Civic Centre on **Wednesday 21st July 2021 from 7:30pm** or at the conclusion of the public participation session.



Mr R Hayman
CEO & Town Clerk

Committee Members: (Chair) Cllr M Horwood, (Deputy Chair) Cllr V Letchford
Cllr J Barnes, Cllr G Darrington, Cllr A Skipper, 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. TO RECEIVE MONTHLY FINANCES

- a. Civic Income and Expenditure
- b. Alexandra Suite Income and Expenditure
- c. Olympic Income and Expenditure
- d. Swanley Park Income and Expenditure
- e. Housing Stock Income and Expenditure
- f. Swanley Link Income and Expenditure
- g. Estates (Grounds Team) Income and Expenditure
- h. Bank Reconciliation
 - 30th April 2021
 - 31st May 2021
 - 30th June 2021
- i. Payments Out
 - April 2021
 - May 2021
 - June 2021
- j. Debtors and Creditors

4. POLICY WORKING GROUP

Verbal update on meeting.

5. FINANCE WORKING GROUP

Verbal update on meeting.

Date of next meeting – 22nd September 2021

If you would like further information on any of the agenda items, please contact Ryan Hayman, on 01322 665855 or rhayman@swanleytowncouncil.gov.uk

Monthly Finances (C)

<u>Code</u>	<u>Description</u>	<u>YTD 20/21</u>	<u>Actual 20/21</u>	<u>Budget 21/22</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>YTD 21/22</u>
7012	Security Staffing	-	320.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7102	Water Rates	4,563.92	20,537.64	10,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-
7103	General Rates	6,040.00	30,208.00	30,190.00	3,019.00	3,021.00	3,021.00	-	-	-	-	-	-	-	-	-	9,061.00
7105	Recycling - Waste Collection	169.47	1,370.19	1,841.01	84.75	181.68	181.68	-	-	-	-	-	-	-	-	-	448.11
7200	Electricity	641.96	6,622.22	5,551.84	1,000.13	873.69	894.80	-	-	-	-	-	-	-	-	-	2,768.62
7201	Gas	2,203.62	6,901.38	4,756.54	-	2,853.76	-	-	-	-	-	-	-	-	-	-	2,853.76
7502	Stationery	-	61.92	20.00	7.46	-	-	-	-	-	-	-	-	-	-	-	7.46
7550	Telephone and Broadband	363.53	2,214.31	2,163.00	209.14	209.14	213.64	-	-	-	-	-	-	-	-	-	631.92
7552	Computers & Software	-	295.16	566.50	96.21	-	-	-	-	-	-	-	-	-	-	-	96.21
7602	Health & Safety Fees	-	372.00	13,720.00	8,150.00	-	132.00	-	-	-	-	-	-	-	-	-	8,282.00
7604	Professional Fees	222.46	1,549.71	1,600.00	140.83	140.83	140.83	-	-	-	-	-	-	-	-	-	422.49
7702	Equipment Leasing	-	241.30	500.00	297.87	-	-	-	-	-	-	-	-	-	-	-	297.87
7800	Repairs and Maintenance	14.98	1,875.40	1,850.00	42.26	700.00	-	-	-	-	-	-	-	-	-	-	742.26
7801	Cleaning & Janatorial	-	335.66	718.31	55.98	75.24	61.48	-	-	-	-	-	-	-	-	-	192.70
7803	Premises Expenses	3,465.00	5,356.05	8,000.00	346.75	-	-	-	-	-	-	-	-	-	-	-	346.75
7804	Materials	-	-	-	9.13	-	-	-	-	-	-	-	-	-	-	-	9.13
7901	Bank Charges	67.02	612.02	1,162.63	44.43	150.71	132.00	-	-	-	-	-	-	-	-	-	327.14
8100	Bad Debt Write Off	-	-	-	-	-	480.00	-	-	-	-	-	-	-	-	-	480.00
8201	Subscriptions	30.00	102.90	110.00	6.30	12.60	15.75	-	-	-	-	-	-	-	-	-	34.65
8202	Uniform	-	-	150.00	-	-	-	-	-	-	-	-	-	-	-	-	-
		23,748.39	127,472.11	144,134.03	20,891.66	15,080.53	14,001.02	-	-	-	-	-	-	-	-	-	49,973.21

Swanley Town Council



Aged Creditors: 30 June 2021

<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>
ABSOLUTE	Absolute Hygiene Solutions	1,469.35	1,469.35	-	-	-	-
ALSFTIMB	Alsford Timber Ltd	3.26	3.26	-	-	-	-
ANGLO	Anglo Pest Control	568.00	568.00	-	-	-	-
AQUARIUS	Aquarius Solutions	3,034.39	3,034.39	-	-	-	-
ASHBYT	Thomas Ashby	200.00	200.00	-	-	-	-
B&MSUPP	B&M Supplies LTD	41.23	41.23	-	-	-	-
BGAS6000	BGas Elec - Civic	93.49	93.49	-	-	-	-
BGAS8419	BGas Elec - Alexandra	110.29	110.29	-	-	-	-
BGAS8456	BGas Elec - The Olympic	1,073.76	1,073.76	-	-	-	-
BGAS8475	BGas Elec - Tennis Courts	378.28	378.28	-	-	-	-
BGAS8522	BGas Elec - Ablutions St Mary's	97.74	97.74	-	-	-	-
BGAS8560	BGas Elec - Swanley Park	3,312.51	3,312.51	-	-	-	-
BOC100	BOC Ltd	106.04	106.04	-	-	-	-
BOOKER	Booker Limtied	369.68	369.68	-	-	-	-
CASTL760	Castle Water Limited	(20.00)	(5.00)	(5.00)	(5.00)	(5.00)	-
CEF	CEF	32.22	32.22	-	-	-	-
CENTRES	Centre Stage Solutions Ltd	288.00	288.00	-	-	-	-
CIA	CIA Fire & Security	800.88	800.88	-	-	-	-
CITATION	Citation Fire & Electrical	698.88	698.88	-	-	-	-
CLEAWIPE	Clean Wipes	101.34	101.34	-	-	-	-
CPC	Complete Pool Contracts	670.97	670.97	-	-	-	-
D.BODY	D.Body Ltd	780.00	780.00	-	-	-	-
DARPRINT	Darenth Print and Design Ltd	311.04	311.04	-	-	-	-
DMGOULD	DM Gould Wholesale Ltd	141.60	141.60	-	-	-	-
ECOGREEN	Eco Green Living Ltd	534.00	534.00	-	-	-	-
EDF-XMAS	EDF Energy Customers Ltd	177.80	177.80	-	-	-	-
ERNEDOE	Ernest Doe & Sons Ltd	168.09	168.09	-	-	-	-
GODFREYS	Godfreys Lawn and TurfCare	169.39	169.39	-	-	-	-
HARLEY	Ashton Harley	300.00	300.00	-	-	-	-
HAYNES	Haynes Bros Ltd	547.18	547.18	-	-	-	-
INTEGRAT	Integrated Water Services Ltd	600.00	600.00	-	-	-	-
JPSCLAR	JPS Clarity Limited	114.00	-	-	-	-	114.00
KCC100	Kent County Council	3,275.99	3,006.00	269.99	-	-	-
KFF100	Kent Frozen Foods Ltd	(5.83)	-	-	-	-	(5.83)
LEXAUTO	Lex Autolease	411.30	411.30	-	-	-	-
MAISONM	Maison Maurice Ltd	3,690.70	3,690.70	-	-	-	-
MATTCLAR	Matthew Clark Wholesale Ltd	(111.59)	-	-	-	-	(111.59)
MK1	MK1 Electrical Limited	1,290.00	1,290.00	-	-	-	-
MPLC	MPLC	128.30	128.30	-	-	-	-
NIVEKCAT	Nivek Catering Supplies Ltd	136.80	136.80	-	-	-	-
NOYPICHE	NoypiChef	60.00	60.00	-	-	-	-
OAKLEAF1	Oakleaf Electrical Contractors Ltd	570.00	570.00	-	-	-	-
PROVNURS	Provender Nurseries	440.50	440.50	-	-	-	-
SEVDIST	Sevenoaks District Council	3,000.00	3,000.00	-	-	-	-
SHAW&SON	Shaw & Sons Ltd	71.94	71.94	-	-	-	-
SMARTOF	Smart Office Solution	615.92	615.92	-	-	-	-
TILLROCO	The Till Roll Company	41.34	41.34	-	-	-	-

