



# Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs R Bell, T Bryant, Mrs J Davison, R Davison, A Layland, S McGregor, B Orridge, J Scholey, B Todd.

A meeting of the **FINANCE COMMITTEE** will be held in Rickards Hall at 7.45pm (or shortly after) on **TUESDAY 20 September 2016**.

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## AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTERESTS OR PREDETERMINATION**, including any interests not already registered
3. **TO CONFIRM THE MINUTES OF THE FINANCE COMMITTEE HELD ON 15 AUGUST 2016**
4. **MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**
5. **FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS**  
To approve the month's Financial Statement as at 31 August 2016.  
To approve the analysis of receipts and payments, and the details of invoices for payment.  
To approve and accept the transfers into, out of and between accounts of the Capital Fund.  
To approve the Financial Comparisons to 31 August 2016.
6. **FINANCE BUSINESS**
  - 6.1 **Members' Allowances**
  - 6.2 **Precept payment and Investments**
  - 6.3 **External Audit**
7. **FINANCE CORRESPONDENCE**  
None
8. **PRESS RELEASE**

Members of the public are invited to attend and there is an opportunity for public questions or statements at full Council, Planning and Transportation and Open Spaces Meetings. There is no such facility at other committee meetings. Copies of the agenda and background papers, except any exempt items, are available from Doggetts Barn before the meeting and plans can be examined there (Monday – Fridays 9am – 5pm)

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**Council offices:** Doggetts Barn, 72A High Street, Edenbridge, Kent TN8 5AR

**Office hours:** Monday – Friday 9.00am – 5.00pm **Tel:** (01732) 865368 **Fax:** (01732) 866749

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**6. FINANCE BUSINESS**

**6.1 Members' Allowances**

Members of Parish or Town Councils are entitled to claim an allowance. Previously this Council has decided not to set an allowance, and only be reimbursed for out of parish travel expenses at the mileage rate set by the Inland Revenue. Sevenoaks District Council has been approached with regard to the cost of setting allowances, which is carried out by the Parish Remuneration Panel. It is anticipated the cost would include five hours of three panel members' time, at a minimum cost of £12 per hour, plus travel expenses. The RFO has asked SDC if other parishes have requested a members' allowance to be set, and at the time of writing none have.

**Do members wish to continue claiming travel expenses only, or do they wish to request the panel to set an allowance?**

**6.2 Precept payment and Investment**

Members are reminded that the second half of the precept (£231,139) is due to be paid on 30 September. The Council also has an investment of £50,000 due to mature on 12 February 2017, and a further £250,000 due to mature in July 2017. The RFO has calculated the anticipated expenditure for the next 6 months (chart attached) and also attached a sheet showing the monies available up to 31 March 2017. There is a possibility £100,000 could be invested, bearing in mind £50,000 will be available in February 2017. At present the current interest rate paid on funds in the reserve account is 0.5%. Rates for investments still remain very low and can vary from day to day - current rates are as follows.

0.57%	investments for 3 months
0.80%	investments for 6 months
1.05%	investments for 12 months

**Do members wish to delay investing funds until the Reserve Funds have been allocated?**

**6.3 External Audit**

The External Auditor's report has been received and the notices are being placed on the notice board, as required to conclude the review. The matters highlighted by the Auditor will be addressed at October Council.

**7. FINANCE CORRESPONDENCE**

None

**8. PRESS RELEASE**

Are there any items on the Agenda for which members would like to issue a press release?

Daphne Slater  
15 September 2016

## 5.1 Financial Summary - Cashbook

Summary between 01/04/16 and 31/08/16 inclusive.

