

Swanley Town Council

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

Tel: 01322 611663

www.swanleytowncouncil.gov.uk

POLICY AND FINANCE

MINUTES

Wednesday 19th July 2017

Present: Chair Cllr M Horwood, Cllr L Dyball, Cllr R Morris,
Cllr M Hogg, Cllr T Searles, Cllr V Southern

Also Present: Cllr L Ball, Cllr J Barnes, Cllr P Darrington, Cllr E Komolafe

Officers: CEO Steve Nash,
RFO Steve Innes
Estates & Facilities Manager Dan Sutton
Democratic Services Officer Barb Playfoot
Democratic Services Officer Kirstie Hall

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

None Received

3. MINUTES OF THE PREVIOUS MEETING

To approve as correct the Minutes of the Meeting held on Wednesday 21st June 2017
AGREED

4. TO RECEIVE THE MONTHLY FINANCES

The RFO took several questions regarding the reports. Following a discussion on the Debtors/Creditors report Cllr Morris recommended that due to the historic debts and amount now owed, Grace Community Church pay their rent arrears by the end of August 2017 if this has not been settled they will not have the use of the Alexandra Suite from September 2017 onwards. Cllr Morris also recommended that the electricity meter for the tennis courts is read prior to the floodlights being switched on and again when they are switched off to measure the electricity consumption.

RESOLVED: To accept reports A/B/C/D/E/F

RESOLVED: To accept recommendations made by Cllr Morris

CONFIDENTIAL ITEM: Exclusion of Press and Public

To consider whether the press and public should be excluded from the meeting during the consideration of any items of business on the agenda

Resolved that the press and public be excluded from the meeting during the consideration of Item 5 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)(information relating to an individual and information relating to finance/business affairs of particular persons)

N.B. There were no members of the press present at the meeting, the public left the meeting

5. TO CONFIRM THE APPOINTMENT OF AGENTS FOR SALE OF THE WOODLANDS

To agree the recommendation from the Leadership Group to appoint Savills as the agents.

Noted Cllr Morris voted against the recommendation

AGREED: The recommendation from the Leadership group to appoint Savills as the agents.

Date of the Policy & Finance Meeting

20th September 2017

MEETING CLOSED AT 08.38 pm

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

Committee Members:

(Chair) Cllr Horwood, (Vice Chair) Cllr Southern, Cllr Morris, Cllr Dyball, Cllr T Searles, Cllr M Hogg

Swanley Town Council: Overall

YTD Summary

Income

Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18 ##	YTD	Forecast	Indicator
4000	Precept	539,867.00	269,934.00	-	-	-	-	-	-	-	-	-	-	-	269,934.00	539,867.00	-
4033	Community Infrastructure Levy		106,180.00														
4005	Rent - Oaks Clinic		49,890.00	-	-	-	-	-	-	-	-	-	-	-	49,890.00	-	-
4006	Rent - Cafe in the Park		6,000.00	-	13,000.00	-	-	-	-	-	-	-	-	-	19,000.00	-	-
4007	Rent - Swanley Park		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4008	Rent - Swanley New Barn Railway		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4009	Rent - 10 Station Road		687.50	-	-	-	-	-	-	-	-	-	-	-	687.50	-	-
4010	Rent - Ice Cream Van		5,000.00	-	5,000.00	-	-	-	-	-	-	-	-	-	10,000.00	-	-
4011	Rent - Pedham Farm		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4012	Rent - Golf Range		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4013	Rent - Bowls Club		-	-	5,000.00	-	-	-	-	-	-	-	-	-	5,000.00	-	-
4015	Rent - Flat at Olympic Centre		700.00	700.00	700.00	-	-	-	-	-	-	-	-	-	2,100.00	-	-
4020	Allotments		22.50	33.75	11.25	-	-	-	-	-	-	-	-	-	67.50	-	-
4021	Dog Bin Emptying		390.00	-	-	-	-	-	-	-	-	-	-	-	390.00	-	-
4022	Solar Panel Income		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4025	Black Refuse Bags		111.25	251.25	520.00	-	-	-	-	-	-	-	-	-	882.50	-	-
4026	White Refuse Bags		40.84	71.66	137.09	-	-	-	-	-	-	-	-	-	249.59	-	-
4027	Brown Refuse Bags		1,425.87	1,305.00	2,090.00	-	-	-	-	-	-	-	-	-	4,820.87	-	-
4028	Photocopying		3.54	-	-	-	-	-	-	-	-	-	-	-	3.54	-	-
4029	Radar Keys		2.50	-	-	-	-	-	-	-	-	-	-	-	2.50	-	-
4031	SDC Link Service Contract		13,824.77	-	-	-	-	-	-	-	-	-	-	-	13,824.77	-	-
4032	1812 Event		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4034	Firework Night		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4035	Sevenoaks District Council		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4036	Markets		33.32	216.66	333.33	-	-	-	-	-	-	-	-	-	583.31	-	-
4037	Armed Forces Day		29.17	16.67	49.99	-	-	-	-	-	-	-	-	-	95.83	-	-
4100	Bar Income		9,046.88	11,422.56	20,381.60	-	-	-	-	-	-	-	-	-	40,851.04	-	-
4105	Catering Income		7,618.73	9,465.15	14,234.26	-	-	-	-	-	-	-	-	-	31,318.14	-	-
4110	Equipment Hire		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4115	Function Package Revenue		3,410.02	5,365.85	11,476.69	-	-	-	-	-	-	-	-	-	20,252.56	-	-
4120	Conference Lettings Revenue		8,872.18	6,403.77	6,477.09	-	-	-	-	-	-	-	-	-	21,753.04	-	-
4125	Party Night Revenue		300.00	1,084.62	264.99	-	-	-	-	-	-	-	-	-	1,649.61	-	-
4130	Party Function Revenue		787.50	787.50	962.50	-	-	-	-	-	-	-	-	-	2,537.50	-	-
4500	Senior Passport to Leisure Revenue		2,540.08	3,985.42	585.83	-	-	-	-	-	-	-	-	-	7,111.33	-	-
4600	Outdoor Event Revenue		119.00	3,281.00	1,190.83	-	-	-	-	-	-	-	-	-	4,590.83	-	-
4605	Court Lettings		148.00	1,121.77	6.50	-	-	-	-	-	-	-	-	-	1,276.27	-	-
4606	Changing Rooms		-	234.30	-	-	-	-	-	-	-	-	-	-	234.30	-	-
4607	Floodlight Revenue		-	224.00	-	-	-	-	-	-	-	-	-	-	224.00	-	-
4608	Football Pitches		-	178.94	-	-	-	-	-	-	-	-	-	-	178.94	-	-
4609	Snooker Income		561.01	545.09	339.27	-	-	-	-	-	-	-	-	-	1,445.37	-	-
4700	Rowing		1,488.32	854.16	829.59	-	-	-	-	-	-	-	-	-	3,172.07	-	-
4701	Pedalos		5,325.42	4,926.24	5,676.66	-	-	-	-	-	-	-	-	-	15,928.32	-	-
4702	Canoeing		482.09	237.91	299.57	-	-	-	-	-	-	-	-	-	1,019.57	-	-

