



# Edenbridge Town Council

Town Clerk: Caroline Leet



To: Cllrs A Baker, A Damodaran, A Layland, N Lloyd (Chairman), M McArthur, S McGregor, Z Roberts Smith, J Scholey, S Sumner and B Todd.

**A FINANCE & GOVERNANCE COMMITTEE meeting will be held 7.30pm on Monday 12 October 2020 via Zoom**

Members of the public are welcome to observe this meeting, please e-mail the Town Clerk by Monday 12 October at 9am.

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1. **APOLOGIES FOR ABSENCE**
  2. **DECLARATIONS OF INTERESTS OR PREDETERMINATION**, including any interests not already registered
  3. **ELECTION OF VICE CHAIRMAN**
  4. **TO CONFIRM THE MINUTES OF THE FINANCE COMMITTEE HELD ON 7 JULY 2020**
  5. **MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**
  6. **FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS**  
To approve the Financial Statement as at 31 August 2020.  
To approve/ratify the analysis of receipts and payments, as at 31 August and approve the expenditure transactions on the approval list 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 2020.
  7. **FINANCE BUSINESS**
    - 7.1 **Members' Allowances**
    - 7.2 **KALC online Finance Conference**
    - 7.3 **To confirm the annual direct debits**
  8. **FINANCE CORRESPONDENCE**  
None
  9. **GOVERNANCE BUSINESS**
    - 9.1 **To note the Internal Auditor's end of year 2019/20 report was received by Full Council at the July meeting and the approval of the AGAR**
    - 9.2 **To note the Annual Return submission & Public Rights notices have been displayed**
    - 9.3 **Meeting with new Internal Auditor**
    - 9.4 **Service Level Agreements (SLA's) and Leases**
    - 9.5 **Review of Capital and Reserve Policy**
    - 9.6 **Mourning Protocol**
  10. **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

**Email:** [townclerk@edenbridgetowncouncil.gov.uk](mailto:townclerk@edenbridgetowncouncil.gov.uk) **Web:** [www.edenbridgetowncouncil.gov.uk](http://www.edenbridgetowncouncil.gov.uk)

## **Finance Report October 2020**

### **3. ELECTION OF CHAIRMAN**

The Vice Chairman of the Finance and Governance Committee is stepping down from the position.

**Do members wish to make nominations for a Vice Chairman for the Finance and Governance Committee?**

### **7. FINANCE BUSINESS**

#### **7.1 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. The RFO has approached Sevenoaks District Council with regard to the cost of setting allowances, which is carried out by the Parish Remuneration Panel.

In previous years the cost would include five hours of three panel members' time, at a minimum cost of £12 per hour per person, 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? Do Members agree this should be reviewed every four years following an Election when new Councillors are elected?**

#### **7.2 KALC online Finance Conference**

Kent Association of Local Council's (KALC) are hosting their Annual Finance Conference via Zoom on Thursday 14 October. This is a morning conference and costs £50 plus VAT per delegate. The RFO has booked a space for this session.

**Do Members approve this decision at a cost of £50 for the RFO to attend?**

#### **7.3 To confirm the annual Direct Debits**

A list of the annual Direct Debits was presented to members at the July Finance meeting. This has since been updated to show the frequency of these payments. This will be approved annually at the June meeting, following the annual meeting of the Town Council.

**Do members approve the revised listing?**

### **8. FINANCE CORRESPONDENCE**

None

### **9. GOVERNANCE BUSINESS**

The new Council's new Terms of Reference were adopted by the full Council in January 2020. As part of the review of its Committees structure it included introducing firmer Governance controls and these have been included with the Finance Committee matters. The Finance and Governance Committee has delegated authority to make decisions once the general policy and expenditure has been approved by the Town Council. The powers are to be exercised in accordance with the law, the Council's Standing Orders and Financial Regulations, and any approved policy framework and within the approved budget.

**9.1 To note the Internal Auditor's end of year 2019/20 report was received by Full Council at the July meeting and the approval of the AGAR**

**9.2 To note the Annual Return submission & Public Rights notices have been displayed**

The Annual Return was sent electronically to PKF Littlejohn (the External Auditor) at the end in July. 'The Notice: Exercise of Public Rights and Publication of Unaudited Annual Return' was placed on the Council's website and notice board on 30 July, including the documentation specified by the External Auditor, in line with the Governance and Accountability instructions. This was removed on 16 September when a period of 30 working days had passed.

### **9.3 Meeting with new Internal Auditor**

A meeting with the Council's new Internal Auditor, Town Clerk, Chairman of the Finance Committee and RFO is scheduled for Thursday 8 October. Members will be updated at the meeting.

### **9.4 Service Level Agreements (SLA's) and Leases**

Members will recall that the Council now has three SLA's in place which are operating very well. These agreements are between Edenbridge Town Council and (1) Eden Valley Museum Trust (EVMT), (2) Edenbridge and District Twinning Association (E&DTA) and (3) West Kent Extra to cover the HOUSE project. The agreements require that an interim report on progress and spending, along with any request for funding for 2021/22, be submitted to the Council by 30 September 2020. Councillors have had meetings with West Kent Extra HOUSE project and EVMT recently. The RFO has spoken to E&DTA who have been unable to carry out any planned visits this year. All organisations will be submitting Interim Reports and requests for funding for the Grants meeting in November.

The secretary of E&DTA wrote to the Council to express their thanks for the Council's ongoing support. The Co-ordinator at HOUSE also emailed to express their thanks to the Council.

The Clerk and members of the Lease Negotiation team have held meetings with Nomads Football Club and Edenbridge Cricket Club. A meeting with Edenbridge Rugby Football Club will take place soon.

### **9.5 Review of Capital and Reserve Policy**

The Clerk and Chairman of Finance and Governance Committee drafted a new Capital and Reserves Policy.

**Do Members recommend to Full Council to adopt this policy?**

### **9.6 Mourning Protocol**

**Do Members approve the adoption of this protocol?**

## **10. PRESS RELEASE**

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

RFO

7 October 2020

## 5.1 Financial Summary - Cashbook

Summary between 01/04/20 and 30/06/20 inclusive.

Balances at the start of the year

### Ordinary Accounts

Barclays General Account	£28,281.22
CIL	£554,296.93
Lloyds General Account	£127,015.08
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£367,239.42
Barclays General Reserves	-£221,225.96
CCLA Council Reserves	£0.00
CCLA CIL	£0.00
Lloyds TSB - Deposit Acc	£300,000.00
<b>Total</b>	<b>£1,155,806.69</b>

RECEIPTS	Net	Vat	Gross
Council	£27,111.92	£0.00	£27,111.92
Open Spaces	£151,929.82	£212.41	£152,142.23
Central Services	£119,383.08	£51.43	£119,434.51
Emergency Planning Committee	£161.50	£0.00	£161.50
Community Warden	£8,713.50	£0.00	£8,713.50
CIL	£4,084.82	£0.00	£4,084.82
<b>Total Receipts</b>	<b>£311,384.64</b>	<b>£263.84</b>	<b>£311,648.48</b>

PAYMENTS	Net	Vat	Gross
Council	£19,891.72	£332.93	£20,224.65
Open Spaces	£72,656.36	£4,359.04	£77,015.40
Central Services	£56,859.28	£1,259.35	£58,118.63
Emergency Planning Committee	£30.00	£0.00	£30.00
Community Warden	£3,742.05	£34.10	£3,776.15
CIL	£35,059.00	£0.00	£35,059.00
<b>Total Payments</b>	<b>£188,238.41</b>	<b>£5,985.42</b>	<b>£194,223.83</b>

Closing Balances

### Ordinary Accounts

Barclays General Account	£18,720.89
CIL	£523,322.75
Lloyds General Account	£127,364.12
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£367,239.42
Barclays General Reserves	-£63,615.84
CCLA Council Reserves	£0.00
CCLA CIL	£0.00
Lloyds TSB - Deposit Acc	£300,000.00

<b>Total</b>	<b>£1,273,231.34</b>
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## 5.2 Received Income

between 01/04/20 and 30/06/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details
DC200501	01/05/20	33349		£85.90	£0.00	£85.90	Rent of Mowshurst Garage
10326	30/04/20	33276		£163.55	£27.26	£136.29	W I Hall Management Committee
10326	30/04/20	33277		£40.32	£0.00	£40.32	Historical Society Photocopying - notices
10326	30/04/20	33278		£4.90	£0.00	£4.90	Historical Society Photocopying
10327	30/04/20	33284		£51.68	£0.00	£51.68	UK Power Networks Wayleaves M Y & Allotments
10327	30/04/20	33285		£24.87	£0.00	£24.87	Resident shopping payment Shopping payment
10327	30/04/20	33286		£39.39	£0.00	£39.39	Resident shopping payment Shopping payment
10327	30/04/20	33287		£29.35	£0.00	£29.35	Resident shopping payment Shopping payment
10327	30/04/20	33288		£20.53	£0.00	£20.53	Resident shopping payment Shopping payment
10327	30/04/20	33289		£22.80	£0.00	£22.80	Resident shopping payment Shopping payment
10327	30/04/20	33290		£46.23	£0.00	£46.23	Resident shopping payment Shopping payment
10327	30/04/20	33291		£69.18	£0.00	£69.18	Resident shopping payment Shopping payment
10327	30/04/20	33292		£12.70	£0.00	£12.70	Resident shopping payment Shopping payment
10327	30/04/20	33293		£43.00	£0.00	£43.00	Resident shopping payment Shopping payment
10328	07/05/20	33304		£361.50	£0.00	£361.50	Downsview Memorials Cemetery Fees
10328	07/05/20	33305		£25.00	£0.00	£25.00	Cemetery Fees Grant of Right
10328	07/05/20	33306		£436.00	£0.00	£436.00	S Smith & Son Cemetery Fees
10328	07/05/20	33307		£99.20	£0.00	£99.20	Alex Jones Funeral Directors Cemetery Fee
10329	12/05/20	33315		£124.95	£0.00	£124.95	S Smith & Son Cemetery Fees
10329	12/05/20	33316		£99.20	£0.00	£99.20	S Smith & Son Cemetery Fees
10329	12/05/20	33317		£772.80	£0.00	£772.80	S Smith & Son Cemetery Fees
10329	12/05/20	33318		£2,318.40	£0.00	£2,318.40	S Smith & Son Cemetery Fees
10329	12/05/20	33319		£2,318.40	£0.00	£2,318.40	S Smith & Son Cemetery Fees
10330	11/05/20	33308		£82.67	£0.00	£82.67	Resident shopping payment Shopping payment
10330	11/05/20	33309		£33.07	£0.00	£33.07	Resident shopping payment Shopping payment
10330	11/05/20	33310		£22.47	£0.00	£22.47	Resident shopping payment Shopping payment
10330	11/05/20	33311		£37.21	£0.00	£37.21	Resident shopping payment Shopping payment
10330	11/05/20	33312		£15.35	£0.00	£15.35	Resident shopping payment Shopping payment

## 5.2 Received Income

between 01/04/20 and 30/06/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details	
10330	11/05/20	33313		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
10330	11/05/20	33314		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
10331	28/05/20	33336		£41.76	£0.00	£41.76	Resident shopping payment	Shopping payment
10331	28/05/20	33337		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10332	08/06/20	33329		£588.50	£98.08	£490.42	Ritagate Ltd T/A Bray	Market rent 21 May - 31 July
10332	08/06/20	33330		£297.60	£0.00	£297.60	Cemetery Fees	Cemetery Fees
10332	08/06/20	33331		£297.60	£0.00	£297.60	W A Truelove & Son	Cemetery Fees
10332	08/06/20	33332		£99.20	£0.00	£99.20	H J Johnston & Son	Cemetery Fees
10332	08/06/20	33333		£206.50	£0.00	£206.50	Cemetery Fees	Cemetery Fees
10332	08/06/20	33334		£99.20	£0.00	£99.20	S Smith & Son	Cemetery Fees
10333	12/06/20	33335		£84.20	£0.00	£84.20	Alex Jones Funeral Directors	Cemetery Fees
10351	15/05/20	33321		£100.84	£0.00	£100.84	Resident shopping payment	Shopping payment
10351	15/05/20	33322		£26.00	£0.00	£26.00	Resident shopping payment	Shopping payment
10351	15/05/20	33323		£30.33	£0.00	£30.33	Resident shopping payment	Shopping payment
10351	15/05/20	33324		£54.34	£0.00	£54.34	Resident shopping payment	Shopping payment
10351	15/05/20	33325		£84.97	£0.00	£84.97	Resident shopping payment	Shopping payment
10351	15/05/20	33326		£121.52	£0.00	£121.52	Resident shopping payment	Shopping payment
10351	15/05/20	33327		£63.48	£0.00	£63.48	Resident shopping payment	Shopping payment
10351	15/05/20	33328		£120.38	£0.00	£120.38	Resident shopping payment	Shopping payment
10351	15/05/20	33361		£63.21		£63.21	Sundry Receipt	Sundry cheque
10351a	04/05/20	33350		£703.40	£5.00	£698.40	Sale of Brown Sacks / Other	
10351b	14/05/20	33352		£524.07	£1.67	£522.40	Sale of Brown Sacks / Other	
10352	01/06/20	33363		£528.34	£4.17	£524.17	Sale of Brown Sacks / Other	
10353	09/06/20	33365		£37.86	£0.00	£37.86	Resident shopping payment	Shopping payment
10353	09/06/20	33366		£23.27	£0.00	£23.27	Resident shopping payment	Shopping payment
10353	09/06/20	33367		£34.92	£0.00	£34.92	Resident shopping payment	Shopping payment
10353	09/06/20	33368		£16.46	£0.00	£16.46	Resident shopping payment	Shopping payment
10353	09/06/20	33369		£36.41	£0.00	£36.41	Resident shopping payment	Shopping payment
10353	09/06/20	33370		£23.75	£0.00	£23.75	Resident shopping payment	Shopping payment
10353	09/06/20	33371		£52.95	£0.00	£52.95	Resident shopping payment	Shopping payment

