



# Edenbridge Town Council

Town Clerk: Caroline Leet



To: Cllrs J Aldridge, A Baker, S Compton, A Damodaran, A Layland, N Lloyd (Chairman),  
S McGregor, S Sumner (Vice Chairman) and B Todd.

**A FINANCE AND GOVERNANCE COMMITTEE meeting will be held 7.30 pm on Monday 15 November 2021 in Rickards Hall.**

Members of the public are welcome to observe this meeting, please e-mail the RFO by Monday 15 November at 9am.

Lorraine Ganney RFO

10/11/2021

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATION OF INTEREST OR PREDETERMINATION**

*The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

**3. TO CONFIRM THE MINUTES OF THE FINANCE COMMITTEE HELD ON [27 September 2021](#)**

**4. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**

**5. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS (Financial report pack)**

To approve the Financial Income and Expenditure Statements as of the 31 October 2021

- 5.1. To ratify the expenditure up to 31 October 2021
- 5.2. To approve the list of expenditure for payment
- 5.3. To review Expenditure [over £500](#) up to 31 October 2021
- 5.4. To receive the income up to 31 October 2021
- 5.5. To review the Financial I&E Budget Comparisons report
- 5.6. To review the Consolidated Balance Sheet
- 5.7. To receive the Financial Summary Cashbook
- 5.8. To confirm the Bank Reconciliation statements and Procurement Card for September and October 2021
- 5.9. To approve and accept the transfers into, out of and between bank accounts
- 5.10. To note and advise on invoices outstanding over 3 months

**6. OTHER FINANCE BUSINESS**

- 6.1. To review the fees and charges for 2022
- 6.2. To confirm the Service Level Agreements (SLA) for 2022
- 6.3. To confirm the Lease rents for 2022

**7. GOVERNANCE**

- 7.1. To receive the Internal Auditors [report](#) – half-yearly interim review (October)
- 7.2. To receive the amended Complaints Policy section 8 and appendix.

**8. BUDGETS 2022/23**

- 8.1 To consider the draft budget for 2022/23.
- 8.2 To consider the Precept and to make recommendations to present to full council.

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

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**9. FINANCE CORRESPONDENCE - None**

**10. PRESS RELEASE – None**

**11. DATE OF NEXT MEETING – 24 January 2022**

## **Responsible Finance Officer's Report to Committee November 2021**

### **Information**

Time has been spent implementing a number of changes on the EDGE software system including uploading the invoices, resolving some of the coding issues and setting up the Assets software package. There has also been considerable time reviewing the draft budget income and expenditure and the Internal Auditor's interim review.

Grant applications for 2021: The window for applications was extended an extra week to Friday 5 November. These are currently being reviewed and will be presented to the Grants meeting, on 29 November.

The Charities meetings will be on 29 November and the end of year accounts up to 31 March 2021 will be presented. The deadline for submission to the Charities Commission is 31 January 2022.

**Note:** Agenda Item 5. A further report has been added to show the Financial Summary Consolidated report (5.7).

### **Agenda**

#### **4. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)**

Nothing to report.

#### **5. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS (Financial report pack) To approve the Financial Income and Expenditure Statements up to 31 October 2021**

##### **5.1. To ratify the expenditure up to 31 October 2021**

Do Members ratify the above report?

##### **5.2. To approve the list of expenditure for payment**

Do Members approve the above payment?

##### **5.3. To review Expenditure over £500 up to 31 October 2021**

Do Members/ the Committee accept the above report?

##### **5.4. To receive the income up to 31 October 2021**

Do Members receive the above report?

##### **5.5 To review the Financial I&E Budget Comparisons report**

Do Members receive the above reports?

##### **5.6. To review the Consolidated Balance Sheet**

Do Members confirm the above report?

##### **5.7. To receive the Financial Summary Cashbook**

Do Members confirm the above report?

##### **5.8. To confirm the Bank Reconciliation statements and Procurement Card for September and October 2021**

Do Members confirm and accept the above reports?

##### **5.9. To approve and accept the transfers into, out of and between bank accounts**

Do Members approve and accept the attached report?

##### **5.10. To note and advise on invoices outstanding over 3 months**

Nothing to report.

#### **6. OTHER FINANCE BUSINESS**

##### **6.1. To review the fees and charges for 2022**

The fees and charges for hire of Rickards Hall and other charges usually increase in line with the RPI; Link for RPI -

<https://www.ons.gov.uk/economy/inflationandpriceindices/timeseries/czbh/mm23>.

Attached is the current list with proposed increase.

**Do Members agree the fees and charges?**

- 6.2.** To confirm the Service Level Agreements (SLA) for 2022  
The current SLAs are: HOUSE £7,500; The Eden Valley Museum £6,500; Twinning £500. HOUSE has both requested previously, and again this year if the Council could consider increasing its SLA. Twinning would also like an increase considered in view that 2020/21 it did not claim its grant.

**Do Members confirm the SLA grants to the Eden Valley Museum; HOUSE; Edenbridge & District Twinning Association? Do Member support any increases?**

- 6.3.** To confirm the Lease rents for 2022  
See the attached with fees and charges.

**Do Members confirm the lease rents for 2022 for Cricket Club; Rugby Club; Nomads Football Club?**

**7. GOVERNANCE**

- 7.1.** To receive the Internal Auditors report – half-yearly interim review (October)  
The Internal Auditor, Keith Robertson carried out the end of year on 20 October with the Town Clerk and RFO present. *The link is to his report is on the agenda.*

**Do Members receive the Internal Auditors report and comments, and make recommendation to full Council?**

- 7.2 .** To receive the amended Complaints Policy section 8 and appendix.  
The Town Council's solicitor has now reviewed the Council's Complaint's procedures. It is satisfied with the procedure/policy and has made some suggested amendments to section 8 (Review of investigation and complaint (second stage)). This provides clarity of the procedures. There is also a flowchart, appendix 1. *(Papers attached under Confidential papers).*

**Do Members agree to the proposed changes to section 8 of the Council's Complaint Procedure and make recommendation to the full Council to adopt the amendments?**

**8. BUDGETS 2022/23**

- 8.1** To consider the draft budget for 2022/23.  
A presentation will be given by the Chairman at the meeting for discussion. *(Papers attached under Confidential papers).*

**Do Members confirm the draft budget and make recommendation to the full Council?**

- 8.2** To consider the Precept increase to present and to make recommendations to full council.  
This is part of the above considerations.

**Do Members support the Precept proposal for 2022/23 and make recommendation to the full Council?**

**9. FINANCE CORRESPONDENCE - None**

**10. PRESS RELEASE – None**

**11. DATE OF NEXT MEETING – 24 January 2022**

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
DD010921SD C2	01/09/21	42239		£329.00	£0.00	£329.00	OS	Sevenoaks District Council	Non Domestic Rates Depot 3010/1/1
DD010921SD C3	01/09/21	42240		£419.00	£0.00	£419.00	CS	Sevenoaks District Council	Non Domestic Rates Doggetts Barn 2010/1
DD010921SD C1	01/09/21	42241		£192.00	£0.00	£192.00	OS	Sevenoaks District Council	Non Domestic Rates Mowshurst Barn 3010/1/2
DD010921SD C4	01/09/21	42242		£268.00	£0.00	£268.00	OS	Sevenoaks District Council	Non Domestic Rates Car park & Toilets 3010/1/4
DD010921SD C4	01/09/21	42244		£268.00	£0.00	£268.00	CS	Sevenoaks District Council	Non Domestic Car park & Toilets 2210/1/1
I Zettle August Card	01/09/21	42310		£11.89	£0.00	£11.89	CS	IZettle	August Credit Card Charges 2070/1
DD010921PC	01/09/21	42329		£168.38	£28.06	£140.32	OS	Mill Hill Garage (Petrocell Holdings Ltd)	Fuel for Land Rover and VW 3070/5
DD290921VAT	03/09/21	42219		£45.90	£7.65	£38.25	CS	Vatix	Alarm Rental 29/08 to 29/09 2005/7
		42247/1		£497.35	£0.00	£497.35	OS	Aviva	Medical Insurance 3000/8
		42247/2		£153.97	£0.00	£153.97	CS	Aviva	Medical Insurance 2000/7
		42247/3		£126.81	£0.00	£126.81	CW	Aviva	Medical Insurance April 2021 4000/2
DD060921AVI VA	06/09/21	42247		£778.13	£0.00	£778.13		Aviva	September Payment 3000/8
IB210927SL	07/09/21	42213		£80.10	£13.35	£66.75	OS	Streetlights	Column 144 Mill Hill Repair 3130
IB210927SN	07/09/21	42218		£68.59	£0.00	£68.59	OS	S&N Machinery	Bump head and Bump head feed 3040/2
		42222/1		£17,694.00	£2,949.00	£14,745.00	OS	TrueBuild	Cemetery Wall Repairs 3140/15/2
		42222/2		£1,276.00	£212.67	£1,063.33	OS	TrueBuild	Repair of Roof Dome on Depot 3110/1
		42222/3		£912.00	£152.00	£760.00	OS	TrueBuild	Repointing Curtyard DB 3140/13/1
IB210907	07/09/21	42222		£19,882.00	£3,313.67	£16,568.33		TrueBuild	Building Works 3140/15/2
IB210928	07/09/21	42225		£45.00	£0.00	£45.00	CS	Surekill Pest Control Services	Bi Monthly Pest Control 2220/2/1
IB210921ED	07/09/21	42227		£88.80	£14.80	£74.00	CS	Edge IT Systems Ltd	Asset Management Training LG 2005/4
IB210907 ST	07/09/21	42228		£40.00	£6.67	£33.33	CNCL	S Taylor Jewellers	Medallion Engraving x 2 1020
DD210907BK	07/09/21	42311		£11.00	£0.00	£11.00	CS	Barclays	Bank Charges 13/07 to 12/08 2070/1
		42233/1		£190.88	£31.81	£159.07	CS	PS Technology	August Phone Lines 2010/6/1
		42233/2		£499.32	£83.22	£416.10	CS	PS Technology	August IT Support and Licences 2020/6