Balances at the start of the year

### Ordinary Accounts

Barclays General Account	£40,381.79
Lloyds General Account	£40,525.00
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£170,068.88
Barclays General Reserves	-£49,817.33
Lloyds TSB - Deposit Acc	£300,000.00
Nat West Business General XX	£0.00
Nat West Business Reserves XX	£0.00
Total	£501,358.34

RECEIPTS	Net	Vat	Gross
Council	£40,366.47	£14.73	£40,381.20
Open Spaces	£120,114.65	£688.56	£120,803.21
Central Services	£115,541.47	£174.08	£115,715.55
Emergency Planning Committee	£100.00	£0.00	£100.00
Community Warden	£6,120.00	£0.00	£6,120.00
Total Receipts	£282,242.59	£877.37	£283,119.96

PAYMENTS	Net	Vat	Gross
Council	£27,742.40	£3,802.31	£31,544.71
Open Spaces	£84,273.86	£7,135.13	£91,408.99
Central Services	£89,896.61	£2,150.31	£92,046.92
Emergency Planning Committee	£2,199.79	£439.96	£2,639.75
Community Warden	£6,426.06	£43.86	£6,469.92
Total Payments	£210,538.72	£13,571.57	£224,110.29

Closing Balances

### Ordinary Accounts

Barclays General Account	£21,957.12
Lloyds General Account	£41,820.34
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£172,927.64
Barclays General Reserves	£23,462.91
Lloyds TSB - Deposit Acc	£300,000.00
Nat West Business General XX	£0.00
Nat West Business Reserves XX	£0.00

Total	£560,368.01
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## 5.2 Received Income Transactions

between 01/08/16 and 14/09/16

Start of year 01/04/16

Paying ref.	Received date	Tn no	Gross	Vat	Net	Details	Heading
10081	17/08/16	32077	£80.64	£0.50	£80.14	Sale of Brown Sacks / Other	325/1
10081	17/08/16	32078	£62.08	£1.00	£61.08	Sale of Brown Sacks / Other	325/1
10081	17/08/16	32079	£208.42	£0.50	£207.92	Sale of Brown Sacks / Other	325/1
10081	17/08/16	32080	£212.88	£2.00	£210.88	Sale of Brown Sacks / Other	325/1
10081	17/08/16	32081	£10.00	£0.00	£10.00	Cemetery Fees	305
10082	18/08/16	32082	£160.05	£0.00	£160.05	A Burslem & Son	305
10082	18/08/16	32083	£97.85	£0.00	£97.85	S Smith & Son	305
10082	18/08/16	32084	£263.55	£0.00	£263.55	Alex Jones Funeral Directors	305
10082	18/08/16	32085	£684.55	£0.00	£684.55	Alex Jones Funeral Directors	305
10082	18/08/16	32086	£87.85	£0.00	£87.85	Alex Jones Funeral Directors	305
10082	18/08/16	32087	£190.90	£0.00	£190.90	New Life Church Biggin Hill	240
10082	18/08/16	32088	£177.95	£0.00	£177.95	E/B Fuchsia & Pelargonium	240
10082	18/08/16	32089	£1,920.00	£0.00	£1,920.00	Westerham Town Council	415
10082	18/08/16	32090	£22.50	£0.00	£22.50	Eden Valley Museum Trust	235/2
10082	18/08/16	32091	£1,044.50	£174.08	£870.42	W I Hall Management Committee	220/2
10083	30/08/16	32092	£159.30	£0.00	£159.30	Eden Valley Chamber of	310/14
10083	30/08/16	32093	£700.00	£0.00	£700.00	Great Stone Bridge Trust	325/2
10083	30/08/16	32094	£596.70	£0.00	£596.70	Cemetery Fees	305
10083	30/08/16	32095	£87.85	£0.00	£87.85	Cemetery Fees	305
10083	30/08/16	32096	£10.00	£0.00	£10.00	Cemetery Fees	305
10083	30/08/16	32097	£10.00	£0.00	£10.00	Cemetery Fees	305
10084	30/08/16	32098	£218.60	£2.92	£215.68	Sale of Brown Sacks / Other	325/1
10085	01/09/16	32104	£3,500.00	£0.00	£3,500.00	West Kent Housing	410
10086	01/09/16	32105	£182.18	£1.50	£180.68	Sale of Brown Sacks / Other	325/1
DC160801	01/08/16	32099	£76.10	£0.00	£76.10	Rent of Mowhurst Garage	310/4
DC160801	01/08/16	32100	£7,771.19	£0.00	£7,771.19	Hmrc	215
DC160803	03/08/16	32101	£754.25	£125.71	£628.54	Freshwater Group of	315/1
DC160805	03/08/16	32102	£60.00	£10.00	£50.00	Sevenoaks District Council	325/2
DC160815	15/08/16	32103	£1,000.00	£0.00	£1,000.00	Moat Housing Group Ltd	405
<b>Total</b>			<b>£20,349.89</b>	<b>£318.21</b>	<b>£20,031.68</b>		

