



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs R Bell, T Bryant, Mrs J Davison, A Layland, M McArthur, S McGregor (Chairman), B Orridge, Z Roberts Smith, J Scholey (Vice Chairman) and B Todd.

A meeting of the FINANCE COMMITTEE will be held in Rickards Hall at 7.45pm (or shortly after) on 13 August 2018.

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 23 JULY 2018 (attached)**
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 July 2018.
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 (including election expenses).
To approve the Financial Comparisons to 31 July 2018.
6. **FINANCE BUSINESS**
 - 6.1 **Supplier Price Increase**
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).

Finance Report August 2018

6. FINANCE BUSINESS

6.1 Supplier Price Increase

Notification has been received from the commercial company that cleans Rickards Hall that they will be increasing their daily rate by £1 per day as of 1 August 2018. This is due to the 4.4% increase to the minimum living wage which became effective on 1 April, fuel and material costs. As members are aware Budget Headings are extremely tight and this increase will mean the Budget heading for cleaning Rickards Hall will be £150 short for 2018/19. The RFO has set a calendar note to check the overall Budgeted figure for Rickards Hall in March 2019 to see if there is sufficient to absorb this. If not, any shortfall will have to be taken from Council contingencies.

Do members agree to this suggestion?

7. FINANCE CORRESPONDENCE

8. PRESS RELEASE

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

RFO

8 August 2018

Minutes of the meeting of the FINANCE COMMITTEE held in Rickards Hall on Monday 23 July 2018 at 8.52pm

Present: Cllrs T Bryant, Mrs J Davison, A Layland, S McGregor (Chairman), B Orridge, J Scholey (Vice Chairman), and B Todd.

In attendance: Admin Officer, Finance Officer. No members of the press or public were present.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs M McArthur (unwell), R Bell (work commitment) and Z Roberts Smith (family commitment).

2. DECLARATION OF INTERESTS OR PREDETERMINATION – none

3. TO RECEIVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE HELD ON 25 JUNE 2018

Resolved: that the minutes of the Finance Committee meeting held on 25 June be signed by the Committee Chairman as a true and accurate record of the meeting.

4. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY) - none

5. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS

Members noted in detail the income and expenditure transactions for the month and

Resolved: that Cllrs S McGregor and J Scholey should sign the Financial Statement for the end of June confirming the analysis of receipts and payments, paid expenditure transactions, and authorising the payments of unpaid expenditure transactions. To approve the financial comparisons and to accept the transfers into and out of reserve accounts.

5.6 Fund Transfer

Capital Reserves

Transfer In: Nil

Transfer Out: £12,096.68 Election Costs

Revenue reserves

Transfer In: Nil

Transfer Out: £45,000.00

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

5.8 Invoices outstanding for more than 3months

Nil

6. FINANCE BUSINESS

6.1 Review of Investments

The RFO had circulated details of the current fixed term investments held by the Council. £250,000 is invested until 10 January 2019 and a further £50,000 until 13 February 2019. The second half of the precept (£248,649) is due to be paid on 30 September. Members

Resolved: to review the Council's investments, noted the available funds as at 30 June 2018 and had no further comments.

6.2 Review of Capital & Reserve Fund

Resolved: Members reviewed the Capital & Reserve Fund Policy, which had been adopted by Council in June 2017, and did not propose any changes this time.

6.3 Account Application

Members were advised the Council had to purchase several security items recently at very short notice, some of which had been comparatively expensive, putting a drain on the Petty Cash fund. Members

Resolved: the Council should open an account with the local supplier to ease the situation when urgent purchases may be required.

7. FINANCE CORRESPONDENCE

7.1 Charity Commission News

Members noted the latest copy of Charity Commission News is available on the following website ccnews@charitycommission.gsi.gov.uk

8. PRESS RELEASE

There were no items on the agenda for which members wished to issue a press release.