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DD2109/05PS T	08/09/21	42233/3		£79.79	£13.30	£66.49	CS	PS Technology	New Keyboard and Delivery
		42233/4		£76.75	£12.79	£63.96	CS	PS Technology	Domain Licesnses
		42233		£846.74	£141.12	£705.62		PS Technology	Business telephones
DD2109MH	14/09/21	42252		£166.55	£27.76	£138.79	OS	Mill Hill Garage (Petrocell Holdings Ltd)	Fuel for Vehicles
DD210916EO N	16/09/21	42261		£974.08	£162.35	£811.73	OS	E-On UK Plc	Public Streetlighting
DDS210916S S	16/09/21	42308		£39.00	£6.50	£32.50	CS	Sage Software Limited	Payroll Software
		42312/1		£29.30	£0.00	£29.30	CW	Barclaycard	Vodafone bill
DD210916	16/09/21	42312		£29.30	£0.00	£29.30		Barclaycard	August Barclaycard Spend
DD210922SE S6	22/09/21	42299		£31.00	£0.00	£31.00	OS	SES Business Water	S/P Cemetery 155111
DD210922SE S5	22/09/21	42300		£1.00	£0.00	£1.00	OS	SES Business Water	Water Supply Cemetery 155112
DD210922SE S4	22/09/21	42301		£10.00	£0.00	£10.00	CS	SES Business Water	Water Supply Rickards Hall 156644
DD210922SE S3	22/09/21	42303		£5.00	£0.00	£5.00	CS	SES Business Water	Water supply Doggetts Barn 156804
DD210923SE S2	22/09/21	42304		£14.52	£0.00	£14.52	OS	SES Business Water	Water supply Blossoms Park Toilets 158100
DD210922SE S1	22/09/21	42305		£5.00	£0.00	£5.00	OS	SES Business Water	Water supply Swan Lane Allotments 159543
		42307/1		£97.44	£0.00	£97.44	OS	Premium Credit	Premises Insurance Pavillion
		42307/2		£18.32	£0.00	£18.32	CS	Premium Credit	Premises Insurance Market Yard Toilets
		42307/3		£5.49	£0.00	£5.49	OS	Premium Credit	Premises Insurance Mowshurst Garage
		42307/4		£57.18	£0.00	£57.18	CS	Premium Credit	Premises Insurance Rickards Hall
		42307/5		£85.20	£0.00	£85.20	CS	Premium Credit	Premises Insurance Church House
		42307/6		£4.75	£0.00	£4.75	OS	Premium Credit	Premises Insurance Rec Gd Store
		42307/7		£19.22	£0.00	£19.22	OS	Premium Credit	Premises Insurance Mowshurst Barn
		42307/8		£1.98	£0.00	£1.98	OS	Premium Credit	Premises Insurance Cricket Store
		42307/9		£592.98	£0.00	£592.98	CS	Premium Credit	Other Insurance Items

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Start of year 01/04/21

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Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
		42307/10		£13.84	£0.00	£13.84	OS	Premium Credit	Premises Insurance Mowshurst Barn 3060/1/2
		42307/11		£34.45	£0.00	£34.45	CS	Premium Credit	Premises Insurance Doggets Barn 2050/1
		42307/12		£32.36	£0.00	£32.36	OS	Premium Credit	Premises Insurance Depot 3060/1/1
		42307/13		£5.49	£0.00	£5.49	OS	Premium Credit	Premises Insurance Forge Croft Store 3060/1/2
DD220921	22/09/21	42307		£968.70	£0.00	£968.70		Premium Credit	Buildings Insurance 3060/1/2
DD220921SE S	22/09/21	42330		£41.98	£0.00	£41.98	OS	SES Business Water	Forge Croft Allotments 31/07 to 31/08 3010/4/4/2
		42295/1		£2,340.58	£0.00	£2,340.58	CS	Inland Revenue	2000/1
		42295/2		£2,739.42	£0.00	£2,739.42	OS	Inland Revenue	3000/1/1
		42295/3		£112.83	£0.00	£112.83	CW	Inland Revenue	4000/1
IB210923	23/09/21	42295		£5,192.83	£0.00	£5,192.83		Inland Revenue	2000/1
		42296/1		£2,521.30	£0.00	£2,521.30	CS	KCC Pension Fund	2000/2
		42296/2		£3,206.78	£0.00	£3,206.78	OS	KCC Pension Fund	3000/2/1
		42296/3		£352.10	£0.00	£352.10	CW	KCC Pension Fund	4000/4
IB210923PEN	23/09/21	42296		£6,080.18	£0.00	£6,080.18		KCC Pension Fund	2000/2
		42297/1		£7,006.26	£0.00	£7,006.26	CS	Salaries	2000/1
		42297/2		£8,029.08	£0.00	£8,029.08	OS	Salaries	3000/1/1
		42297/3		£690.85	£0.00	£690.85	CS	Salaries	2210/5
		42297/4		£979.31	£0.00	£979.31	CW	Salaries	4000/1
DP210923	23/09/21	42297		£16,705.50	£0.00	£16,705.50		Salaries	2000/1
DD210923SD C1	23/09/21	42298		£187.00	£0.00	£187.00	CS	Sevenoaks District Council	Non Domestic Rates Rickards Hall 2220/1/1
DD210923SD C1	23/09/21	42306		£157.00	£0.00	£157.00	OS	Sevenoaks District Council	Non Domestic Rates Market Yard 3010/1/3
DD210926O2	28/09/21	42245		£21.23	£3.54	£17.69	OS	O2	Ground staff mobile 3010/6/1
IB210927CA	29/09/21	42171		£181.62	£30.27	£151.35	CS	Canon (uk) Ltd	Copier agreement 01/10/21 to 31/12/2021 2030/3
IB210927JEW	29/09/21	42209		£36.82	£6.14	£30.68	OS	Jewson	Combination Padlock 3040/1
IB210927Jew	29/09/21	42210		£55.00	£9.17	£45.83	OS	Jewson	Screw, Bungee Cord, Screwdriver Bit, Impact Set 3040/1
IB210927JEW	29/09/21	42211		£10.27	£1.71	£8.56	OS	Jewson	Padlock, Hasp and Strap 3040/1

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
IB210927PL	29/09/21	42212		£296.69	£49.45	£247.24	CS	Pickering Lifts	Lift Repair 2050/5
IB210927DC	29/09/21	42214		£82.67	£13.78	£68.89	CS	Dave Cole Electrical Installations Ltd	Repair Light in Gents in Rickards Hall 2050/5
IB210927CH	29/09/21	42215		£6.02	£1.00	£5.02	OS	Champion Ltd	Timber 3040/1
IB210927RK	29/09/21	42216		£540.29	£90.05	£450.24	CS	Rentokil Specialist Hygiene	Wash Room Contract 15/09/21 to 14/12/21 2210/2/1
IB210927SDC	29/09/21	42217		£700.00	£0.00	£700.00	CS	Sevenoaks District Council	50 Bundles Gaarden Waste Sacks 2085
IB270921KPF A	29/09/21	42220		£20.00	£0.00	£20.00	OS	Kent County Playing Fields Association	2021 Subscription for KentPFA 3090/1
IB210927SN	29/09/21	42221		£283.47	£0.00	£283.47	OS	S&N Machinery	Repair of Kuota and grease 3040/2
IB210928DC	29/09/21	42223		£116.24	£19.37	£96.87	CS	Dave Cole Electrical Installations Ltd	Emergency Light Repair. Rickards hall 2220/4
IB210928BSP	29/09/21	42224		£264.00	£44.00	£220.00	OS	BSP ( Knockholt) Ltd	Skip Hire 3030/4
IB210928NR	29/09/21	42226		£87.52	£14.59	£72.93	OS	Network Rail	Water Pipe under the Railway Line 3030/9
DD2109MH	29/09/21	42248		£51.05	£8.51	£42.54	OS	Mill Hill Garage (Petrocell Holdings Ltd)	Petrol for Vehicles 3070/5
IB210927JEW	29/09/21	42249		£36.82	£6.14	£30.68	OS	Jewson	Yale combination Padlock 3040/1
IB210927BS	29/09/21	42250		£10.10	£0.00	£10.10	OS	Business Stream	Cemetry Water Supply 30/06 to 06/07 3010/4/2
IB210927SDC	29/09/21	42251		£1,400.00	£0.00	£1,400.00	CS	Sevenoaks District Council	100 x Garden waste Sacks del 13/08 2085
IB210927SN	29/09/21	42253		£52.40	£0.00	£52.40	OS	S&N Machinery	Annual test for Air compressor 3040/2
IB210927PC	29/09/21	42254		£3,975.00	£0.00	£3,975.00	CS	Paula Crooks Decorating Services	Decorating of Rickards Hall 2060/1
IB210927KCC	29/09/21	42255		£32.51	£5.42	£27.09	CS	Kent County Council Commercial Services	Stationery 2040/2
IB210927KMB	29/09/21	42256		£510.00	£0.00	£510.00	CS	Kmb Autos Limited	Weekly Cleaning of Doggetts Barn 2020/1
IB210927PD	29/09/21	42258		£1,375.20	£229.20	£1,146.00	OS	Peter Duke Contracting	BLW control at Blossom, Nomads and Recreation Grounds 3140/25
IB210927KAL C	29/09/21	42259		£60.00	£10.00	£50.00	CS	Kent Association Of Local Councils	Chairmanship Networking Training (AB) 2005/8
IB210927ED	29/09/21	42260		£88.80	£14.80	£74.00	CS	Edge IT Systems Ltd	Epitaph Training LG 2005/4
IB210927HC	29/09/21	42262		£2,688.00	£448.00	£2,240.00	OS	Hever Countryside Services	Repairs to Mowshurst Car Park 3140/21/1
IB210927CH	29/09/21	42263		£76.55	£12.76	£63.79	OS	Champion Ltd	Planned Timber 75 x 75mm 3050/4
IB210927CH	29/09/21	42264		£24.30	£4.05	£20.25	OS	Champion Ltd	20k Post Mix 3050/4