Monthly Finances (J)

TRADEUK	Trade UK Account	263.97	263.97	-	-	-	-
TUDORENV	Tudor Environmental	282.96	282.96	-	-	-	-
VEOLIA	Veolia	2,605.16	2,605.16	-	-	-	-
VIKING	Office Depot International (UK) Ltd	283.84	283.84	-	-	-	-
WALKERS	Walkers Builders Merchant	171.86	171.86	-	-	-	-
WATLING	Watling Tyres	80.00	80.00	-	-	-	-
WICKPLAY	Wick Steed Playgrounds	1,067.64	1,067.64	-	-	-	-
		35,644.21	35,392.64	264.99	(5.00)	(5.00)	(3.42)
Aged Creditors: 30 June 2020		130,392.13	117,124.36	13,357.19	-	(5.83)	(83.59)

Since Paid
 To be collected by Direct Debit



Swanley Town Council

Aged Debtors: 30 June 2021

A/C	Name	Balance	Current	Period 1	Period 2	Period 3	Older
50CLUB	50+ Club	(160.00)	-	-	-	-	(160.00)
ALZ&DEM	Alzheimers & Dementia	60.00	60.00	-	-	-	-
ASDASWAN	Asda Stores Ltd	954.00	486.00	468.00	-	-	-
BEXLEYBC	London Borough of Bexley	149.40	149.40	-	-	-	-
CLG	CLG Market Research UK Ltd	800.00	800.00	-	-	-	-
DG&SCCG	Dartford, Gravesham and Swanley CCG	3,357.00	2,070.00	1,287.00	-	-	-
DOORWIND	The Door and Window Centre	150.00	-	150.00	-	-	-
ESLAND	Esland North Limited	1,200.00	1,200.00	-	-	-	-
GRACEPL	Grace Place Community Church	839.96	839.96	-	-	-	-
HIGHFIRS	Highfirs School	405.00	-	-	405.00	-	-
HOWDENS	Howdens Joinery	144.00	-	144.00	-	-	-
IBLCAT	IBL Catering Ltd	4,123.73	4,123.73	-	-	-	-
MULTCARS	Swantax	742.50	-	-	742.50	-	-
SARGPART	Sargeant Partnership LLP	300.00	-	300.00	-	-	-
STMARYS	St Mary's CofE Voluntary Aided Primar	405.00	405.00	-	-	-	-
STMARYV	St Mary The Virgin (Swanley) PCC	230.00	230.00	-	-	-	-
SWANBOX	Swanley Boxing Club	378.00	378.00	-	-	-	-
SWANMILL	Swan Mill Paper Company	84.00	-	84.00	-	-	-
SWBOWLS	Swanley Bowls Club	2,425.00	-	2,425.00	-	-	-
SWNRANG	Swanley Rangers FC	350.00	-	350.00	-	-	-
VIBEDN10	Vibe Dance Nights	865.00	(100.00)	-	-	(200.00)	1,165.00
WEBUYANY	We Buy Any Car	1,584.00	1,584.00	-	-	-	-
WESTKENT	West Kent Extra LTD	998.50	998.50	-	-	-	-
WHITENET	Whiteoak Netball Club	(3,114.81)	(3,114.81)	-	-	-	-
WRIGHTD	Wright Dance School	240.00	240.00	-	-	-	-
		17,510.28	10,349.78	5,208.00	1,147.50	(200.00)	1,005.00
Aged Debtors: 30 June 2020		67,398.15	13,079.17	378.00	48,825.00	585.00	4,530.98

Events ^[1]

JANUARY	January events	-
FEBRUARY	February events	(550.00)
MARCH	March events	-
APRIL	April events	(1,800.00)
MAY	May events	(2,600.00)
JUNE	June events	(8,257.00)
JULY	July events	(14,955.50)
AUGUST	August events	(4,974.00)
SEPTEMBER	September events	(3,450.00)
OCTOBER	October Events	(1,600.00)
NOVEMBER	November Events	(500.00)
DECEMBER	December events	(800.00)
		(39,486.50)

Monies since received

Monies Chased; payment confirmed by end of July

£500.00 promised by 16 July, with remainder in August

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

Monthly Finances (J)

Party Functions ^[2]

A-SCHOOL	A - Schools Out	(150.00)
AMEDIUMS	A - Mediumship	(285.00)
AMJ	A - Michael Jackson	(110.00)
AMOTOWN	A - Motown	(30.00)
APANTO	A - Pantomime	(337.00)
ORATPACK	O - Rat Pack	(168.00)
NERF	Nerf Parties	(50.00)
SOFTPLAY	Soft Play	(2,058.25)
		(3,188.25)

^[2] Balances will include prepayments for future events / activities at Alexandra, Olympic and Swanley Park