The meeting closed at 9.06pm

Received Income over £500

June 2018

Start of year 01/04/18

Paying Ref	Paid date	Net Cttee	Details
10209	07/06/18	£886.63	Sale of bags
10212	15/06/18	£633.00	Cemetery Fees
DC180604	04/06/18	£3,500.00	West Kent Housing
DC180618	04/06/18	£1,000.00	Moat Housing Group Ltd
DC180618	18/06/18	£1,000.00	Eden Valley Museum Trust
			Cemetery Fees
			C Warden Contribution
			C Warden Contribution
			Quarterly Rent

Paid Expenditure over £500.00 Jun

Start of year 01/04/18

Cheque	Paid date	Tn no	Net Cttee	Details	Heading
DD180601	01/06/18	38856	£904.13	Aviva	2050/1
DD180605	05/06/18	38868	£761.98	British Gas	2200/1
IB180614	14/06/18	38872	£5,203.26	KCC Pension Fund	2000/3
DD180618	18/06/18	38834	£803.76	E-On UK Plc	3130
IB180626	26/06/18	38803	£653.50	The Colvin Cleaning Group	2220/2/3
IB180626	26/06/18	38805	£731.07	Glasdon U K Ltd	3110/1
IB180626	26/06/18	38823	£1,065.00	Sevenoaks Direct Services	3050/11/8
IB180626A	26/06/18	38869	£5,208.00	Amethyst Horticulture Ltd	3050/14/6
IB180626sdc	26/06/18	38870	£12,096.68	Sevenoaks District Council	1100
DD180627	27/06/18	38861	£8,033.36	Aviva	3000/8

5.1 Financial Summary - Cashbook

Summary between 01/04/18 and 31/07/18 inclusive.

Balances at the start of the year

Ordinary Accounts

Barclays General Account	£29,632.35
Lloyds General Account	£45,891.30
Petty Cash	£200.00

Short Term Investment Accounts

Barclays Capital Reserves	£248,058.95
Barclays General Reserves	-£18,703.40
Lloyds TSB - Deposit Acc	£300,000.00
Total	£605,079.20

RECEIPTS	Net	Vat	Gross
Council	£16,429.13	£0.00	£16,429.13
Open Spaces	£141,963.49	£724.66	£142,688.15
Central Services	£144,396.09	£0.00	£144,396.09
Emergency Planning Committee	£137.50	£0.00	£137.50
Community Warden	£8,000.00	£0.00	£8,000.00
Total Receipts	£310,926.21	£724.66	£311,650.87

PAYMENTS	Net	Vat	Gross
Council	£32,136.81	£3,582.98	£35,719.79
Open Spaces	£70,541.98	£4,145.06	£74,687.04
Central Services	£120,813.75	£10,008.72	£130,822.47
Emergency Planning Committee	£26.00	£0.00	£26.00
Community Warden	£5,958.77	£141.01	£6,099.78
Total Payments	£229,477.31	£17,877.77	£247,355.08

Closing Balances

Ordinary Accounts

Barclays General Account	£30,279.14
Lloyds General Account	£45,891.30
Petty Cash	£200.00

Short Term Investment Accounts

Barclays Capital Reserves	£253,980.91
Barclays General Reserves	£39,023.64
Lloyds TSB - Deposit Acc	£300,000.00

Total **£669,374.99**

5.2 Received Income Transactions

between 01/07/18 and 07/08/18

Start of year 01/04/18

Paying ref.	Received date	Invoice	Gross	Vat	Net Cttee	Details
DC180702	02/07/18		£80.75	£0.00	£80.75	Rent of Mowshurst Garage
10220	12/07/18		£308.70	£11.25	£297.45	Sale of Garden sacks
10219	12/07/18	RH1193	£49.20	£0.00	£49.20	Hire of Rickards Hall
10220	12/07/18	RH1202	£16.40	£0.00	£16.40	Hire of Rickards Hall
DC180716	16/07/18		£300.00	£0.00	£300.00	War Graves Commission
10222	19/07/18		£163.40	£3.00	£160.40	Sale of Garden sacks
10221	20/07/18	RH1195	£32.80	£0.00	£32.80	E/B Fuchsia & Pelargonium Society
10221	20/07/18	RH1201	£65.60	£0.00	£65.60	E/B Fuchsia & Pelargonium Society
10221	20/07/18	RH1203	£233.86	£0.00	£233.86	New Life Church Biggin Hill
10224	25/07/18		£250.00	£8.00	£242.00	Sale of Garden sacks
10223	26/07/18	3861	£118.20	£0.00	£118.20	Cemetery Fees
10223	26/07/18	3862	£93.20	£0.00	£93.20	Cemetery Fees
10223	26/07/18	3863	£25.00	£0.00	£25.00	Cemetery Fees
10223	26/07/18	3864	£79.15	£0.00	£79.15	Alex Jones Funeral Directors
10223	26/07/18	RH1205	£179.25	£0.00	£179.25	Hire of Rickards Hall
10223	26/07/18	RH1206	£123.55	£0.00	£123.55	Hire of Rickards Hall
DC180727	27/07/18	Mis621	£644.70	£107.45	£537.25	Sevenoaks District Council
DC180731	31/07/18	RH1198	£24.60	£0.00	£24.60	West Kent Mediation
10226	02/08/18		£121.20	£0.00	£121.20	Sale of Garden sacks
10225	03/08/18	Mis625	£1,108.00	£184.67	£923.33	W I Hall Management Committee
Total			£4,017.56	£314.37	£3,703.19	Half yearly admin costs