## 5.2 Received Income

between 01/04/20 and 30/06/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details	
10353	09/06/20	33372		£47.47	£0.00	£47.47	Resident shopping payment	Shopping payment
10353	09/06/20	33373		£6.20	£0.00	£6.20	Sale of Brown Sacks / Other	Garden sacks
10353	09/06/20	33374		£18.50	£0.00	£18.50	Resident shopping payment	payment for shopping
10353	09/06/20	33375		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10353	09/06/20	33376		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10353a	09/06/20	33406		£357.67	£6.33	£351.34	Sale of Brown Sacks / Other	
10354	10/06/20	33378		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10354	10/06/20	33379		£47.00	£0.00	£47.00	Resident shopping payment	Payment for shopping
10354	10/06/20	33380		£66.71	£0.00	£66.71	Resident shopping payment	Payment for shopping
10354	10/06/20	33381		£45.01	£0.00	£45.01	Resident shopping payment	Payment for shopping
10354	10/06/20	33382		£34.39	£0.00	£34.39	Resident shopping payment	Payment for shopping
10354	10/06/20	33383		£52.42	£0.00	£52.42	Resident shopping payment	Payment for shopping
10355	25/06/20	33391		£136.38	£0.00	£136.38	Resident shopping payment	Shopping payment
10355	25/06/20	33392		£25.70	£0.00	£25.70	Alex Jones Funeral Directors	Cemetery fees
10355	25/06/20	33393		£84.20	£0.00	£84.20	Alex Jones Funeral Directors	Cemetery fees
10355	25/06/20	33394		£25.00	£0.00	£25.00	Cemetery Fees	Cemetery fees
10355	25/06/20	33395		£60.25	£0.00	£60.25	Cemetery Fees	Cemetery fees
10355	25/06/20	33396		£72.70	£0.00	£72.70	Yew Tree Stone	Cemetery fees
10355	25/06/20	33397		£33.25	£0.00	£33.25	Resident shopping payment	Shopping payment
10355	25/06/20	33398		£43.25	£0.00	£43.25	Resident shopping payment	Shopping payment
10355	25/06/20	33399		£29.85	£0.00	£29.85	Resident shopping payment	Shopping payment
10355	25/06/20	33400		£16.46	£0.00	£16.46	Resident shopping payment	Shopping payment
10355	25/06/20	33401		£42.58	£0.00	£42.58	Resident shopping payment	Shopping payment
10355	25/06/20	33402		£22.59	£0.00	£22.59	Resident shopping payment	Shopping payment
10355	25/06/20	33403		£15.00	£0.00	£15.00	Sale of Black Sacks	Garden sacks
10355	25/06/20	33404		£15.00	£0.00	£15.00	Sale of Black Sacks	Garden sacks
10355a	25/06/20	33405		£656.20	£7.00	£649.20	Sale of Brown Sacks / Other	
DC20608	08/06/20	33415		£293.01	£0.00	£293.01	Barclays Bank Plc	Interest CIL Account
DC200424	24/04/20	33339		£3,791.81	£0.00	£3,791.81	Sevenoaks District Council	CIL Payment
DC200401	01/04/20	33295		£85.90	£0.00	£85.90	Rent of Mowshurst Garage	

## 5.2 Received Income

between 01/04/20 and 30/06/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details	
DC200402	02/04/20	33296		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200408	08/04/20	33297		£18.40	£0.00	£18.40	Allotment Holders	Allotment Rent
DC200408	08/04/20	33298		£36.70	£0.00	£36.70	Allotment Holders	Allotment Rent
DC200408	09/04/20	33299		£1.45	£0.00	£1.45	Allotment Holders	Allotment Rent
DC200409	09/04/20	33300		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200415	15/04/20	33301		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200416	16/04/20	33281		£224.28	£0.00	£224.28	Evolution Dance Academy	Hire of Rickards Hall
DC200416	16/04/20	33282		£253.01	£0.00	£253.01	Evolution Dance Academy	Hire of Rickards Hall
DC200416	16/04/20	33294		£20.00	£0.00	£20.00	Evolution Dance Academy	Rickards Hire (adjustment)
DC200417	17/04/20	33302		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200417	17/04/20	33303		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200424	24/04/20	33280		£658.11	£0.00	£658.11	Eden Valley Museum Trust	Museum gas bill
DC200430	30/04/20	33338		£277,487.00	£0.00	£277,487.00	Sevenoaks District Council	Precept
DC200513	13/05/20	33283		£8,856.59	£0.00	£8,856.59	HM Customs & Excise	VAT refund 01/20 - 03/20
DC200515	15/05/20	33351		£16.85	£0.00	£16.85	Allotment Holders	Allotment Rent
DC200601	01/06/20	33362		£85.90	£0.00	£85.90	Rent of Mowshurst Garage	
DC200608	08/06/20	33416		£123.12	£0.00	£123.12	Barclays Bank Plc	Interest Reserve account
DC200612	12/06/20	33384		£686.00	£114.33	£571.67	Sevenoaks District Council	Maintenance charges
DC200615	15/06/20	33385		£22.50	£0.00	£22.50	Eden Valley Museum Trust	Pest control
DC200615	15/06/20	33386		£1,115.00	£0.00	£1,115.00	Eden Valley Museum Trust	Quarterly rent
DC200623	23/06/20	33389		£19.85	£0.00	£19.85	Allotment Holders	Allotment Rent
DC200625	25/06/20	33388		£72.70	£0.00	£72.70	Yew Tree Stone	Cemetery income
DC200626	26/06/20	33390		£16.85	£0.00	£16.85	Allotment Holders	Allotment Rent
DC200630	30/06/20	33387		£3,500.00	£0.00	£3,500.00	West Kent Housing	C Warden contribution
DC200630	30/06/20	33414		£349.04	£0.00	£349.04	Lloyds General Account	Interest on Deposit maturing
<b>Total</b>				<b>£311,648.48</b>	<b>£263.84</b>	<b>£311,384.64</b>		



## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no Order	Gross	Vat	Net	Details	
BC200416	16/04/20	40644	£390.00	£65.00	£325.00	Polar Automotive	Rewiring trailer
BC200416	16/04/20	40745	£15.98	£2.66	£13.32	Amazon.co.uk	Sharp safe disposable bin
BC200416	16/04/20	40746	£79.80	£13.30	£66.50	Amazon.co.uk	USB cameras - meetings
BC200416	16/04/20	40747	£79.80	£13.30	£66.50	Ascent Information Technology	USB cameras - meetings
BC200416	16/04/20	40748	£39.90	£6.65	£33.25	Ascent Information Technology	USB camera - meetings
BC200416	16/04/20	40764	£48.81	£0.00	£48.81	Waitrose	Refreshments ATM
BC200416	16/04/20	40765	£69.99	£0.00	£69.99	Carphone Warehouse	Mobile (received refund)
BC200518	18/05/20	41005	£45.99	£0.00	£45.99	Flowers Same Day	Bereavement flowers
BC200616	16/06/20	41105	£39.99	£0.00	£39.99	Amazon.co.uk	Facemasks
BC200616	16/06/20	41106	£23.79	£3.96	£19.83	Amazon.co.uk	Facemasks
BC200616	16/06/20	41107	£33.99	£5.67	£28.32	Amazon.co.uk	Headset - Deputy Clerk
BC200616	16/06/20	41108	£29.40	£0.00	£29.40	Amazon.co.uk	Facemasks
BC200616	16/06/20	41110	£28.90	£0.00	£28.90	Themetrust	for Council Website
BC200616	16/06/20	41111	£143.88	£0.00	£143.88	Zoom	for Council meetings
BC200616	16/06/20	41112	£79.00	£0.00	£79.00	Melody Loops LP	Phone music
BC200616	16/06/20	41113	£52.90	£0.00	£52.90	Amazon.co.uk	Anti vandal paint
BC200616	16/06/20	41114	£42.00	£0.00	£42.00	Sainsbury's	Coffee, teas & water
BC200616	16/06/20	41115	£34.99	£0.00	£34.99	Amazon.co.uk	Webcam microphone
BC200616	16/06/20	41116	-£59.99	£0.00	-£59.99	Carphone Warehouse	Refund on mobile
DC200417	17/04/20	39731	-£118.80	-£19.80	-£99.00	SLCC Enterprises Ltd	Duplicate payment
DC200422	22/04/20	40738	-£7.20	-£1.20	-£6.00	Edgar's Water	Bottle returned
DC200424	24/04/20	39733	-£43.80	-£7.30	-£36.50	Sage Software Limited	Duplicate payment
DC200529	29/05/20	41002	-£44.06	£0.00	-£44.06	NFU Mutual Insurance	Adjustment to insurance
DD200401	01/04/20	40803	£332.40	£0.00	£332.40	Sevenoaks District Council	N Domestic Rates Depot
DD200401	01/04/20	40804	£420.60	£0.00	£420.60	Sevenoaks District Council	N Domestic Rates D Barn
DD200401	01/04/20	40805	£193.15	£0.00	£193.15	Sevenoaks District Council	N Domestic Rates M'hurst
DD200401	01/04/20	40806	£270.13	£0.00	£270.13	Sevenoaks District Council	N Domestic Rates CP/PT
DD200401	01/04/20	40807	£270.12	£0.00	£270.12	Sevenoaks District Council	N Domestic Rates CP/PT

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no Order	Gross	Vat	Net	Details	
DD200401	01/04/20	40810	£65.00	£0.00	£65.00	Action With Communities In Rural Kent	Annual subscription
DD200406	06/04/20	40802	£31.08	£0.00	£31.08	Barclays	Bank charges
DD200406	06/04/20	40814	£5,614.96	£0.00	£5,614.96	Aviva	Insurance
DD200415	15/04/20	40753	£113.31	£18.89	£94.42	Petrocell Holdings Ltd	Ground staff fuel
DD200415	15/04/20	40846	£40.00	£6.67	£33.33	PTA Motoring Centres	Tyre repairs Land rover
DD200415	15/04/20	40847	£50.00	£8.33	£41.67	PTA Motoring Centres	New Tyre Trailer
DD200416	16/04/20	40750	£40.48	£6.75	£33.73	Vodafone	
DD200416	16/04/20	40751	£977.77	£162.96	£814.81	E-On UK Plc	Public Street lighting
DD200416	16/04/20	40791	£45.00	£7.50	£37.50	Sage Software Limited	Payroll Software
DD200416	16/04/20	40815	£5,015.14	£0.00	£5,015.14	Aviva	Insurance
DD200420	20/04/20	40869	£929.00	£0.00	£929.00	Premium Credit	Buildings Insurance
DD200422	22/04/20	40793	£3.00	£0.00	£3.00	SES Business Water	S/P Cemetery
DD200422	22/04/20	40794	£4.00	£0.00	£4.00	SES Business Water	Water Supply Cemetery
DD200422	22/04/20	40795	£17.00	£0.00	£17.00	SES Business Water	Water Supply R Hall
DD200422	22/04/20	40797	£6.00	£0.00	£6.00	SES Business Water	Water supply D Barn
DD200422	22/04/20	40799	£28.00	£0.00	£28.00	SES Business Water	Water supply S Lane Allot
DD200423	23/04/20	40808	£188.25	£0.00	£188.25	Sevenoaks District Council	N Domestic Rates R Hall
DD200423	23/04/20	40809	£158.85	£0.00	£158.85	Sevenoaks District Council	N Domestic Rates M Yard
DD200424	24/04/20	40752	£151.56	£25.26	£126.30	Focus 4 U	Phones/broadband
DD200428	28/04/20	40760	£289.31	£13.78	£275.53	Total Gas & Power	Electricity - The Depot
DD200428 Barn	28/04/20 2010/2	40761	£267.33	£12.73	£254.60	Total Gas & Power	Electricity - Doggett's
DD200428	28/04/20	40762	£670.70	£31.94	£638.76	Total Gas & Power	Electricity - Public Toilets
DD200428	28/04/20	40800	£23.82	£3.97	£19.85	O2	Ground staff mobile
DD200501	01/05/20	40945	£329.00	£0.00	£329.00	Sevenoaks District Council	N Domestic Rates Depot
DD200501	01/05/20	40946	£419.00	£0.00	£419.00	Sevenoaks District Council	N Domestic Rates D Barn
DD200501	01/05/20	40947	£192.00	£0.00	£192.00	Sevenoaks District Council	N Domestic Rates M Barn
DD200501	01/05/20	40948	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic Rates CP/PT
DD200501	01/05/20	40949	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic CP/PTs
DD200506	06/05/20	40944	£46.44	£0.00	£46.44	Barclays	Bank charges

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
DD200507	07/05/20	40955	£126.00	£21.00	£105.00	PS Technology	Call switch phones
DD200515	15/05/20	40958	£41.47	£6.91	£34.56	Vodafone	
DD200518	18/05/20	40956	£944.62	£157.44	£787.18	E-On UK Plc	Public Street lighting
DD200518	18/05/20	40957	£45.00	£7.50	£37.50	Sage Software Limited	Payroll Software
DD200520	20/05/20	40759	£482.08	£22.96	£459.12	Total Gas & Power	Electricity - Rickards Hall
DD200520	20/05/20	40969	£929.00	£0.00	£929.00	Premium Credit	Buildings Insurance
DD200522	22/05/20	40960	£4.00	£0.00	£4.00	SES Business Water	S/P Cemetery
DD200522	22/05/20	40961	£17.00	£0.00	£17.00	SES Business Water	Water Supply R Hall
DD200522	22/05/20	40962	£3.00	£0.00	£3.00	SES Business Water	Water Supply Cemetery
DD200522	22/05/20	40963	£6.00	£0.00	£6.00	SES Business Water	Water supply D Barn
DD200522	22/05/20	40964	£28.00	£0.00	£28.00	SES Business Water	Water supply S Lane Allot
DD200522	22/05/20	40965	£13.71	£0.00	£13.71	SES Business Water	Water supply B Pk toilets
DD200522	22/05/20	40966	£44.98	£0.00	£44.98	SES Business Water	Water supply P Toilets
DD200522	22/05/20	40967	£50.41	£0.00	£50.41	SES Business Water	Water supply F Croft Allot
DD200526	26/05/20	40950	£187.00	£0.00	£187.00	Sevenoaks District Council	N Domestic Rates R Hall
DD200526	26/05/20	40951	£157.00	£0.00	£157.00	Sevenoaks District Council	N Domestic Rates M Yard
DD200526	26/05/20	40959	£140.74	£23.46	£117.28	Focus 4 U	Phones
DD200528	28/05/20	40968	£20.94	£3.49	£17.45	O2	Ground staff mobile
DD200601	01/06/20	41006	£329.00	£0.00	£329.00	Sevenoaks District Council	N Domestic Rates Depot
DD200601	01/06/20	41007	£419.00	£0.00	£419.00	Sevenoaks District Council	N Domestic Rates D Barn
DD200601	01/06/20	41008	£192.00	£0.00	£192.00	Sevenoaks District Council	N Domestic Rates M Barn
DD200601	01/06/20	41009	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic Rates CP/PT
DD200601	01/06/20	41010	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic CP/PT
DD200603	03/06/20	41118	£45.00	£7.50	£37.50	Petrocell Holdings Ltd	
DD200605	05/06/20	41085	£126.00	£21.00	£105.00	PS Technology	Business telephones
DD200605	05/06/20	41086	£45.91	£0.00	£45.91	Barclays	Bank charges
DD200615	15/06/20	41087	£123.92	£20.65	£103.27	Petrocell Holdings Ltd	Ground staff fuel
DD200616	16/06/20	41088	£976.10	£162.68	£813.42	E-On UK Plc	Public Street lighting
DD200616	16/06/20	41089	£45.00	£7.50	£37.50	Sage Software Limited	Payroll Software
DD200616	16/06/20	41117	£41.47	£6.91	£34.56	Vodafone	