Monthly Finances (a)

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>##</u>	<u>YTD</u>	<u>Forcast</u>	<u>Indicator</u>
4703	Golf		1,063.05	575.00	757.90	-	-	-	-	-	-	-	-	-	-	2,395.95	-	-
4704	Tree Trek		1,739.78	524.41	1,101.58	-	-	-	-	-	-	-	-	-	-	3,365.77	-	-
4705	Battery Bikes		45.00	5.00	-	-	-	-	-	-	-	-	-	-	-	50.00	-	-
4706	Dino Karts		36.66	291.67	336.67	-	-	-	-	-	-	-	-	-	-	665.00	-	-
4707	Deck Chairs		10.00	115.42	267.08	-	-	-	-	-	-	-	-	-	-	392.50	-	-
4708	Bouncy Castle		2,096.67	1,796.97	1,708.48	-	-	-	-	-	-	-	-	-	-	5,602.12	-	-
4709	Mini Boats		3.33	-	12.50	-	-	-	-	-	-	-	-	-	-	15.83	-	-
4710	Car Parking		10,861.05	5,673.70	6,295.70	-	-	-	-	-	-	-	-	-	-	22,830.45	-	-
4720	Childrens Party		187.50	329.99	241.66	-	-	-	-	-	-	-	-	-	-	759.15	-	-
4800	Town Crier Advertising Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4805	Swanley in Bloom - Sponsorship		9,045.01	463.34	62.50	-	-	-	-	-	-	-	-	-	-	9,570.85	-	-
4810	Sponsorship - General		-	-	9,300.00	-	-	-	-	-	-	-	-	-	-	9,300.00	-	-
4900	Investment Income		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4901	Royalties Received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4902	Commissions Received		63.19	96.64	102.48	-	-	-	-	-	-	-	-	-	-	262.31	-	-
4903	Insurance Claims		-	1,325.00	11,659.27	-	-	-	-	-	-	-	-	-	-	12,984.27	-	-
4904	Bank Refund		64.98	-	-	-	-	-	-	-	-	-	-	-	-	64.98	-	-
4998	Sale of Goods		-	500.00	-	-	-	-	-	-	-	-	-	-	-	500.00	-	-
4999	Other Income		66.67	70.83	-	-	-	-	-	-	-	-	-	-	-	137.50	-	-
		-	144,143.38	64,481.24	121,412.86	-	-	-	-	-	-	-	-	-	-	330,037.48	-	-

Swanley Town Council: Overall

YTD Summary

Expenditure																		
Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	##	YTD	Forecast	Indicator
5000	Street lighting		14.53	-	-	-	-	-	-	-	-	-	-	-		14.53	-	-
5001	Bar Purchases		3,115.33	3,060.41	4,870.33	-	-	-	-	-	-	-	-	-		11,046.07	-	-
5002	Catering Purchases		3,975.02	2,771.29	4,956.96	-	-	-	-	-	-	-	-	-		11,703.27	-	-
5005	Black Refuse Bags		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5006	White Refuse Bags		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5007	Brown Refuse Bags		1,300.00	1,300.00	2,600.00	-	-	-	-	-	-	-	-	-		5,200.00	-	-
5009	Other		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5010	Sporting Equipment Purchases		-	740.00	-	-	-	-	-	-	-	-	-	-		740.00	-	-
5011	Licenses		12.18	12.12	12.12	-	-	-	-	-	-	-	-	-		36.42	-	-
5012	Sales Commissions		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5020	Estates Equipment / Machinery		7,342.57	15,551.89	3,848.27	-	-	-	-	-	-	-	-	-		26,742.73	-	-
5021	Estates Equipment / Machinery Repairs		-	7,781.12	5,293.77	-	-	-	-	-	-	-	-	-		13,074.89	-	-
5030	Horticulture		201.64	74.93	1,568.00	-	-	-	-	-	-	-	-	-		1,844.57	-	-
5032	1812 Event		791.67	-	-	-	-	-	-	-	-	-	-	-		791.67	-	-
5033	Pantomime		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5034	Firework Night		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5035	Remembrance Day		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5036	Swanley in Bloom		380.00	410.50	16,820.00	-	-	-	-	-	-	-	-	-		17,610.50	-	-
5037	Xmas Day Party		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5038	Christmas Lights		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5039	Senior Passport to Leisure		1,533.67	3,575.00	1,296.67	-	-	-	-	-	-	-	-	-		6,405.34	-	-
5040	Mayor at Home		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5041	Armed Forces Day		-	-	550.00	-	-	-	-	-	-	-	-	-		550.00	-	-
5045	Function Expenditure		2,310.65	1,886.66	2,752.25	-	-	-	-	-	-	-	-	-		6,949.56	-	-
5100	Machinery Fuel		-	-	1,201.27	-	-	-	-	-	-	-	-	-		1,201.27	-	-
5101	Machinery Repairs and Renewals		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
5102	Event Equipment Repairs & Maintenance		41.75	396.31	39.67	-	-	-	-	-	-	-	-	-		477.73	-	-
6100	Agency Commission		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
6200	Website, Social Media and Marketing		39.98	39.98	357.33	-	-	-	-	-	-	-	-	-		437.29	-	-
6201	Advertising		259.00	552.88	1,416.62	-	-	-	-	-	-	-	-	-		2,228.50	-	-
6202	Gifts and Samples		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
6900	Miscellaneous Expenses		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
7000	Salaries		50,578.92	58,306.98	58,200.64	-	-	-	-	-	-	-	-	-		167,086.54	-	-
7001	Pension		6,132.94	6,338.78	6,350.84	-	-	-	-	-	-	-	-	-		18,822.56	-	-
7004	Wages - Casual		-	399.00	1,387.25	-	-	-	-	-	-	-	-	-		1,786.25	-	-
7006	Employers N.I.		3,592.99	3,375.37	3,818.69	-	-	-	-	-	-	-	-	-		10,787.05	-	-
7008	Recruitment Expenses		99.00	-	-	-	-	-	-	-	-	-	-	-		99.00	-	-
7097	Staff Suggestion Scheme		3,424.00	50.00	-	-	-	-	-	-	-	-	-	-		3,474.00	-	-
7099	Staff Expenses		180.00	48.30	708.49	-	-	-	-	-	-	-	-	-		936.79	-	-
7100	Rent for Link		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
7102	Water Rates		2,249.88	300.50	1,333.37	-	-	-	-	-	-	-	-	-		3,883.75	-	-
7103	General Rates		11,654.89	11,652.00	11,888.34	-	-	-	-	-	-	-	-	-		35,195.23	-	-