## 5.3 Paid Expenditure Transactions

between 01/08/16 and 14/09/16

Start of year 01/04/16

Cheque Heading	Paid date	Tn no	Gross	Vat	Net	Details	
100079	07/09/16	37026	£9.56	£0.00	£9.56	Co-Op Supermarket	4 Jars coffee 2070/3
100079	07/09/16	37027	£10.38	£0.00	£10.38	Tesco	
100079	07/09/16	37028	£2.78	£0.00	£2.78	Tesco	Cake - Footpaths Forum 3120
100079	07/09/16	37029	£5.99	£0.00	£5.99	Waitrose	
100079	07/09/16	37030	£3.00	£0.00	£3.00	Waitrose	
100079	07/09/16	37031	£2.00	£0.33	£1.67	Poundland	WD40 & Brown tape 2070/3
100079	07/09/16	37032	£1.00	£0.00	£1.00	Tesco	Milk 2070/3
100079	07/09/16	37033	£0.60	£0.10	£0.50	Bradford Electrical	Door Stopper 2070/5
100079	07/09/16	37034	£1.00	£0.00	£1.00	Waitrose	Milk 2070/3
100079	07/09/16	37035	£1.20	£0.00	£1.20	Post Office Ltd	Postage - Annual return 2070/2
100079	07/09/16	37036	£1.97	£0.00	£1.97	Tesco	
100079	07/09/16	37037	£1.00	£0.17	£0.83	Poundworld	Blue Tack 2040/2
100079	07/09/16	37038	£7.50	£0.00	£7.50	Waitrose	Toilet rolls 2070/5
100079	07/09/16	37039	£21.00	£3.50	£17.50	Timpsons	Key cutting 1100
100079	07/09/16	37040	£7.56	£0.00	£7.56	Co-Op Supermarket	4 Jars coffee 2070/3
100079	07/09/16	37041	£1.00	£0.00	£1.00	Tesco	Milk 2070/3
100079	07/09/16	37042	£1.00	£0.00	£1.00	Tesco	Milk 2070/3
100079	07/09/16	37043	£10.09	£0.00	£10.09	Tesco	Refreshments - Planning Training 2070/3
100079	07/09/16	37044	£13.50	£2.25	£11.25	Boots The Chemists Ltd	Sun cream ground staff 3000/5
100079	07/09/16	37045	£6.00	£0.00	£6.00	HM Land Registry	Documents Forge Croft 2070/5
100079	07/09/16	37046	£2.00	£0.00	£2.00	Tesco	Milk 2070/3
100079	07/09/16	37047	£4.25	£0.71	£3.54	Paydens	Hand wash - ground staff 3090/2
100079	07/09/16	37048	£8.76	£0.00	£8.76	Co-Op Supermarket	4 Jars coffee 2070/3
100079	07/09/16	37049	£1.00	£0.00	£1.00	Waitrose	Milk 2070/3
100079	07/09/16	37050	£5.50	£0.92	£4.58	Bradford Electrical	Toilet Brush set 2210/4
100079	07/09/16	37051	£7.99	£1.33	£6.66	Argos	USB mains charger 3090/2
100079	07/09/16	37052	£14.90	£0.00	£14.90	Footcraft	Keys Public Toilets 1100
100079	07/09/16	37053	£2.80	£0.00	£2.80	Waitrose	
100079	07/09/16	37054	£10.97	£1.83	£9.14	True Build	Tap Valve 2070/3