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details DD200622
DD200622	22/06/20	41091	£4.00	£0.00	£4.00	SES Business Water	S/P Cemetery
DD200622	22/06/20	41092	£3.00	£0.00	£3.00	SES Business Water	Water Supply Cemetery
DD200622	22/06/20	41093	£17.00	£0.00	£17.00	SES Business Water	Water Supply R Hall
DD200622	22/06/20	41094	£46.25	£0.00	£46.25	SES Business Water	Water Supply P Toilets
DD200622	22/06/20	41095	£6.00	£0.00	£6.00	SES Business Water	Water supply D Barn
DD200622	22/06/20	41096	£13.71	£0.00	£13.71	SES Business Water	Water supply B Pk Toilets
DD200622	22/06/20	41097	£28.00	£0.00	£28.00	SES Business Water	Water supply S Lane Allot
DD200622	22/06/20	41101	£929.00	£0.00	£929.00	Premium Credit	Buildings Insurance
DD200623	23/06/20	41011	£187.00	£0.00	£187.00	Sevenoaks District Council	N Domestic Rates R Hall
DD200623	23/06/20	41012	£157.00	£0.00	£157.00	Sevenoaks District Council	N Domestic Rates M Yard
DD200626	26/06/20	41098	£21.42	£3.57	£17.85	O2	Ground staff mobile
DD200629	29/06/20	41099	-£38.88	-£6.48	-£32.40	Focus 4 U	Credit on phone line
DD200629	29/06/20	41100	£63.25	£10.54	£52.71	Focus 4 U	Broadband
DD220420	22/04/20	40756	£51.26	£0.00	£51.26	SES Business Water	Water charges F Croft All
DD220420 toilets	22/04/20 3010/4/5	40757	£15.10	£0.00	£15.10	SES Business Water	Water charges B Pk
DD220420	22/04/20	40758	£59.94	£0.00	£59.94	SES Business Water	Water charges P Toilets
IB2000626	26/06/20	41104	£15,978.99	£0.00	£15,978.99	Salaries	
IB200403	03/04/20	40811	£50.00	£0.00	£50.00	Float - shopping for residents	
IB200403	03/04/20	40812	£16.03	£0.00	£16.03		Residents shopping
IB200403	03/04/20	40813	£43.00	£0.00	£43.00		Residents shopping
IB200414	14/04/20	40816	£12.70	£0.00	£12.70		Residents shopping
IB200414	14/04/20	40817	£17.50	£0.00	£17.50		Residents shopping
IB200414	14/04/20	40818	£18.21	£0.00	£18.21		Residents shopping
IB200414	14/04/20	40848	£15.71	£0.00	£15.71		Residents shopping
IB200414	14/04/20	40849	£11.95	£0.00	£11.95		Residents shopping
IB200414	14/04/20	40850	£48.87	£0.00	£48.87		Residents shopping
IB200416	16/04/20	40851	£11.28	£0.00	£11.28		Residents shopping
IB200416	16/04/20	40852	£11.17	£0.00	£11.17		Residents shopping
IB200416	16/04/20	40853	£5.49	£0.00	£5.49		Residents shopping
IB200416	16/04/20	40854	£20.53	£0.00	£20.53		Residents shopping

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200416	16/04/20	40855	£54.29	£0.00	£54.29		Residents shopping
IB200416	16/04/20	40856	£43.35	£0.00	£43.35		Residents shopping
IB200416	16/04/20	40857	£69.18	£0.00	£69.18		Residents shopping
IB200416IR	16/04/20	40754	£3,910.05	£0.00	£3,910.05	Inland Revenue	
IB200416Pen	16/04/20	40755	£4,802.46	£0.00	£4,802.46	KCC Pension Fund	Pension contributions
IB200417	17/04/20	40865	£15.15	£0.00	£15.15		Residents shopping
IB200417	17/04/20	40866	£10.25	£0.00	£10.25		Residents shopping
IB200417	17/04/20	40867	£19.00	£0.00	£19.00		Residents shopping
IB200417	17/04/20	40868	£25.34	£0.00	£25.34		Residents shopping
IB200421	21/04/20	40729	£901.80	£150.30	£751.50	Edge IT Systems Ltd	Finance/ cemetery s'ware
IB200421	21/04/20	40730	£264.00	£44.00	£220.00	BSP ( Knockholt) Ltd	Skip Hire
IB200421	21/04/20	40731	£13.13	£2.19	£10.94	A W Champion Ltd	Retractable folding knife
IB200421	21/04/20	40732	£13.39	£2.23	£11.16	Jewson	Thermal latex gloves
IB200421	21/04/20	40733	£19.64	£3.27	£16.37	Jewson	Tarpaulin
IB200421	21/04/20	40734	£21.47	£3.58	£17.89	Jewson	Zinc screws & washer
IB200421	21/04/20	40735	£72.30	£12.05	£60.25	Streetlights	Lighting repairs
IB200421	21/04/20	40737	£201.30	£33.55	£167.75	Streetlights	Lighting repairs
IB200423	23/04/20	40858	£15.82	£0.00	£15.82		Residents shopping
IB200423	23/04/20	40859	£28.21	£0.00	£28.21		Residents shopping
IB200423	23/04/20	40860	£37.63	£0.00	£37.63		Residents shopping
IB200423	23/04/20	40861	£46.23	£0.00	£46.23		Residents shopping
IB200423	23/04/20	40862	£23.46	£0.00	£23.46		Residents shopping
IB200423	23/04/20	40863	£22.80	£0.00	£22.80		Residents shopping
IB200423	23/04/20	40864	£12.83	£0.00	£12.83		Residents shopping
IB200423sal	23/04/20	40892	£16,238.93	£0.00	£16,238.93	Salaries	
IB200429	29/04/20	40870	£23.55	£0.00	£23.55		Residents shopping
IB200429	29/04/20	40871	£66.09	£0.00	£66.09		Residents shopping
IB200429	29/04/20	40872	£57.49	£0.00	£57.49		Residents shopping
IB200429	29/04/20	40873	£29.35	£0.00	£29.35		Residents shopping
IB200429	29/04/20	40874	£19.23	£0.00	£19.23		Residents shopping

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200429	29/04/20	40875	£12.04	£0.00	£12.04		Residents shopping
IB200429	29/04/20	40876	£40.98	£0.00	£40.98		Residents shopping
IB200429	29/04/20	40877	£57.20	£0.00	£57.20		Residents shopping
IB200429	29/04/20	40878	£64.26	£0.00	£64.26		Residents shopping
IB200429	29/04/20	40879	£28.84	£0.00	£28.84		Residents shopping
IB200429	29/04/20	40880	£500.00	£0.00	£500.00	EB & District Twinning Assoc	Service Level Agreement
IB200429	29/04/20	40881	£6,000.00	£0.00	£6,000.00	Eden Valley Museum Trust	Service Level Agreement
IB200429	29/04/20	40882	£7,500.00	£0.00	£7,500.00	West Kent Extra	Service Level Agreement
IB200504	04/05/20	41019	£10,059.00	£0.00	£10,059.00	Edenbridge Cricket Club	CIL application pavilion
IB200506	07/05/20	40739	£168.40	£28.07	£140.33	Canon (uk) Ltd	Photocopier costs
IB200506	07/05/20	40740	£68.04	£11.34	£56.70	A W Champion Ltd	Boarding for P Toilet
IB200506	07/05/20	40741	£84.00	£14.00	£70.00	Shred First UK	Confidential shredding
IB200506	07/05/20	40742	£6.20	£1.03	£5.17	Bradford Electrical	Cleaning Materials
IB200506	07/05/20	40743	£9.10	£1.52	£7.58	Bradford Electrical	5 piece screwdriver
IB200506	07/05/20	40744	£14.99	£2.50	£12.49	Bradford Electrical	Pruners
IB200506	07/05/20	40778	£30.00	£0.00	£30.00	Edenbridge Town Village Hall	Storage E Planning
IB200506	07/05/20	40779	£95.00	£0.00	£95.00	Institute Of Cemetery And Crematorium Management	Annual Subscription
IB200506	07/05/20	40780	£3,486.96	£581.16	£2,905.80	PS Technology	Computer Contract
IB200506	07/05/20	40781	£86.14	£0.00	£86.14	S&N Machinery	Repairs pole pruner
IB200506	07/05/20	40782	£60.62	£0.00	£60.62	S&N Machinery	repairs to StihlFS400
IB200506	07/05/20	40783	£1,070.00	£0.00	£1,070.00	Sevenoaks District Council	Premises licence
IB200506	07/05/20	40784	£150.30	£25.05	£125.25	Streetlights	Streetlight repairs
IB200506	07/05/20	40785	£390.00	£65.00	£325.00	Streetlights	Streetlight repairs
IB200506	07/05/20	40786	£118.80	£19.80	£99.00	SLCC Enterprises Ltd	ILCA Fees - DB
IB200506	07/05/20	40787	£118.80	£19.80	£99.00	SLCC Enterprises Ltd	ILCA fees -CF
IB200506	07/05/20	40788	£308.00	£0.00	£308.00	Society of Local Council Clerks	Membership
IB200507	07/05/20	40970	£37.21	£0.00	£37.21		Residents Shopping
IB200507	07/05/20	40971	£16.46	£0.00	£16.46		Residents Shopping
IB200507	07/05/20	40972	£15.40	£0.00	£15.40		Residents Shopping
IB200507	07/05/20	40973	£70.84	£0.00	£70.84		Residents Shopping
IB200507	07/05/20	40974	£30.06	£0.00	£30.06		Residents Shopping

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200507	07/05/20	40975	£37.86	£0.00	£37.86		Residents Shopping
IB200507	07/05/20	40976	£15.35	£0.00	£15.35		Residents Shopping
IB200507	07/05/20	40977	£22.50	£0.00	£22.50		Residents Shopping
IB200507	07/05/20	40978	£55.54	£0.00	£55.54		Residents Shopping
IB200507	07/05/20	40979	£41.76	£0.00	£41.76		Residents Shopping
IB200507	07/05/20	41020	£25,000.00	£0.00	£25,000.00	Edenbridge Cricket Club	CIL application
IB200513	13/05/20	40980	£13.67	£0.00	£13.67		Residents shopping
IB200513	13/05/20	40981	£52.95	£0.00	£52.95		Residents shopping
IB200513	13/05/20	40982	£26.00	£0.00	£26.00		Residents shopping
IB200513	13/05/20	40983	£19.00	£0.00	£19.00		Residents shopping
IB200513	13/05/20	40984	£23.27	£0.00	£23.27		Residents shopping
IB200513	13/05/20	40985	£21.01	£0.00	£21.01		Residents shopping
IB200513	13/05/20	40986	£36.65	£0.00	£36.65		Residents shopping
IB200513	13/05/20	40987	£94.10	£0.00	£94.10		Residents shopping
IB200515	15/05/20	40990	£4,277.67	£0.00	£4,277.67	Inland Revenue	
IB200518	18/05/20	40988	£600.00	£100.00	£500.00	Wilkin Chapman LLP	Contracts templates
IB200518	18/05/20	40989	£2,598.40	£0.00	£2,598.40	NFU Mutual Insurance	
IB200518	18/05/20	40991	£5,595.37	£0.00	£5,595.37	KCC Pension Fund	
IB200528	28/05/20	40992	£20.72	£0.00	£20.72		Residents shopping
B200528	28/05/20	40993	£23.75	£0.00	£23.75		Residents shopping
IB200528	28/05/20	40994	£47.47	£0.00	£47.47		Residents shopping
IB200528	28/05/20	40995	£136.38	£0.00	£136.38		Residents shopping
IB200528	28/05/20	40996	£76.96	£0.00	£76.96		Residents shopping
IB200528	28/05/20	40997	£18.00	£0.00	£18.00		Residents shopping
IB200528	28/05/20	40998	£75.18	£0.00	£75.18		Residents shopping
IB200528	28/05/20	41000	£29.85	£0.00	£29.85		Residents shopping
IB200528	28/05/20	41001	£28.00	£0.00	£28.00		Residents shopping
IB200528	28/05/20	41003	£16,191.26	£0.00	£16,191.26	Salaries	
IB200602	02/06/20	40770	£2,460.00	£410.00	£2,050.00	RWE Rural Services	Tree works
IB200602	02/06/20	40819	£264.00	£44.00	£220.00	BSP ( Knockholt) Ltd	Skip Hire