Monthly Finances (a)

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>##</u>	<u>YTD</u>	<u>Forecast</u>	<u>Indicator</u>
7814	Maintenance		130.00	-	41.90	-	-	-	-	-	-	-	-	-		171.90	-	-
7815	Children's Party		6.25	122.50	-	-	-	-	-	-	-	-	-	-		128.75	-	-
7816	Parking		-	170.95	-	-	-	-	-	-	-	-	-	-		170.95	-	-
7900	Bank Interest Paid		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
7901	Bank Charges		443.83	350.00	466.58	-	-	-	-	-	-	-	-	-		1,260.41	-	-
7903	Loan Interest Paid		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
7905	Credit Charges		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
8200	Donations		-	-	624.99	-	-	-	-	-	-	-	-	-		624.99	-	-
8201	Subscriptions		509.79	254.67	1,945.50	-	-	-	-	-	-	-	-	-		2,709.96	-	-
8202	Uniforms		259.90	-	16.66	-	-	-	-	-	-	-	-	-		276.56	-	-
8203	Training Costs		-	1,064.00	1,690.22	-	-	-	-	-	-	-	-	-		2,754.22	-	-
8204	Insurance		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
8205	Refreshments		-	-	-	-	-	-	-	-	-	-	-	-		-	-	-
		-	127,737.23	148,912.29	167,896.43	-	-	-	-	-	-	-	-	-		444,545.95	-	-

Swanley Town Council



Payments Out: June 2017

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Payment Method</u>	<u>Ref</u>	<u>Amount</u>
01/06/2017	Hudson	Damage Deposit Refund	Cheque	100553	350.00
01/06/2017	CFCORP10	CF Corporate Finance Ltd	Cheque	DD/CF Corporate	1,588.62
03/06/2017	DVLA	DVLA	Direct Debit	LC03 KJY	21.00
05/06/2017	Yell	Website	Direct Debit	Yell Website	146.79
05/06/2017	MANN	Mann (Swanley)	Internal Entry	Mann	109.21
06/06/2017	Clarke	SPTL Refund	Cheque	100555	62.00
06/06/2017	Barclays	Charges	Bank Entry	Charges	170.80
07/06/2017	ACTIVIA	Training	Cheque	027063	1,246.80
07/06/2017	ALSFTIMB	Alsford Timber Ltd	Cheque	027064	619.45
07/06/2017	ASTSEC	Astra Security Systems LTD	Cheque	027065	1,969.66
07/06/2017	BGAS8419	BGas Elec - Alexandra	Cheque	100556	712.87
07/06/2017	BGAS8436	BGas Elec - Woodlands	Cheque	100556	702.21
07/06/2017	BGAS8456	BGas Elec - The Olympic	Cheque	100556	1,020.98
07/06/2017	BHFGRAP	BHF Graphics Ltd	Cheque	027066	518.00
07/06/2017	BOURREFR	Bourne Refrigeration Ltd	Cheque	027067	145.80
07/06/2017	BRAKES10	Brakes Bros Ltd	Cheque	100557	1,143.35
07/06/2017	BURDEN	Burden Bros	Cheque	027068	18,000.00
07/06/2017	CAME100	Came and Company	Cheque	027069	27,241.51
07/06/2017	CASTL166	Castle Water Limited	Cheque	100558	367.71
07/06/2017	CENTCIRC	Centre Circle Event Management	Cheque	027070	168.00
07/06/2017	CHERRIPE	Cherry Ripe	Cheque	027071	220.94
07/06/2017	CLEAWIPE	Clean Wipes	Cheque	027072	122.33
07/06/2017	CPC	Complete Pool Contracts	Cheque	027073	511.42
07/06/2017	EQUIRECY	Equinox Recycling	Cheque	027074	1,757.82
07/06/2017	ERNEDOE	Ernest Doe & Sons Ltd	Cheque	027075	130.08
07/06/2017	KCC100	Kent County Council	Cheque	027076	77.04
07/06/2017	KCC100	Kent County Council	Cheque	100559	4,280.94
07/06/2017	KEIRALAN	Alan Keir	Cheque	027077	900.00
07/06/2017	KFF100	Kent Frozen Foods Ltd	Cheque	027078	244.79
07/06/2017	KINGSCOM	Kings Commercial Services	Cheque	027079	660.00
07/06/2017	LEBRETON	Le Breton Services	Cheque	027080	295.26
07/06/2017	LOCKTOOL	Locks 'N' Tools Ltd	Cheque	027081	89.56
07/06/2017	MATTCLAR	Matthew Clark Wholesale Ltd	Cheque	027082	3,019.46
07/06/2017	MECKADRI	Adrian Mecklenburgh Ltd	Cheque	027083	141.24
07/06/2017	MIPAY100	MI Payroll Services	Cheque	027084	262.85
07/06/2017	NISBET10	Nisbets	Cheque	027085	62.66
07/06/2017	NIVEKCAT	Nivek Catering Supplies Ltd	Cheque	027086	206.94
07/06/2017	NORMBUT	Norman's Butchers	Cheque	027087	199.62
07/06/2017	REDWING1	Redwing Coaches	Cheque	027088	1,575.00
07/06/2017	ROADSIGN	DHF Trading Ltd	Cheque	027089	28.20
07/06/2017	SEVDIST	Sevenoaks District Council	Cheque	027090	1,300.00
07/06/2017	STANNAH	Stannah	Cheque	027091	2,657.93
07/06/2017	TLCELEC	T.L.C Direct	Cheque	027092	11.88
07/06/2017	VOICECOM	Voicecom Ltd	Cheque	027094	957.00
07/06/2017	WPSINS	WPS Insurance Brokers & Risk Brokers	Cheque	027095	184.71
07/06/2017	CAME100	Came and Company	Cheque	027096	1,609.18
08/06/2017	TV Licence	TV Licence	Direct Debit	TV Licence	12.12
08/06/2017	TLCDIREC	TLC Online	Cheque	027097	552.88
08/06/2017	TLCDIREC	TLC Online	Cheque	027098	570.62
09/06/2017	Expenses	Dan Sutton	Cheque	100554	61.21
12/06/2017	Barclaycard	PDQ	Direct Debit	PDQ Machines	126.72

Monthly Finances (b)