5.3 Paid Expenditure Transactions

between 01/07/18 and 07/08/18

Start of year 01/04/18

Cheque	Paid date	Tn no Order	Gross	Vat	Net	Details	Heading
100106	19/07/18	38915	£105.00	£0.00	£105.00	The Cobblers Shop	Chain & padlock - Spare for emergency use 3040/1
100107	20/07/18	38916	£3.42	£0.00	£3.42	Waitrose	Milk & Biscuits for playdays 2070/3
100107	20/07/18	38917	£11.45	£0.00	£11.45	Co-Op Supermarket	Coffee 2070/3
100107	20/07/18	38918	£20.00	£0.00	£20.00	Budget Plants	Spring plants 3050/14/2
100107	20/07/18	38919	£8.00	£0.00	£8.00	Tesco	Teabags 2070/3
100107	20/07/18	38920	£9.60	£0.00	£9.60	Waitrose	
100107	20/07/18	38921	£5.00	£0.83	£4.17	Bradford Electrical	Batteries for PIN reader 2070/5
100107	20/07/18	38922	£1.09	£0.00	£1.09	Tesco	Milk 2030/1
100107	20/07/18	38923	£6.34	£1.06	£5.28	True Build	Drain unblocker 2065
100107	20/07/18	38924	£1.10	£0.00	£1.10	Waitrose	Milk 2070/3
100107	20/07/18	38926	£1.78	£0.00	£1.78	Tesco	Milk & sugar 2070/3
100107	20/07/18	38927	£16.98	£0.00	£16.98	Asda	Cakes for volunteers tea 2070/3
100107	20/07/18	38928	£1.10	£0.00	£1.10	Waitrose	Milk 2070/3
100107	20/07/18	38929	£37.80	£0.00	£37.80	The Minstrels	Sandwiches & coffees for SDC meeting 2070/3
100107	20/07/18	38930	£3.39	£0.00	£3.39	Waitrose	Milk & Coffee for partnership 2070/3
100107	20/07/18	38931	£1.09	£0.00	£1.09	Tesco	Milk 2070/3
100107	20/07/18	38932	£1.09	£0.00	£1.09	Tesco	Milk 2070/3
100107	20/07/18	38933	£0.79	£0.00	£0.79	Post Office Ltd	Postage 2070/2
100107	20/07/18	38934	£1.00	£0.17	£0.83	Primark	A5 notebook - Budet book 2040/2
100107	20/07/18	38935	£14.00	£2.33	£11.67	Boots The Chemists Ltd	Sun cream for ground staff 3000/7
100107	20/07/18	38936	£1.09	£0.00	£1.09	Tesco	Milk 2070/3
100107	20/07/18	38937	£2.45	£0.41	£2.04	Paydens	Liquid Tip-ex 2040/2
100107	20/07/18	38938	£7.05	£0.00	£7.05	Co-Op Supermarket	Coffee 2070/3
100107	20/07/18	38939	£1.09	£0.00	£1.09	Tesco	Milk 2070/3
100107	20/07/18	38940	£12.00	£0.00	£12.00	Morrison's	
100107	20/07/18	38941	£3.00	£0.00	£3.00	Waitrose	Teabags 2070/5
100107	20/07/18	38942	£1.10	£0.00	£1.10	Waitrose	Milk 2070/3
100107	20/07/18	38943	£1.10	£0.00	£1.10	Waitrose	Milk 2070/3
100107	20/07/18	38944	£0.79	£0.00	£0.79	Post Office Ltd	Postage 2070/2
100107	20/07/18	38945	£0.58	£0.00	£0.58	Post Office Ltd	Postage 2070/2
100107	20/07/18	38946	£2.60	£0.00	£2.60	Waitrose	Liquid soap 2070/5
100108	26/07/18	38948	£50.00	£0.00	£50.00	Compensation for damage to dress	1010
DD180624	24/07/18	38963	£143.53	£23.92	£119.61	Focus 4 U	Buildings Insurance 2010/6/1
DD180701	02/07/18	38961	£904.20	£0.00	£904.20	Aviva	Buildings Insurance 2050/1