## 5.3 Paid Expenditure Transactions between 01/08/16 and 14/09/16 Start of year 01/04/16

Cheque Heading	Paid date	Tn no	Gross	Vat	Net	Details
100079	07/09/16	37055	£1.00	£0.00	£1.00	Tesco Milk 2070/3
100079	07/09/16	37056	£4.50	£0.00	£4.50	Footcraft Keys Mess room 1100
100079	07/09/16	37057	£1.00	£0.00	£1.00	Tesco Milk 2070/3
100079	07/09/16	37058	£9.45	£0.00	£9.45	Co-Op Supermarket Coffee 2070/3
100079	07/09/16	37059	£1.00	£0.00	£1.00	Waitrose Milk 2070/3
100079	07/09/16	37060	£3.50	£0.00	£3.50	Asda Teabags 2070/3
100079	07/09/16	37061	£10.00	£1.67	£8.33	Timpsons Keys Mowshurst padlock 3090/2
100080	13/09/16	37062	£7,500.00	£0.00	£7,500.00	West Kent Extra Contribution towards House project 1070
100081	13/09/16	37063	£148.20	£0.00	£148.20	Sevenoaks Direct Services Trade sacks 2070/10
DD160717pen	17/08/16	37023	£4,508.95	£0.00	£4,508.95	KCC Pension Fund 2000/2
DD160801	01/08/16	37004	£230.00	£0.00	£230.00	Sevenoaks District Council Council Tax Market Yard Car Park 3010/1/4
DD160801	01/08/16	37007	£445.00	£0.00	£445.00	Sevenoaks District Council Council Tax Doggetts Barn 2010/1
DD160801	01/08/16	37008	£186.00	£0.00	£186.00	Sevenoaks District Council Council Tax for Mowshurst Barn 3010/1/2
DD160801	01/08/16	37011	£319.00	£0.00	£319.00	Sevenoaks District Council Council Tax Depot 3010/1/1
DD160801	01/08/16	37012	£230.00	£0.00	£230.00	Sevenoaks District Council Council Tax Public Toilets 2210/1/1
DD160801	01/08/16	37013	£838.24	£0.00	£838.24	Aviva 2050/1
DD160802	02/08/16	37005	£68.00	£11.33	£56.67	Petrocell Holdings Ltd Ground staff fuel 3070/5
DD160815DB	15/08/16	37014	£217.39	£10.35	£207.04	Southern Electricity Electricity Doggetts Barn 2010/2
DD160815Dep	15/08/16	37015	£473.76	£22.56	£451.20	Southern Electricity Electricity Depot 3010/2/1
DD160815RH	15/08/16	37016	£267.43	£12.73	£254.70	Southern Electricity Electricity Rickards Hall 2220/1/2
DD160816	16/08/16	37017	£96.47	£16.08	£80.39	Petrocell Holdings Ltd Ground staff fuel 3070/5
DD160817	17/08/16	37018	£9.11	£0.00	£9.11	O2 Broadband for iPad 2010/6/3
DD160817IR	17/08/16	37022	£3,812.16	£0.00	£3,812.16	Inland Revenue 2000/1/1
DD160822	22/08/16	37024	£11.66	£0.56	£11.10	Gazprom Energy Gas Church House 2200/1
DD160823	23/08/16	37002	£696.38	£116.06	£580.32	E-On UK Plc Public Street lighting 3130
DD160823	23/08/16	37009	£121.00	£0.00	£121.00	Sevenoaks District Council Council Tax Market Yard 3010/1/3
DD160823	23/08/16	37010	£165.00	£0.00	£165.00	Sevenoaks District Council Council Tax Rickards Hall 2220/1/1
DD160825	23/08/16	37019	£116.69	£19.45	£97.24	Focus 4 U 2010/6/1
DD160825	25/08/16	37020	£159.98	£7.62	£152.36	Gazprom Energy Gas Supply Church House 2200/1