12/06/2017	Barclaycard	PDQ	Direct Debit	PDQ Machines	128.18
12/06/2017	Barclaycard	PDQ	Direct Debit	PDQ Machines	40.88
12/06/2017	IMAGINE	Imagine Solutions	Cheque	027099	800.00
12/06/2017	ZEN100	Zen Internet Ltd	Direct Debit	DD/Zen	100.80
14/06/2017	North West Kent	Grant	Cheque	100540	250.00
14/06/2017	Ellenor	Grant	Cheque	100538	250.00
14/06/2017	Expenses	Kerina Keir	Cheque	100521	83.10
14/06/2017	Expenses	Kerina Keir	Cheque	100560	147.64
14/06/2017	DVLA	DVLA	Direct Debit	LV13 SNK	21.00
14/06/2017	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	45.30
15/06/2017	Sevonoaks District Council	Rates for Public Conv, Station Road	Direct Debit	Rates for Public Conv, Station	196.00
15/06/2017	Sevonoaks District Council	Rates for Alexandra	Direct Debit	Rates for Alexandra	2,949.13
15/06/2017	Sevonoaks District Council	Rates for Civic Centre	Direct Debit	Rates for Civic Centre	4,243.87
15/06/2017	Sevonoaks District Council	Rates for Olympic	Direct Debit	Rates for Olympic	2,826.00
15/06/2017	Sevonoaks District Council	Rates for Woodlands	Direct Debit	Rates for Woodlands	1,437.00
15/06/2017	Sevonoaks District Council	Rates for Swanley Park	Direct Debit	Rates for Swanley Park	236.34
15/06/2017	Payroll	June	Direct Debit	June	47,709.30
15/06/2017	Paye	June	Direct Debit	PAYE Mth3	4,190.14
15/06/2017	ERNI / EENI	June	Direct Debit	ERNI / EENI	6,478.51
15/06/2017	ER & EE Pension	June	Direct Debit	ER & EE Pension	8,860.42
15/06/2017	Student Loan	June	Direct Debit	Student Loan	46.00
15/06/2017	A to E	June	Direct Debit	Ato E	83.95
16/06/2017	Sage	Sage	Direct Debit	Sage	125.95
19/06/2017	Expenses	Dan Sutton	Cheque	100561	146.90
19/06/2017	EETMOB	EE & T Mobile	Direct Debit	DD/EE	28.51
19/06/2017	BNPPARIB	BNP Paribas Leasing Sols	Direct Debit	DD/BNP Paribas	768.00
20/06/2017	Larkin	Damage Deposit Refund	Cheque	100562	250.00
20/06/2017	SGEQUIPM	SG Equipment Finance	Direct Debit	DD/SG Equipment	378.00
21/06/2017	4MEDIA	4 Media Pubishing	Cheque	027100	282.00
21/06/2017	ALLIEDF	Allied Fabrications	Cheque	027101	1,740.00
21/06/2017	AUDICREW	Audio Crew	Cheque	027102	1,240.00
21/06/2017	BR-IT	BR - IT (Barry Lyndsell)	Cheque	027103	216.00
21/06/2017	BRAKES10	Brakes Bros Ltd	Cheque	027104	473.15
21/06/2017	CASTL325	Castle Water Limited	Cheque	027105	74.58
21/06/2017	CASTL588	Castle Water Limited	Cheque	027106	1,255.63
21/06/2017	CENTCIRC	Centre Circle Event Management	Cheque	027107	84.00
21/06/2017	CFCORP10	CF Corporate Finance Ltd	Cheque	027108	4,761.87
21/06/2017	DOOR&WIN	#N/A	Cheque	027109	949.20
21/06/2017	DARPRINT	Darenth Print and Design Ltd	Cheque	027110	237.00
21/06/2017	EASYNET	Easynet Enterprise Services Ltd	Cheque	027111	81.60
21/06/2017	ESSEXIN	Essex Inflatables	Cheque	027112	266.00
21/06/2017	EXTREEMEE	Extreme Entertainment	Cheque	027113	299.00
21/06/2017	FLOWMARI	Flowers by Marion	Cheque	027114	91.00
21/06/2017	HALLFUEL	Hall Fuels	Cheque	027115	427.23
21/06/2017	KORDIAK	Kevin Kordiak	Cheque	027116	371.25
21/06/2017	JOHNSTRE	John Street Beverage	Cheque	027117	373.35
21/06/2017	KCS100	Kent Catering Services Ltd	Cheque	027118	156.54
21/06/2017	KCC100	Kent County Council	Cheque	027119	526.86
21/06/2017	LOCKTOOL	Locks 'N' Tools Ltd	Cheque	027120	72.35
21/06/2017	MECKADRI	Adrian Mecklenburgh Ltd	Cheque	027121	414.18
21/06/2017	MIPAY100	MI Payroll Services	Cheque	027122	262.85
21/06/2017	NORMBUT	Norman's Butchers	Cheque	027123	428.74
21/06/2017	NIVEKCAT	Nivek Catering Supplies Ltd	Cheque	027124	58.80
21/06/2017	OFCOM100	OFCOM	Cheque	027125	75.00
21/06/2017	POWERSND	Power Sounds Discos	Cheque	027126	725.00
21/06/2017	PLAYSAF	Play Safety Limited	Cheque	027127	1,350.00
21/06/2017	RBLI	Royal British Legion Industries Limited	Cheque	027128	64.85
21/06/2017	REDWING1	Redwing Coaches	Cheque	027129	1,575.00
21/06/2017	STANNAH	Stannah	Cheque	027130	271.96
21/06/2017	STALBRID	Stalbridge Linen Services	Cheque	027131	30.94

Monthly Finances (b)