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
IB210927PKF	29/09/21	42265		£1,920.00	£320.00	£1,600.00	CS	PKF Littlejohn LLP	External Audit YE 31 03 2021 2075
IB210927BSS	29/09/21	42266		£97.20	£16.20	£81.00	CS	Besure Security Systems	Maintenance of the Alarm at The Depot 2060/5
IB210927BSS	29/09/21	42267		£253.59	£42.27	£211.32	CS	Besure Security Systems	Maintenance of the Fire Alarm System Doggets (6m) 2060/3
IB210927JEW	29/09/21	42268		£14.42	£2.40	£12.02	OS	Jewson	Brush Cleaner, Dish Cloths and Sandpaper 3050/4
IB210927JEW	29/09/21	42269		£6.62	£1.10	£5.52	OS	Jewson	NOVIpro Flexi Tub 3050/4
IB210927JEW	29/09/21	42270		£21.97	£3.66	£18.31	OS	Jewson	Nuts, Bolts, washers and cleaning products 3050/4
IB210927JEW	29/09/21	42271		£65.06	£10.84	£54.22	OS	Jewson	Sadolin, knife, dustpan and brush, Green Roll 3050/4
IB210927JEW	29/09/21	42272		£81.04	£13.51	£67.53	OS	Jewson	Sadolin and brushes 3050/1
IB210927JEW	29/09/21	42273		£37.30	£6.22	£31.08	OS	Jewson	Hammerite and screws 3050/1
IB210929EVM	29/09/21	42309		£500.00	£0.00	£500.00	CNCL	Eden Valley Museum Trust	SLA Agreement Part 2 1060
IB211022BS	01/10/21	42282		£37.89	£0.00	£37.89	CS	Business Stream	Waste Service Public Toilets 29/06 to 06/07 2210/1/4
DD290921VAT	01/10/21	42325		£45.90	£7.65	£38.25	CS	Vatix	3 Lone Worker Alarms September 2005/7
IB211022BS	01/10/21	42342		-£37.89	£0.00	-£37.89	CS	Business Stream	Waste Service Public Toilets 29/06 to 06/07 2210/1/4
DD211001SD C3	02/10/21	42348		£329.00	£0.00	£329.00	OS	Sevenoaks District Council	Non Domestic Rates Depot 3010/1/1
DD211001SD C2	02/10/21	42350		£192.00	£0.00	£192.00	OS	Sevenoaks District Council	Non Domestic Rates Mowshurst Barn 3010/1/2
DD211001SD C5	02/10/21	42355		£268.00	£0.00	£268.00	CS	Sevenoaks District Council	Non Domestic Car park & Toilets 2210/1/1
DD211004BAR	04/10/21	42374		£37.93	£0.00	£37.93	CS	Barclays	Commision Charges 13/08 to 12/09 2070/1
		42365/1		£497.35	£0.00	£497.35	OS	Aviva	Medical Insurance 3000/8
		42365/2		£153.97	£0.00	£153.97	CS	Aviva	Medical Insurance 2000/7
		42365/3		£126.81	£0.00	£126.81	CW	Aviva	Medical Insurance April 2021 4000/2

# 5.1 Paid Expenditure Transactions

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paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
DD061021AVI VA	06/10/21	42365		£778.13	£0.00	£778.13		Aviva	October Payment 3000/8
		42326/1		£187.19	£31.20	£155.99	CS	PS Technology	October Phone Lines 2010/6/1
		42326/2		£499.32	£83.22	£416.10	CS	PS Technology	October IT Support and Licences 2020/6
DD211021PST	08/10/21	42326		£686.51	£114.42	£572.09		PS Technology	Business telephones 2010/6/1
DD211015PC	15/10/21	42353		£174.15	£29.02	£145.13	OS	Mill Hill Garage (Petrocell Holdings Ltd)	Ground staff fuel 3070/5
DD211016PST	18/10/21	42257		£238.55	£39.76	£198.79	CS	PS Technology	Dell Screen for RFO working from Home 2020/7
DD211016EO N	18/10/21	42332		£942.66	£157.11	£785.55	OS	E-On UK Plc	Street Lighting 01/09 to 30/09 3130
DD211018sag e	18/10/21	42372		£39.00	£6.50	£32.50	CS	Sage Software Limited	Payroll Software 2020/6
		42373/1		£23.66	£0.00	£23.66	CS	Barclaycard	Refreshment for SDC Meeting 2070/3
		42373/2		£129.98	£21.66	£108.32	CS	Barclaycard	Henry Hoover for Rickards Hall 2020/1
		42373/3		£77.14	£12.86	£64.28	CS	Barclaycard	Ink Cartridge for RFO Printer 2040/2
		42373/4		£38.40	£6.40	£32.00	CS	Barclaycard	Waterproof Paper 2040/2
		42373/5		£107.62	£17.94	£89.68	OS	Barclaycard	Work Gloves 3016/3
DD181021BC	18/10/21	42373		£376.80	£58.86	£317.94		Barclaycard	September Barclaycard Spend 2070/3
		42366/1		£97.44	£0.00	£97.44	OS	Premium Credit	Premises Insurance Pavillion 3060/1/2
		42366/2		£18.32	£0.00	£18.32	CS	Premium Credit	Premises Insurance Market Yard Toilets 2210/3
		42366/3		£5.49	£0.00	£5.49	OS	Premium Credit	Premises Insurance Mowshurst Garage 3060/1/2
		42366/4		£57.18	£0.00	£57.18	CS	Premium Credit	Premises Insurance Rickards Hall 2220/3/1
		42366/5		£85.20	£0.00	£85.20	CS	Premium Credit	Premises Insurance Church House 2200/3
		42366/6		£4.75	£0.00	£4.75	OS	Premium Credit	Premises Insurance Rec Gd Store 3060/1/2
		42366/7		£19.22	£0.00	£19.22	OS	Premium Credit	Premises Insurance Mowshurst Barn 3060/1/2
		42366/8		£1.98	£0.00	£1.98	OS	Premium Credit	Premises Insurance Cricket Store 3060/1/2
		42366/9		£592.98	£0.00	£592.98	CS	Premium Credit	Other Insurance Items 2050/1
		42366/10		£13.84	£0.00	£13.84	OS	Premium Credit	Premises Insurance Mowshurst Barn 3060/1/2
		42366/11		£34.45	£0.00	£34.45	CS	Premium Credit	Premises Insurance Doggets Barn 2050/1
		42366/12		£32.36	£0.00	£32.36	OS	Premium Credit	Premises Insurance Depot 3060/1/1