Swanley Town Council



Payments Out: April 2021

Date	A/c	Payee	Description	Payment Method	Ref	Amount
01/04/2021	DVLA	DVLA	LC13SNK	Direct Debit	DD/DVLA	23.18
01/04/2021	SDC	SDC	Bungalow C/Tax	Direct Debit	DD/SDC	251.92
01/04/2021	DVLA	DVLA	CK60UKF	Direct Debit	DD/DVLA	23.18
01/04/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	76.41
01/04/2021	IGRASS	iGrass - Evergreen UK	Artificial Grass Supplier	Same Day Payment	FP/iGrass	3,024.49
01/04/2021	LEXAUTO	Lex Autolease	Vehicle Leasing	Direct Debit	DD/Lex Auto	411.30
01/04/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	39.00
06/04/2021	Yell	Yell	Website	Direct Debit	DD/Yell	43.20
06/04/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	90.34
06/04/2021	CASTL760	Castle Water Limited	Utility Provider	Direct Debit	DD/Castle Water	5.00
06/04/2021	PEAC	PEAC Finance	Copier Leasing	Direct Debit	DD/PEAC	2,978.40
07/04/2021	Grenke	Grenke Leasing	Copier Leasing	Direct Debit	DD/Grenke	1,284.01
07/04/2021	Barclays	Barclays	Commision	Bank Entry	Bank Entry	148.25
07/04/2021	EMS	Elavon Merchant Services	PDQ Machines	Direct Debit	DD/EMS	299.97
07/04/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	101.23
08/04/2021	ELAS	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
08/04/2021	TV Licence	TV Licence	TV Licence	Direct Debit	DD/TV Licence	13.43
08/04/2021	Swanley Bowls	Swanley Bowls	Grant	Same Day Payment	FP/Swanley Bowls	250.00
08/04/2021	Swanley Bowls	Swanley Bowls	Sponsorship	Same Day Payment	FP/Swanley Bowls	300.00
08/04/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	55.26
09/04/2021	Kieran Ward	Kieran Ward	New Light	Same Day Payment	FP/Kieran Ward	51.99
09/04/2021	Kieran Ward	Kieran Ward	Chain	Same Day Payment	FP/Kieran Ward	15.99
09/04/2021	Asda	Asda	Asda Cards	Same Day Payment	FP/Asda	192.00
09/04/2021	B&MSUPP	B&M Supplies LTD	Plumbing Merchant	Same Day Payment	FP/B&M Supplies	5,346.59
09/04/2021	VEOLIA	Veolia	Waste Disposal / Recycling	Same Day Payment	FP/Veolia	2,306.94
09/04/2021	KALC100	Kent Association of Local Councils	Training	Same Day Payment	FP/KALC	1,944.00
09/04/2021	TRADEUK	Trade UK Account	Tools / Consumables	Same Day Payment	FP/Trade UK	1,081.68
09/04/2021	DECORATO	Decorators Den Ltd	Decorating Supplier	Same Day Payment	FP/Decorators Den	126.72
09/04/2021	NIVEKCAT	Nivek Catering Supplies Ltd	Catering Supplies	Same Day Payment	FP/Nivek	136.80
09/04/2021	DARPRINT	Darenth Print and Design Ltd	Banners / Posters	Same Day Payment	FP/Darenth Print	162.00
09/04/2021	WORKWEAR	Workwear Express Ltd	Uniform	Same Day Payment	FPWorkwear Express	71.43
09/04/2021	SEVDIST	Sevenoaks District Council	SDC - Garden Waste Sacks	Same Day Payment	FP/SDC	700.00
09/04/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D Body	630.00
09/04/2021	VIKING	Office Depot International (UK)	Office Stationery	Same Day Payment	FP/Viking	331.09
09/04/2021	LOCKTOOL	Locks 'N' Tools Ltd	Keys / Padlocks	Same Day Payment	FP/LocksNTools	42.76
09/04/2021	CHARLES	Charles Wilson Engineers Limited	Equipment Hire	Same Day Payment	FP/Charles Wilson	12.00
09/04/2021	FRAMA100	Frama UK Ltd	Franking Machine / Postage	Same Day Payment	FP/Frama	137.10
09/04/2021	CENTCIRC	Centre Circle Event Management	Security Staffing	Same Day Payment	FP/Centre Circle	384.00
09/04/2021	BEXLEY	Bexley Sand & Ballast Co. Ltd	Builders Merchant	Same Day Payment	FP/Bexley Sand	250.00
09/04/2021	TELGUARD	Telguard Telecom	Gate Security	Direct Debit	DD/Telguard	6.12
09/04/2021	MANN	Mann (Swanley)	Letting Agent	Internal Entry	Internal Entry	140.83
12/04/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	91.78
12/04/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	74.43
12/04/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	43.76
12/04/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	18.00
13/04/2021	Siemens	Siemens	CCTV - Civic/Alex	Direct Debit	DD/Siemens	720.00
13/04/2021	Siemens	Siemens	CCTV - Civic/Alex	Direct Debit	DD/Siemens	117.15
13/04/2021	BGAS8419	BGas Elec - Alexandra	Utility Provider	Direct Debit	DD/BGas	193.14
13/04/2021	BGAS8456	BGas Elec - The Olympic	Utility Provider	Direct Debit	DD/BGas	1,078.75
14/04/2021	Siemens	Siemens	CCTV - Olympic	Direct Debit	DD/Siemens	288.00
14/04/2021	Siemens	Siemens	CCTV - Olympic	Direct Debit	DD/Siemens	69.45
14/04/2021	Steve Wallis	Steve Wallis	Covid-19	Same Day Payment	FP/Steve Wallis	32.76
14/04/2021	ELDIRECT	EL Direct LTD	Electrical / Light Bulbs	Same Day Payment	FP/EL Direct	18.00
14/04/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/All Star	274.85
15/04/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	4,348.15
15/04/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,022.85
15/04/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,019.00
15/04/2021	Payroll	Payroll	Payroll Mth1	BACS	Payroll	38,666.86
15/04/2021	Payroll	Payroll	PAYE Mth1	BACS	Payroll	5,036.20
15/04/2021	Payroll	Payroll	NI Mth1	BACS	Payroll	7,261.81
15/04/2021	Payroll	Payroll	AtoE Mth1	BACS	Payroll	18.03
15/04/2021	Payroll	Payroll	Pension Mth1	BACS	Payroll	7,518.18
16/04/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	484.89
16/04/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	52.20
16/04/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	46.78
16/04/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	193.44

Monthly Finances (!)

16/04/2021	SAGE100	Sage (UK) Ltd	Accounting Software	Direct Debit	DD/Sage	128.95
19/04/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	30.55
19/04/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	58.37
19/04/2021	EETMOB	EE & T Mobile	Mobile Phone	Direct Debit	DD/EE	31.34
21/04/2021	NOYPICHE	NoypiChef	Kitchen Hiree	Same Day Payment	FP/NoypiChef	820.42
22/04/2021	XINTEL	XLN Telecom	Telecoms & Broadband	Direct Debit	DD/XLN	57.53
23/04/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	70.24
23/04/2021	Peninsula Business	Peninsula Business	HR Advice	Direct Debit	DD/Peninsula Business	455.68
23/04/2021	MDSLEISU	MDS Leisure	Soft Play Equipment	Same Day Payment	FP/MDS Leisure	20,757.46
23/04/2021	ALLBRIGH	All Bright Electrical Ltd	Electrical	Same Day Payment	FP/All Bright Electrical	1,200.00
23/04/2021	SCOTTPIC	Scott Pickering Electrical	Electrician	Same Day Payment	FP/Scott Pickering	2,820.00
23/04/2021	ADVANTA	Advantage Services	Sage Software	Same Day Payment	FP/Advantage Services	280.80
23/04/2021	CASTL325	Castle Water Limited	Utility Provider	Same Day Payment	FP/Castle Water	293.90
23/04/2021	CASTL529	Castle Water Limited	Utility Provider	Same Day Payment	FP/Castle Water	1,152.83
23/04/2021	CASTL588	Castle Water Limited	Utility Provider	Same Day Payment	FP/Castle Water	2,192.86
23/04/2021	GASONIC	Gasonic Ltd	Plumber / Electrician	Same Day Payment	FP/Gasonic	10,446.00
23/04/2021	SPORTSB	Sports Booker	Booking System Software	Same Day Payment	FP/Sports Booker	34.80
23/04/2021	PLANDAY	Planday Limited	Staff Scheduling	Same Day Payment	FP/Planday	170.10
23/04/2021	ALLIEDT	Allied Technical Services (UK) Ltd	IT Support	Same Day Payment	FP/ATS	806.90
23/04/2021	BOC100	BOC Ltd	Suremix/Gas Supply	Direct Debit	DD/BOC	106.04
23/04/2021	EON100	E.ON	Utility Provider	Direct Debit	DD/E.On	23.42
23/04/2021	BGAS8496	BGas Elec - Oaks Communal	Utility Provider	Direct Debit	DD/BGas	21.87
27/04/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	59.00
28/04/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/All Star	220.13
29/04/2021	NOYPICHE	NoypiChef	Kitchen Hiree	Same Day Payment	FP/NoypiChef	485.80
30/04/2021	Steve Wallis	Steve Wallis	Covid-19	Same Day Payment	FP/Steve Wallis	45.37
30/04/2021	TLCDIREC	TLC Online	Website / Advertising	Same Day Payment	FP/TLC Online	1,804.00
30/04/2021	PENINSUL	Peninsula Business Services	HR Consultants	Direct Debit	DD/Peninsula	276.28
30/04/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	39.00