## 5.3 Paid Expenditure Transactions

between 01/08/16 and 14/09/16

Start of year 01/04/16

Cheque Heading	Paid date	Tn no	Gross	Vat	Net	Details
DD160825	25/08/16	37021	-£79.97	-£3.81	-£76.16	Gas Supply Church House
DD160826	26/08/16	37006	£12.50	£2.08	£10.42	Ground staff mobile
IB1600825Sal	25/08/16	37025	£12,151.21	£0.00	£12,151.21	Salaries PLC
IB160816	16/08/16	36989	£117.11	£0.00	£117.11	Southern Water Services Ltd Waste water Blossoms Park
IB160816	16/08/16	36990	£43.71	£0.00	£43.71	Southern Water Services Ltd Waste water Cemetery
IB160816	16/08/16	36991	£275.85	£0.00	£275.85	Southern Water Services Ltd Waste water Public Toilets
IB160816	16/08/16	36992	£71.65	£0.00	£71.65	Southern Water Services Ltd Waste water Doggetts Barn
IB160816	16/08/16	36993	£168.38	£0.00	£168.38	Southern Water Services Ltd Waste water Rickards Hall
IB160825	25/08/16	36994	£29.64	£4.94	£24.70	S&N Machinery Grease Cartridges
IB160825	25/08/16	36995	£378.36	£63.06	£315.30	S&N Machinery Fitting new clutch to mower
IB160825	25/08/16	36996	£70.64	£11.77	£58.87	Martin Lynch & Sons EP equipment
IB160825	25/08/16	36997	£115.66	£19.28	£96.38	Dave Cole Electrical Installations Ltd Installation of socket EP Ariel depot
IB160825	25/08/16	36998	£348.00	£58.00	£290.00	Thomas Clarke & Son Installation of EP Ariel at Depot
IB160825	25/08/16	36999	£1,062.00	£177.00	£885.00	County Clean Environmental Services Ltd Cleaning drains in Market Yard car park
IB160825 3140/22/1	25/08/16	37000	£4,884.00	£814.00	£4,070.00	William Beaumont LLP Painting of street furniture
IB160831	31/08/16	37001	£42.09	£7.01	£35.08	Vodafone
<b>Total</b>			£40,508.00	£1,382.88	£39,125.12	

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## 5.4 Edenbridge Town Council

### Expenditure transactions - approval list

Start of year 01/04/16

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
37103	IB160922	£10.37	2050/4	02/09/16	A W Champion Ltd - hardwood faced plywood	£10.37
		£10.37			A W Champion Ltd - Total	
37100	IB160922	£5.98	3050/7	01/07/16	Bradford Electrical - Tomato feed	
37101	IB160922	£5.98	3050/7	17/08/16	Bradford Electrical - Tomato feed	£11.96
		£11.96			Bradford Electrical - Total	
37064	IB160922	£240.00	3030/4	19/08/16	BSP ( Knockout) Ltd - Skip hire	£240.00
		£240.00			BSP ( Knockholt) Ltd - Total	
37065	IB160922	£283.76	2030/3	08/08/16	Canon (uk) Ltd - Copier hire	£283.76
		£283.76			Canon (uk) Ltd - Total	
37102	IB160922	£40.91	2220/4	08/09/16	Capital Cleaning (Kent) Limited - Selsheen	£40.91
		£40.91			Capital Cleaning (Kent) Limited - Total	
37070	IB160922	£30.00	2020/1	09/08/16	- Window cleaning Doggetts Barn (August)	
37071	IB160922	£30.00	2020/1	06/09/16	- Window cleaning Doggetts Barn (Sept)	£60.00
		£60.00			- Total	
37066	IB160922	£112.40	1100	18/08/16	Dave Cole Electrical Installations Ltd - Annual emergency lighting checks	£112.40
		£112.40			Dave Cole Electrical Installations Ltd - Total	
37069	IB160922	£1,320.00		05/09/16	Diamond Hygiene Ltd -	£1,320.00
1		£180.00	2020/11		Feminine Hygiene bin	
2		£480.00	2220/2/2		Nappy & Feminine Hygiene bins	
3		£660.00	2220/2/2		Nappy & Feminine Hygiene bins	
		£1,320.00			Diamond Hygiene Ltd - Total	
37094	IB160922	£84.00	1080	31/07/16	- Neighbourhood Plan admin	£84.00
		£84.00			- Total	
37067	IB160922	£774.00	3110/1	09/08/16	Fearless Ramps Ltd - Replacing plywood	£774.00
		£774.00			Fearless Ramps Ltd - Total	
37068	IB160922	£160.80	3140/22/6	17/08/16	Furnitubes International Ltd - Cycle stand	£160.80
		£160.80			Furnitubes International Ltd - Total	
37072	IB160922	£451.20	3030/20	31/07/16	Hever Landscapes Ltd - Churchyard mowing	£451.20
		£451.20			Hever Landscapes Ltd - Total	