21/06/2017	TUNE10	Tuning Fluid	Cheque	027132	80.00
21/06/2017	THINKCO	Think Confidence - Training	Cheque	027133	329.00
21/06/2017	WHITPUB	Whiespace Publishers Ltd	Cheque	027134	583.20
21/06/2017	UKROLLS	UK Rolks - Tills	Cheque	027135	16.80
21/06/2017	VOICECOM	Voicecom Ltd	Cheque	027136	196.80
21/06/2017	WINDOWF	Window Flowers - Swanley in Bloom	Cheque	027137	20,184.00
21/06/2017	WEATHFEN	Weatherley Fencing Contractors Limited	Cheque	027138	3.65
21/06/2017	CHERRIPE	Cherry Ripe	Cheque	027139	242.25
21/06/2017	KFF100	Kent Frozen Foods Ltd	Cheque	027140	1,192.93
21/06/2017	MATTCLAR	Matthew Clark Wholesale Ltd	Cheque	027141	2,966.37
21/06/2017	KCC100	Kent County Council	Cheque	100563	3,600.00
21/06/2017	ERNEDOE	Ernest Doe & Sons Ltd	Cheque	100564	1,530.33
23/06/2017	BNPPARIB	BNP Paribas Leasing Sols	Direct Debit	DD/BNP Paribas	542.38
23/06/2017	BGAS8560	BGas Elec - Swanley Park	Direct Debit	DD/B Gas	2,787.98
26/06/2017	Expenses	Toni Roast	Cheque	100548	24.41
26/06/2017	Expenses	Toni Roast	Cheque	100565	50.21
26/06/2017	Expenses	Dan Sutton	Cheque	100566	65.67
26/06/2017	XINTEL	XLN Telecom	Direct Debit	DD/XLN	43.73
27/06/2017	AMETHYS	Amethyst - Horticulture	Cheque	027142	1,881.60
27/06/2017	ARGOS	Argos	Cheque	027143	195.91
27/06/2017	KCC100	Kent County Council	Cheque	027144	11,044.74
27/06/2017	KEIRALAN	Alan Keir	Cheque	027145	675.00
27/06/2017	MYWEDDIN	My Weddings	Cheque	027147	210.00
27/06/2017	NORMBUT	Norman's Butchers	Cheque	027148	486.54
27/06/2017	NOTHEFO	Nothe Fort Artillary Vounteers	Cheque	027149	550.00
27/06/2017	STALBRID	Stalbridge Linen Services	Cheque	027150	363.40
27/06/2017	SBPUBL	SB Publishing	Cheque	027151	180.00
27/06/2017	CENTCIRC	Centre Circle Event Management	Cheque	027152	184.80
27/06/2017	KALC100	Kent Ass of Local Councils	Cheque	027154	1,800.00
27/06/2017	KENTVEN	Kent Venues	Cheque	027155	445.50
27/06/2017	BOC100	BOC Ltd	Direct Debit	DD/BOC	117.42
28/06/2017	ALLSTARF	Allstar Business Solutions Ltd	Direct Debit	DD/All Star	43.18
30/06/2017	Citizens Advice	Grant	Cheque	100539	250.00
30/06/2017	Expenses	Toni Roast	Cheque	100568	129.35
30/06/2017	Bob Jones	Damage Deposit Refund	Cheque	100569	250.00
30/06/2017	VOICECOM	Voicecom Ltd	Direct Debit	DD/Voicecom	272.42
					234,711.58

Summary

Month	Payment Method	Amount
Jun-17	Cheque	149,424.55
	Direct Debit	85,007.02
	Internal Entry (Offset)	109.21
	Bank Entry	170.80
		234,711.58

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council: Alexandra

YTD Summary

Income

Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YTD	Forecast	Indicator
4100	Bar Income		5,686.90	8,519.49	14,237.55	-	-	-	-	-	-	-	-	-	28,443.94	-	-
4105	Catering Income		2,329.63	3,365.04	6,887.18	-	-	-	-	-	-	-	-	-	12,581.85	-	-
4110	Equipment Hire		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4115	Function Package Revenue		2,969.18	5,199.18	10,545.92	-	-	-	-	-	-	-	-	-	18,714.28	-	-
4120	Conference Lettings Regular		5,991.03	2,148.34	2,417.08	-	-	-	-	-	-	-	-	-	10,556.45	-	-
4125	Party Night Revenue		300.00	1,084.62	264.99	-	-	-	-	-	-	-	-	-	1,649.61	-	-
4130	Party Function Revenue		787.50	787.50	962.50	-	-	-	-	-	-	-	-	-	2,537.50	-	-
		-	18,064.24	21,104.17	35,315.22	-	-	-	-	-	-	-	-	-	74,483.63	-	-

Expenditure

Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YTD	Forecast	Indicator
5001	Bar Purchases		1,548.22	1,686.23	3,279.79	-	-	-	-	-	-	-	-	-	6,514.24	-	-
5002	Catering Purchases		1,445.96	977.16	2,286.10	-	-	-	-	-	-	-	-	-	4,709.22	-	-
5020	Estates Equipment / Machinery		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5021	Estates Equipment / Machinery Repairs		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5045	Function Expenditure		1,927.32	1,689.16	2,172.25	-	-	-	-	-	-	-	-	-	5,788.73	-	-
5102	Event Equipment Repairs & Maintenance		39.00	-	-	-	-	-	-	-	-	-	-	-	39.00	-	-
6200	Website, Social Media and Marketing		-	-	117.50	-	-	-	-	-	-	-	-	-	117.50	-	-
6201	Advertising		-	-	745.99	-	-	-	-	-	-	-	-	-	745.99	-	-
7000	Salaries		9,497.46	8,792.95	7,157.77	-	-	-	-	-	-	-	-	-	25,448.18	-	-
7001	Pension		1,234.05	1,234.05	1,066.26	-	-	-	-	-	-	-	-	-	3,534.36	-	-
7004	Wages - Casual		-	280.00	224.00	-	-	-	-	-	-	-	-	-	504.00	-	-
7006	Employers NI		530.87	599.41	429.14	-	-	-	-	-	-	-	-	-	1,559.42	-	-
7099	Expenses		-	-	230.74	-	-	-	-	-	-	-	-	-	230.74	-	-
7102	Water Rates		-	-	627.81	-	-	-	-	-	-	-	-	-	627.81	-	-
7103	General Rates		2,948.31	2,949.13	2,949.13	-	-	-	-	-	-	-	-	-	8,846.57	-	-
7105	Recycling - Waste Collection		305.40	313.95	251.16	-	-	-	-	-	-	-	-	-	870.51	-	-
7200	Electricity		1,206.42	(41.55)	517.01	-	-	-	-	-	-	-	-	-	1,681.88	-	-
7201	Gas		-	2,786.78	-	-	-	-	-	-	-	-	-	-	2,786.78	-	-
7500	Printing		80.00	73.22	-	-	-	-	-	-	-	-	-	-	-	-	-
7550	Telephone and Broadband		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7552	Computers & Software		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7604	Professional Fees		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7702	Equipment Leasing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7800	Repairs and Renewals		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7801	Cleaning		162.92	171.23	63.26	-	-	-	-	-	-	-	-	-	397.41	-	-
7802	Laundry		230.89	-	601.30	-	-	-	-	-	-	-	-	-	832.19	-	-
7803	Premises Expenses		-	-	706.00	-	-	-	-	-	-	-	-	-	706.00	-	-
7901	Bank Charges		128.08	94.20	126.72	-	-	-	-	-	-	-	-	-	349.00	-	-
8201	Subscriptions		-	-	222.75	-	-	-	-	-	-	-	-	-	222.75	-	-
8204	Insurance		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	21,284.90	21,605.92	23,774.68	-	-	-	-	-	-	-	-	-	66,512.28	-	-