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200602	02/06/20	40820	£247.50	£0.00	£247.50		Admin support
IB200602	02/06/20	40821	£144.00	£0.00	£144.00		Screened soil
IB200602	02/06/20	40822	£205.92	£34.32	£171.60	How Green Nursery	Compost /bedding plants
IB200602	02/06/20	40823	£519.91	£86.65	£433.26	Leopards (Of Hever) Ltd	Ransomes mower repairs
IB200602	02/06/20	40824	£702.00	£117.00	£585.00	PS Technology	Phone system
IB200602	02/06/20	40825	£309.50	£0.00	£309.50	S&N Machinery	Kubota repairs
IB200602	02/06/20	40826	£4,059.38	£676.56	£3,382.82	Streetlights	1st pymt maintenance
IB200602	02/06/20	40827	£66.71	£0.00	£66.71	Viviplex Trading Ltd	Disposable plastic aprons
IB200602	02/06/20	40828	£32.00	£0.00	£32.00		Additional phone costs
IB200602	02/06/20	40829	£5,394.00	£899.00	£4,495.00	William Beaumont LLP	Street furniture painting
IB200602	02/06/20	40830	£34.92	£0.00	£34.92		Residents Shopping
IB200605	02/06/20	40831	£25.86	£4.31	£21.55	Solo Protect	Lone working device
IB200605	02/06/20	40832	£45.01	£0.00	£45.01		Residents Shopping
IB200605	02/06/20	40833	£19.94	£0.00	£19.94		Residents Shopping
IB200605	02/06/20	40834	£18.50	£0.00	£18.50		Residents Shopping
IB200605	02/06/20	40835	£11.41	£0.00	£11.41		Residents Shopping
IB200605	02/06/20	40836	£22.76	£0.00	£22.76		Residents Shopping
IB200605	02/06/20	40837	£77.10	£0.00	£77.10		Residents Shopping
IB200612	12/06/20	40839	£43.25	£0.00	£43.25		Residents Shopping
IB200612	12/06/20	40840	£22.59	£0.00	£22.59		Residents Shopping
IB200612	12/06/20	40841	£52.42	£0.00	£52.42		Residents Shopping
IB200612	12/06/20	40842	£27.13	£0.00	£27.13		Residents Shopping
IB200612	12/06/20	40843	£109.64	£0.00	£109.64		Residents Shopping
IB200612	12/06/20	40844	£124.43	£0.00	£124.43		Residents Shopping
IB200612	12/06/20	40845	£39.88	£0.00	£39.88		Residents Shopping
IB200618	18/06/20	40883	£44.65	£0.00	£44.65		Residents shopping
IB200618	18/06/20	40884	£32.62	£0.00	£32.62		Residents shopping
IB200618	18/06/20	40885	£74.10	£0.00	£74.10		Residents shopping
IB200618	18/06/20	40886	£4.12	£0.00	£4.12		Residents shopping
IB200618	18/06/20	40887	£19.28	£0.00	£19.28		Residents shopping



## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200618	18/06/20	40888	£1.55	£0.00	£1.55		Residents shopping
IB200618	18/06/20	40889	£50.60	£0.00	£50.60		Residents shopping
IB200618	18/06/20	40890	£28.33	£0.00	£28.33		Residents shopping
IB200618IR	18/06/20	41103	£3,832.68	£0.00	£3,832.68	Inland Revenue	
IB200618p11d	18/06/20	40891	£832.14	£0.00	£832.14	HM Customs & Excise	Class 1A NIC
IB200618Pen	18/06/20	41102	£5,581.63	£0.00	£5,581.63	KCC Pension Fund	
IB200629	29/06/20	40776	£388.56	£64.76	£323.80	Wealden Embroidery & Print	Ground staff uniforms
IB200629	29/06/20	40777	£71.34	£11.89	£59.45	Wealden Embroidery & Print	C Warden uniform
IB200629	29/06/20	40893	£528.00	£88.00	£440.00	BSP ( Knockholt) Ltd	Skip hire
IB200629	29/06/20	40894	£181.62	£30.27	£151.35	Canon (uk) Ltd	Photocopier contract
IB200629	29/06/20	40895	£317.40	£52.90	£264.50	Chemassist	Weed killer
IB200629	29/06/20	40896	£319.68	£0.00	£319.68	Eden Valley Museum Trust	Fire alarm contribution
IB200629	29/06/20	40897	£34.90	£0.00	£34.90	Embody Training	Refund of hall bookings
IB200629	29/06/20	40898	£416.38	£69.40	£346.98	Glasdon U K Ltd	Metal guppy litter bin
IB200629	29/06/20	40899	£144.00	£24.00	£120.00		Screened soil
IB200629	29/06/20	40900	£30.00	£0.00	£30.00		Window cleaning
Doggett's Barn	2020/1						
IB200629	29/06/20	40901	£9.78	£1.63	£8.15	Jewson	Pack luggage cords
IB200629	29/06/20	40902	£13.01	£2.17	£10.84	Jewson	Postfix
IB200629	29/06/20	40903	£42.43	£7.07	£35.36	Jewson	2 padlocks
IB200629	29/06/20	40904	£47.99	£8.00	£39.99	Jewson	Bulk bag concreting sand
IB200629	29/06/20	40905	£88.50	£13.00	£75.50	Kent County Council Commercial Services	
IB200629	29/06/20	40906	£52.98	£8.83	£44.15	Kent County Council Commercial Services	
IB200629	29/06/20	40907	£38.38	£6.40	£31.98	Kent County Council Commercial Services	Refuse sacks
IB200629	29/06/20	40908	£59.40	£9.90	£49.50	Kidmans	Kubota repairs
IB200629	29/06/20	40909	£300.00	£0.00	£300.00	Kmb Autos Limited	Office cleaning
IB200629	29/06/20	40910	£514.56	£85.76	£428.80	Rentokil Specialist Hygiene	Washroom contract
IB200629	29/06/20	40911	£486.60	£81.10	£405.50	Rigby Taylor Ltd	Grass seed & fertiliser
IB200629	29/06/20	40912	£237.60	£39.60	£198.00	Sage Software Limited	P11D software

## 5.3 Paid Expenditure Transactions between 01/04/20 and 30/06/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200629	29/06/20	40913	£980.00	£0.00	£980.00	Sevenoaks Direct Services	Garden waste sacks
IB200629	29/06/20	40914	£756.60	£126.10	£630.50	Sevenoaks District Council	Emptying of dog bins
IB200629	29/06/20	40915	£5,928.00	£988.00	£4,940.00	Stronghold	Market Yard barrier
IB200629	29/06/20	40916	£25.86	£4.31	£21.55	Solo Protect	Lone working device
IB200629	29/06/20	40917	£102.43	£0.00	£102.43	S&N Machinery	Strimmer & trimmer line
IB200629	29/06/20	40918	£373.00	£0.00	£373.00	S&N Machinery	Strimmer heads
IB200629	29/06/20	40919	£45.00	£0.00	£45.00	Surekill Pest Control Services	Pest control
IB200629	29/06/20	40920	£74.40	£12.40	£62.00	Trichem	Hand sanitiser
IB200629	29/06/20	40921	£135.68	£0.00	£135.68		Residents shopping
IB200629	29/06/20	40922	£44.96	£0.00	£44.96		Residents shopping
IB200629	29/06/20	40924	£85.50	£0.00	£85.50		Residents shopping
IB200629	29/06/20	40925	£72.29	£0.00	£72.29		Residents shopping
<b>Total</b>			<b>£194,223.83</b>	<b>£5,985.42</b>	<b>£188,238.41</b>		

## 5.9 Financial Comparisons

Comparisons between 1 April 2020 and 30 June 2020 Transactions with a ledger date prior to 1 April are excluded  
(actual amounts shown are net amounts ) The balance is based on the 2020/21 Budget

Income for the Council	Budget	Actual	Balance	Expenditure for the Council	Budget	Actual	Balance
Precept	50,215.00	25,108.00	25,107.00				
Contingencies	0.00	0.00	0.00	Contingencies	10,200.00	-14.24	10,214.24
Grants	0.00	0.00	0.00	Grants	7,880.00	0.00	7,880.00
C Depreciation Fund	0.00	0.00	0.00	Depreciation - Equipment/tools	14,800.00	1,382.23	13,417.77
Reserves Movement	0.00	0.00	0.00	Edenbridge Twinning Association	500.00	500.00	0.00
Neighbourhood planning	0.00	0.00	0.00	Eden Valley Museum	6,120.00	6,000.00	120.00
Covid 19	0.00	2,003.92	-2,003.92	House Project	8,000.00	7,500.00	500.00
				Earmarked Funds	0.00	0.00	0.00
				Summer Playscheme	2,400.00	0.00	2,400.00
				Bonfire Clean Up	1,110.00	0.00	1,110.00
				Legal & Professional fees	5,000.00	0.00	5,000.00
				Covid 19	0.00	3,901.24	-3,901.24
	<b>50,215.00</b>	<b>27,111.92</b>	<b>23,103.08</b>		<b>56,010.00</b>	<b>19,269.23</b>	<b>36,740.77</b>
Income for Central Services	Budget	Actual	Balance	Expenditure for Central Services	Budget	Actual	Balance
Allocation from Precept	209,350.00	104,675.00	104,675.00	Staff Costs	140,399.00	34,961.24	105,437.76
Interest (Barclays Reserves)	59.00	123.12	-64.12	Other Staff Costs	9,870.00	0.00	9,870.00
Sundry Receipts	2,925.00	63.21	2,861.79	Utilities	9,853.00	1,624.19	8,245.81
Interest Lloyds Fixed Term Deposit	2,244.00	349.04	1,894.96	Services	11,500.00	4,616.30	5,236.70
Charity Account Transfers	19,500.00	0.00	19,500.00	Equipment /Tools	4,000.00	151.35	11,348.65
Church House	6,411.00	1,137.50	5,273.50	Materials	1,100.00	0.00	4,000.00
Rickards Hall Lettings	9,000.00	20.00	8,980.00	Buildings	8,875.00	2,330.54	-1,230.54
WI Hall Admin	2,081.00	0.00	2,081.00	10 Year Buildings Maintenance Plan	20,000.00	0.00	8,875.00
Refuse Bag sales	10,000.00	2,841.71	7,158.29	30 Year Buildings Maintenance Plan	20,884.00	0.00	20,884.00
				Buildings Materials	2,200.00	0.00	2,200.00
Reserves 10 Year Maintenance Plan TF	0.00	0.00	0.00	Office costs/supplies	7,000.00	1,629.41	5,370.59
Reserves 30 Year Maintenance Plan TF	0.00	0.00	0.00	Audit Fee	2,300.00	0.00	2,300.00
				Garden Sacks	6,000.00	0.00	0.00
				Charity Account Transfers	19,500.00	0.00	19,000.00
				Church House	3,600.00	515.94	3,084.06
				Public Toilets	18,214.00	3,429.33	14,784.67

				Rickards Hall	14,000.00	783.99	13,216.01
				Reserves TR 30 Year Buildings Maintenance P	0.00	0.00	0.00
				Reserves TR 10 Year Buildings Maintenance P	0.00	0.00	0.00
<b>261,570.00</b>	<b>109,209.58</b>	<b>152,360.42</b>			<b>299,295.00</b>	<b>50,042.29</b>	<b>249,252.71</b>

Income for Open Spaces	Budget	Actual	Balance	Expenditure for Open Spaces	Budget	Actual	Balance
Allocation from Precept	284,658.00	142,329.00	142,329.00	Staff Costs	160,597.00	39,605.75	120,991.25
Cemetery Fees	10,500.00	7,980.30	2,519.70	Utilities	13,760.00	3,137.53	10,622.47
Rents	16,810.00	997.17	15,812.83	Other Staff Expenses	4,026.00	9.55	4,016.45
Maintenance Services	5,574.00	571.67	5,002.33	Amenity Collections	1,000.00	0.00	1,000.00
Solar Panels	920.00	0.00	920.00	Services	5,656.00	1,335.50	4,320.50
Sundry Receipts	2,000.00	51.68	1,948.32	Equipment/Tools	6,630.00	1,364.95	5,265.05
				Materials	6,500.00	1,094.92	5,405.08
				Hanging Baskets & Plants	6,600.00	171.60	6,428.40
				Buildings	2,300.00	539.97	1,760.03
Reserves 10 Year Maintenance Plan TF	0.00	0.00	0.00	Vehicles	9,906.00	2,622.85	7,283.15
30 Year Maintenance Plan TF	0.00	0.00	0.00	Contingencies	4,100.00	690.00	3,410.00
				Others	1,150.00	95.00	1,055.00
				Small Projects	4,250.00	4,250.00	0.00
				Vandalism	5,100.00	52.90	5,047.10
				Footpaths Equipment	200.00	0.00	200.00
				Public Street Lighting	10,200.00	1,600.60	8,599.40
				Public Street Lighting Contract	7,000.00	3,382.82	3,617.18
				10 Year Maintenance Plan	62,107.00	4,495.00	57,612.00
				10 Year Plan Contingencies	0.00	0.00	0.00
				30 Yr Maintenance Plan	100,000.00	0.00	100,000.00
				Reserves TR Balancing 10 Yr Plan	0.00	0.00	0.00
				Reserves TR Balancing 30 Yr Plan	0.00	0.00	0.00
	320,462.00	151,929.82	168,532.18		411,082.00	64,448.94	346,633.06
Income for Emergency Planning	Budget	Actual	Balance	Expenditure for Emergency Planning	Budget	Actual	Balance
Allocation from Precept	323.00	161.50	161.50	Equipment/Tools	110.00	30.00	80.00
Sundry Receipts	0.00	0.00	0.00	Others	235.00	0.00	235.00
				Training	15.00	0.00	0.00
	323.00	161.50	161.50		360.00	30.00	330.00

***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.***

[illegible]

## 5.1 Financial Summary - Cashbook

Summary between 01/04/20 and 31/08/20 inclusive.