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Ctee	Details	Heading
		42366/13		£5.49	£0.00	£5.49	OS	Premium Credit	Premises Insurance Forge Croft Store
DD2201021PR EM	20/10/21	42366		£968.70	£0.00	£968.70		Premium Credit	Buildings Insurance October
IB210927SDC	21/10/21	42274		£112.80	£18.80	£94.00	CS	Sevenoaks District Council	ID Badges
IB211022DG	21/10/21	42275		£30.00	£0.00	£30.00	CS	D Goodwin	Window Cleaning October
IB211022KCC	21/10/21	42276		£73.92	£12.32	£61.60	CS	Kent County Council Commercial Services	RH Cleaning Materials
IB211022KCC	21/10/21	42277		£103.26	£17.21	£86.05	OS	Kent County Council Commercial Services	Graound Staff Cleaning Materials
		42278/1		£462.00	£77.00	£385.00	OS	County Clean Environmental Services Ltd	Gully Pots Cleaning
		42278/2		£462.00	£77.00	£385.00	OS	County Clean Environmental Services Ltd	Gullu Pot Cleaning
ib211022CC	21/10/21	42278		£924.00	£154.00	£770.00		County Clean Environmental Services Ltd	Gully Cleaning Rec & Market Yard
IB211022DC	21/10/21	42279		£66.00	£11.00	£55.00	CS	Dave Cole Electrical Installations Ltd	To Check the Electic in the Public Toilets
IB211022BS2	21/10/21	42283		£54.93	£0.00	£54.93	CS	Business Stream	Waste Removal Rickards Hall 01/07 to 22/09
IB211022SDC	21/10/21	42284		£756.60	£126.10	£630.50	OS	Sevenoaks District Council	Emptying Dog Waste Bins
IB211022JEW	21/10/21	42285		£11.47	£1.91	£9.56	OS	Jewson	Screws and Plugs
IB211022JEW	21/10/21	42286		£6.00	£1.00	£5.00	OS	Jewson	Respirator
IB211022JEW	21/10/21	42287		£22.50	£3.75	£18.75	OS	Jewson	Silicon Sealant and Post Fix
IB211022BS3	21/10/21	42288		£10.78	£0.00	£10.78	CS	Business Stream	Waste Services Doggetts Barn 17/08 to 23/09
IB211022SL	21/10/21	42289		£117.30	£19.55	£97.75	OS	Streetlights	Column 183 The Plat Replacement bulb
IB211022EM	21/10/21	42290		£173.00	£0.00	£173.00	CS	The Edenbridge Magazine	May/June Double Page Advert
IB211022EM	21/10/21	42291		£42.00	£0.00	£42.00	CS	The Edenbridge Magazine	Market Advert
		42292/1		£42.58	£7.10	£35.48	OS	Fairalls	Glove and Beanies
		42292/2		£51.49	£0.00	£51.49	OS	Fairalls	Safety Boots
IB211022FA	21/10/21	42292		£94.07	£7.10	£86.97		Fairalls	Safety Boots, glove and Beanie Hats
IB211022JEW	21/10/21	42293		£1.40	£0.23	£1.17	OS	Jewson	Washer, Bolts and Nuts
IB211022CAN	21/10/21	42294		£96.70	£16.12	£80.58	CS	Canon (uk) Ltd	Copier agreement 01/07 to 30/09

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Ctee	Details	Heading
IB211025JEW	21/10/21	42313		£29.26	£4.88	£24.38	OS	Jewson	Screws and washers 3050/4
IB211025LEP	21/10/21	42319		£167.70	£27.95	£139.75	OS	Leppards (Of Hever) Ltd	Repair of Tractor 3070/3
IB211025LEP	21/10/21	42320		£366.07	£61.01	£305.06	OS	Leppards (Of Hever) Ltd	Rollers ofr Gang Mower 3040/1
IB211025OR	21/10/21	42321		£504.95	£84.16	£420.79	OS	Origin Amenity Solutions	Line Marking 3050/2
IB211025BSP	21/10/21	42322		£264.00	£44.00	£220.00	OS	BSP ( Knockholt) Ltd	Skip Hire September 3030/4
IB211025PAL	21/10/21	42323		£38.82	£6.47	£32.35	OS	Pallet Handling Penshurst Ltd	Fencing Items 3050/4
IB211025SC	21/10/21	42324		£150.00	£0.00	£150.00	CS	Stall & Craft Collective	Adevertising for the Market 2230/2
IB211025WC	21/10/21	42327		£480.00	£80.00	£400.00	CS	Wilkin Chapman LLP	FOI Legal Fees 2015
IB211025ED	21/10/21	42328		£88.80	£14.80	£74.00	CS	Edge IT Systems Ltd	Finance Traing for CIL funds 2005/4
		42331/1		£4.85	£0.81	£4.04	OS	Bradford Electrical	White Spirit 3050/1
		42331/2		£23.96	£3.99	£19.97	OS	Bradford Electrical	Multipurpose Compost 3050/14
IB211025BRA D	21/10/21	42331		£28.81	£4.80	£24.01		Bradford Electrical	White Sprit and Multipurpose Compost 3050/1
IB211025ES	21/10/21	42333		£33.00	£5.50	£27.50	CS	Besure Security Systems	Alarm Testing , New Speaker a the Depot 2060/5
IB211025SS	21/10/21	42334		£42.11	£7.02	£35.09	OS	Safetyshop	Signs For Depot 'Moving Vehicles' 3050/3
IB211025HD	21/10/21	42335		£150.00	£25.00	£125.00	OS	Happy Drains Ltd	To Clear Gully at the Depot 3115
IB211025SL	21/10/21	42336		£167.40	£27.90	£139.50	OS	Streetlights	Street Light repairs, various 3136
IB211025SL	21/10/21	42337		£72.30	£12.05	£60.25	OS	Streetlights	Street Light Repair, Column 148 3136
IB211025SL	21/10/21	42338		£117.30	£19.55	£97.75	OS	Streetlights	Street Light repair, Column 168 3136
IB211025SL	21/10/21	42339		£117.30	£19.55	£97.75	OS	Streetlights	Street Lifght Repair Coulmn 173 3136
IB211025SN	21/10/21	42340		£30.05	£0.00	£30.05	OS	S&N Machinery	Strimmer Line 3040/1
IB211020TR	21/10/21	42341		£35.94	£5.99	£29.95	CNCL	Trichem	Hand Sanitiser 1170
DD211001	21/10/21	42349		£419.00	£0.00	£419.00	CS	Sevenoaks District Council	Non Domestic Rates Doggetts Barn 2010/1
DD211001SD C4	21/10/21	42351		£268.00	£0.00	£268.00	OS	Sevenoaks District Council	Non Domestic Rates Car park & Toilets 3010/1/4
		42368/1		£6,955.86	£0.00	£6,955.86	CS	Salaries	2000/1
		42368/2		£8,029.08	£0.00	£8,029.08	OS	Salaries	3000/1/1
		42368/3		£690.85	£0.00	£690.85	CS	Salaries	2210/5
		42368/4		£979.31	£0.00	£979.31	CW	Salaries	4000/1

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
DP211021	21/10/21	42368		£16,655.10	£0.00	£16,655.10		Salaries	2000/1
		42369/1		£2,327.98	£0.00	£2,327.98	CS	Inland Revenue	2000/1
		42369/2		£2,739.42	£0.00	£2,739.42	OS	Inland Revenue	3000/1/1
		42369/3		£112.83	£0.00	£112.83	CW	Inland Revenue	4000/1
IB211021	21/10/21	42369		£5,180.23	£0.00	£5,180.23		Inland Revenue	2000/1
		42370/1		£2,521.30	£0.00	£2,521.30	CS	KCC Pension Fund	2000/2
		42370/2		£3,206.78	£0.00	£3,206.78	OS	KCC Pension Fund	3000/2/1
		42370/3		£352.10	£0.00	£352.10	CW	KCC Pension Fund	4000/4
IB211021PEN	21/10/21	42370		£6,080.18	£0.00	£6,080.18		KCC Pension Fund	2000/2
IB211021HB	21/10/21	42371		£2,100.00	£350.00	£1,750.00	CNCL	Hillary Blinds	New Blinds for Rickards Hall 1010
DD211022	22/10/21	42281		£62.39	£0.00	£62.39	OS	SES Business Water	Water Supply Forge Croft 30/08 to 30/09 3010/4/4/2
DD211022SE S1	22/10/21	42356		£1.00	£0.00	£1.00	OS	SES Business Water	Water Supply Cemetery 155112 3010/4/2
DD221021	22/10/21	42357		£10.00	£0.00	£10.00	CS	SES Business Water	Water Supply Rickards Hall 156644 2220/1/4
DD221021SE S5	22/10/21	42359		£5.00	£0.00	£5.00	CS	SES Business Water	Water supply Doggetts Barn 156804 2010/4
DD211022SE S6	22/10/21	42360		£14.52	£0.00	£14.52	OS	SES Business Water	Water supply Blossoms Park Toilets 158100 3010/4/5
DD211022SE S7	22/10/21	42361		£5.00	£0.00	£5.00	OS	SES Business Water	Water supply Swan Lane Allotments 159543 3010/4/4/1
DD221021SE S3	22/10/21	42363		£31.00	£0.00	£31.00	OS	SES Business Water	Cemetery Water 1551119 3010/4/2
DD211025SD C9	25/10/21	42352		£187.00	£0.00	£187.00	CS	Sevenoaks District Council	Non Domestic Rates Rickards Hall 2220/1/1
DD211025SD C8	25/10/21	42364		£157.00	£0.00	£157.00	OS	Sevenoaks District Council	Non Domestic Rates Market Yard 3010/1/3
DD211027EL1	27/10/21	42315		£391.85	£18.66	£373.19	CS	Total Gas & Power	Electricity 04/07 to 03/10 2220/1/2
DD211027EL2	27/10/21	42316		£223.79	£10.66	£213.13	OS	Total Gas & Power	Electricity 04/07 to 03/10 3010/2/1
DD211027TG3	27/10/21	42317		£249.60	£11.89	£237.71	CS	Total Gas & Power	Electricity 01/07 to 30/0921 2010/2
DD211027TB4	27/10/21	42318		£135.36	£6.45	£128.91	CS	Total Gas & Power	Electricity 3006169925 Public Toilets 2210/1/2
DD211027O2	27/10/21	42362		£30.86	£5.14	£25.72	OS	O2	Ground staff mobile 3010/6/1

# 5.1 Paid Expenditure Transactions

Start of year 01/04/21

paid between 01/09/21 and 31/10/21

Payment										
Reference	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading	
I Zettle Septem Card	29/10/21	42367		£8.11	£0.00	£8.11	CS	IZettle	September Credit Card Charges	2070/1
Total				£113,103.80	£6,815.92	£106,287.88				

## Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/21

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
42396	IB211116BS	£32.64	3010/5/3/1	07/10/21	Business Stream - Waste Watre 09/08 to 06/10 Blossoms Park	£32.64
		£32.64			Business Stream - Total	
42413	IB211116DC	£84.00		25/10/21	Dave Cole Electrical Installations Ltd - Emergency Lighting inspection reports	£84.00
1		£42.00	2055/1/1		Emergency Lighting inspection certificates	
2		£42.00	2055/2/1		Emergency Lighting inspection certificates	
		£84.00			Dave Cole Electrical Installations Ltd - Total	
42410	IB210620DH	£1,320.00		09/11/21	Diamond Hygiene - Annual Charge for Toilet Waste Bins 14/09/21 to 13/09/22	£1,320.00
1		£840.00	2210/2/4		Feminie and Nappy Units PT	
2		£390.00	2210/2/4		Feminie and Nappy Units RH	
3		£90.00	2210/2/4		Feminie and Nappy Units DB	
		£1,320.00			Diamond Hygiene - Total	
42411	IB211116ED	£150.00	2020/6	25/10/21	Edge IT Systems Ltd - Finance Upgrade	£150.00
		£150.00			Edge IT Systems Ltd - Total	
42401	IB211116EW	£2,693.34	2005/3	01/11/21	Ellis Whittam Ltd - Combined - Year 4	
42402	IB211116EW	£288.00		01/11/21	Ellis Whittam Ltd - Insurance & Admin Fee	£2,981.34
1		£222.00	2005/3		Insurance	
2		£66.00	2005/3		Admin Fee	
		£2,981.34			Ellis Whittam Ltd - Total	
42403	IB211116JEW	£47.52	3050/15	27/10/21	Jewson - Treated Joists	
42406	IB211116JEW	£77.92	3050/15	07/10/21	Jewson - Rubble Sacks, Joists, Pointed Pegs	
42409	IB211116JEW	£30.74	3050/15	12/10/21	Jewson - Dulux Primer	£156.18
42400	IB211116JEW	£66.19	3050/15	22/10/21	Jewson - Fence Repair Equipment	£66.19
		£222.37			Jewson - Total	
42399	IB211116KR	£169.10	2075	08/11/21	Keith Robertson - Interim Audit 2021/22	£169.10
		£169.10			Keith Robertson - Total	

Signature

Signature

Date

# Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/21

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
42423	IB211116M FP	£285.00	2060/2	01/10/21	MFP&H Plumbing and Heating - Service for 2 boilers	£285.00
		£285.00			MFP&H Plumbing and Heating - Total	
42416	IB211116L E	£48.60	2070/4	09/11/21	Mrs L Eaton - Food for Civillian Medla Presentation	£48.60
		£48.60			Mrs L Eaton - Total	
42417	IB211116R B	£91.46		09/11/21	Mrs R Briggs - Staff Expenses	£91.46
1		£47.54	4050/2		New Safety Boots for CW	
2		£43.92	4040		Bulbs for planting in the town	
		£91.46			Mrs R Briggs - Total	
42422	IB211116P RO	£164.23	3110/1	20/10/21	Proludic Ltd - Repar to the Blance Board following Vandalism SGP	£164.23
		£164.23			Proludic Ltd - Total	
42424	IB211116P YR	£382.02	2060/3	27/10/21	Pyrotec - Service of Fire Equipment	£382.02
		£382.02			Pyrotec - Total	
42418	IB211116R AC	£234.00	3050/3	26/10/21	Raccoon London Ltd - Signage for Skate park	
42419	IB211116R AC	£144.00	3011/2	26/10/21	Raccoon London Ltd - Signage for Market A1 Posters	£378.00
		£378.00			Raccoon London Ltd - Total	
42398	IB211116S P	£882.00	3115	09/11/21	Safeplay Playground Maintenance Services Ltd - Repair of Butterfly Seesaw	£882.00
		£882.00			Safeplay Playground Maintenance Services Ltd - Total	
42407	IB211116S DC	£700.00	2085	13/10/21	Sevenoaks District Council - 50 Bundles of Garden Sacks	£700.00
		£700.00			Sevenoaks District Council - Total	
42405	IB211116S L	£4,059.38	3135	19/10/21	Streetlights - Payment 2 of Maintenance Contract	£4,059.38
		£4,059.38			Streetlights - Total	
42404	IB211116S K	£45.00	2220/2/1	29/10/21	Surekill Pest Control Services - Routine Visit for Doggetts and Museum	£45.00
		£45.00			Surekill Pest Control Services - Total	

Signature

Signature

Date

# Edenbridge Town Council

## Expenditure transactions - approval list

Start of year 01/04/21

Supplier totals will include confidential items

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
42397	IB211116C S	£14.00	2210/6	05/11/21	The Cobblers Shop - 2 Keys for Cleaners Cupboard in Market Yard	£14.00
		£14.00			The Cobblers Shop - Total	
42408	IB211116N ABMA	£500.00	3011/2	22/10/21	The National Association of British Market Authorities - Annual Subscription	£500.00
		£500.00			The National Association of British Market Authorities - Total	
42421	IB211116W PS	£32.03	2050/1	09/11/21	WPS Hallam - Insurance Cover for the SID	£32.03
		£32.03			WPS Hallam - Total	
<b>Total</b>		£12,541.17				

Signature

Signature

Date

## 5.3 Paid Expenditure over £500.00 Sep - Oct

Start of year 01/04/21

Payment Reference	Paid date	Tn no	Net	Cttee	Details	Heading
DD060921AVI VA	06/09/21	42247	£778.13		Aviva	September Payment 3000/8
IB210907	07/09/21	42222	£16,568.33		TrueBuild	Building Works 3140/15/2
DD2109/05PS T	08/09/21	42233	£705.62		PS Technology	Business telephones 2010/6/1
DD210916EO N	16/09/21	42261	£811.73	OS	E-On UK Plc	Public Streetlighting 3130
DD220921	22/09/21	42307	£968.70		Premium Credit	Buildings Insurance 3060/1/2
IB210923	23/09/21	42295	£5,192.83		Inland Revenue	PAYE / IN September 4000/1
IB210923PEN	23/09/21	42296	£6,080.18		KCC Pension Fund	Staff Pensions September 4000/4
DP210923	23/09/21	42297	£16,705.50		Salaries	September Salaries 2210/5
IB210927SDC	29/09/21	42217	£700.00	CS	Sevenoaks District Council	50 Bundles Gaarden Waste Sacks 2085
IB210927SDC	29/09/21	42251	£1,400.00	CS	Sevenoaks District Council	100 x Garden waste Sacks del 13/08 2085
IB210927PC	29/09/21	42254	£3,975.00	CS	Paula Crooks Decorating Services	Decorating of Rickards Hall 2060/1
IB210927KMB	29/09/21	42256	£510.00	CS	Kmb Autos Limited	Weekly Cleaning of Doggetts Barn 2020/1
IB210927PD	29/09/21	42258	£1,146.00	OS	Peter Duke Contracting	BLW control at Blossom, Nomads and Recreation Grounds 3140/25
IB210927HC	29/09/21	42262	£2,240.00	OS	Hever Countryside Services	Repairs to Mowshurst Car Park 3140/21/1
IB210927PKF	29/09/21	42265	£1,600.00	CS	PKF Littlejohn LLP	External Audit YE 31 03 2021 2075
IB210720	02/10/21	42344	£11,624.44	CS	WPS Hallam	Annual Insurance 20/07 to 19/07/2022 2050/1
DD061021AVI VA	06/10/21	42365	£778.13		Aviva	October Payment 3000/8
DD211021PST	08/10/21	42326	£572.09		PS Technology	Business telephones 2010/6/1
DD211016EO N	18/10/21	42332	£785.55	OS	E-On UK Plc	Street Lighting 01/09 to 30/09 3130
DD2201021PR EM	20/10/21	42366	£968.70		Premium Credit	Buildings Insurance October 3060/1/2
ib211022CC	21/10/21	42278	£770.00		County Clean Environmental Services Ltd	Gully Cleaning Rec & Market Yard 3140/5/2
IB211022SDC	21/10/21	42284	£630.50	OS	Sevenoaks District Council	Emptying Dog Waste Bins 3030/1
DP211021	21/10/21	42368	£16,655.10		Salaries	October Salaries 2210/5

## 5.3 Paid Expenditure over £500.00 Sep - Oct

Start of year 01/04/21

Payment Reference	Paid date	Tn no	Net	Cttee	Details	Heading
IB211021	21/10/21	42369	£5,180.23		Inland Revenue	PAYE / IN October
IB211021PEN	21/10/21	42370	£6,080.18		KCC Pension Fund	Staff Pensions October
IB211021HB	21/10/21	42371	£1,750.00	CNCL	Hillary Blinds	New Blinds for Rickards Hall