141,306.47

Summary

<u>Month</u>	<u>Payment Method</u>	<u>Amount</u>
Apr-21	Cheque	0.00
	BACS	58,501.08
	Direct Debit	21,138.56
	Same Day Payment (Electronic)	61,240.75
	Internal Entry (Offset)	277.83
	Bank Entry	148.25
		<u>141,306.47</u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Payments Out: May 2021

Date	A/c	Payee	Description	Payment Method	Ref	Amount
04/05/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	87.72
04/05/2021	DVLA	DVLA	LC13SNK	Direct Debit	DD/DVLA	23.18
04/05/2021	DVLA	DVLA	CK60UKF	Direct Debit	DD/DVLA	23.18
04/05/2021	TILLROCO	The Till Roll Company	Card Machine Till Rolls	Same Day Payment	FP/Till Roll Company	89.88
04/05/2021	APJTENNI	APJ Tennis	Tennis Nets	Same Day Payment	FP/APJ Tennis	792.00
04/05/2021	SOUTH&	South & South East in Bloom	Swanley in Bloom	Same Day Payment	FP/Sth & Sth E in Bloom	330.00
04/05/2021	INITIAL1	Initial Washroom Hygiene	Washroom Hygiene	Same Day Payment	FP/Initial Washroom Hygiene	123.55
04/05/2021	ANGELTRN	Cheryl Parkes	Fire and First Aid Training	Same Day Payment	FP/Angel Training	350.00
04/05/2021	MCA	MCA Garage Repairs	Vehicle Repairs	Same Day Payment	FP/MCA Garage	943.80
04/05/2021	LEXAUTO	Lex Autolease	Vehicle Leasing	Direct Debit	DD/Lex Auto	411.30
04/05/2021	I0G100	Institute of Groundsmanship	Annual Subscription	Direct Debit	DD/I0G	135.00
04/05/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	59.00
05/05/2021	NOYPICHE	Noypichef	Kitchen Hire	Same Day Payment	FP/Noypichef	390.48
05/05/2021	CASTL760	Castle Water Limited	Utility Provider	Direct Debit	DD/Castle Water	5.00
05/05/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	39.00
05/05/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	82.82
06/05/2021	Yell	Yell	Website	Direct Debit	DD/Yell	43.20
06/05/2021	ELAS	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
06/05/2021	Barclays	Barclays	Commission	Bank Entry	Bank Entry	113.80
06/05/2021	BGAS8560	BGas Elec - Swanley Park	Utility Provider	Direct Debit	DD/BGas	2,205.85
06/05/2021	EMS	Elavon Merchant Services	PDQ Machines	Direct Debit	DD/EMS	375.74
06/05/2021	CREPALY	Creative Play	Watpour and Playsafe Surface	Same Day Payment	FP/Creative Play	38,203.20
06/05/2021	ORTON	Orton Lifts & Escalators	Lift Engineers	Same Day Payment	FP/Orton Lifts	2,361.60
06/05/2021	FATTORIN	Thomas Fattorini Ltd	Mayoral Goods	Same Day Payment	FP/Thomas Fattorini Ltd	509.28
06/05/2021	ANGELTRN	Cheryl Parkes	Fire and First Aid Training	Same Day Payment	FP/Angel Training	350.00
06/05/2021	SAFETYL	Safety Signs 4 Less	#N/A	Same Day Payment	FP/Safety Letterbox	531.60
06/05/2021	FLEETLIN	Fleet Line Markers Ltd	Pitch Line Marker	Same Day Payment	FP/Fleet Line Markers	259.27
06/05/2021	GMHCASHR	GMH Cash Registers	EPOS - Venues	Same Day Payment	FP/GMH Cash Registers	162.00
06/05/2021	BEXLEY	Bexley Sand & Ballast Co. Ltd	Builders Merchant	Same Day Payment	FP/Bexley Sand	105.00
07/05/2021	Toni Roast	TR PC Receipts	Frames; Till Rolls; Sympathy C	Same Day Payment	FP/Toni Roast	72.93
10/05/2021	TV Licence	TV Licence	TV Licence	Direct Debit	DD/TV Licence	13.37
10/05/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	38.36
10/05/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	55.59
10/05/2021	BARCODE	Barcode Warehouse	Computer Accessory Supplies	Same Day Payment	FP/Barcode Warehouse	406.77
10/05/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	136.91
10/05/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	123.00
10/05/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	20.63
10/05/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	23.76
10/05/2021	TELGUARD	Telguard Telecom	Gate Security	Direct Debit	DD/Telguard	6.12
10/05/2021	BGAS8522	BGas Elec - Ablutions St Mary's	Utility Provider	Direct Debit	DD/BGas	175.98
10/05/2021	MANN	Mann (Swanley)	Letting Agent	Internal Entry	Internal Entry	140.83
10/05/2021	BGAS8419	BGas Elec - Alexandra	Utility Provider	Direct Debit	DD/BGas	1,493.34
12/05/2021	TRADEUK	Trade UK Account	Tools / Consumables	Same Day Payment	FP/Trade UK	887.96
12/05/2021	B&MSUPP	B&M Supplies LTD	Plumbing Merchant	Same Day Payment	FP/B&M Supplies	792.44
12/05/2021	ALSFTIMB	Alsford Timber Ltd	Timber Merchant	Same Day Payment	FP/Alsford Timber	795.85
12/05/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D Body	840.00
12/05/2021	DOR2DOR	Helm Enterprise Solutions Ltd T/	Magazine Delivery	Same Day Payment	FP/Dor2Dor	500.00
12/05/2021	HIGHSPEE	High Speed Training Ltd	Training	Same Day Payment	FP/High Speed Training	120.00
12/05/2021	ERNEDOE	Ernest Doe & Sons Ltd	Equipment / Machinery	Same Day Payment	FP/Ernest Jones	340.50
12/05/2021	REXEL	Rexel	Electrical Supplier	Same Day Payment	FP/Rexel	408.81
12/05/2021	ELDIRECT	EL Direct LTD	Electrical / Light Bulbs	Same Day Payment	FP/EL Direct	18.00
12/05/2021	THAMOLY	Thames Water Utilities Ltd	Water Survey	Same Day Payment	FP/Thames Water	59.76
12/05/2021	TUDORENV	Tudor Environmental	Agricultural/Horticultural	Same Day Payment	FP/Tudor Environmental	345.36
12/05/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	90.69
13/05/2021	MILLERDJ	David Miller Insurance	Insurance Services	Same Day Payment	FP/David Miller Ins Brokers	1,199.60
13/05/2021	CAME100	Came and Company	Insurance	Same Day Payment	FP/Came & Co	1,777.01
13/05/2021	CHARLES	Charles Wilson Engineers Limite	Equipment Hire	Same Day Payment	FP/Charles Wilson Engineers	2,846.80
13/05/2021	CLEAWIPE	Clean Wipes	Cleaning Products Supplier	Same Day Payment	FP/Clean Wipes	51.96
13/05/2021	CPC	Complete Pool Contracts	Pool Chemicals	Same Day Payment	FP/CPC	408.17
13/05/2021	GODFREYS	Godfreys Lawn and TurfCare	Horticultural Goods	Same Day Payment	FP/Godfreys	274.68
13/05/2021	ISECURE1	iSecure Ltd	Security & Alarm Contractor	Same Day Payment	FP/iSecure	1,471.20
13/05/2021	KCC100	Kent County Council	Stationery	Same Day Payment	FP/KCC	246.12
13/05/2021	LAMPS	Lamps & Tubes Illuminations Ltc	Christmas Lights	Same Day Payment	FP/Lamps & Tubes	968.22
13/05/2021	LOCKTOOL	Locks 'N' Tools Ltd	Keys / Padlocks	Same Day Payment	FP/Locks n Tools	49.98
13/05/2021	NIVEKCAT	Nivek Catering Supplies Ltd	Gate Security	Same Day Payment	FP/Nivek	180.72
13/05/2021	PLANDAY	Planday Limited	Staff Scheduling	Same Day Payment	FP/Planday	207.90