Balances at the start of the year

### Ordinary Accounts

Barclays General Account	£28,281.22
CIL	£554,296.93
Lloyds General Account	£127,015.08
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£367,239.42
Barclays General Reserves	-£221,225.96
CCLA Council Reserves	£0.00
CCLA CIL	£0.00
Lloyds TSB - Deposit Acc	£300,000.00
<b>Total</b>	<b>£1,155,806.69</b>

RECEIPTS	Net	Vat	Gross
Council	£27,724.51	£0.00	£27,724.51
Open Spaces	£164,195.38	£354.30	£164,549.68
Central Services	£128,208.94	£69.93	£128,278.87
Emergency Planning Committee	£161.50	£0.00	£161.50
Community Warden	£8,713.50	£0.00	£8,713.50
CIL	£4,084.82	£0.00	£4,084.82
<b>Total Receipts</b>	<b>£333,088.65</b>	<b>£424.23</b>	<b>£333,512.88</b>

PAYMENTS	Net	Vat	Gross
Council	£30,837.43	£2,177.51	£33,014.94
Open Spaces	£146,605.03	£13,027.11	£159,632.14
Central Services	£94,624.85	£2,797.08	£97,421.93
Emergency Planning Committee	£30.00	£0.00	£30.00
Community Warden	£5,921.04	£54.37	£5,975.41
CIL	£55,113.00	£0.00	£55,113.00
<b>Total Payments</b>	<b>£333,131.35</b>	<b>£18,056.07</b>	<b>£351,187.42</b>

Closing Balances

### Ordinary Accounts

Barclays General Account	£21,344.42
CIL	£425,296.75
Lloyds General Account	£128,667.40
Petty Cash	£200.00

### Short Term Investment Accounts

Barclays Capital Reserves	£407,239.42
Barclays General Reserves	-£144,615.84
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Lloyds TSB - Deposit Acc	£0.00

<b>Total</b>	<b>£1,138,132.15</b>
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## 5.2 Received Income

between 01/07/20 and 31/08/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details	
10334	06/07/20	33340		£99.20	£0.00	£99.20	Cemetery Fees	Cemetery fees
10334	06/07/20	33341		£60.25	£0.00	£60.25	Downs view Memorials	Cemetery fees
10334	06/07/20	33342		£39.04	£0.00	£39.04	Resident shopping payment	Shopping payment
10334	06/07/20	33343		£11.41	£0.00	£11.41	Resident shopping payment	Shopping payment
10334	06/07/20	33344		£107.77	£0.00	£107.77	Resident shopping payment	Shopping payment
10335	02/07/20	33345		£26.22	£0.00	£26.22	Resident shopping payment	Shopping payment
10335	02/07/20	33346		£84.20	£0.00	£84.20	S Smith & Son	Cemetery Fees
10335	02/07/20	33347		£60.25	£0.00	£60.25	Alex Jones Funeral Directors	Cemetery Fees
10335	02/07/20	33348		£25.75	£0.00	£25.75	Cemetery Fees	Cemetery Fees
10336	23/07/20	33353		£34.20	£0.00	£34.20	Resident shopping payment	Shopping payment
10336	23/07/20	33354		£76.96	£0.00	£76.96	Resident shopping payment	Shopping payment
10336	23/07/20	33355		£30.00	£0.00	£30.00	Sale of Brown Sacks / Other	Garden sacks
10336	23/07/20	33356		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10336	23/07/20	33357		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10336	23/07/20	33358		£2,318.40	£0.00	£2,318.40	Alex Jones Funeral Directors	Cemetery fees
10336	23/07/20	33359		£2,020.80	£0.00	£2,020.80	Cemetery Fees	Cemetery fees
10336	23/07/20	33360		£180.75	£0.00	£180.75	W A Truelove & Son	Cemetery fees
10338	06/08/20	33407		£60.25	£0.00	£60.25	Alex Jones Funeral Directors	Memorial
10338	06/08/20	33408		£99.20	£0.00	£99.20	Cemetery Fees	Cemetery Fees
10338	06/08/20	33410		£58.50	£0.00	£58.50	Alex Jones Funeral Directors	Memorial
10338	06/08/20	33411		£25.75	£0.00	£25.75	Alex Jones Funeral Directors	Memorial
10338	06/08/20	33412		£34.20	£0.00	£34.20	Resident shopping payment	Payment for shopping
10338	06/08/20	33413		£15.00	£0.00	£15.00	Sale of Brown Sacks / Other	Garden sacks
10339	07/08/20	33417		£2,832.20	£0.00	£2,832.20	Allotment Holders	Allotment rents
10339	07/08/20	33418		£19.85	£0.00	£19.85	Allotment Holders	Allotment rents
10339	07/08/20	33419		£19.85	£0.00	£19.85	Allotment Holders	Allotment rents
10340	07/08/20	33420		£99.20	£0.00	£99.20	Cemetery Fees	Cemetery fees (Money)



## 5.2 Received Income

between 01/07/20 and 31/08/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Details	
10341	18/08/20	33421		£99.40	£0.00	£99.40	Allotment Holders	Allotment rents
10342	20/08/20	33422		£226.85	£0.00	£226.85	Yew Tree Stone	Cemetery fees
10342	20/08/20	33423		£84.20	£0.00	£84.20	Alex Jones Funeral Directors	Cemetery fees
10342	20/08/20	33424		£199.71	£0.00	£199.71	Resident shopping payment	Shopping payment
10342	20/08/20	33425		£83.08	£0.00	£83.08	Resident shopping payment	Shopping payment
10342	20/08/20	33426		£481.50	£0.00	£481.50	Ritagate Ltd T/A Bray	Market rent August & Sept
10356	22/07/20	33433		£30.00	£0.00	£30.00	Sale of Brown Sacks / Other	Garden sacks
10356a	20/07/20	33432		£1,002.00	£13.00	£989.00	Sale of Brown Sacks / Other	
41589	07/08/20	33437		£690.00	£5.50	£684.50	Sale of Brown Sacks / Other	
DC200701	01/07/20	33427		£85.90	£0.00	£85.90		Rent of Mowshurst Garage
DC200701	01/07/20	33428		£851.35	£141.89	£709.46	Freshwater Group of	Leather market maintenance
DC200708	08/07/20	33429		£535.20	£0.00	£535.20	Cemetery Fees	Cemetery fees
DC200709	09/07/20	33434		£49.86	£0.00	£49.86	Lloyds General Account	Interest on investment
DC200710	10/07/20	33435		£1,253.42	£0.00	£1,253.42	Lloyds General Account	Interest on investment
DC200715	15/07/20	33430		£300.00	£0.00	£300.00	War Graves Commission (RBS	Maintenance charges
DC200720	20/07/20	33431		£673.60	£0.00	£673.60	Cemetery Fees	Cemetery fees
DC200721	21/07/20	33279		£117.45	£0.00	£117.45	Yew Tree Stone	Commission on memorials
DC200803	03/08/20	33436		£85.90	£0.00	£85.90		Rent of Mowshurst Garage
DC200810	10/08/20	33438		£25.75	£0.00	£25.75	Cemetery Fees	Cemetery fees
DC200811	11/08/20	33439		£5,721.58	£0.00	£5,721.58	HM Customs & Excise	VAT repayment
DC200812	12/08/20	33440		£22.50	£0.00	£22.50	Eden Valley Museum Trust	Pest Control
DC200813	13/08/20	33441		£180.75	£0.00	£180.75	Henry Paul	Cemetery fees
DC200813	14/08/20	33442		£297.60	£0.00	£297.60	Cemetery Fees	Cemetery fees
DC200813	18/08/20	33443		£297.60	£0.00	£297.60	Cemetery Fees	Cemetery fees
<b>Total</b>				<b>£21,864.40</b>	<b>£160.39</b>	<b>£21,704.01</b>		

## 5.3 Paid Expenditure Transactions between 01/07/20 and 31/08/20    Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
100128	03/07/20	40926		£265.00	£0.00	£265.00	Post Office Ltd                      Vehicle tax VW van
100129	23/07/20	41013		£80.00	£0.00	£80.00	Wood grooving - footbridge Retention Dam
BC200716	16/07/20	41080		£45.54	£7.59	£37.95	VIP Weather Writer                      Waterproof paper
BC200716	16/07/20	41164		£23.99	£4.00	£19.99	Affinity                                      Publisher Software
BC200716	16/07/20	41165		£23.31	£3.88	£19.43	Tesco                                        Batteries & toilet rolls
BC200716	16/07/20	41166		£3.94	£0.00	£3.94	Something Special                      Thank you card
BC200716	16/07/20	41167		£32.98	£0.00	£32.98	Serenata                                    Flowers - baby arrival
BC200716	16/07/20	41168		£13.80	£0.00	£13.80	Amazon.co.uk                              Confidential stamp
BC200817	17/08/20	41236		£48.99	£0.00	£48.99	Affinity                                      Software for reception pc
BC200817	17/08/20	41237		£49.28	£8.21	£41.07	Wickes Building Supplies Ltd              Tools & toolbox
BC200817	17/08/20	41238		£60.90	£10.15	£50.75	Aspli Safety Ltd                              Cover for throwline
BC200817	17/08/20	41239		£14.50	£0.00	£14.50	Waitrose                                    Batteries
BC200817	17/08/20	41240		£41.40	£0.00	£41.40	Post Office Ltd                              Postage stamps
BC200817	17/08/20	41241		£70.50	£0.00	£70.50	Post Office Ltd                              Postage stamps
BC200817	17/08/20	41242		£29.99	£0.00	£29.99	Amazon.co.uk                              Ground staff PPE
BC200817	17/08/20	41243		£9.99	£0.00	£9.99	Amazon.co.uk                              PPE office
BC200817	17/08/20	41244		£5.58	£0.00	£5.58	Waitrose                                    Cold water etc. office
BC200817	17/08/20	41245		£2.94	£0.00	£2.94	Post Office Ltd                              Land Documents to SDC
BC200817	17/08/20	41246		£2.00	£0.00	£2.00	Post Office Ltd                              Underpaid postage
BC200817 staff	17/08/20 1170	41247		£13.60	£2.27	£11.33	Waitrose                                    Hand wash office & G
DD200701	01/07/20	41143		£329.00	£0.00	£329.00	Sevenoaks District Council              N Domestic Rates Depot
DD200701	01/07/20	41144		£419.00	£0.00	£419.00	Sevenoaks District Council              N Domestic Rates D Barn
DD200701	01/07/20	41145		£268.00	£0.00	£268.00	Sevenoaks District Council              N Domestic Rates CP/PT
DD200701	01/07/20	41146		£268.01	£0.00	£268.01	Sevenoaks District Council              Non Domestic CP/PT
DD200701p	01/07/20	41131		£62.03	£10.34	£51.69	Petrocell Holdings Ltd                      Ground staff fuel
DD200706	06/07/20	41151		£66.23	£0.00	£66.23	Barclays                                    Bank Charges
DD200715	15/07/20	41152		£41.47	£6.91	£34.56	Vodafone
DD200715	15/07/20	41204		£126.81	£21.14	£105.67	Petrocell Holdings Ltd                      Ground staff fuel
DD200716	16/07/20	41132		£944.62	£157.44	£787.18	E-On UK Plc                                  Public Street lighting
DD200716	16/07/20	41133		£45.00	£7.50	£37.50	Sage Software Limited                      Payroll Software

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
DD200717	17/07/20	41159	£123.87	£5.90	£117.97	Total Gas & Power	Doggett's Barn gas
DD200717	17/07/20	41160	£342.15	£16.29	£325.86	Total Gas & Power	Church House gas
DD200722	22/07/20	41134	£50.31	£0.00	£50.31	SES Business Water	Water supply F Croft Allot
DD200722	22/07/20	41135	£4.00	£0.00	£4.00	SES Business Water	S/P Cemetery
DD200722	22/07/20	41136	£6.00	£0.00	£6.00	SES Business Water	Water Supply Cemetery
DD200722	22/07/20	41137	£17.00	£0.00	£17.00	SES Business Water	Water Supply R Hall
DD200722	22/07/20	41138	£44.89	£0.00	£44.89	SES Business Water	Water Supply P Toilets
DD200722	22/07/20	41140	£13.71	£0.00	£13.71	SES Business Water	Water supply B Pk Toilets
DD200722	22/07/20	41141	£28.00	£0.00	£28.00	SES Business Water	Water supply S Lane
DD200722	22/07/20	41169	£3.00	£0.00	£3.00	SES Business Water	Water Supply Cemetery
DD200723	23/07/20	41147	£187.00	£0.00	£187.00	Sevenoaks District Council	N Domestic Rates R Hall
DD200723	23/07/20	41148	£157.00	£0.00	£157.00	Sevenoaks District Council	N Domestic Rates M Yard
DD200724	24/07/20	41153	£208.33	£9.92	£198.41	Total Gas & Power	Electricity Rickards Hall
DD200724	24/07/20	41154	£145.42	£6.92	£138.50	Total Gas & Power	Electricity the Depot
DD200724	24/07/20	41155	£135.36	£6.45	£128.91	Total Gas & Power	Electricity Doggett's Barn
DD200724	24/07/20	41156	£179.65	£0.00	£179.65	Total Gas & Power	Public Toilets Electricity
DD200724	24/07/20	41163	£73.08	£12.18	£60.90	Focus 4 U	Broadband
DD200728	28/07/20	41142	£21.42	£3.57	£17.85	O2	Ground staff mobile
DD200730	30/07/20	41162	£52.78	£8.80	£43.98	Petrocell Holdings Ltd	Ground staff fuel
DD200803	03/08/20	41206	£42.00	£0.00	£42.00	Barclays	Bank charges
DD200803	03/08/20	41209	£329.00	£0.00	£329.00	Sevenoaks District Council	N Domestic Rates Depot
DD200803	03/08/20	41210	£419.00	£0.00	£419.00	Sevenoaks District Council	N Domestic Rates D Barn
DD200803	03/08/20	41211	£192.00	£0.00	£192.00	Sevenoaks District Council	N Domestic Rates M Barn
DD200803	03/08/20	41212	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic Rates CP/PT
DD200803	03/08/20	41213	£268.00	£0.00	£268.00	Sevenoaks District Council	N Domestic CP/PT
DD200806	06/08/20	41208	£184.70	£30.78	£153.92	PS Technology	Business telephones
DD200806	06/08/20	41232	£953.55	£0.00	£953.55	Premium Credit	
DD200814	14/08/20	41214	£163.84	£27.31	£136.53	Petrocell Holdings Ltd	Ground staff fuel
DD200814	14/08/20	41231	£41.47	£6.91	£34.56	Vodafone	
DD200817	17/08/20	41215	£976.10	£162.68	£813.42	E-On UK Plc	Public Street lighting
DD200817	17/08/20	41216	£45.00	£7.50	£37.50	Sage Software Limited	Payroll Software
DD200820	20/08/20	41233	£953.55	£0.00	£953.55	Premium Credit	