## 5.4 Edenbridge Town Council

### Expenditure transactions - approval list

Start of year 01/04/16

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
		£2,305.24			Jark Industrial Ltd - Total	
37073	IB160922	£102.16		08/08/16	Jewson -	
	1	£38.39	3000/6		Trousers	
	2	£63.77	3000/5		Rigger boots	
37074	IB160922	£93.96		30/08/16	Jewson -	
	1	£64.76	3050/4		Sadolin	
	2	£29.20	3110/1		Combination Padlock	
37075	IB160922	£10.31	2050/4	03/08/16	Jewson - Yale Padlock	
37076	IB160922	£1.10	3050/4	19/08/16	Jewson - Bolt & nut	
37077	IB160922	£4.66	3050/4	17/08/16	Jewson - Norton Flat metal cut & stone cut disc	
37078	IB160922	£15.08	3000/5	19/08/16	Jewson - 3 pairs latex gloves	£227.27
		£227.27			Jewson - Total	
37079	IB160922	£38.28	3050/11/2/1	11/08/16	Kent County Council Commercial Services - Refuse sacks	
37080	IB160922	£40.44	2220/4	11/08/16	Kent County Council Commercial Services - Paper hand towels	
37081	IB160922	£9.18	3090/2	16/08/16	Kent County Council Commercial Services - Toilet tissue	
37082	IB160922	£37.20	2210/5	11/08/16	Kent County Council Commercial Services - Hand soap	
37104	IB160922	£68.64	2030/1	09/09/16	Kent County Council Commercial Services - Litterpickers	£193.74
		£193.74			Kent County Council Commercial Services - Total	
37083	IB160922	£112.24	3040/1	26/08/16	Kidman's - Nylium line, file kit & chain	£112.24
		£112.24			Kidman's - Total	
37084	IB160922	£23.58	1100	08/09/16	Lock Doctor Services - Various keys	£23.58
		£23.58			Lock Doctor Services - Total	
37090	IB160922	£16.20	2000/12	13/08/16	- Travel URLPC	£16.20
		£16.20			- Total	
37091	IB160922	£6.75	2000/12	13/09/16	- Travel Barclays Bank Oxted	£6.75
		£6.75			- Total	
37086	100082	£75.74	3030/9	17/08/16	Network Rail - Wayleaves	£75.74
		£75.74			Network Rail - Total	
37087	IB160922	£349.26	2020/2	07/09/16	Pyrotec - Servicing & replacing fire appliances	£349.26
		£349.26			Pyrotec - Total	
37088	IB160922	£133.12	2210/2/1	06/09/16	Rentokil Specialist Hygiene - Water saver rental & service	

# 5.4 Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/16

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
37089	IB160922	£423.32	2210/2/1	26/08/16	Rentokil Specialist Hygiene - Washroom & toilet contract	£556.44
		£556.44			Rentokil Specialist Hygiene - Total	
37085	IB160922	£1,266.84		12/08/16	S R Mercer Groundworks Ltd -	
	1	£633.42	3110/1		Tarmac at Skate park	
	2	£633.42	3110/1		Tarmac at Skate park	
37110	IB160922	£450.00	3080/1/1	14/09/16	S R Mercer Groundworks Ltd - Pipes clearance Stangrove Park	£1,716.84
		£1,716.84			S R Mercer Groundworks Ltd - Total	
37092	IB160922	£76.60	3040/2	01/07/16	S&N Machinery - Replacement pivot pin or Ransomes	£76.60
		£76.60			S&N Machinery - Total	
37093	IB160922	£562.50	3050/11/8	25/08/16	Sevenoaks Direct Services - Garden waste sacks	£634.50
		£634.50			Sevenoaks Direct Services - Total	
37095	IB160922	£23.66	4050/1	31/08/16	Solo Protect - Lone working device	£23.66
		£23.66			Solo Protect - Total	
37096	IB160922	£95.70	1040	02/08/16	Streetlights - Replacing lamp & testing	£95.70
		£95.70			Streetlights - Total	
37097	IB160922	£40.00	3030/3	01/09/16	Surekill Pest Control Services - Pest control Stangrove Park	£40.00
		£40.00			Surekill Pest Control Services - Total	
37099	IB160922	£43.34		24/08/16	Vodafone -	£43.34
	1	£24.84	4020		Community Warden phone	
	2	£18.50	2010/9		Property Manager Phone	
		£43.34			Vodafone - Total	
37098	IB160922	£486.00	3140/3	10/08/16	Waste Water Solutions ( London) Ltd - Service pumping station & water feature	£486.00
		£486.00			Waste Water Solutions ( London) Ltd - Total	
<b>Total</b>		<b>£10,532.50</b>				