Swanley Town Council: Olympic

YTD Summary

Income

Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YTD	Forecast	Indicator
4012	Rent - Golf Range		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4013	Rent - Bowls Club		-	-	5,000.00	-	-	-	-	-	-	-	-	-	5,000.00	5,000.00	▲
4015	Rent - Flat at Olympic Centre		700.00	700.00	700.00	-	-	-	-	-	-	-	-	-	2,100.00	-	-
4100	Bar Income		3,359.98	2,903.07	6,144.05	-	-	-	-	-	-	-	-	-	12,407.10	-	-
4105	Catering Income		5,289.10	6,100.11	7,347.08	-	-	-	-	-	-	-	-	-	18,736.29	-	-
4110	Equipment Hire		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4115	Function Package Revenue		440.84	166.67	930.77	-	-	-	-	-	-	-	-	-	1,538.28	-	-
4120	Conference Lettings Regular		2,881.15	4,255.43	4,060.01	-	-	-	-	-	-	-	-	-	11,196.59	-	-
4125	Party Night Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4130	Party Function Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4609	Snooker and Bowls Income		561.01	545.09	339.27	-	-	-	-	-	-	-	-	-	1,445.37	-	-
			13,232.08	14,670.37	24,521.18	-	-	-	-	-	-	-	-	-	52,423.63	5,000.00	▲

Expenditure

Code	Description	Budget	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YTD	Forecast	Indicator
5001	Bar Purchases		1,567.11	1,374.18	1,590.54	-	-	-	-	-	-	-	-	-	4,531.83	-	-
5002	Catering Purchases		2,529.06	1,769.63	2,621.86	-	-	-	-	-	-	-	-	-	6,920.55	-	-
5011	Licences		12.18	12.12	12.12	-	-	-	-	-	-	-	-	-	36.42	-	-
5020	Estates Equipment / Machinery		-	70.00	-	-	-	-	-	-	-	-	-	-	70.00	-	-
5021	Estates Equipment / Machinery Repairs		-	121.50	1,449.50	-	-	-	-	-	-	-	-	-	1,571.00	-	-
5045	Function Expenditure		383.33	80.00	580.00	-	-	-	-	-	-	-	-	-	1,043.33	-	-
5102	Event Equipment Repairs & Maintenance		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6200	Website, Social Media and Marketing		39.98	39.98	239.83	-	-	-	-	-	-	-	-	-	319.79	-	-
6201	Advertising		-	230.00	199.99	-	-	-	-	-	-	-	-	-	429.99	-	-
7000	Salaries		3,805.53	4,526.99	6,966.79	-	-	-	-	-	-	-	-	-	15,299.31	-	-
7001	Pension		469.92	462.00	692.75	-	-	-	-	-	-	-	-	-	1,624.67	-	-
7004	Wages - Casual		-	119.00	371.25	-	-	-	-	-	-	-	-	-	490.25	-	-
7006	Employers NI		198.32	191.82	384.47	-	-	-	-	-	-	-	-	-	774.61	-	-
7102	Water Rates		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7103	General Rates		2,827.00	2,826.00	2,826.00	-	-	-	-	-	-	-	-	-	8,479.00	-	-
7105	Recycling - Waste Collection		187.10	195.65	156.52	-	-	-	-	-	-	-	-	-	539.27	-	-
7200	Electricity		1,103.69	972.37	1,058.89	-	-	-	-	-	-	-	-	-	3,134.95	-	-
7201	Gas		-	858.11	-	-	-	-	-	-	-	-	-	-	858.11	-	-
7500	Printing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7550	Telephone and Broadband		260.85	428.20	36.44	-	-	-	-	-	-	-	-	-	725.49	-	-
7552	Computers & Software		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7604	Professional Fees		109.21	216.71	109.21	-	-	-	-	-	-	-	-	-	435.13	-	-
7702	Equipment Leasing		315.00	315.00	315.00	-	-	-	-	-	-	-	-	-	945.00	-	-
7800	Repairs and Renewals		469.23	-	130.45	-	-	-	-	-	-	-	-	-	599.68	-	-
7801	Cleaning		-	40.15	-	-	-	-	-	-	-	-	-	-	40.15	-	-
7802	Laundry		132.00	-	242.36	-	-	-	-	-	-	-	-	-	374.36	-	-
7803	Premises Expenses		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7901	Bank Charges		119.80	94.74	128.18	-	-	-	-	-	-	-	-	-	342.72	-	-
8201	Subscriptions		-	-	222.75	-	-	-	-	-	-	-	-	-	222.75	-	-

Monthly Finances (d)

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>YTD</u>	<u>Forecast</u>	<u>Indicator</u>
8204	Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	14,529.31	14,944.15	20,334.90	-	-	-	-	-	-	-	-	-	49,808.36	-	-

Swanley Town Council: Swanley Park

YTD Summary

Income

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>YTD</u>	<u>Forecast</u>	<u>Indicator</u>
4700	Rowing		1,488.03	854.16	829.59	-	-	-	-	-	-	-	-	-	3,171.78	-	-
4701	Pedalos		5,325.42	4,926.24	5,676.66	-	-	-	-	-	-	-	-	-	15,928.32	-	-
4702	Canoeing		482.09	237.91	299.57	-	-	-	-	-	-	-	-	-	1,019.57	-	-
4703	Golf		1,063.05	575.00	757.90	-	-	-	-	-	-	-	-	-	2,395.95	-	-
4704	Tree Trek		1,739.78	524.41	1,105.58	-	-	-	-	-	-	-	-	-	3,369.77	-	-
4705	Battery Bikes		45.00	5.00	-	-	-	-	-	-	-	-	-	-	50.00	-	-
4706	Dino Karts		36.66	291.67	336.67	-	-	-	-	-	-	-	-	-	665.00	-	-
4707	Deck Chairs		10.00	115.42	267.08	-	-	-	-	-	-	-	-	-	392.50	-	-
4708	Bouncy Castle		2,096.67	1,796.97	1,708.48	-	-	-	-	-	-	-	-	-	5,602.12	-	-
4709	Mini Boats		3.33	-	12.50	-	-	-	-	-	-	-	-	-	15.83	-	-
4710	Car Parking		10,861.05	5,673.70	6,295.70	-	-	-	-	-	-	-	-	-	22,830.45	-	-
4720	Children's Party - Recreation		187.50	329.99	241.66	-	-	-	-	-	-	-	-	-	759.15	-	-
4721	Children's Party - Survival		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
			23,338.58	15,330.47	17,531.39	-	-	-	-	-	-	-	-	-	56,200.44	-	-