## 5.4 Received Income Transactions

Start of year 01/04/21

received between 01/09/21 and 31/10/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details
DC010921	01/09/21	33784		£87.00	£0.00	£87.00	OS	310/4	Rent of Mowshurst Garage
DC020921	02/09/21	33776	1022	£90.00	£0.00	£90.00	OS	310/1	Cheese Passion Market Yard Rent x 5 weeks @ £22.50 Inc 10% Discount 02/09, 09/09, 16/09, 23/09, 30/09 3m Square Pitch
DP020921	02/09/21	33788	September	£1.99	£0.00	£1.99	CIL	606	CCLA CIL Interest CCLA Interest August
DP020921	02/09/21	33790	August	£4.16	£0.00	£4.16	CS	226	CCLA Interest for August
DC030921	03/09/21	33751	1020	£4,328.00	£0.00	£4,328.00	CNCL	160	Sevenoaks District Council Covid-19 compliance activites and awareness funding - Sevenoaks District town centres
		33785/1		£1,411.48	£0.00	£1,411.48	CS	285/1	IZettle Till Takings Bag Sales August
		33785/2		£40.00	£0.00	£40.00	CNCL	160	IZettle Till Takings Covid 19 Shopping
		33785/3		£361.00	£0.00	£361.00	OS	310/1	IZettle Till Takings Market Rents
		33785/4		£19.00	£0.00	£19.00	CS	285/3	IZettle Till Takings Clear Sack Sales
		33785/5		£30.00	£0.00	£30.00	CS	285/2	IZettle Till Takings Black Sack Sales
Cash and CC	03/09/21	33785		£1,861.48	£0.00	£1,861.48		285/1	IZettle Till Takings August Till Taking
DP060921	06/09/21	33787	September	£8.45	£0.00	£8.45	CS	228	Barclays Bank Plc Interest 07/06 to 05/09
DP060921	06/09/21	33789	September	£10.75	£0.00	£10.75	CIL	605	Barclays Bank Plc Interest 07/06 to 05/09
DP070921	07/09/21	33791	August	£1.13	£0.00	£1.13	CS	227	Barclays Bank Plc Bank Loyalty for 13/07 to 12/08
DC100921 x2	10/09/21	33782	1025	£450.00	£75.00	£375.00	OS	315/2	Sevenoaks District Council Quarterly Charge for Ground Works July to September 2021
DC100921 x2	10/09/21	33783	1024	£450.00	£75.00	£375.00	OS	315/2	Sevenoaks District Council Quarterly Charge for Ground Works April to June 2021
DPRH1041	10/09/21	33800	RH-1041	£59.22	£0.00	£59.22	CS	240	Rickards Hall Customer Facilities Booking Invoice
DC130921	13/09/21	33710	1014	£1,000.00	£0.00	£1,000.00	CW	410	Moat Housing Group Ltd Contribution from other organisations for Edenbridge Community Warden Funding 2021/2022
DP140921	14/09/21	33797	September	£126.60	£0.00	£126.60	OS	305	Cemetery Fees Funeral Partners -
DP210915	15/09/21	33795	150921	£782.90	£0.00	£782.90	OS	305	Cemetery Fees Alex Jones
DC160921	16/09/21	33780	1027	£22.50	£0.00	£22.50	CS	235/2	Eden Valley Museum Trust Bi-Monthly Pest Control August - September

## 5.4 Received Income Transactions

Start of year 01/04/21

received between 01/09/21 and 31/10/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details
DC160921	16/09/21	33781	1026	£22.50	£0.00	£22.50	CS	235/2	Eden Valley Museum Trust Bi-Monthly Pest Control June-July
Fac2021920	20/09/21	33802	1057	£152.25	£0.00	£152.25	CS	240	Evolution Dance Academy Facilities Consolidated Income, Rickards Hall
DP210921	21/09/21	33796	September	£6,000.00	£0.00	£6,000.00	CW	430	Great Stone Bridge Trust Grant for Community Warden
cancelled	27/09/21	33611	MIS/750	£1,178.95	£196.49	£982.46	CS	245	W I Hall Managment Committee Half yearly salary/admin costs
CREDIT	27/09/21	33786	MIS/750	-£1,178.95	-£196.49	-£982.46	CS	245	W I Hall Managment Committee Half yearly salary/admin costs Cancelled due to non Payment re Council meeting 13/09/2021
Fac2021928	28/09/21	33799		£74.16	£0.00	£74.16	CS	240	Rickards Hall Customer Facilities Consolidated Income, Rickards Hall
		33798/1		£26,363.00	£0.00	£26,363.00	CNCL	100	Sevenoaks District Council CNCL Precept Payment
		33798/2		£149,445.45	£0.00	£149,445.45	OS	300	Sevenoaks District Council OS Precept Payment
		33798/3		£109,908.75	£0.00	£109,908.75	CS	200	Sevenoaks District Council CS Precept Payment
		33798/4		£169.60	£0.00	£169.60	EPC	500	Sevenoaks District Council EP Precept Payment
		33798/5		£5,474.20	£0.00	£5,474.20	CW	400	Sevenoaks District Council CW Precept Payment
Precept	30/09/21	33798		£291,361.00	£0.00	£291,361.00		100	Sevenoaks District Council Precept
DCRH300621	01/10/21	33748	RH-1017	£37.60	£0.00	£37.60	CS	240	Eden Valley Museum Trust Facilities Booking Invoice
DCRH300621	01/10/21	33749	RH-1017	£37.60	£0.00	£37.60	CS	240	Eden Valley Museum Trust Facilities Booking Invoice
DPRH1041	01/10/21	33801	RH-1041	£59.22	£0.00	£59.22	CS	240	Rickards Hall Customer Facilities Booking Invoice
		33803/1		£1,411.48	£0.00	£1,411.48	CS	285/1	IZettle Till Takings Bag Sales August
		33803/2		£40.00	£0.00	£40.00	CNCL	160	IZettle Till Takings Covid 19 Shopping
		33803/3		£361.00	£0.00	£361.00	OS	310/1	IZettle Till Takings Market Rents
		33803/4		£19.00	£0.00	£19.00	CS	285/3	IZettle Till Takings Clear Sack Sales
		33803/5		£30.00	£0.00	£30.00	CS	285/2	IZettle Till Takings Black Sack Sales
Cash and CC	01/10/21	33803		£1,861.48	£0.00	£1,861.48		285/1	IZettle Till Takings August Till Taking
		33806/1		-£1,411.48	£0.00	-£1,411.48	CS	285/1	IZettle Till Takings Bag Sales August
		33806/2		-£40.00	£0.00	-£40.00	CNCL	160	IZettle Till Takings Covid 19 Shopping
		33806/3		-£361.00	£0.00	-£361.00	OS	310/1	IZettle Till Takings Market Rents
		33806/4		-£19.00	£0.00	-£19.00	CS	285/3	IZettle Till Takings Clear Sack Sales

## 5.4 Received Income Transactions

Start of year 01/04/21

received between 01/09/21 and 31/10/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details
		33806/5		-£30.00	£0.00	-£30.00	CS	285/2	IZettle Till Takings Black Sack Sales
Cash and CC	01/10/21	33806		-£1,861.48	£0.00	-£1,861.48		285/1	IZettle Till Takings August Till Taking
DCRH300621	01/10/21	33807	RH-1017	-£37.60	£0.00	-£37.60	CS	240	Eden Valley Museum Trust Facilities Booking Invoice
DCRH300621	01/10/21	33808	RH-1017	-£37.60	£0.00	-£37.60	CS	240	Eden Valley Museum Trust Facilities Booking Invoice
DPRH1041	01/10/21	33809	RH-1041	-£59.22	£0.00	-£59.22	CS	240	Rickards Hall Customer Facilities Booking Invoice
DP011021	02/10/21	33812		£87.00	£14.50	£72.50	OS	310/4	Mowshurst Garage Rent October
DP041021	04/10/21	33811		£267.50	£0.00	£267.50	OS	310/1	Market Rent for April 2021
DP041021	04/10/21	33813	1023	£646.85	£0.00	£646.85	OS	310/6	E/B Cricket Club Annual use of Blossoms Park 2021/2022
DP041021BAR	04/10/21	33818		£7.36	£0.00	£7.36	CS	227	Barclays Bank Plc Bank Loyalty 13/08 to 12/09
DP041021 CCLA	04/10/21	33819	September	£3.65	£0.00	£3.65	CS	226	CCLA Interest for September
DC041021INT	04/10/21	33825		£1.81	£0.00	£1.81	CIL	605	Barclays Bank Plc
		33804/1		£939.36	£0.00	£939.36	CS	285/1	IZettle Till Takings Bag Sales September
		33804/3		£542.50	£0.00	£542.50	OS	310/1	IZettle Till Takings Market Rents September
		33804/4		£19.00	£0.00	£19.00	CS	285/3	IZettle Till Takings Clear Sack Sales September
		33804/5		£46.50	£0.00	£46.50	CS	285/2	IZettle Till Takings Black Sack Sales September
		33804/6		£25.45	£0.00	£25.45	CS	285/2	IZettle Till Takings Rickards Hall Hire September 16
Cash and CC	05/10/21	33804		£1,572.81	£0.00	£1,572.81		285/1	IZettle Till Takings September Till Taking
DP061021CEM	06/10/21	33816		£26.10	£0.00	£26.10	OS	305	Cemetery Fees
DP071021	07/10/21	33792	1031	£90.00	£0.00	£90.00	OS	310/1	Cheese Passion Market Yard Rent x 4 weeks @ £22.50 Inc 10% Discount 07/10, 14/10, 21/10, 28/10 3m Square Pitch
DP071021ALL	07/10/21	33815		£20.35	£0.00	£20.35	OS	310/3/1	Allotment Holders Allotment Fees
DP081021ALL	08/10/21	33814		£20.35	£0.00	£20.35	OS	310/3/1	Allotment Holders Allotment fees
DP081021GSBT	08/10/21	33820		£300.00	£0.00	£300.00	CW	450	Great Stone Bridge Trust Grant for Bulbs for the Community Warden
DP211021	11/10/21	33794	1029	£1,115.00	£0.00	£1,115.00	CS	235/1	Eden Valley Museum Trust Quarterly Rent 25 September 2021 to 24 December 2021