Monthly Finances (I)

13/05/2021	SPORTSB	Sports Booker	Booking System Software	Same Day Payment	FP/Sports Booker	55.09
13/05/2021	PROVNURS	Provender Nurseries	Horticulture	Same Day Payment	FP/Provender	95.51
13/05/2021	SELCO	Selco Trade Centres Ltd	Builders Merchant	Same Day Payment	FP/Selco	51.58
13/05/2021	SLCC	Society of Local Council Clerks	Local Council Subscription	Same Day Payment	FP/SLCC	379.00
13/05/2021	SSE	South East Employers	Councillor Training	Same Day Payment	FP/SSE	118.80
13/05/2021	WATLING	Watling Tyres	Vehicle Parts	Same Day Payment	FP/Watling Tyres	80.00
13/05/2021	WEATHFEN	Weatherley Fencing Contractors	Fencing Supplier	Same Day Payment	FP/Weatherley Fencing	44.16
13/05/2021	ZURICH	Zurich Municipal	Insurance	Same Day Payment	FP/Zurich	201.60
13/05/2021	LEISBOAT	Leisure Boat UK	Park Leisure Equipment	Same Day Payment	FP/Leisure Boats	785.20
14/05/2021	Payroll	Payroll	Payroll Mth2	BACS	Payroll Mth2	46,988.01
14/05/2021	Payroll	Payroll	PAYE Mth2	BACS	PAYE Mth2	4,493.20
14/05/2021	Payroll	Payroll	NI Mth2	BACS	NI Mth2	7,374.61
14/05/2021	Payroll	Payroll	AtoE Mth2	BACS	AtoE Mth2	18.03
14/05/2021	Payroll	Payroll	Pension Mth2	BACS	Pension Mth2	8,285.11
17/05/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	43.61
17/05/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	55.85
17/05/2021	Toni Roast	TR PC Receipts	Stationery	Same Day Payment	FP/Toni Roast	14.58
17/05/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	4,350.15
17/05/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,022.85
17/05/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,021.00
17/05/2021	IMAGRAP	Image Group Ltd	Sings Supplies	Same Day Payment	FP/Image Group	42.00
17/05/2021	NOYPICHE	NoypiChef	Kitchen Hiree	Same Day Payment	FP/NoypiChef	116.42
17/05/2021	SAGE100	Sage (UK) Ltd	Accounting Software	Direct Debit	DD/Sage	128.95
17/05/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	46.78
17/05/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	52.20
17/05/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	193.44
17/05/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	472.65
17/05/2021	BOOKER	Booker Limited	Wholesaler	Direct Debit	DD/Booker	97.36
19/05/2021	EETMOB	EE & T Mobile	Mobile Phone	Direct Debit	DD/EE	31.96
19/05/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	72.66
19/05/2021	PENINSUL	Peninsula Business Services	HR Consultants	Direct Debit	DD/Peninsula	276.28
19/05/2021	BGAS8560	BGas Elec - Swanley Park	Utility Provider	Direct Debit	DD/BGas	1,177.25
20/05/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	76.37
20/05/2021	MAISONM	Maison Maurice Ltd	Drinks Supplier	Direct Debit	DD/Maison Maurice	3,855.99
20/05/2021	BGAS8496	BGas Elec - Oaks Communal	Utility Provider	Direct Debit	DD/BGas	17.97
21/05/2021	NOYPICHE	NoypiChef	Kitchen Hiree	Same Day Payment	FP/NoypiChef	251.89
24/05/2021	Peninsula Business	Peninsula Business	HR Advice	Direct Debit	DD/Peninsula Business	455.68
24/05/2021	TOTGAS1	Total Gas & Power (Civic)	Utility Provider	Direct Debit	DD/Total Gas	5,521.41
24/05/2021	TOTGASP	Total Gas & Power Ltd (Alex)	Utility Provider	Direct Debit	DD/Total Gas	500.00
24/05/2021	TOTGAS2	Total Gas & Power Ltd (Oly)	Utility Provider	Direct Debit	DD/Total Gas	2,996.45
24/05/2021	BNPPARIB	BNP Paribas Leasing Sols	Equipment Leasing	Direct Debit	DD/BNP Paribas	318.71
24/05/2021	XINTEL	XLN Telecom	Telecoms & Broadband	Direct Debit	DD/XLN	57.53
25/05/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	43.95
25/05/2021	BOC100	BOC Ltd	Suremix/Gas Supply	Direct Debit	DD/BOC	106.04
26/05/2021	SCOTTPIC	Scott Pickering Electrical	Electrician	Same Day Payment	FP/Scott Pickering Electrical	1,959.29
26/05/2021	VEOLIA	Veolia	Waste Disposal / Recycling	Same Day Payment	FP/Veolia	2,299.90
26/05/2021	SMITHJ	Jamie Smith	Tractor Repairs	Same Day Payment	FP/J Smith Mechanics	2,990.00
26/05/2021	TLCDIREC	TLC Online	Website / Advertising	Same Day Payment	FP/TLC Online	431.03
26/05/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D.Body	420.00
26/05/2021	COMMUNI	Community Land Use	Neighbourhood Plan	Same Day Payment	FP/Communtly Land Use	600.00
26/05/2021	DARPRINT	Darenth Print and Design Ltd	Banners / Posters	Same Day Payment	FP/Darenth Print	162.00
26/05/2021	WEATHFEN	Weatherley Fencing Contractors	Fencing Supplier	Same Day Payment	FP/Weatherley Fencing	130.59
26/05/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	189.54
27/05/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	52.13
27/05/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	59.00
28/05/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	39.00