5.3 Paid Expenditure Transactions

between 01/07/18 and 07/08/18

Start of year 01/04/18

Cheque	Paid date	Tn no Order	Gross	Vat	Net	Details	Heading
DD180702	02/07/18	38952	£258.00	£0.00	£258.00	Sevenoaks District Council	Non Domestic Rates Market Yard Car Park 3010/1/4
DD180702	02/07/18	38955	£403.00	£0.00	£403.00	Sevenoaks District Council	Non Domestic Rates Doggetts Barn 2010/1
DD180702	02/07/18	38956	£185.00	£0.00	£185.00	Sevenoaks District Council	Non Domestic Rates Mowshurst Barn 3010/1/2
DD180702	02/07/18	38959	£317.00	£0.00	£317.00	Sevenoaks District Council	Non Domestic Rates Tax Depot 3010/1/1
DD180702	02/07/18	38960	£258.00	£0.00	£258.00	Sevenoaks District Council	Non Domestic Rates Public Toilets 2210/1/1
DD180716	16/07/18	38950	£933.40	£155.57	£777.83	E-On UK Plc	Public Street lighting 3130
DD180716	16/07/18	38953	£143.33	£23.89	£119.44	Petrocell Holdings Ltd	Ground staff fuel 3070/5
DD180716	16/07/18	38962	£42.60	£7.10	£35.50	Sage Software Limited	Payroll software 2020/6
DD180723	23/07/18	38957	£143.00	£0.00	£143.00	Sevenoaks District Council	Non Domestic Rates Market Yard 3010/1/3
DD180723	23/07/18	38958	£180.00	£0.00	£180.00	Sevenoaks District Council	Non Domestic Rates Rickards Hall 2220/1/1
DD180726	26/07/18	38954	£23.40	£3.90	£19.50	O2	Ground staff mobile 3010/6/1
DD180818	18/07/18	38951	£9.71	£1.62	£8.09	O2	Broadband for iPad 2010/6/3
IB180711	12/07/18	38875	£60.00	£0.00	£60.00	Grandma's Attic	3 wrought iron hanging basket brackets 3140/13/2
IB180711	12/07/18	38876	£32.82	£5.47	£27.35	Waitrose	Water & sandwiches - security staff 1010
IB180711	12/07/18	38877	£156.80	£0.00	£156.80	Sevenoaks District Council	Blue trade waste sacks 2070/10
IB180711	12/07/18	38878	£29.00	£0.00	£29.00	Post Office Ltd	Second class stamps 2070/2
IB180711	12/07/18	38879	£31.52	£0.00	£31.52	SES Business Water	Water supply Public Toilets 2210/1/3
IB180711	12/07/18	38880	£31.52	£0.00	£31.52	SES Business Water	Water supply Blossoms Park 3010/4/5
IB180711	12/07/18	38881	£42.77	£0.00	£42.77	SES Business Water	Water supply Depot 3010/4/1
IB180711	12/07/18	38883	£45.00	£0.00	£45.00	TJ Pest Control	Bee Treatment in courtyard 3030/3
IB180718	18/07/18	38884	£432.00	£72.00	£360.00	Arbormedic Tree Services	Supply 7 tree trunks Marsh Green 1100
IB180718	18/07/18	38885	£480.00	£80.00	£400.00	RWE Rural Services	Supply tree trunks Marsh Green 1100
IB180718	18/07/18	38888	£1,070.00	£0.00	£1,070.00	Sevenoaks District Council	Premises licence 2020/14
IB180718R	18/07/18	38887	£4,230.85	£0.00	£4,230.85	Inland Revenue	
IB180718Pen	18/07/18	38886	£5,213.78	£0.00	£5,213.78	KCC Pension Fund	Pension contributions 2000/1/1/1
IB180725	24/07/18	38947	£44.41	£7.40	£37.01	Vodafone	
IB180725sal	25/07/18	38949	£14,511.63	£0.00	£14,511.63	Salaries	
Total			£30,689.14	£385.67	£30,303.47		