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
DD200824	24/08/20	41217	£355.37	£0.00	£355.37	SES Business Water	Water supply F Croft Allot
DD200824	24/08/20	41218	£4.00	£0.00	£4.00	SES Business Water	S/P Cemetery
DD200824	24/08/20	41219	£6.00	£0.00	£6.00	SES Business Water	Water Supply Cemetery
DD200824	24/08/20	41220	£10.00	£0.00	£10.00	SES Business Water	Water Supply R Hall
DD200824	24/08/20	41224	£2.00	£0.00	£2.00	SES Business Water	Water supply S Lane Allot
DD200824	24/08/20	41225	£187.00	£0.00	£187.00	Sevenoaks District Council	N Domestic Rates R Hall
DD200824	24/08/20	41227	£157.00	£0.00	£157.00	Sevenoaks District Council	N Domestic Rates M Yard
DD200826	26/08/20	41229	£73.08	£12.18	£60.90	Focus 4 U	Broadband
DD200826	26/08/20	41230	-£21.48	-£3.58	-£17.90	Focus 4 U	Broadband
DD200827	27/08/20	41248	£51.27	£2.44	£48.83	Total Gas & Power	Church House gas bill
DD200827	27/08/20	41249	£47.33	£2.25	£45.08	Total Gas & Power	Doggett's Barn gas bill
IB200703	03/07/20	40927	£26.22	£0.00	£26.22		Residents shopping
IB200703	03/07/20	40928	£42.58	£0.00	£42.58		Residents shopping
IB200703	03/07/20	40929	£170.76	£28.46	£142.30	Aspli Safety Ltd	Replacement Lifebuoy
IB200703	03/07/20	40930	£1,312.80	£218.80	£1,094.00	Wilkin Chapman LLP	Professional fees
IB200703	03/07/20	40931	£902.40	£150.40	£752.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40932	£1,879.20	£313.20	£1,566.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40933	£3,986.40	£664.40	£3,322.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40934	£6,228.00	£1,038.00	£5,190.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40935	£1,087.20	£181.20	£906.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40936	£7,240.80	£1,206.80	£6,034.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40937	£4,348.80	£724.80	£3,624.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40938	£4,348.80	£724.80	£3,624.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40939	£2,707.20	£451.20	£2,256.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40940	£1,087.20	£181.20	£906.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40941	£1,087.20	£181.20	£906.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	40942	£1,087.20	£181.20	£906.00	UK Power Networks Ltd	Street light project
IB200703	03/07/20	41150	£200.00	£0.00	£200.00	Salaries	Underpayment
IB200705	05/07/20	41205	£20,054.00	£0.00	£20,054.00	Edenbridge Town Village Hall Charity	CIL - Toilet refurbishment
IB200710	10/07/20	40952	£101.74	£0.00	£101.74		Residents shopping
IB200710	10/07/20	40953	£84.14	£0.00	£84.14		Residents shopping

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200710	10/07/20	40954	£16.30	£0.00	£16.30		Residents shopping
IB200716IR	16/07/20	41158	£3,697.21	£0.00	£3,697.21	Inland Revenue	
IB20071Pen	16/07/20	41157	£5,578.09	£0.00	£5,578.09	KCC Pension Fund	
IB200720IR	20/08/20	41235	£3,673.62	£0.00	£3,673.62	Inland Revenue	
IB200723	23/07/20	41004	£34.20	£0.00	£34.20		Residents shopping
IB200723	23/07/20	41014	£55.02	£0.00	£55.02		Residents shopping
IB200723	23/07/20	41015	£27.17	£0.00	£27.17		Residents shopping
IB200723	23/07/20	41016	£12.00	£0.00	£12.00		Residents shopping
IB200723	23/07/20	41017	£26.98	£0.00	£26.98		Residents shopping
IB200723	23/07/20	41018	£21.87	£0.00	£21.87		Residents shopping
IB200723	23/07/20	41021	£69.48	£0.00	£69.48		Residents shopping
IB200723	23/07/20	41022	£44.65	£0.00	£44.65		Residents shopping
IB200723sal	23/07/20	41161	£16,203.10	£0.00	£16,203.10	Salaries	
IB200724	24/07/20	41023	£16.99	£0.00	£16.99		Residents shopping
IB200724	24/07/20	41024	£5.01	£0.00	£5.01		Residents shopping
IB200724	24/07/20	41025	£11.98	£0.00	£11.98		Residents shopping
IB200724	24/07/20	41026	£11.45	£0.00	£11.45		Residents shopping
IB200724	24/07/20	41027	£11.23	£0.00	£11.23		Residents shopping
IB200724	24/07/20	41028	£8.21	£0.00	£8.21		Residents shopping
IB200724	24/07/20	41029	£34.65	£0.00	£34.65		Residents shopping
IB200724	24/07/20	41030	£10.05	£0.00	£10.05		Residents shopping
IB200724	24/07/20	41031	£20.89	£0.00	£20.89		Residents shopping
IB200724	24/07/20	41032	£23.40	£0.00	£23.40		Residents shopping
IB200724	24/07/20	41033	£10.00	£0.00	£10.00		Residents shopping
IB200731	31/07/20	41034	£6,628.30	£1,104.72	£5,523.58	Amethyst Horticulture Ltd	Hanging baskets
IB200731	31/07/20	41035	£264.00	£44.00	£220.00	BSP ( Knockholt) Ltd	Skip Hire
IB200731	31/07/20	41036	£6.99	£1.17	£5.82	Bradford Electrical	Slug pellets
IB200731	31/07/20	41037	£5.05	£0.84	£4.21	Bradford Electrical	Watering can rose
IB200731	31/07/20	41038	£85.49	£14.25	£71.24	Canon (uk) Ltd	Photocopier costs
IB200731	31/07/20	41039	£98.25	£16.38	£81.87	A W Champion Ltd	Treated wood
IB200731	31/07/20	41040	£68.04	£11.34	£56.70	A W Champion Ltd	Exterior OSB

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200731	31/07/20	41041	£764.93	£36.43	£728.50	Certas Energy	Gasoil
IB200731	31/07/20	41042	£166.80	£27.80	£139.00	Chemassist	Sanitising chemicals
IB200731	31/07/20	41043	£105.00	£0.00	£105.00		Admin support
IB200731	31/07/20	41044	£173.00	£0.00	£173.00	The Edenbridge Magazine	July/August
IB200731	31/07/20	41045	£173.00	£0.00	£173.00	The Edenbridge Magazine	Sept/October
IB200731	31/07/20	41046	£30.00	£0.00	£30.00	Window cleaning	Doggett's Barn
IB200731	31/07/20	41047	£23.76	£3.96	£19.80	Jewson	Washers & screws
IB200731	31/07/20	41048	£54.65	£9.11	£45.54	Jewson	Fencing items
IB200731	31/07/20	41049	£17.56	£2.93	£14.63	Jewson	Ear plugs & wipes
IB200731	31/07/20	41050	£1.50	£0.25	£1.25	Jewson	Builders gloves
IB200731	31/07/20	41051	£22.00	£3.67	£18.33	Jewson	Wood primer undercoat
IB200731	31/07/20	41052	£39.48	£6.58	£32.90	Jewson	Building materials
IB200731	31/07/20	41053	£18.37	£3.06	£15.31	Jewson	Building materials
IB200731	31/07/20	41054	£2.80	£0.47	£2.33	Jewson	Raw plugs
IB200731	31/07/20	41055	£142.62	£23.77	£118.85	Jewson	Boots, trousers & gloves
IB200731	31/07/20	41057	£32.52	£5.42	£27.10	Jewson	Postfix
IB200731	31/07/20	41058	£55.30	£9.22	£46.08	Jewson	Brackets & postfix
IB200731	31/07/20	41060	£5.44	£0.91	£4.53	Jewson	Nitrile Gloves anti cut
IB200731	31/07/20	41061	£86.11	£14.35	£71.76	Kent County Council Commercial Services	Stationery items
IB200731	31/07/20	41062	£1,818.00	£303.00	£1,515.00	Kent Association of Local Councils	Annual membership
IB200731	31/07/20	41063	£35.64	£5.94	£29.70	Kent County Council Commercial Services	Copier paper
IB200731	31/07/20	41064	£270.00	£0.00	£270.00	Kmb Autos Limited	Office cleaning
IB200731	31/07/20	41065	£7,332.00	£1,222.00	£6,110.00	Kidman's	BCS 630WS Power unit & attachments
IB200731	31/07/20	41066	£95.76	£15.96	£79.80	Pallet Handling Penshurst Ltd	Fencing items
IB200731	31/07/20	41067	£349.00	£0.00	£349.00	Phil McGill Signs	Covid safe distance signs
IB200731	31/07/20	41068	£173.00	£0.00	£173.00	Phil McGill Signs	Covid safe distance signs
IB200731	31/07/20	41069	£36.11	£6.02	£30.09	Pallet Handling Penshurst Ltd	Fencing items
IB200731	31/07/20	41070	£214.96	£35.83	£179.13	Pallet Handling Penshurst Ltd	Fencing items
IB200731	31/07/20	41071	£180.00	£30.00	£150.00	PS Technology	Repair to back up system

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200731	31/07/20	41072	£85.80	£14.30	£71.50	PS Technology	Labour re phone system
IB200731	31/07/20	41073	£1,728.00	£288.00	£1,440.00	Safeplay Playground Maintenance Services Ltd	
IB200731	31/07/20	41074	£1,400.00	£0.00	£1,400.00	Sevenoaks District Council	Garden sacks
IB200731	31/07/20	41075	£420.00	£0.00	£420.00	Sevenoaks District Council	Garden sacks
IB200731	31/07/20	41076	£25.86	£4.31	£21.55	Solo Protect	Lone working device
IB200731	31/07/20	41077	£25.86	£4.31	£21.55	Solo Protect	Lone working device
IB200731	31/07/20	41078	£100.00	£0.00	£100.00	Surekill Pest Control Services	Pest control
IB200731	31/07/20	41079	£70.88	£11.81	£59.07	Viking Direct Ltd	Stationery
IB200731	31/07/20	41081	£727.80	£121.30	£606.50	Wilkin Chapman LLP	Legal fees
IB200731	31/07/20	41082	£34.20	£0.00	£34.20		Residents shopping
IB200731	31/07/20	41083	£504.11	£84.02	£420.09	Leopards (Of Hever) Ltd	Tractor service
IB200731	31/07/20	41084	£24.02	£4.00	£20.02	Jewson	Washer head screws
IB200819	19/08/20	41119	£6.79	£0.00	£6.79		Residents shopping
IB200819	19/08/20	41120	£10.78	£0.00	£10.78		Residents shopping
IB200819	19/08/20	41121	£2.74	£0.00	£2.74		Residents shopping
IB200819	19/08/20	41122	£8.68	£0.00	£8.68		Residents shopping
IB200819	19/08/20	41123	£12.03	£0.00	£12.03		Residents shopping
IB200819	19/08/20	41124	£7.88	£0.00	£7.88		Residents shopping
IB200819	19/08/20	41125	£3.78	£0.00	£3.78		Residents shopping
IB200819	19/08/20	41126	£1.74	£0.00	£1.74		Residents shopping
IB200819	19/08/20	41127	£112.76	£0.00	£112.76	Business Stream	Waste water R Hall
IB200819	19/08/20	41128	£101.78	£0.00	£101.78	Business Stream	Waste water BP toilet
IB200819	19/08/20	41129	£54.61	£0.00	£54.61	Business Stream	Waste water D Barn
IB200819	19/08/20	41130	£175.79	£0.00	£175.79	Business Stream	Waste water P Toilets
IB200820Pen	20/08/20	41234	£5,583.93	£0.00	£5,583.93	KCC Pension Fund	
IB200825sal	25/08/20	41207	£16,199.70	£0.00	£16,199.70	Salaries	
IB200827	27/08/20	40766	£5,795.00	£965.83	£4,829.17	Martin Frost Plumbing& Heating	Rickards Hall Heating
IB200827	27/08/20	41170	£11.00	£1.83	£9.17	Bradford Electrical	Lawn rake
IB200827	27/08/20	41171	£7.80	£1.30	£6.50	A W Champion Ltd	Treated battens
IB200827	27/08/20	41172	£20.80	£3.47	£17.33	A W Champion Ltd	20 Treated battens

## 5.3 Paid Expenditure Transactions

between 01/07/20 and 31/08/20 Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details
IB200827	27/08/20	41173	£57.18	£9.53	£47.65	A W Champion Ltd	20 Treated battens
IB200827	27/08/20	41174	£37.50	£0.00	£37.50		Admin support
IB200827	27/08/20	41175	£30.00	£0.00	£30.00		Window cleaning D Barn
IB200827	27/08/20	41176	£150.00	£25.00	£125.00	Happy Drains Ltd	Market Yard car park
IB200827	27/08/20	41177	£3.41	£0.57	£2.84	Jewson	Bosch drill bit
IB200827	27/08/20	41178	£8.88	£1.48	£7.40	Jewson	Bolt, nut & washers
IB200827	27/08/20	41179	£3.58	£0.60	£2.98	Jewson	Bosch twist drill bit
IB200827	27/08/20	41180	£50.36	£8.39	£41.97	Jewson	Sand cement etc.
IB200827	27/08/20	41181	£67.98	£11.33	£56.65	Jewson	Sadolin & paint brush
IB200827	27/08/20	41182	£17.84	£2.97	£14.87	Jewson	Drill bit & various screws
IB200827	27/08/20	41183	£6.52	£1.09	£5.43	Jewson	Drill bit & raw plug
IB200827	27/08/20	41184	£3.38	£0.56	£2.82	KCC Commercial Services	Cleaning cloths
IB200827	27/08/20	41185	£101.63	£16.94	£84.69	KCC Commercial Services	Black sacks etc
IB200827	27/08/20	41186	£436.74	£72.79	£363.95	Kidman's	
IB200827	27/08/20	41187	£39.85	£6.64	£33.21	Kidman's	oil filter & blade
IB200827	27/08/20	41188	£288.00	£48.00	£240.00		Lectern stand
IB200827	27/08/20	41189	£135.00	£0.00	£135.00	M3 Plumbers Ltd	Repairs to Mill Leat
IB200827	27/08/20	41190	£29.52	£4.92	£24.60	Pallet Handling Penshurst Ltd	Fencing items
IB200827	27/08/20	41191	£80.35	£13.39	£66.96	Sevenoaks District Council	Blue trade waste sacks
IB200827	27/08/20	41192	£25.86	£4.31	£21.55	Solo Protect	Lone working device
IB200827	27/08/20	41193	£2,394.00	£399.00	£1,995.00	SSP Specialised Sports	Wetpour
IB200827	27/08/20	41194	£900.00	£150.00	£750.00	Wilkin Chapman LLP	Legal advice
IB200827	27/08/20	41195	£54.59	£9.10	£45.49	A W Champion Ltd	Treated batten
IB200827	27/08/20	41196	£4.20	£0.70	£3.50	Jewson	Washers, bolt & nut
IB200827	27/08/20	41197	£48.00	£8.00	£40.00	Jewson	Shaolin
IB200827	27/08/20	41198	£6.19	£1.03	£5.16	Jewson	Raw plugs & zinc plates
IB200827	27/08/20	41199	£6.91	£1.15	£5.76	Jewson	Steel washers, bolt & nut
IB200827	27/08/20	41200	£8.58	£1.43	£7.15	Jewson	Steel washers, drill bit bolt
IB200827	27/08/20	41201	£45.00	£0.00	£45.00	Surekill Pest Control Services	Pest control
IB200827	27/08/20	41202	£350.00	£0.00	£350.00	Sevenoaks District Council	Garden sacks
<b>Total</b>			<b>£156,963.59</b>	<b>£12,070.65</b>	<b>£144,892.94</b>		