Expenditure

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>YTD</u>	<u>Forecast</u>	<u>Indicator</u>
5020	Estates Equipment / Machinery		6,368.25	-	2,766.00	-	-	-	-	-	-	-	-	-	9,134.25	-	-
5021	Estates Equipment / Machinery Repairs		-	1,085.30	298.34	-	-	-	-	-	-	-	-	-	1,383.64	-	-
6201	Advertising		-	-	49.99	-	-	-	-	-	-	-	-	-	49.99	-	-
7000	Salaries		4,447.33	10,070.32	9,392.53	-	-	-	-	-	-	-	-	-	23,910.18	-	-
7102	Water Rates		2,249.88	-	-	-	-	-	-	-	-	-	-	-	2,249.88	-	-
7103	General Rates		-	-	236.34	-	-	-	-	-	-	-	-	-	236.34	-	-
7105	Recycling - Waste Collection		-	955.22	1,419.06	-	-	-	-	-	-	-	-	-	2,374.28	-	-
7200	Electricity		-	-	2,323.32	-	-	-	-	-	-	-	-	-	2,323.32	-	-
7800	Repairs and Renewals		100.00	384.54	-	-	-	-	-	-	-	-	-	-	484.54	-	-
7803	Premises Expenses		626.62	691.38	86.68	-	-	-	-	-	-	-	-	-	1,404.68	-	-
7804	Pool Chemicals		530.35	426.18	-	-	-	-	-	-	-	-	-	-	956.53	-	-
7805	Cess Pit		2,500.00	-	1,750.00	-	-	-	-	-	-	-	-	-	4,250.00	-	-
7806	Pedalo Parts		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7807	Pool Costs		-	520.00	426.18	-	-	-	-	-	-	-	-	-	946.18	-	-
7808	Sand		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7809	Canoe Jetty		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7810	Pool Paint		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7811	Signs		-	420.00	-	-	-	-	-	-	-	-	-	-	420.00	-	-
7812	Fencing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7813	Shed Roof		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7814	Maintenance		130.00	-	41.90	-	-	-	-	-	-	-	-	-	171.90	-	-
7815	Children's Party		6.25	122.50	-	-	-	-	-	-	-	-	-	-	128.75	-	-
7816	Parking		-	170.95	-	-	-	-	-	-	-	-	-	-	170.95	-	-
8202	Uniform		259.90	-	-	-	-	-	-	-	-	-	-	-	259.90	-	-

Monthly Finances (e)

<u>Code</u>	<u>Description</u>	<u>Budget</u>	<u>Apr-17</u>	<u>May-17</u>	<u>Jun-17</u>	<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>	<u>Feb-18</u>	<u>Mar-18</u>	<u>YTD</u>	<u>Forecast</u>	<u>Indicator</u>
		-	17,218.58	14,846.39	18,790.34	-	-	-	-	-	-	-	-	-	50,855.31	-	-

Swanley Town Council



Bank Reconciliation: 30 June 2017

Bank Statement Balance:	Current Account	290,734.32	
			290,734.32
Other Bank & Cash Accounts:	Active Saver	139.25	
	Mayor's Account	2,264.40	
	Recreation Account	13,847.89	
	Alexandra Cash Account	1,798.09	
	Olympic Cash Account	4,559.55	
	Link Cash Account	24.95	
	Swanley Park Cash Account	2,940.47	
			25,574.60
			316,308.92

Unpresented Payments	Date	Ref	Amount	
	23/03/2017	026903	72.00	
	07/06/2017	027066	518.00	
	07/06/2017	027067	145.80	
	07/06/2017	027089	28.20	
	21/06/2017	027102	1,240.00	
	21/06/2017	027107	84.00	
	21/06/2017	027113	299.00	
	21/06/2017	027116	371.25	
	21/06/2017	027117	373.35	
	21/06/2017	027118	156.54	
	21/06/2017	027126	725.00	
	21/06/2017	027128	64.85	
	21/06/2017	027129	1,575.00	
	21/06/2017	027132	80.00	
	21/06/2017	027134	583.20	
	21/06/2017	027135	16.80	
	21/06/2017	027136	196.80	
	21/06/2017	027138	3.65	
	21/06/2017	027139	242.25	
	21/06/2017	027140	1,192.93	
	27/06/2017	027142	1,881.60	
	27/06/2017	027143	195.91	
	27/06/2017	027144	11,044.74	
	27/06/2017	027147	210.00	
	27/06/2017	027148	486.54	
	27/06/2017	027149	550.00	
	27/06/2017	027150	363.40	
	27/06/2017	027151	180.00	
	27/06/2017	027152	184.80	
	27/06/2017	027154	1,800.00	
	27/06/2017	027155	445.50	
				25,311.11
				290,997.81

Unpresented Receipts:	Date	Ref	Amount
	30/06/2017	Alex to Current	142.20
	30/06/2017	Oly to Current	73.25

Monthly Finances (f)

30/06/2017	Alex Sales to Current	1,684.00	
29/06/2017	Oly to Current	57.50	
			1,956.95
			292,954.76
<hr/>			
Closing Book Balance:	Current Account	267,380.16	
	Other Bank & Cash Accounts	25,574.60	
			292,954.76
			-

Chairman of Finance Committee

Signature

Date

Responsible Financial Officer

Signature

Date

Swanley Town Council



Aged Creditors: 30 June 2017

<u>A/C</u>	<u>Name</u>	<u>Balance</u>	<u>Current</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Older</u>
1STACESE	1st Ace Security Ltd	294.00	294.00	0.00	0.00	0.00	0.00
5ENVIRO	5 Enviromental Ltd	132.00	132.00	0.00	0.00	0.00	0.00
ALSFTIMB	Alsford Timber Ltd	101.42	101.42	0.00	0.00	0.00	0.00
B&MSUPP	B&M Supplies LTD	58.01 ^[1]	58.01	0.00	0.00	0.00	0.00
BGAS-100	British Gas	21,289.09	0.00	0.00	0.00	0.00	21,289.09
BGAS8419	BGas Elec - Alexandra	620.41	620.41	0.00	0.00	0.00	0.00
BGAS8436	BGas Elec - Woodlands	736.94	736.94	0.00	0.00	0.00	0.00
BGAS8456	BGas Elec - The Olympic	1,111.83	1,111.83	0.00	0.00	0.00	0.00
BGAS8475	BGas Elec - Tennis Courts	5,951.37	5,951.37	0.00	0.00	0.00	0.00
BNPPARIB	BNP Paribas Leasing Sols	542.38	542.38	0.00	0.00	0.00	0.00
BOC100	BOC Ltd	356.04	356.04	0.00	0.00	0.00	0.00
BRAKES10	Brakes Bros Ltd	657.79	657.79	0.00	0.00	0.00	0.00
CASTL166	Castle Water Limited	9.72	9.72	0.00	0.00	0.00	0.00
CENTCIRC	Centre Circle Event Management	950.40	950.40	0.00	0.00	0.00	0.00
CHERRIPE	Cherry Ripe	400.09	400.09	0.00	0.00	0.00	0.00
CLEAWIPE	Clean Wipes	75.92	75.92	0.00	0.00	0.00	0.00
CPC	Complete Pool Contracts	511.42	511.42	0.00	0.00	0.00	0.00
D.BODY	D.Body Ltd	1,750.00	1,750.00	0.00	0.00	0.00	0.00
EDDISONS	Eddisons Commercial Ltd	3,000.00	3,000.00	0.00	0.00	0.00	0.00
EQUIRECY	Equinox Recycling	2,192.11	2,192.11	0.00	0.00	0.00	0.00
ERNEDOE	Ernest Doe & Sons Ltd	199.11	199.11	0.00	0.00	0.00	0.00
FLOWMARI	Flowers by Marion	147.25	147.25	0.00	0.00	0.00	0.00
GUIDE1	Guideline Coaches Ltd	395.00	395.00	0.00	0.00	0.00	0.00
HALLFUEL	Hall Fuels	953.25	953.25	0.00	0.00	0.00	0.00
HIGHTIME	High Time TC Ltd	300.00	300.00	0.00	0.00	0.00	0.00
JBTRAD10	J B Trading Ltd	198.33	198.33	0.00	0.00	0.00	0.00
KFF100	Kent Frozen Foods Ltd	1,070.24	1,070.24	0.00	0.00	0.00	0.00
LOCKTOOL	Locks 'N' Tools Ltd	32.08	32.08	0.00	0.00	0.00	0.00
MATTCLAR	Matthew Clark Wholesale Ltd	4,009.51	4,009.51	0.00	0.00	0.00	0.00
MECKADRI	Adrian Mecklenburgh Ltd	252.11	252.11	0.00	0.00	0.00	0.00
NISBET10	Nisbets	73.78	73.78	0.00	0.00	0.00	0.00
NORMBUT	Norman's Butchers	121.05	121.05	0.00	0.00	0.00	0.00
OAKLEAF1	Oakleaf Electrical Contractors Ltd	1,739.40	1,739.40	0.00	0.00	0.00	0.00
REDWING1	Redwing Coaches	1,275.00	850.00	425.00	0.00	0.00	0.00
ROYALCO	Royal Collection Enterprises Limited	1,194.70	0.00	1,194.70	0.00	0.00	0.00
SEVDIST	Sevenoaks District Council	2,600.00	2,600.00	0.00	0.00	0.00	0.00
SSELEC	SSE Southern Electric	-8.59	0.00	22.55	0.00	0.00	-31.14
STALBRID	Stalbridge Linen Services	648.99	648.99	0.00	0.00	0.00	0.00
THAMWOOD	Thames Water - (Woodlands 00166)	-144.01	0.00	0.00	0.00	0.00	-144.01
		55,798.14	33,041.95	1,642.25	0.00	0.00	21,113.94