5.4 Edenbridge Town Council

Expenditure transactions - approval list

Start of year 01/04/18

Tn no	Cheque	Gross	Heading	Invoice	Details	Cheque
38972	IB180815	£19.98		16/07/18	Bradford Electrical	£19.98
1		£5.98	3050/7		Tomorite	
2		£14.00	3040/1		Garden fork	
38973	IB180815	£252.00	3030/4	30/07/18	BSP (Knockholt) Ltd - Skip hire	£252.00
38974	IB180815	£423.50	2030/3	26/07/18	Canon (uk) Ltd - Photocopyng costs	£423.50
38975	IB180815	£13.80	3050/4	25/07/18	A W Champion Ltd - Planed wood	£13.80
38976	IB180815	£672.00	3050/7	27/07/18	Chemassist - Total weed killer	£672.00
38977	IB180815	£283.66	2060/7	30/07/18	Dave Cole Electrical Installations Ltd - Electrical repairs	£283.66
38978	IB180815	£784.20	2220/2/3	28/07/18	The Colvin Cleaning Group - Cleaning Rickards Hall	£784.20
38979	IB180815	£1,588.67	1100	07/08/18	Coppard Plant Hire Ltd - Concrete blocks -Stangrove Pk	£1,588.67
38980	IB180815	£3.00		23/07/18	Land Registry fees	£3.00
38981	IB180815	£5,669.59	1195	07/08/18	Hever Countryside Services - Supply & erect wooden bollards at Marsh Green	£5,669.59
38982	IB180815	£9.94	3050/4	27/07/18	Jewson - Galvanised rail bracket	£160.40
38983	IB180815	£19.24	3050/4	25/07/18	Jewson - Mending plate, rawlplug & screws	£160.40
38984	IB180815	£41.14	3050/4	25/07/18	Jewson - Sadolin	£160.40
38985	IB180815	£1.01	3050/4	25/07/18	Jewson - Zinc nut & bolt	£160.40
38987	IB180815	£78.67	3050/4	23/07/18	Jewson - Sadolin,brush & gloves	£160.40
38988	IB180815	£10.40	3050/4	19/07/18	Jewson - Carriage bolt & nut, steel washers & gloves	£160.40
38989	IB180815	£29.99	3110/1	24/07/18	Marine Warehouse Ltd - Replacement throw line	£29.99
38990	IB180815	£5.40	2000/12	20/07/18	Travel toBarclays Oxted	£5.40
38991	IB180815	£84.60	3050/2	19/07/18	Rigby Taylor Ltd - Duraline white aerosols	£84.60
38992	IB180815	£791.40	3110/1	20/07/18	Safeplay Playground Maintenance Services Ltd - Repairs to swings at Stangrove Park	£791.40
38993	IB180815	£31.09	3040/2	22/07/18	S&N Machinery - Strimmer head & hedge cutter grease	£180.20
38994	IB180815	£87.07	3040/2	25/07/18	S&N Machinery - Repairs to strimmer	£180.20
38995	IB180815	£62.04	3040/2	22/07/18	S&N Machinery - Repairs to mower	£180.20
38996	IB180815	£14.80	1100	19/07/18	Sencio - Supplying bottles of water during eviction	£14.80
38997	IB180815	£24.61	4050/1	31/07/18	Solo Protect - Lone working device	£24.61
38998	IB180815	£49.50	3110/1	24/07/18	Streetlights - Repairs to streetlights	£469.50
38999	IB180815	£420.00	3145	31/07/18	Streetlights - Abortive charges	£469.50
39000	IB180815	£315.00	3000/7	17/07/18	The Preventative Healthcare Company Limited - Visit to site - hearing tests	£315.00
39001	IB180815	£425.00	3000/7	25/07/18	M E Training Services - PPE vibration tests	£425.00
39002	IB180815	£44.41		25/07/18	Vodafone -	£44.41
1		£24.90	4020		Community Warden Phone	
2		£19.51	2010/9		Property manager phone	
39003	IB180815	£152.23	2040/2	16/07/18	Viking Direct Ltd - Stationery items	£152.23
39004	IB180815	£30.00	2020/1	07/08/18	Window cleaning Doggetts Barn	£30.00
Total		£12,437.94				

5.5 Direct Debits July 2018

Date	Supplier	Amount
2	Aviva	904.20
	SDC - Non Domestic Rates Mowshurst Barn	185.00
	SDC - Non Domestic Rates Car park & Public Toilets	516.00
	SDC - Non Domestic Rates Doggetts Barn	403.00
	SDC - Non Domestic Rates Depot	317.00
16	Petrocell	143.33
	E.On	933.40
	Sage Software	42.60
18	o2 Broadband iPad	9.71
23	SDC - Non Domestic Rates Rickards Hall	180.00
	SDC - Non Domestic Rates Market Yard	143.00
24	Focus 4 U	143.53
26	o2 ground staff mobile	23.40
15	Inland Revenue	4,230.85
15	KCC Pension	5,213.78
27	Salaries	14,511.63