172,655.89

Summary

Month	Payment Method	Amount
May-21	Cheque	0.00
	BACS	67,158.96
	Direct Debit	32,591.68
	Same Day Payment (Electronic)	72,454.62
	Internal Entry (Offset)	336.83
	Bank Entry	113.80
		<u>172,655.89</u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Payments Out: June 2021

Date	A/c	Payee	Description	Payment Method	Ref	Amount
01/06/2021	GB PC Receipts	George Brooker	Paper Bags	Same Day Payment	FP/George Brooker	19.81
01/06/2021	GB PC Receipts	George Brooker	Duck Feed	Same Day Payment	FP/George Brooker	27.40
01/06/2021	GB PC Receipts	George Brooker	Face Masks	Same Day Payment	FP/George Brooker	44.95
01/06/2021	GB PC Receipts	George Brooker	Corner Protectors	Same Day Payment	FP/George Brooker	23.96
01/06/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	46.30
01/06/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	37.79
01/06/2021	ROBBIN	Robbin Group	Sports Equipment	Same Day Payment	FP/Robbin Group	335.40
01/06/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	59.00
01/06/2021	LEXAUTO	Lex Autolease	Vehicle Leasing	Direct Debit	DD/Lex Auto	411.30
02/06/2021	DVLA	DVLA	LV13SNK	Direct Debit	DD/DVLA	24.09
02/06/2021	Siemens	Siemens	CCTC - Swanley Park	Direct Debit	DD/Siemens	900.00
02/06/2021	Siemens	Siemens	CCTV - Swanley Park	Direct Debit	DD/Siemens	131.96
02/06/2021	NOYPICHE	Noypichief	Olympic Catering	Same Day Payment	FP/Noypichief	513.68
02/06/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	133.63
03/06/2021	DVLA	DVLA	CK60UKF	Direct Debit	DD/DVLA	24.09
03/06/2021	BGAS6000	BGas Elec - Civic	Utility Provider	Direct Debit	DD/BGas	72.68
03/06/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	39.00
03/06/2021	EMS	Elavon Merchant Services	PDQ Machines	Direct Debit	DD/EMS	551.22
04/06/2021	Covid-19	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	68.52
04/06/2021	BGAS8560	BGas Elec - Swanley Park	Utility Provider	Direct Debit	DD/BGas	2,004.66
04/06/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D Body	840.00
04/06/2021	LEISUREM	Leisurematic Ltd	Coin Operated Machines	Same Day Payment	FP/Leisurematic	755.30
04/06/2021	WATSONS	Watson Fuels	Gas Oil	Same Day Payment	FP/Watson Fuels	404.61
04/06/2021	1STACESE	1st Ace Security Ltd	Barrier Maintenance	Same Day Payment	FP/1st Ace Security	264.00
04/06/2021	ANGELTRN	Cheryl Parkes	Fire Marshal & First Aid Training	Same Day Payment	FP/Angel Training	350.00
07/06/2021	Yell	Yell	Website	Direct Debit	DD/Yell	43.20
07/06/2021	Barclays	Barclays	Commission	Bank Entry	Bank Entry	254.25
07/06/2021	CASTL760	Castle Water Limited	Utility Provider	Direct Debit	DD/Castle Water	5.00
07/06/2021	TELGUARD	Telguard Telecom	Door Security	Direct Debit	DD/Telguard	6.34
07/06/2021	STMARKS	St Mark's Foundation	Charity	Same Day Payment	FP/St Mark's Foundation	3,321.00
07/06/2021	HIKENT	Hi-Kent	Charity	Same Day Payment	FP/Hi Kent	3,321.00
07/06/2021	SEVDIST	Sevenoaks District Council	SDC - Garden Waste Sacks	Same Day Payment	FP/SDC	1,400.00
07/06/2021	TRADEUK	Trade UK Account	Tools / Consumables	Same Day Payment	FP/Trade UK	1,340.03
07/06/2021	ZURICH	Zurich Municipal	Insurance	Same Day Payment	FP/Zurich Municipal	22,661.22
07/06/2021	G&BSERVI	G&B Services	Plumbing Engineers	Same Day Payment	FP/G&B Services	468.00
07/06/2021	DYNAMIX	Mr S Gadd	DJ - Venues	Same Day Payment	FP/Dynamix	175.00
07/06/2021	SCOTTPIC	Scott Pickering Electrical	Electrician	Same Day Payment	FP/Scott Pickering	480.00
07/06/2021	FIREACT	Fire Action Ltd	Fire Safety Assessment	Same Day Payment	FP/Fire Action	370.80
07/06/2021	ALLIEDT	Allied Technical Services (UK) Ltd	IT Support	Same Day Payment	FP/ATS	806.90
08/06/2021	TV Licence	TV Licence	TV Licence	Direct Debit	DD/TV Licence	13.37
08/06/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	37.46
09/06/2021	SAFEFENC	Safe Fence	Barrier Controls	Same Day Payment	FP/Safe Fence Ltd	2,094.00
09/06/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	80.02
09/06/2021	BGAS8522	BGas Elec - Ablutions St Mary's	Utility Provider	Direct Debit	DD/BGas	111.47
09/06/2021	BGAS8419	BGas Elec - Alexandra	Utility Provider	Direct Debit	DD/BGas	230.89
09/06/2021	BGAS8456	BGas Elec - The Olympic	Utility Provider	Direct Debit	DD/BGas	1,048.42
10/06/2021	ELAS	ELAS	HR Support	Direct Debit	DD/ELAS	239.76
10/06/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	179.14
10/06/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	43.76
10/06/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	92.00
10/06/2021	BARCLAYS	Barclays	Barclays Bank	Direct Debit	DD/Barclays	38.00
10/06/2021	MANN	Mann (Swanley)	Letting Agent	Internal Entry	Internal Entry	140.83
11/06/2021	RH PC Receipts	Ryan Hayman	Line Marker and Stencil	Same Day Payment	FP/Ryan Hayman	21.08
11/06/2021	RH PC Receipts	Ryan Hayman	Land Registry	Same Day Payment	FP/Ryan Hayman	6.00
11/06/2021	NOYPICHE	Noypichief	Olympic Catering	Same Day Payment	FP/Noypichief	136.38
11/06/2021	B&MSUPP	B&M Supplies LTD	Plumbing Merchant	Same Day Payment	FP/B&M Supplies	37.16
11/06/2021	WDCKENT	WDC Kent	Doors & Windows	Same Day Payment	FP/WDC Kent	1,540.00
11/06/2021	WICKPLAY	Wick Steed Playgrounds	Playground Equipment	Same Day Payment	FP/Wicksteed	1,150.97
11/06/2021	ISECURE1	iSecure Ltd	Security & Alarm Contractor	Same Day Payment	FP/iSecure	2,772.00
11/06/2021	GODFREYS	Godfreys Lawn and TurfCare	Horticultura Machinery	Same Day Payment	FP/Godfeys	4,465.07
11/06/2021	SELCO	Selco Trade Centres Ltd	Builders Merchant	Same Day Payment	FP/Selco	6.55
11/06/2021	COMMUNI	Community Land Use	Neighbourhood Plan	Same Day Payment	FP/Comunity Land	800.00
11/06/2021	DARPRINT	Darenth Print and Design Ltd	Banners / Posters	Same Day Payment	FP/Darenth Print	108.00
11/06/2021	FLEETLIN	Fleet Line Markers Ltd	Pitch Makr Paint	Same Day Payment	FP/Fleet Line	91.68
11/06/2021	LOCKTOOL	Locks 'N' Tools Ltd	Keys / Padlocks	Same Day Payment	FP/Locks n Tools	30.00
11/06/2021	SPORTSB	Sports Booker	Booking System Software	Same Day Payment	FP/Sports Booker	42.45