[1] Refer to previous report for explanation; agreement to repay this in regular intervals of £3,000.00

Swanley Town Council



Aged Debtors: 30 June 2017

A/C	Name	Balance	Current	Period 1	Period 2	Period 3	Older
50CLUB	50+ Club	448.00	448.00	0.00	0.00	0.00	0.00
BEXLEYBC	London Borough of Bexley	1,482.00	252.00	0.00	561.00	0.00	669.00
BRITGAS	British Gas Services	10,707.06	2,306.30	3,309.75	394.70	621.00	4,075.31
CANUEXP	Can You Experience Company Ltd	29,234.70	0.00	0.00	0.00	0.00	29,234.70
CHARTWAY	Chartway Group	200.00	0.00	0.00	200.00	0.00	0.00
CLG	CLG Market Research Ltd	1,360.00	940.00	0.00	420.00	0.00	0.00
COCACOLA	Coca Cola	156.00	0.00	0.00	0.00	0.00	156.00
COOPEST	Cooper Estates Stategic Land	300.00	0.00	0.00	0.00	300.00	0.00
DG&SCCG	Dartford, Gravesham and Swanley CCG	997.20	0.00	0.00	704.40	0.00	292.80
EDFENER	EDF Energy	141.00	0.00	0.00	0.00	0.00	141.00
FUNPART	Funeral Partners Ltd	1,232.20	588.60	643.60	0.00	0.00	0.00
GRACEPL	Grace Place Community Church	3,552.50	1,137.50	1,050.00	0.00	0.00	1,365.00
HARTBEEP	Hartbeeps- Baby Group	240.00	240.00	0.00	0.00	0.00	0.00
IIRSA	International Institute of Risk and Safet	117.60	117.60	0.00	0.00	0.00	0.00
KCC100	Kent County Council	-1,051.63	0.00	-207.00	-290.00	0.00	-554.63
KCCHIGH	Kent County Council (Highways)	1,891.62	0.00	0.00	0.00	0.00	1,891.62
LAURIEM1	Lauriem Complete Care Ltd	99.60	99.60	0.00	0.00	0.00	0.00
MEDWAYC	Medway Council	60.00	-252.00	312.00	0.00	0.00	0.00
MULTCARS	Multicars	825.00	0.00	0.00	825.00	0.00	0.00
NATBLOOD	National Blood Service	1,008.00	504.00	0.00	504.00	0.00	0.00
NHSDGS	NHS DGS CCG	386.16	0.00	386.16	0.00	0.00	0.00
PGA100	Professional Golfers Ass	156.00	0.00	0.00	0.00	156.00	0.00
PROSPECT	Prospect Services	732.00	384.00	192.00	156.00	0.00	0.00
SEVDISTC	Sevenoaks District Council	230.00	0.00	0.00	0.00	0.00	230.00
SWANARA	Swanara	-140.00	-140.00	0.00	0.00	0.00	0.00
SWANMILL	Swan Mill Paper Company	78.00	0.00	78.00	0.00	0.00	0.00
SWANSTAF	Swanstaff Recruitment	454.80	0.00	0.00	0.00	0.00	454.80
SWBOWLS	Swanley Bowls Club	5,000.00	5,000.00	0.00	0.00	0.00	0.00
SWNETBAL	Swanley Netball Club	402.97	0.00	260.42	0.00	0.00	142.55
SWNFC	Swanley FC	-23.10	0.00	0.00	0.00	0.00	-23.10
SWVILLTR	Swanley Village Trust	4.25	0.00	0.00	4.25	0.00	0.00
VIBEDN10	Vibe Dance Nights	840.00	840.00	0.00	0.00	0.00	0.00
WHITENET	Whiteoak Netball Club	105.00	105.00	0.00	0.00	0.00	0.00
WKHOUSIN	West Kent Housing Association	75.00	75.00	0.00	0.00	0.00	0.00
ZIBRANT	Zibrant	1,536.65	-179.65	934.50	381.80	0.00	400.00
		62,838.58	12,465.95	6,959.43	3,861.15	1,077.00	38,475.05

Events ^[2]

JANUARY	January events	-892.00
FEBRUARY	February events	203.00
MARCH	March events	2,103.60
APRIL	April events	312.00
MAY	May events	-1,535.00
JUNE	June events	-1,124.20
JULY	July events	-16,993.50
AUGUST	August events	-4,825.00
SEPTEMBER	September events	-11,392.51
OCTOBER	October Events	-5,370.00
NOVEMBER	November events	-3,443.50
DECEMBER	December events	-1,200.00
		<u>-44,157.11</u>

^[2] Balances will include prepayments for future functions at Alexandra and Olympic