## 5.5 Direct Debits August 2016

<b>Date</b>	<b>Supplier</b>	<b>Amount</b>
1	Aviva	838.24
	SDC Mowshurst Store	186.00
	SDC Car Park & Public Toilets	460.00
	SDC Doggetts Barn	445.00
	SDC Depot	319.00
	Petrocell	68.00
15	Southern Electricity Doggetts Barn	217.39
	Southern Electricity Depot	473.76
	Southern Electricity Rickards Hall	267.43
16	Petrocell	96.47
17	o2 broadband for iPad	9.11
22	Contract Natural Gas Doggetts Barn	11.66
22	E ON	696.38
25	Focus 4 U	116.69
25	SDC Rickards Barn	165.00
	SDC Market Yard	121.00
	Gazprom Rickards Hall	80.01
26	o2 Ground staff mobile	12.50
16	Inland Revenue	3,812.16
16	KCC Pension	4,508.95
25	Salaries	12,151.21

## **5.6 Fund Transfer**

### **Capital Reserves**

Transfer In: Nil

Transfer Out: £84.00 Neighbourhood Plan  
Admin Support

### **Revenue reserves**

Transfer In: Nil

Transfer Out: £25,000.00

## **5.7 Paragraphs 5.1 to 5.5 approved by resolution of the Council:**

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## **5.8 Invoices outstanding for more than 3months**

Nil

### 5.9 Financial Comparisons

Comparisons between 1 April 2016 and 31 August 2016 Transactions with a ledger date prior to 1 April are excluded (actual amounts shown are net amounts ) The balance is based on the 2016/17 Budget

Income for the Council	Budget	Actual	Balance	Expenditure for the Council	Budget	Actual	Balance
Precept	78,310.00	39,155.00	39,155.00	Working Balance	30,000.00	0.00	30,000.00
Working Balance	30,000.00		30,000.00	Contingencies	5,000.00	0.00	5,000.00
Contingencies	0.00	0.00	0.00	CIL	0.00	0.00	0.00
Grants/Capital	0.00	685.84	-685.84	Grants	7,500.00	0.00	7,500.00
C Depreciation Fund	0.00		0.00	Depreciation	35,265.00	4,442.16	30,822.84
Property Fund	0.00		0.00	Edenbridge Twinning Association	500.00	500.00	0.00
C Election Expenses	0.00		0.00	Eden Valley Museum	5,500.00	5,500.00	0.00
SDC Grant	0.00		0.00	House Project	7,500.00	0.00	7,500.00
Neighbourhood planning	0.00		0.00	Earmarked Funds	1,500.00	4,850.84	-3,350.84
				Property Fund	13,120.00	242.58	12,877.42
				Summer Playscheme	1,525.00	1,513.00	12.00
				Bonfire Clean Up	900.00	0.00	900.00
	<b>108,310.00</b>	<b>39,840.84</b>	<b>68,469.16</b>		<b>108,310.00</b>	<b>17,048.58</b>	<b>91,261.42</b>