Monthly Finances (I)

11/06/2021	REXEL	Rexel	Electrical Supplier	Same Day Payment	FP/Rexel	28.15
11/06/2021	CEF	CEF	Electrical	Same Day Payment	FP/CEF	56.30
11/06/2021	SEVDIST	Sevenoaks District Council	SDC - Garden Waste Sacks	Same Day Payment	FP/SDC	700.00
11/06/2021	TUDORENV	Tudor Environmental	Agricultural/Horticultural	Same Day Payment	FP/Tudor Environmental	480.80
11/06/2021	ALSFTIMB	Alsford Timber Ltd	Timber Merchant	Same Day Payment	FP/Alsofrd Timber	47.13
11/06/2021	MMMMEDIA	MMM Media Ltd	Advertising	Same Day Payment	FP/MMM Media	300.00
11/06/2021	VIKING	Office Depot International (UK)	Office Stationery	Same Day Payment	FP/Office Depot	219.52
11/06/2021	HIGHSPEE	High Speed Training Ltd	Training	Same Day Payment	FP/High Speed Training	1,262.40
11/06/2021	SPECIAL	Specialst Lift Services	Lift Engineers	Same Day Payment	FP/Specialist Lift Services	135.00
11/06/2021	ORCHARDF	Orchard Fencing Ltd	Timber Merchant	Same Day Payment	FP/Orchard Fencing	103.50
11/06/2021	CLEAWIPE	Clean Wipes	Cleaning Products Supplier	Same Day Payment	FP/Clean Wipes	90.29
11/06/2021	CHARLES	Charles Wilson Engineers Limite	Equipment Hire	Same Day Payment	FP/Charles Wilson	51.96
11/06/2021	PHE	Public Health England	Public Health England	Same Day Payment	FP/PHE	23.10
11/06/2021	SAFETYS	Safety Signs	Safety Signs	Same Day Payment	FP/Safety Signs	114.36
11/06/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D Body	840.00
14/06/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	34.25
14/06/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	51.53
14/06/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	50.00
14/06/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	506.77
14/06/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	54.00
14/06/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	198.84
14/06/2021	BGAS8475	BGas Elec - Tennis Courts	Utility Provider	Direct Debit	DD/BGas	207.11
14/06/2021	OVERLINE	Overline	Telecoms & Broadband	Direct Debit	DD/Overline	46.78
15/06/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	4,350.15
15/06/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,022.85
15/06/2021	SDC	SDC	Business Rates	Direct Debit	DD/SDC	3,021.00
15/06/2021	Macquairie	Macquairie	Telecoms Leasing	Direct Debit	DD/Macquairie	1,098.91
15/06/2021	Payroll	Payroll	PayrollMth3	BACS	PayrollMth3	45,253.39
15/06/2021	Payroll	Payroll	PAYEMth3	BACS	PAYEMth3	4,085.00
15/06/2021	Payroll	Payroll	ERNIMth3	BACS	ERNIMth3	7,294.38
15/06/2021	Payroll	Payroll	AtoEMth3	BACS	AtoEMth3	20.44
15/06/2021	Payroll	Payroll	PensionMth3	BACS	PensionMth3	8,046.79
15/06/2021	BOOKER	Booker Limited	Wholesaler	Direct Debit	DD/Booker	143.06
16/06/2021	TR PC Receipts	Toni Roast	Vehicle Part	Same Day Payment	FP/Toni Roast	17.59
16/06/2021	TR PC Receipts	Toni Roast	Flre Alm Alert Systeme	Same Day Payment	FP/Toni Roast	159.92
16/06/2021	TR PC Receipts	Toni Roast	5nr Poppies	Same Day Payment	FP/Toni Roast	48.94
16/06/2021	TR PC Receipts	Toni Roast	Councillors Cards	Same Day Payment	FP/Toni Roast	16.00
16/06/2021	TR PC Receipts	Toni Roast	Dog Waste Signs	Same Day Payment	FP/Toni Roast	14.99
16/06/2021	GB PC Receipts	George Brooker	Duck Feed	Same Day Payment	FP/George Brooker	48.00
16/06/2021	GB PC Receipts	George Brooker	Duck Feed	Same Day Payment	FP/George Brooker	17.29
16/06/2021	GB PC Receipts	George Brooker	Pool Chemicals	Same Day Payment	FP/George Brooker	230.00
16/06/2021	JERSEYS1	Simon Jersey	Uniforms	Same Day Payment	FP/Simon Jerseyh	181.00
16/06/2021	SAFELINC	Safety Lincs	Fire Safety	Same Day Payment	FP/Safetylincs	294.44
16/06/2021	SAGE100	Sage (UK) Ltd	Accounting Software	Direct Debit	DD/Sage	128.95
16/06/2021	BGAS8560	BGas Elec - Swanley Park	Utility Provider	Direct Debit	DD/BGas	2,268.18
16/06/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/AllStar	92.08
18/06/2021	Tegan Law	Tegan Law	Payroll	Same Day Payment	FP/Tegan Law	22.06
18/06/2021	NOYPICHE	NoypiChef	Olympic Catering	Same Day Payment	FP/NoypiChef	153.60
21/06/2021	Sonyer Ellard	Sonyer Ellard	Covid-19	Same Day Payment	FP/Sonyer Ellard	71.14
21/06/2021	RH PC Receipts	Ryan Hayman	Land Reg Fees	Same Day Payment	FP/Ryan Hayman	42.00
21/06/2021	Covid-19	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	48.27
21/06/2021	IMAGRAP	Image Group Ltd	Banners/ Signs	Same Day Payment	FP/Image Group	24.00
21/06/2021	GELLIS	Gordon Ellis & Co	Horticultural	Same Day Payment	FP/Gordon Ellis & Co	60.00
21/06/2021	LEISBOAT	Leisure Boat UK	Park Leisure Equipment	Same Day Payment	FP/Leisure Boat	179.94
21/06/2021	EETMOB	EE & T Mobile	Mobile Phone	Direct Debit	DD/EE	31.34
21/06/2021	PENINSUL	Peninsula Business Services	HR Consultants	Direct Debit	DD/Peninsula Business	276.28
21/06/2021	BGAS8496	BGas Elec - Oaks Communal	Utility Provider	Direct Debit	DD/BGas	12.73
22/06/2021	DD/Propel	Franking Machine	Franking Machine	Direct Debit	DD/Propel	494.04
22/06/2021	Elaine Morley	Elaine Morley	3nr Petrol Blowers	Same Day Payment	FP/Elaine Morley	100.00
22/06/2021	Mayor of Dartford	Mayor of Dartford	2nr Tickets	Same Day Payment	FP/Mayor of Dartford	20.00
22/06/2021	SDC	SDC	2nr Tickets	Same Day Payment	FP/SDC	60.00
22/06/2021	PEAC	PEAC	PEAC Leasing Finance	Direct Debit	DD/PEAC	2,775.60
22/06/2021	MAISONM	Maison Maurice Ltd	Drinks Supplier	Direct Debit	DD/Maison Maurice	2,486.88
22/06/2021	XINTEL	XLN Telecom	Telecoms & Broadband	Direct Debit	DD/XLN	57.53
22/06/2021	HIGHSPEE	High Speed Training Ltd	Training	Same Day Payment	FP/Hish Speed Training	72.00
23/06/2021	KK PC Receipts	Kerina Keir	Hanging Baskets	Same Day Payment	FP/K Keir	74.85
23/06/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Same Day Payment	FP/AlStar	92.48
24/06/2021	Peninsula Business	Peninsula Business	HR Advice	Direct Debit	DD/Peninsula Business	455.68
24/06/2021	ROBBIN	Robbin Group	Sports Equipment	Same Day Payment	FP/Robbin Group	97.80
24/06/2021	TREEHOUS	Tree House Training	Grounds Machinery Training	Same Day Payment	FP/Treehouse Training	170.20
24/06/2021	D.BODY	D.Body Ltd	Sewage Removal	Same Day Payment	FP/D Body	840.00
24/06/2021	SUBLIME	Sublime Science	1812 Performance	Same Day Payment	FP/Sublime Science	345.60
24/06/2021	NONSTOP	Non Stop Kids	Children's Entertainer	Same Day Payment	FP/Non Stop Kids	199.00
24/06/2021	CENTCIRC	Centre Circle Event Managemen	Security Staffing	Same Day Payment	FP/Centre Circle	979.20
24/06/2021	NOYPICHE	NoypiChef	Olympic Catering	Same Day Payment	FP/NoypiChef	430.64
24/06/2021	FASTSIGN	Fastsigns	Advertising Supplies	Same Day Payment	FP/Fast Signs	1,836.48
25/06/2021	BOC100	BOC Ltd	Suremix/Gas Supply	Direct Debit	DD/BOC	106.04
28/06/2021	PROPMED	Propmedia Ltd	Rental Fees	Internal Entry	Internal Entry	59.00
29/06/2021	Shanmugum	Shanmugum	Covid-19	Same Day Payment	FP/Shanmugum	62.77