## 5.4 Edenbridge Town Council

### Expenditure transactions - payments approval list

Start of year 01/04/20

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque
41295	IB201014	£238.45	2060/1	01/04/20	Besure Security Systems - Fire alarm contract (March 2020)	£577.05
41312	IB201014	£240.00	3016/7	31/08/20	The Preventative Healthcare Company Limited - Hearing tests	£240.00
41302	IB201014	£21.42	3050/4	07/09/20	Jewson - Fast set Postfix	£76.84
41303	IB201014	£37.55	3050/4	07/09/20	Jewson - Sadolin, handsaw,, washers, Bolt & nut	£76.84
41301	IB201014	£17.87	3050/4	11/09/20	Jewson - T-star washer head screws	£76.84
41306	IB201014	£439.86	2060/1	11/09/20	Pyrotec - Annual fire protection service	£439.86
41305	IB201014	£13.78	2040/2	18/09/20	Kent County Council Commercial Services - Ruled refil pads	£52.16
41293	IB201014	£93.60	2060/1	22/09/20	Besure Security Systems - Intruder alarm contract	£577.05
41294	IB201014	£245.00	2060/1	22/09/20	Besure Security Systems - Fire alarm contract	£577.05
41297	IB201014	£27.80	3050/4	22/09/20	A W Champion Ltd - 19mm Exterior OSB	£35.77
41298	IB201014	£7.97	3050/4	22/09/20	A W Champion Ltd - Single thread wood screws	£35.77
41307	IB201014	£380.87	3040/2	23/09/20	Rigby Taylor Ltd - Service for linemarker	£380.87
41308	IB201014	£756.60	3030/1	25/09/20	Sevenoaks District Council - Emptying of dogbins	£756.60
41313	IB201014	£360.00	3140/1	25/09/20	Wicksteed Leisure Ltd - Playground inspections	£360.00
41296	IB201014	£264.00	3030/4	28/09/20	BSP ( Knockholt) Ltd - Skip hire	£264.00
41299	IB201014	£144.00	2220/2/3	28/09/20	The Colvin Cleaning Group - Rickards Hall cleaning	£144.00
41304	IB201014	£38.38	3090/2	01/10/20	Kent County Council Commercial Services - Refuse sacks	£52.16
41300	IB201014	£30.00	2020/1	05/10/20	- Window cleaning Doggetts Barn	£30.00
41310	IB201014			06/10/20	Vatix -	£456.12
1		£152.04	4050/1		Community Warden Lone Working Alarm	
2		£304.08		06/10/20	Office Lone working Alarm	
41313	IB201014	£7.64	4050/1	23/07/20	Viking fabricplasters	£7.64
<b>Total</b>		£3,846.77				

## 5.5

## Direct Debits

Sevenoaks District Council	Non Business Rates	x 10
Focus 4 U Ltd	Broadband	x 12
Royal Sun Alliance (Premium Credit)	Insurance	x 12
Barclays Bank	Bank charges	x 12
Total Gas & Power	Electricity & Gas contracts	x 4
E.ON Energy	Street lighting	x 12
Petrocell	Fuel	x 12
Information Commissioners Office	Data protection	annual
o2	Ground staff Mobile	x 12
Vodafone	Property manager Mobile	x 12
Open Spaces Society	Membership	annual
Aviva	Insurance	annual
Grounds Management Association	Membership	annual
Action with Communirise in Rural Kent	Membership	annual
Ofcom	Radio licences	annual
Sage software	Payroll software support	x 12
SES Business Water	Water supply various locations	x 12
Barclaycard	Credit card	x 12
PTA Motors	Vehicle maintenance	when required
PS Technology	Phones & email subscription	x 12

## **5.6 Fund Transfer**

### **Capital Reserves**

Transfer In: Nil

Transfer Out: Nil

### **Revenue reserves**

Transfer In: £277,487.00 (Precept)

Transfer Out: £45,000.00 (April 2020)  
£35,000.00 (May 2020)  
£40,000.00 (June 2020)  
£61,000.00 (July 2020)  
£20,000.00 (August 2020)

## **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**

**None**

## 5.9 Financial Comparisons

Comparisons between 1 April 2020 and 31 August 2020 Transactions with a ledger date prior to 1 April are excluded

(actual amounts shown are net amounts ) The balance is based on the 2020/21 Budget

Income for the Council	Budget	Actual	Balance	Expenditure for the Council	Budget	Actual	Balance
Precept	50,215.00	25,108.00	25,107.00				
Contingencies	0.00	0.00	0.00	Contingencies	10,200.00	225.76	9,974.24
Grants	0.00	0.00	0.00	Grants	7,880.00	0.00	7,880.00
C Depreciation Fund	0.00	0.00	0.00	Depreciation - Equipment/tools	14,800.00	7,716.40	7,083.60
Reserves Movement	0.00	0.00	0.00	Edenbridge Twinning Association	500.00	500.00	0.00
Neighbourhood planning	0.00	0.00	0.00	Eden Valley Museum	6,120.00	6,000.00	120.00
Covid 19	0.00	2,616.51	-2,616.51	House Project	8,000.00	7,500.00	500.00
				Earmarked Funds	0.00	0.00	0.00
				Summer Playscheme	2,400.00	0.00	2,400.00
				Bonfire Clean Up	1,110.00	0.00	1,110.00
				Legal & Professional fees	5,000.00	2,450.50	2,549.50
				Covid 19	0.00	5,822.28	-5,822.28
	<b>50,215.00</b>	<b>27,724.51</b>	<b>22,490.49</b>		<b>56,010.00</b>	<b>30,214.94</b>	<b>25,795.06</b>
Income for Central Services	Budget	Actual	Balance	Expenditure for Central Services	Budget	Actual	Balance
Allocation from Precept	209,350.00	104,675.00	104,675.00	Staff Costs	140,399.00	55,989.39	84,409.61
Interest (Barclays Reserves)	59.00	123.12	-64.12	Other Staff Costs	9,870.00	198.00	9,672.00
Sundry Receipts	2,925.00	63.21	2,861.79	Utilities	9,853.00	3,539.75	6,313.25
Interest Lloyds Fixed Term Deposit	2,244.00	1,652.32	591.68	Services	11,500.00	5,269.18	6,230.82
Charity Account Transfers	19,500.00	0.00	19,500.00	Equipment /Tools	4,000.00	222.59	3,777.41
Church House	6,411.00	1,160.00	5,251.00	Materials	1,100.00	188.83	911.17
Rickards Hall Lettings	9,000.00	20.00	8,980.00	Buildings	8,875.00	3,704.72	5,170.28
WI Hall Admin	2,081.00	0.00	2,081.00	10 Year Buildings Maintenance Plan	20,000.00	0.00	20,000.00
Refuse Bag sales	10,000.00	4,620.21	5,379.79	30 Year Buildings Maintenance Plan	20,884.00	0.00	20,884.00
				Buildings Materials	2,200.00	41.07	2,158.93
Reserves 10 Year Maintenance Plan TF	0.00	0.00	0.00	Office costs/supplies	7,000.00	2,521.19	4,478.81
Reserves 30 Year Maintenance Plan TF	0.00	0.00	0.00	Audit Fee	2,300.00	0.00	2,300.00
				Garden Sacks	6,000.00	3,150.00	2,850.00
				Charity Account Transfers	19,500.00	0.00	19,500.00
				Church House	3,600.00	1,058.71	2,541.29
				Public Toilets	18,214.00	5,746.75	12,467.25
				Rickards Hall	14,000.00	1,409.79	12,590.21
				Reserves TR 30 Year Buildings Maintenance P	0.00	0.00	0.00
				Reserves TR 10 Year Buildings Maintenance P	0.00	0.00	0.00
	<b>261,570.00</b>	<b>112,313.86</b>	<b>149,256.14</b>		<b>299,295.00</b>	<b>83,039.97</b>	<b>216,255.03</b>

Income for Open Spaces	Budget	Actual	Balance	Expenditure for Open Spaces	Budget	Actual	Balance
Allocation from Precept	284,658.00	142,329.00	142,329.00	Staff Costs	160,597.00	66,234.29	94,362.71
Cemetery Fees	10,500.00	15,494.35	-4,994.35	Utilities	13,760.00	5,639.40	8,120.60
Rents	16,810.00	4,621.77	12,188.23	Other Staff Expenses	4,026.00	148.81	3,877.19
Maintenance Services	5,574.00	1,581.13	3,992.87	Amenity Collections	1,000.00	0.00	1,000.00
Solar Panels	920.00	0.00	920.00	Services	5,656.00	1,700.50	3,955.50
Sundry Receipts	2,000.00	51.68	1,948.32	Equipment/Tools	6,630.00	1,398.16	5,231.84
				Materials	6,500.00	2,317.75	4,182.25
				Hanging Baskets & Plants	6,600.00	5,695.18	904.82
				Buildings	2,300.00	882.55	1,417.45
Reserves 10 Year Maintenance Plan TF	0.00	0.00	0.00	Vehicles	9,906.00	4,374.31	5,531.69
30 Year Maintenance Plan TF	0.00	0.00	0.00	Contingencies	4,100.00	825.00	3,275.00
				Others	1,150.00	179.69	970.31
				Small Projects	4,250.00	4,250.00	0.00
				Vandalism	5,100.00	405.95	4,694.05
				Footpaths Equipment	200.00	0.00	200.00
				Public Street Lighting	10,200.00	3,201.20	6,998.80
				Public Street Lighting Contract	7,000.00	3,382.82	3,617.18
				10 Year Maintenance Plan	62,107.00	7,770.00	54,337.00
				10 Year Plan Contingencies	0.00	0.00	0.00
				30 Yr Maintenance Plan	100,000.00	29,992.00	70,008.00
				Reserves TR Balancing 10 Yr Plan	0.00	0.00	0.00
				Reserves TR Balancing 30 Yr Plan	0.00	0.00	0.00
	<b>320,462.00</b>	<b>164,077.93</b>	<b>156,384.07</b>		<b>411,082.00</b>	<b>138,397.61</b>	<b>272,684.39</b>
Income for Emergency Planning	Budget	Actual	Balance	Expenditure for Emergency Planning	Budget	Actual	Balance
Allocation from Precept	323.00	161.50	161.50	Equipment/Tools	110.00	30.00	80.00
Sundry Receipts	0.00	0.00	0.00	Others	235.00	0.00	235.00
				Training	15.00	0.00	0.00
	<b>323.00</b>	<b>161.50</b>	<b>161.50</b>		<b>360.00</b>	<b>30.00</b>	<b>330.00</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)	10,427.00	5,213.50	5,213.50	Staff Costs	15,950.00	5,096.09	10,853.91
Moat Housing	1,000.00	0.00	1,000.00	Management Costs	2,625.00	0.00	2,625.00
West Kent Housing	3,500.00	3,500.00	0.00	Phone	280.00	73.48	206.52
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	0.00	240.00
Police	0.00	0.00	0.00	Clothing & Supplies	315.00	107.75	207.25
Great Stone Bridge Trust	3,000.00	0.00	3,000.00	Vehicle Running Costs	1,600.00	196.76	1,403.24
KCC	0.00	0.00	0.00	Vehicle Purchase	0.00	0.00	0.00
From Reserves	0.00	0.00	0.00	Training	120.00	0.00	120.00
Sundry Receipts	0.00	0.00	0.00	CW Reserves	0.00	0.00	0.00
<b>19,927.00</b>	<b>8,713.50</b>	<b>11,213.50</b>		<b>21,130.00</b>	<b>5,474.08</b>	15,655.92	
<b>Nett Balance</b>	<b>652,497.00</b>	<b>312,991.30</b>	<b>339,505.70</b>	<b>Nett Expenditure</b>	<b>787,877.00</b>	<b>257,156.60</b>	<b>530,720.40</b>

**ETC 2019/20**  
**August**

**Council  
Income**

	Year To Date			Rest of Year			Full Year		
	Actual	Budget	Last Year	Forecast	Budget	Last Year	Forecast	Budget	Last Year
Precept	25,108.00	25,107.50	6,308.50	25,107.00	25,107.50	6,308.50	50,215.00	50,215.00	12,617.00
Grants	-	-	905.00	-	-	530.00	-	-	1,435.00
Covid-19	2,003.92	-	-	(2,003.92)	-	-	-	-	-
CIL Interest	-	-	37.35	-	-	-	-	-	37.35
	<u>27,111.92</u>	<u>25,107.50</u>	<u>7,250.85</u>	<u>23,103.08</u>	<u>25,107.50</u>	<u>6,838.50</u>	<u>50,215.00</u>	<u>50,215.00</u>	<u>14,089.35</u>

**Expenditure**

Contingency	(225.76)	(4,250.00)	-	(9,974.24)	(5,950.00)	(4,148.20)	(10,200.00)	(10,200.00)	(4,148.20)
Grants	-	(3,283.33)	-	(7,880.00)	(4,596.67)	(7,725.00)	(7,880.00)	(7,880.00)	(7,725.00)
Depreciation	(7,716.40)	(6,166.67)	(6,813.89)	(7,083.60)	(8,633.33)	(5,641.46)	(14,800.00)	(14,800.00)	(12,455.35)
SLA - Twinning	(500.00)	(500.00)	(500.00)	-	-	-	(500.00)	(500.00)	(500.00)
SLA - Museum	(6,000.00)	(6,120.00)	(6,000.00)	(120.00)	-	-	(6,120.00)	(6,120.00)	(6,000.00)
SLA - House	(7,500.00)	(8,000.00)	(7,500.00)	(500.00)	-	-	(8,000.00)	(8,000.00)	(7,500.00)
Election costs	-	-	-	-	-	(8,676.40)	-	-	(8,676.40)
Capital Expenditure	-	-	(17,980.00)	-	-	(7,876.66)	-	-	(25,856.66)
Summer Play Scheme	-	(2,400.00)	(2,288.84)	-	-	-	-	(2,400.00)	(2,288.84)
Bonfire Clean Up	-	-	-	-	(1,110.00)	(968.45)	-	(1,110.00)	(968.45)
Legal & Professional	(2,450.50)	(1,000.00)	-	(2,549.50)	(4,000.00)	(2,905.40)	(5,000.00)	(5,000.00)	(2,905.40)
Covid-19	(5,822.28)	-	-	5,822.28	-	-	-	-	-
	<u>(30,214.94)</u>	<u>(31,720.00)</u>	<u>(41,082.73)</u>	<u>(22,285.06)</u>	<u>(24,290.00)</u>	<u>(37,941.57)</u>	<u>(52,500.00)</u>	<u>(56,010.00)</u>	<u>(79,024.30)</u>