## 5.4 Received Income Transactions

Start of year 01/04/21

received between 01/09/21 and 31/10/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details	
DP151021CE M	15/10/21	33817		£61.05	£0.00	£61.05	OS	305	Cemetery Fees	Cemetery Fee
DP201021	20/10/21	33793	1030	£162.00	£0.00	£162.00	OS	310/1	McCarthy Country Stores	Market Yard Rent x 4 weeks @ £40.50 Inc 10% Discount 07/10 , 14/10, 21/10, 28/10 Double Pitch
DP221021	22/10/21	33821	1059	£34.90	£0.00	£34.90	CS	240	Rickards Hall Customer	Facilities Consolidated Income, Rickards Hall
DP221021AJ	22/10/21	33822		£782.90	£0.00	£782.90	OS	305	Cemetery Fees	Alex Jones,
DC221021CIL	22/10/21	33824		£47,621.79	£0.00	£47,621.79	CIL	600	Sevenoaks District Council	CIL Funds P13
DP291021MC C	29/10/21	33810	1033	£162.00	£0.00	£162.00	OS	311	McCarthy Country Stores	Market Yard Rent x 4 weeks @ £40.50 Inc 10% Discount 04/11, 11/11, 18/11 and 25/11 Double Pitch
DP291021GC	29/10/21	33823	1072	£260.00	£0.00	£260.00	CS	240	Grace Community Church	Facilities Consolidated Income, Rickards Hall
<b>Total</b>				£360,137.51	£164.50	£359,973.01				

## 5.5

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/22	Actual Net	Balance
<b>INCOME</b>					
<b>Council</b>					
100	C Precept	£50,215.00	£52,725.75	£52,725.75	£0.00
115	C Grants	£0.00	£0.00	£0.00	£0.00
135	C Neighbourhood Planning	£0.00	£0.00	£0.00	£0.00
160	C Covid 19	£3,471.43	£0.00	£4,438.00	£4,438.00
170	C Events	£0.00	£0.00	£0.00	£0.00
<b>Total Council</b>		£53,686.43	£52,725.75	£57,163.75	£4,438.00
<b>Open Spaces</b>					
300	OS Allocation from Precept	£284,658.00	£298,890.90	£298,890.90	£0.00
305	OS Cemetery Fees	£30,389.40	£15,000.00	£6,825.25	-£8,174.75
310	OS Rents	£14,066.24	£17,000.00	£9,707.48	-£7,292.52
311	OS Market Rents	£0.00	£0.00	£3,176.36	£3,176.36
315	OS Maintenance Services	£6,049.57	£6,000.00	£1,912.40	-£4,087.60
320	OS Solar Panels	£0.00	£920.00	£1,908.37	£988.37
325	OS Sundry Receipts	£200.07	£500.00	£51.68	-£448.32
395	CIL & Grants XXX	£0.00	£0.00	£0.00	£0.00
<b>Total Open Spaces</b>		£335,363.28	£338,310.90	£322,472.44	-£15,838.46
<b>Central Services</b>					
200	CS Allocation from Precept	£209,350.00	£221,665.85	£221,666.20	£0.35
201	CS Precept 10 Yr Building Plan XXX	£0.00	£0.00	£0.00	£0.00
202	CS Precept 30 Yr Buildings Plan XXX	£0.00	£0.00	£0.00	£0.00
205	CS Interest (Barclays Reserves)	£219.86	£100.00	£0.00	-£100.00
220	CS Sundry Receipts CWM	£2,850.45	£2,765.00	£0.00	-£2,765.00
225	CS Interest (Lloyds Investments) XXX	£1,652.32	£0.00	£0.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		<b>Previous Year's Net</b>	<b>2021/22</b>	<b>Actual Net</b>	<b>Balance</b>
226	CCLA Interest	£85.21	£150.00	£30.03	-£119.97
227	Bank Interest	£0.00	£0.00	£32.65	£32.65
228	Barclay Reserve Interest	£0.00	£0.00	£13.62	£13.62
230	Charity Account Transfers XXX	£0.00	£0.00	£0.00	£0.00
235	Church House	£5,603.42	£6,200.00	£2,297.50	-£3,902.50
240	Rickards Hall Lettings	£981.90	£3,000.00	£3,640.23	£640.23
245	WI Hall Admin XX	£1,120.54	£2,081.00	-£698.69	-£2,779.69
250	CS Reserves 10 year Maintenance Plan (TF) XX	£0.00	£0.00	£0.00	£0.00
260	CS Reserves 30 year Maintenance Plan XX	£0.00	£0.00	£0.00	£0.00
285	Refuse bags & other sales	£8,019.23	£10,000.00	£8,265.23	-£1,734.77
290	CS Market Rents XXX	£0.00	£0.00	£0.00	£0.00
<b>Total Central Services</b>		<b>£229,882.93</b>	<b>£245,961.85</b>	<b>£235,246.77</b>	<b>-£10,715.08</b>
<b>Emergency Planning Committee</b>					
500	EP Allocation from Precept	£323.00	£339.15	£339.15	£0.00
505	EP Sundry Receipts	£0.00	£0.00	£0.00	£0.00
<b>Total Emergency Planning Committee</b>		<b>£323.00</b>	<b>£339.15</b>	<b>£339.15</b>	<b>£0.00</b>
<b>Community Warden</b>					
400	CW Precept (ETC Cont)	£10,427.00	£9,100.00	£9,100.00	£0.00
405	CW Moat Housing	£1,000.00	£1,000.00	£1,000.00	£0.00
410	CW West Kent Housing	£3,500.00	£3,500.00	£3,500.00	£0.00
415	CW Westerham	£0.00	£0.00	£0.00	£0.00
420	CW John Coldman Trust	£0.00	£2,000.00	£2,000.00	£0.00
425	CW Police	£0.00	£0.00	£0.00	£0.00
430	CW Great Stonebridge Trust	£6,000.00	£6,000.00	£6,000.00	£0.00
435	CW KCC	£0.00	£0.00	£0.00	£0.00
440	CW Contribution for Vehicle	£0.00	£0.00	£0.00	£0.00
445	CW Reserve XX	£0.00	£0.00	£0.00	£0.00

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		<b>Previous Year's Net</b>	<b>2021/22</b>	<b>Actual Net</b>	<b>Balance</b>
450	Sundry Receipts	£0.00	£0.00	£300.00	£300.00
<b>Total Community Warden</b>		£20,927.00	£21,600.00	£21,900.00	£300.00
<b>CIL</b>					
140	C CIL XX	£0.00	£0.00	£0.00	£0.00
600	CIL	£58,112.22	£0.00	£0.00	£0.00
605	Interest	£452.79	£0.00	£22.51	£22.51
606	CIL CCLA Interest	£38.11	£0.00	£15.24	£15.24
<b>Total CIL</b>		£58,603.12	£0.00	£37.75	£37.75
<b>Total Income</b>		<u>£698,785.76</u>	<u>£658,937.65</u>	<u>£637,159.86</u>	<u>-£21,777.79</u>

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/22	Actual Net	Balance
<b>EXPENDITURE</b>					
<b>Council</b>					
1010	C Contingencies	£10,704.38	£10,200.00	£1,750.00	£8,450.00
1011	C Projects	£0.00	£0.00	£0.00	£0.00
1020	Miscellaneous Items	£0.00	£0.00	£33.33	-£33.33
1030	C Grants	£7,880.00	£7,880.00	£0.00	£7,880.00
1040	C Replacement Equipment and Tools	£10,544.20	£14,800.00	£0.00	£14,800.00
1050	C EdenbridgeTwinning Association	£500.00	£0.00	£0.00	£0.00
1060	C Eden Valley Museum Trust	£6,000.00	£6,500.00	£6,500.00	£0.00
1070	C House Project	£7,500.00	£7,500.00	£7,500.00	£0.00
1080	C Membership KALC	£0.00	£0.00	£1,620.00	-£1,620.00
1120	C Summer Playscheme	£0.00	£2,400.00	£1,696.00	£704.00
1130	C Bonfire Clean Up	£0.00	£1,110.00	£0.00	£1,110.00
1150	Legal & Professional fees	£4,718.50	£5,000.00	£1,430.00	£3,570.00
1155	Market XXX	£0.00	£0.00	£0.00	£0.00
1160	Election Costs	£0.00	£4,000.00	£0.00	£4,000.00
1170	Covid 19 PPE	£6,812.40	£1,000.00	£73.61	£926.39
1171	C Events	£90.00	£0.00	£0.00	£0.00
<b>Total Council</b>		£54,749.48	£60,390.00	£20,602.94	£39,787.06
<b>Open Spaces</b>					
3000	OS Staff Costs	£168,587.12	£167,000.00	£102,215.31	£64,784.69
3010	OS Utilities and Rates	£12,232.34	£14,000.00	£8,615.81	£5,384.19
3011	OS Market	£0.00	£0.00	£2,216.85	-£2,216.85
3016	Other Staff Expenses	£864.30	£9,026.00	£635.30	£8,390.70
3029	Bulky Waste Collection	£0.00	£1,200.00	£0.00	£1,200.00