Income for Central Services	Budget	Actual	Balance	Expenditure for Central Services	Budget	Actual	Balance
Allocation from Precept	179,540.00	89,770.00	89,770.00	Staff Costs	157,430.00	57,214.30	100,215.70
Interest (Barclays B/R)	200.00	0.00	200.00	Utilities	9,345.00	3,845.19	5,499.81
Interest precept	150.00	0.00	150.00	Services	7,975.00	3,236.38	4,738.62
VAT Reclaimed	30,000.00	7,771.19	22,228.81	Equipment /Tools	4,300.00	1,426.44	2,873.56
Sundry Receipts	3,115.00	878.97	2,236.03	Materials	1,240.00	484.56	755.44
Interest Lloyds Fixed Term Deposit	2,000.00	1,295.34	704.66	Buildings	8,230.00	2,268.21	5,961.79
Charity Account Transfers	12,000.00	0.00	12,000.00	10 Year maintenance Plan	12,000.00	0.00	12,000.00
Church House	6,050.00	1,045.00	5,005.00	Charity Account Transfer	12,000.00	0.00	12,000.00
Rickards Hall Lettings	12,000.00	5,398.84	6,601.16	Other	7,970.00	1,486.63	6,483.37
WI Hall Admin	1,860.00	0.00	1,815.00	Church House	4,000.00	750.21	3,249.79
				Public Toilets	8,745.00	2,172.30	6,572.70
				Rickards Hall	13,680.00	4,411.70	9,268.30
	<b>246,915.00</b>	<b>106,159.34</b>	<b>140,755.66</b>		<b>246,915.00</b>	<b>77,295.92</b>	<b>169,619.08</b>



***Councillors are reminded that although the Community Warden is employed by the Council on behalf of the Community Warden Steering Group. Any issues or concerns should be raised with them.***

<b>Income for Community Warden</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>	<b>Expenditure for Community Warden</b>	<b>Budget</b>	<b>Actual</b>	<b>Balance</b>
Precept (ETC Cont)	6,000.00	3,000.00	3,000.00	Staff Costs	13,000.00	5,434.17	7,565.83
Moat Housing	0.00	1,000.00	-1,000.00	Management Costs	2,625.00	0.00	2,625.00
West Kent Housing	0.00	0.00	0.00	Phone	240.00	76.16	163.84
Westerham	0.00	1,920.00	-1,920.00	CRB Check	0.00	0.00	0.00
John Coldman trust	5,000.00	0.00	5,000.00	Sundries	300.00	0.00	300.00
Police	0.00	0.00	0.00	Clothing & Supplies	300.00	78.88	221.12
Great Stone Bridge Trust	0.00	200.00	-200.00	Vehicle Running Costs	2,000.00	528.69	1,471.31
KCC	0.00	0.00	0.00	Vehicle Purchase	0.00	0.00	0.00
From Reserves	9,000.00	0.00	9,000.00	Contingency	1,535.00	0.00	1,535.00
	<b>20,000.00</b>	<b>6,120.00</b>	<b>13,880.00</b>		<b>20,000.00</b>	<b>6,117.90</b>	<b>13,882.10</b>
<b>Nett Balance</b>	<b>611,899.00</b>	<b>272,259.83</b>	<b>339,639.17</b>	<b>Nett Expenditure</b>	<b>611,899.00</b>	<b>176,736.20</b>	<b>435,162.80</b>

## Investments as at 16 September 2016

Funds Placed with	Amount Invested	Date Invested	Term of Investment	Maturity Date	Rate	Interest due	Arena ID
Lloyds Fixed Term Deposit	£50,000.00	12-Feb-16	12 months	12-Feb-17	1.05%	527.88	11255434000
Lloyds Fixed Term Deposit	£250,000.00	08-Jul-16	12 months	08-Jul-17	1.05%	2639.38	11766327000

### Bank Account balances at 31 August 2016

Barclays General	21,957.12
Barclays Reserves	196,390.55
Lloyds General	41,820.34
Petty Cash	200.00
Available funds	£260,368.01
Plus Precept 30/09/16	231,139.00
<b>Available funds at end of September</b>	<b>£491,507.01</b>
Investments	300,000.00
<b>Council total Funds at end of September</b>	<b>£791,507.01</b>



## Future Expenditure

### September - March 2017

Total monthly salary costs (£21,500)	£150,500.00
Monthly invoices & direct debits (£20,000)	£140,000.00
Neighbourhood Plan	£11,000.00
Doggetts Barn internal walls	£10,000.00
Additional unexpected expenditure June- September	£30,000.00
Open Spaces Maintenance Plan	£48,000.00
Property Maintenance Plan	£12,000.00
	<b>£401,500.00</b>