**Community Warden  
Income**

Precept (ETC contribtn)	5,213.50	5,213.50	3,500.00	5,213.50	5,213.50	3,500.00	10,427.00	10,427.00	7,000.00
Moat House	-	-	-	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
West Kent House	3,500.00	-	-	-	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
John Coldman Trust	-	-	-	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
GSBT	-	-	-	3,000.00	3,000.00	6,000.00	3,000.00	3,000.00	6,000.00
	<u>8,713.50</u>	<u>5,213.50</u>	<u>3,500.00</u>	<u>11,213.50</u>	<u>14,713.50</u>	<u>16,000.00</u>	<u>19,927.00</u>	<u>19,927.00</u>	<u>19,500.00</u>

**Expenditure**

Staff Costs	(5,096.09)	(6,645.83)	(6,163.40)	(10,853.91)	(9,304.17)	(9,425.69)	(15,950.00)	(15,950.00)	(15,589.09)
Management costs	-	(1,093.75)	-	(2,625.00)	(1,531.25)	(2,625.00)	(2,625.00)	(2,625.00)	(2,625.00)
Phone	(73.48)	(116.67)	(102.82)	(206.52)	(163.33)	(141.53)	(280.00)	(280.00)	(244.35)
Sundries	-	(100.00)	(21.27)	(240.00)	(140.00)	(68.00)	(240.00)	(240.00)	(89.27)
Clothing & Supplies	(107.75)	(131.25)	(105.10)	(207.25)	(183.75)	(208.18)	(315.00)	(315.00)	(313.28)
Vehicle running costs	(196.76)	(666.67)	-	(1,403.24)	(933.33)	(364.21)	(1,600.00)	(1,600.00)	(364.21)
Training	-	(50.00)	-	(120.00)	(70.00)	-	(120.00)	(120.00)	-
	<u>(5,474.08)</u>	<u>(8,804.17)</u>	<u>(6,392.59)</u>	<u>(15,655.92)</u>	<u>(12,325.83)</u>	<u>(12,832.61)</u>	<u>(21,130.00)</u>	<u>(21,130.00)</u>	<u>(19,225.20)</u>

ETC 2019/20 <b>August</b>	Year To Date			Rest of Year			Full Year		
	Actual	Budget	Last Year	Forecast	Budget	Last Year	Forecast	Budget	Last Year
<b>Central Services</b>									
<b>Income</b>									
Precept	104,675.00	104,675.00	111,966.00	104,675.00	104,675.00	111,966.00	209,350.00	209,350.00	223,932.00
Sundry receipts	63.21	1,218.75	690.13	2,861.79	1,706.25	2,839.65	2,925.00	2,925.00	3,529.78
Interest - Barclays/Lloyds	1,775.44	959.58	1,047.04	527.56	1,343.42	3,308.04	2,303.00	2,303.00	4,355.08
Charity Accounts Trfrs	-	-	-	19,500.00	19,500.00	12,322.94	19,500.00	19,500.00	12,322.94
Church House	1,160.00	3,205.50	1,045.00	5,251.00	3,205.50	4,588.14	6,411.00	6,411.00	5,633.14
Rickards Hall Lettings	20.00	3,750.00	5,063.37	480.00	5,250.00	7,050.60	500.00	9,000.00	12,113.97
WI Hall Admin	-	-	1,144.60	2,081.00	2,081.00	1,090.12	2,081.00	2,081.00	2,234.72
Refuse Bag Sales	4,620.21	4,166.67	-	6,379.79	5,833.33	-	11,000.00	10,000.00	-
VAT reclaimed	-	-	15,175.21	-	-	(15,175.21)	-	-	-
	<u>112,313.86</u>	<u>117,975.50</u>	<u>136,131.35</u>	<u>141,756.14</u>	<u>143,594.50</u>	<u>127,990.28</u>	<u>254,070.00</u>	<u>261,570.00</u>	<u>264,121.63</u>
<b>Expenditure</b>									
Staff Costs	(55,989.39)	(60,582.92)	(82,911.45)	(89,409.61)	(84,816.08)	(104,128.93)	(145,399.00)	(145,399.00)	(187,040.38)
Other Staff Costs	-	(4,112.50)	-	(9,870.00)	(5,757.50)	-	(9,870.00)	(9,870.00)	-
Utilities	(3,539.75)	(4,105.42)	(3,864.54)	(6,313.25)	(5,747.58)	(4,346.23)	(9,853.00)	(9,853.00)	(8,210.77)
Services	(5,269.18)	(4,791.67)	(4,303.30)	(6,230.82)	(6,708.33)	(3,328.59)	(11,500.00)	(11,500.00)	(7,631.89)
Eqpt/Tools	(222.59)	(1,666.67)	(2,418.15)	(3,777.41)	(2,333.33)	(1,450.01)	(4,000.00)	(4,000.00)	(3,868.16)
Materials	(188.83)	(458.33)	(484.15)	(911.17)	(641.67)	(917.65)	(1,100.00)	(1,100.00)	(1,401.80)
Buildings	(3,704.72)	(3,697.92)	(2,513.59)	(5,170.28)	(5,177.08)	(6,566.86)	(8,875.00)	(8,875.00)	(9,080.45)
10-year maint plan	-	(8,333.33)	(1,907.35)	(20,000.00)	(11,666.67)	(9,084.24)	(20,000.00)	(20,000.00)	(10,991.59)
30-year maint plan	-	-	-	(20,884.00)	(20,884.00)	(36,500.00)	(20,884.00)	(20,884.00)	(36,500.00)
Building materials	(41.07)	(916.67)	(39.18)	(2,158.93)	(1,283.33)	(306.81)	(2,200.00)	(2,200.00)	(345.99)
Offic Costs/Supplies	(2,521.19)	(3,333.33)	-	(5,478.81)	(4,666.67)	-	(8,000.00)	(8,000.00)	-
Audit Fee	-	(958.33)	-	(2,300.00)	(1,341.67)	-	(2,300.00)	(2,300.00)	-
Garden Sacks	(3,150.00)	-	-	3,150.00	-	-	-	-	-
Other	-	-	(3,145.28)	-	-	(2,519.21)	-	-	(5,664.49)
Charity Account Trfrs	-	-	-	(19,500.00)	(19,500.00)	(12,322.94)	(19,500.00)	(19,500.00)	(12,322.94)
Church House	(1,058.71)	(1,500.00)	(1,107.65)	(2,541.29)	(2,100.00)	(1,528.06)	(3,600.00)	(3,600.00)	(2,635.71)
Public Toilets	(5,746.75)	(7,589.17)	(2,772.03)	(12,467.25)	(10,624.83)	(7,394.56)	(18,214.00)	(18,214.00)	(10,166.59)
Rickards Hall	(1,409.79)	(5,833.33)	(5,046.84)	(12,590.21)	(8,166.67)	(6,290.62)	(14,000.00)	(14,000.00)	(11,337.46)
	<u>(82,841.97)</u>	<u>(107,879.58)</u>	<u>(110,513.51)</u>	<u>(216,453.03)</u>	<u>(191,415.42)</u>	<u>(196,684.71)</u>	<u>(299,295.00)</u>	<u>(299,295.00)</u>	<u>(307,198.22)</u>
<b>Emergency Planning</b>									
<b>Income</b>									
Precept	161.50	161.50	180.00	161.50	161.50	180.00	323.00	323.00	360.00
	<u>161.50</u>	<u>161.50</u>	<u>180.00</u>	<u>161.50</u>	<u>161.50</u>	<u>180.00</u>	<u>323.00</u>	<u>323.00</u>	<u>360.00</u>
<b>Expenditure</b>									
Eqpt/Tools	(30.00)	(45.83)	-	(80.00)	(64.17)	(59.30)	(110.00)	(110.00)	(59.30)
Licences	-	(97.92)	-	(235.00)	(137.08)	(187.50)	(235.00)	(235.00)	(187.50)
Training	-	(6.25)	-	(15.00)	(8.75)	(27.00)	(15.00)	(15.00)	(27.00)
	<u>(30.00)</u>	<u>(150.00)</u>	<u>-</u>	<u>(330.00)</u>	<u>(210.00)</u>	<u>(273.80)</u>	<u>(360.00)</u>	<u>(360.00)</u>	<u>(273.80)</u>



## ETC 2019/20

**August****Open Spaces****Income**

	Year To Date			Rest of Year			Full Year		
	Actual	Budget	Last Year	Forecast	Budget	Last Year	Forecast	Budget	Last Year
Precept	142,329.00	142,329.00	134,662.50	142,329.00	142,329.00	134,662.50	284,658.00	284,658.00	269,325.00
Cemetery fees	15,494.35	4,375.00	11,194.55	5,005.65	6,125.00	5,122.80	20,500.00	10,500.00	16,317.35
Rents	4,621.77	7,004.17	9,309.78	9,188.23	9,805.83	8,099.41	13,810.00	16,810.00	17,409.19
Maint Services	1,581.13	2,322.50	2,232.58	3,992.87	3,251.50	3,541.82	5,574.00	5,574.00	5,774.40
Solar Panels	-	383.33	-	920.00	536.67	-	920.00	920.00	-
Sundry receipts	51.68	833.33	9,727.37	1,948.32	1,166.67	3,932.70	2,000.00	2,000.00	13,660.07
	<u>164,077.93</u>	<u>157,247.33</u>	<u>167,126.78</u>	<u>163,384.07</u>	<u>163,214.67</u>	<u>155,359.23</u>	<u>327,462.00</u>	<u>320,462.00</u>	<u>322,486.01</u>

**Expenditure**

Staff Costs	(66,234.29)	(66,915.42)	(49,243.72)	(94,362.71)	(93,681.58)	(76,880.02)	(160,597.00)	(160,597.00)	(126,123.74)
Other Staff Costs	(9.55)	(1,677.50)	-	(4,016.45)	(2,348.50)	-	(4,026.00)	(4,026.00)	-
Utilities	(5,639.40)	(5,733.33)	(6,511.74)	(8,120.60)	(8,026.67)	(6,802.11)	(13,760.00)	(13,760.00)	(13,313.85)
Amenity Collections	-	(416.67)	-	(1,000.00)	(583.33)	-	(1,000.00)	(1,000.00)	-
Services	(1,700.50)	(2,356.67)	(1,105.50)	(3,955.50)	(3,299.33)	(3,246.50)	(5,656.00)	(5,656.00)	(4,352.00)
Eqpt/Tools	(1,398.16)	(2,762.50)	(1,272.63)	(5,231.84)	(3,867.50)	(5,768.35)	(6,630.00)	(6,630.00)	(7,040.98)
Materials	(2,317.75)	(2,708.33)	(4,701.52)	(4,182.25)	(3,791.67)	(5,200.42)	(6,500.00)	(6,500.00)	(9,901.94)
Hanging Baskets	(5,695.18)	(6,600.00)	(5,571.07)	(904.82)	-	(52.60)	(6,600.00)	(6,600.00)	(5,623.67)
Buildings	(882.55)	(958.33)	(698.80)	(1,417.45)	(1,341.67)	(1,260.36)	(2,300.00)	(2,300.00)	(1,959.16)
Vehicles	(4,374.31)	(4,127.50)	(3,304.78)	(5,531.69)	(5,778.50)	(2,892.39)	(9,906.00)	(9,906.00)	(6,197.17)
Contingencies	(825.00)	(1,708.33)	(502.00)	(3,275.00)	(2,391.67)	(500.00)	(4,100.00)	(4,100.00)	(1,002.00)
Others	(179.69)	(479.17)	(344.79)	(970.31)	(670.83)	(314.75)	(1,150.00)	(1,150.00)	(659.54)
Small Projects	(4,250.00)	(1,770.83)	-	-	(2,479.17)	(2,174.00)	(4,250.00)	(4,250.00)	(2,174.00)
Vandalism	(405.95)	(2,125.00)	(1,579.98)	(4,694.05)	(2,975.00)	(694.08)	(5,100.00)	(5,100.00)	(2,274.06)
Footpaths	-	(83.33)	-	(200.00)	(116.67)	(10.07)	(200.00)	(200.00)	(10.07)
Street lighting	(3,201.20)	(4,250.00)	(3,212.08)	(6,998.80)	(5,950.00)	(6,422.89)	(10,200.00)	(10,200.00)	(9,634.97)
Street lighting contract	(3,382.82)	(3,500.00)	(3,310.00)	(3,617.18)	(3,500.00)	(3,310.00)	(7,000.00)	(7,000.00)	(6,620.00)
10-year maint plan	(7,770.00)	(25,877.92)	(8,130.00)	(54,337.00)	(36,229.08)	(19,540.17)	(62,107.00)	(62,107.00)	(27,670.17)
30-year maint plan	(29,992.00)	-	(11,795.00)	(70,008.00)	(100,000.00)	(18,206.00)	(100,000.00)	(100,000.00)	(30,001.00)
	<u>(138,258.35)</u>	<u>(134,050.83)</u>	<u>(101,283.61)</u>	<u>(272,823.65)</u>	<u>(277,031.17)</u>	<u>(153,274.71)</u>	<u>(411,082.00)</u>	<u>(411,082.00)</u>	<u>(254,558.32)</u>
Total Income	<u>312,378.71</u>	<u>305,705.33</u>	<u>314,188.98</u>	<u>339,618.29</u>	<u>346,791.67</u>	<u>306,368.01</u>	<u>651,997.00</u>	<u>652,497.00</u>	<u>620,556.99</u>
Total Expenditure	<u>(256,819.34)</u>	<u>(282,604.58)</u>	<u>(259,272.44)</u>	<u>(527,547.66)</u>	<u>(505,272.42)</u>	<u>(401,007.40)</u>	<u>(784,367.00)</u>	<u>(787,877.00)</u>	<u>(660,279.84)</u>