Monthly Finances (!)

29/06/2021	MDSLEISU	MDS Leisure	Soft Play Equipment	Same Day Payment	FP/MDS Leisure	7,766.69
29/06/2021	VEOLIA	Veolia	Waste Disposal / Recycling	Same Day Payment	FP/Veolia	2,351.98
29/06/2021	ALLIEDT	Allied Technical Services (UK) Lt	IT Support	Same Day Payment	FP/ATS	806.90
29/06/2021	PLANDAY	Planday Limited	Staff Scheduling	Same Day Payment	FP/Planday	207.90
29/06/2021	TLCDIREC	TLC Online	Website / Advertising	Same Day Payment	FP/TLC Online	160.00
30/06/2021	ALLSTARF	Allstar Business Solutions Ltd	Fuel Card	Direct Debit	DD/All Star	181.80
						<u>167,960.11</u>

Summary

Month	Payment Method	Amount
Jun-21	Cheque	0.00
	BACS	64,700.00
	Direct Debit	28,401.60
	Same Day Payment (Electronic)	74,256.43
	Internal Entry (Offset)	347.83
	Bank Entry	254.25
		<u>167,960.11</u>

Chairman of Finance Committee**Signature****Date****Responsible Financial Officer****Signature****Date**

Swanley Town Council



Bank Reconciliation: 30 April 2021

Bank Statement Balance:	Current Account	402,188.54		
				<u>402,188.54</u>
Other Bank & Cash Accounts:	Active Saver	140.36		
	Mayor's Account	3,734.00		
	Recreation Account	5,371.95		
	CCLA	253,462.24		
	Alexandra Cash Account	-		
	Olympic Cash Account	2,083.55		
	Link Cash Account	-		
	Civic Cash Account	-		
	Swanley Park Cash Account	9,935.49		
				<u>274,727.59</u>
				<u><u>676,916.13</u></u>
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>	
			-	
			-	
			-	
				<u>-</u>
				<u><u>676,916.13</u></u>
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>	
	30/04/2021	Civic to Bank	45.37	
	30/04/2021	Olympic to Bank	415.10	
	28/04/2021	Link to Bank	53.20	
	29/04/2021	Link to Bank	86.60	
	28/04/2021	Park to Bank	10.00	
	30/04/2021	Link to Bank	167.80	
	30/04/2021	Park to Bank	21.50	
	30/04/2021	Park to Bank	24.00	
	29/04/2021	Park to Bank	1.50	
	29/04/2021	Park to Bank	7.00	
				<u>832.07</u>
				<u><u>677,748.20</u></u>
Closing Book Balance:	Current Account	403,020.61		
	Other Bank & Cash Accounts	274,727.59		
				<u>677,748.20</u>
				<u><u>-</u></u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Monthly Finances (H)

31/05/2021	Park to Bank	69.00
31/05/2021	Park to Bank	83.00
31/05/2021	Park to Bank	112.00
31/05/2021	Park to Bank	182.50
31/05/2021	Park to Bank	769.00

5,387.01

614,626.69

Closing Book Balance:

Current Account	335,988.45
Other Bank & Cash Accounts	278,638.24

614,626.69

-

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Bank Reconciliation: 30 June 2021

Bank Statement Balance:	Current Account	276,490.01		
				<u>276,490.01</u>
Other Bank & Cash Accounts:	Active Saver	140.36		
	Mayor's Account	3,734.00		
	Recreation Account	5,371.95		
	CCLA	270,910.14		
	Alexandra Cash Account	200.00		
	Olympic Cash Account	767.08		
	Link Cash Account	-		
	Civic Cash Account	-		
	Swanley Park Cash Account	14,691.66		
				<u>295,815.19</u>
				<u><u>572,305.20</u></u>
Unpresented Payments:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>	
			-	
			-	
			-	
				<u>-</u>
				<u><u>572,305.20</u></u>
Unpresented Receipts:	<u>Date</u>	<u>Ref</u>	<u>Amount</u>	
	30/06/2021	Civic to Bank	927.50	
	30/06/2021	Olympic to Bank	665.57	
	29/06/2021	S Park to Bank	92.00	
	29/06/2021	S Park to Bank	133.50	
	28/06/2021	Park to Bank	61.70	
	29/06/2021	Link to Bank	156.00	
	29/06/2021	Park to Bank	7.00	
	30/06/2021	Link to Bank	60.10	
	30/06/2021	Park to Bank	15.01	
	30/06/2021	Park to Bank	62.00	
				<u>2,180.38</u>
				<u><u>574,485.58</u></u>
Closing Book Balance:	Current Account	278,670.39		
	Other Bank & Cash Accounts	295,815.19		
				<u>574,485.58</u>
				<u><u>-</u></u>

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date