5.6 Fund Transfer

Capital Reserves

Transfer In: Nil

Transfer Out: £1,323.89 Concrete blocks - Stangrove Pk
£760.00 Tree trunks - Marsh Green
£39.68 Welfare for security guards

Revenue reserves

Transfer In: Nil

Transfer Out: £45,000.00

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

5.8 Invoices outstanding for more than 3months

19 April 2018 £2.10

Income for Open Spaces		Budget	Actual	Balance	Expenditure for Open Spaces	Budget	Actual	Balance
Allocation from Precept	152,092.00	76,046.00	76,046.00	76,046.00	Staff Costs	106,625.00	37,833.02	68,791.98
Precept 10 yr Maintenance	42,230.00	21,115.00	21,115.00	21,115.00	Utilities	12,315.00	4,137.66	8,177.34
Precept 30 yr Maintenance	59,740.00	29,870.00	29,870.00	29,870.00	Services	14,880.00	1,291.00	13,589.00
10 yr Sundry receipt	0.00	0.00	0.00	0.00	Equipment/Tools	4,250.00	330.33	3,919.67
Cemetery Fees	11,000.00	3,656.70	3,656.70	7,343.30	Materials	17,230.00	8,757.81	8,472.19
Rents	14,993.00	4,104.15	4,104.15	10,888.85	Buildings	2,100.00	923.28	1,176.72
Maintenance Services	5,465.00	1,504.04	1,504.04	3,960.96	Vehicles	9,550.00	3,362.69	6,187.31
Solar Panels	850.00	0.00	850.00	850.00	Contingencies	3,000.00	0.00	3,000.00
Sundry Receipts	9,500.00	4,346.89	4,346.89	5,153.11	Others	1,000.00	189.20	810.80
Reserves 10 Year Maintenance Plan TF	2,373.00	0.00	2,373.00	2,373.00	Small Projects	3,000.00	800.00	2,200.00
30 Year Maintenance Plan TF	0.00	0.00	0.00	0.00	Vandalism	4,000.00	878.80	3,121.20
					Footpaths Equipment	200.00	0.00	200.00
					Public Street Lighting	9,500.00	2,359.42	7,140.58
					Public Street Lighting Contract	6,250.00	3,213.60	3,036.40
					10 Year Maintenance Plan	44,603.00	60.00	44,543.00
					Reserves TR Balancing 10 Yr Plan	0.00	0.00	0.00
					30 Yr Maintenance Plan	23,175.00	0.00	23,175.00
					Reserves TR Balancing 30 Yr Plan	36,565.00	0.00	36,565.00
	298,243.00	140,642.78	140,642.78	157,600.22		298,243.00	64,136.81	234,106.19
Income for Emergency Planning					Expenditure for Emergency Planning			
Allocation from Precept	275.00	137.50	137.50	137.50	Equipment/Tools	100.00	26.00	74.00
Sundry Receipts	0.00	0.00	0.00	0.00	Others	175.00	0.00	175.00
	275.00	137.50	137.50	137.50	Training	0.00	0.00	0.00
						275.00	26.00	249.00

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.

Income for Community Warden	Budget	Actual	Balance	Expenditure for Community Warden			
Precept (ETC Cont)	7,000.00	3,500.00	3,500.00	Staff Costs	14,500.00	4,641.66	9,858.34
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	3,500.00	-3,500.00	Phone	280.00	61.65	218.35
Westerham	0.00	0.00	0.00	CRB Check	0.00	0.00	0.00
John Coldman trust	2,000.00	0.00	2,000.00	Sundries	240.00	-21.98	261.98
Police	0.00	0.00	0.00	Clothing & Supplies	310.00	61.53	248.47
Great Stone Bridge Trust	3,000.00	0.00	3,000.00	Vehicle Running Costs	1,500.00	354.36	1,145.64
KCC	0.00	0.00	0.00	Vehicle Purchase	0.00	0.00	0.00
From Reserves	7,575.00	0.00	7,575.00	Training	120.00	0.00	120.00
Sundry Receipts	0.00	0.00	0.00	CW Reserves	0.00	0.00	0.00
	19,575.00	8,000.00	11,575.00		19,575.00	5,097.22	14,477.78
Nett Balance	736,596.75	278,385.91	458,210.84	Nett Expenditure	736,596.75	175,734.47	560,862.28