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		<b>Previous Year's Net</b>	<b>2021/22</b>	<b>Actual Net</b>	<b>Balance</b>
3030	OS External Services Costs	£5,002.00	£6,000.00	£2,523.93	£3,476.07
3040	OS Replacement Equipment and Tools	£8,644.06	£6,630.00	£4,156.98	£2,473.02
3050	OS Materials	£5,273.35	£6,500.00	£2,267.34	£4,232.66
3055	Hanging Baskets & Plants	£5,821.00	£6,600.00	£5,338.39	£1,261.61
3060	OS Buildings Insurance	£2,081.58	£2,300.00	£1,416.72	£883.28
3070	OS Vehicles/Costs/Fuel	£7,233.05	£9,000.00	£5,015.96	£3,984.04
3080	OS Contingencies	£3,336.44	£3,000.00	£2,803.00	£197.00
3090	OS Subs/Misc	£572.25	£1,150.00	£279.95	£870.05
3095	Projects (CIL) XXX	£0.00	£0.00	£0.00	£0.00
3100	OS Small Projects	£4,250.00	£4,250.00	£1,112.00	£3,138.00
3110	OS Vandalism	£2,933.45	£5,100.00	£2,630.64	£2,469.36
3115	OS Misc Maintenance Charges	£0.00	£0.00	£125.00	-£125.00
3120	OS Footpaths Equipment	£0.00	£50.00	£0.00	£50.00
3130	OS Public Street Lighting Electricity	£8,992.45	£10,500.00	£4,105.73	£6,394.27
3135	OS Public Street Light Contract Maintenance	£6,765.64	£7,000.00	£6,765.64	£234.36
3136	OS Public Lighting Repairs	£0.00	£0.00	£1,219.75	-£1,219.75
3140	OS 10 Yr Maintenance Plan	£16,148.87	£38,000.00	£27,452.00	£10,548.00
3145	OS 30 Yr Maintenance Plan	£63,317.00	£49,400.00	£32,320.00	£17,080.00
<b>Total Open Spaces</b>		£322,054.90	£346,706.00	£213,216.30	£133,489.70
<b>Central Services</b>					
2000	CS Staff Costs	£140,821.78	£158,000.00	£87,187.71	£70,812.29
2005	CS Other staff/Cllr costs	£3,290.72	£9,000.00	£1,513.43	£7,486.57
2010	CS Utilities/Rates/Phones	£9,248.68	£10,000.00	£7,682.32	£2,317.68
2015	Professional HR/ H&S& Risk	£0.00	£3,700.00	£1,470.00	£2,230.00
2020	CS Service/IT/Cleaning/Misc	£8,064.66	£12,000.00	£6,145.87	£5,854.13

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		<b>Previous Year's Net</b>	<b>2021/22</b>	<b>Actual Net</b>	<b>Balance</b>
2025	Cleaning salary costs	£8,297.05	£8,500.00	£4,835.95	£3,664.05
2030	CS Photocopier Rental/printing	£1,395.66	£2,000.00	£461.51	£1,538.49
2040	CS Materials/Stationery	£581.81	£1,100.00	£686.01	£413.99
2050	CS Building, Office Insurance	£7,451.85	£9,200.00	£17,436.89	-£8,236.89
2055	Inspections	£0.00	£0.00	£1,820.00	-£1,820.00
2060	CS 10 Year Buildings Maintenance Plan	£5,770.03	£14,105.00	£5,628.67	£8,476.33
2062	CS 30 Yr Building Maintenance Plan	£3,695.00	£39,000.00	£0.00	£39,000.00
2063	CS Reserves TR 30 Yr Building Maintenance Plan	£0.00	£0.00	£0.00	£0.00
2065	CS Buildings Materials	£401.78	£2,200.00	£146.96	£2,053.04
2070	CS Subs/Bank Costs/Lone Working	£3,969.40	£5,000.00	£782.61	£4,217.39
2075	CS Audit Fee External/IA	£1,884.65	£3,300.00	£1,872.00	£1,428.00
2085	Garden sacks	£6,286.00	£6,000.00	£6,510.00	-£510.00
2200	Church House	£2,801.89	£3,100.00	£1,723.46	£1,376.54
2210	Public Toilets inc Rates	£7,935.88	£9,714.00	£5,781.78	£3,932.22
2220	Rickards Hall	£3,494.64	£7,200.00	£4,109.20	£3,090.80
2230	CS Market XXXXX	£0.00	£0.00	£0.00	£0.00
<b>Total Central Services</b>		£215,391.48	£303,119.00	£155,794.37	£147,324.63
<b>Emergency Planning Committee</b>					
5000	EP Equipment/Tools	£51.65	£110.00	£0.00	£110.00
5010	EP Licences	£112.50	£235.00	£0.00	£235.00
5011	EP Training	£0.00	£15.00	£0.00	£15.00
<b>Total Emergency Planning Committee</b>		£164.15	£360.00	£0.00	£360.00
<b>Community Warden</b>					
4000	CW Salary	£16,880.44	£16,700.00	£11,315.57	£5,384.43

# Financial Budget Comparison

Comparison between 01/04/21 and 31/10/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		<b>Previous Year's Net</b>	<b>2021/22</b>	<b>Actual Net</b>	<b>Balance</b>
4010	CW Management Costs	£2,625.00	£2,625.00	£0.00	£2,625.00
4020	CW Phone	£91.85	£0.00	£29.30	-£29.30
4030	CW CRB Check	£0.00	£0.00	£0.00	£0.00
4040	CW Sundries	£0.00	£240.00	£24.78	£215.22
4050	CW Clothing & Supplies	£359.00	£315.00	£0.00	£315.00
4060	CW Vehicle Running Costs	£547.76	£1,600.00	£196.76	£1,403.24
4080	CW Training	£0.00	£120.00	£52.33	£67.67
<b>Total Community Warden</b>		£20,504.05	£21,600.00	£11,618.74	£9,981.26
<b>CIL</b>					
6000	CIL Payments For ETC Projects	£138,720.35	£0.00	£17,030.00	-£17,030.00
6001	CIL Grants	£0.00	£0.00	£0.00	£0.00
<b>Total CIL</b>		£138,720.35	£0.00	£17,030.00	-£17,030.00
<b>Total Expenditure</b>		£751,584.41	£732,175.00	£418,262.35	£313,912.65
Total Income		£698,785.76	£658,937.65	£637,159.86	-£21,777.79
Total Expenditure		£751,584.41	£732,175.00	£418,262.35	£313,912.65
<b>Total Net Balance</b>		<b>-£52,798.65</b>	<b>-£73,237.35</b>	<b>£218,897.51</b>	

## 5.6 Consolidated Balance Sheet

31/03/21

£

31/10/21

£

### Long Term assets

0.00	Investments	0.00
0.00	Long Term Debts	0.00
0.00	LONG TERM Investment Accounts	0.00
0.00	<b>TOTAL LONG TERM ASSETS</b>	<b>0.00</b>

### Current assets

507,326.32	Investments	740,200.94
0.00	Loans Made	0.00
0.00	Investments	0.00
0.00	Stocks	0.00
4,276.31	VAT Recoverable	16,234.72
2,824.12	Debtors	5,941.74
1,175.00	Payment in Advance	0.00
580,880.31	Cash in Hand at Bank	616,320.24
1,096,482.06	<b>TOTAL CURRENT ASSETS</b>	<b>1,378,697.64</b>
1,096,482.06	<b>TOTAL ASSETS</b>	<b>1,378,697.64</b>

### Current liabilities

0.00	Loans Received	0.00
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
54,528.90	Creditors	72,842.64
363.30	Receipts in Advance	0.00
54,892.20	<b>TOTAL CURRENT LIABILITIES</b>	<b>72,842.64</b>
1,041,589.86	<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>1,305,855.00</b>

0.00	Long Term Borrowing	0.00
0.00	Deferred Liabilities	0.00
0.00	Deferred Credits	0.00
0.00		0.00
1,041,589.86	<b>NET ASSETS</b>	<b>1,305,855.00</b>

### Represented by

203,051.24	General Fund	468,957.72
536,207.62	CIL Funds	536,207.62
1,000.00	Cemetery	1,000.00
7,500.00	Election	7,500.00
15,000.00	Neighbourhood Plan	15,000.00
1,000.00	Depreciation Equipment & tools	1,000.00
58,796.00	10/30 Year Building Plan	58,796.00
214,264.00	10/30 Year Plan Open Spaces	214,264.00
3,771.00	Community Warden	3,771.00
1,000.00	Staff Reserves	1,000.00
0.00	Allocated CIL Funds	0.00
1,041,589.86		1,307,496.34

# Financial Summary - Cashbook

Summary between 01/09/21 and 31/10/21 inclusive.

Balances at the start of the year

## Ordinary Accounts

Barclays CIL	£436,207.70
Barclays General Account	£15,805.21
Lloyds General Account	£128,667.40
Petty Cash	£200.00

## Short Term Investment Accounts

Barclays Capital Reserves	£0.00
Barclays General Reserves	£207,326.32
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	<u>£1,088,206.63</u>

Balances at start of period

## Ordinary Accounts

Barclays CIL	£419,133.71
Barclays General Account	£12,654.87
Lloyds General Account	£128,667.40
Petty Cash	£200.00

## Short Term Investment Accounts

Barclays Capital Reserves	£0.00
Barclays General Reserves	£248,831.49
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	<u>£1,109,487.47</u>

RECEIPTS	Net	Vat	Gross
Council	£30,730.75	£0.00	£30,730.75
Open Spaces	£154,497.05	£164.50	£154,661.55
Central Services	£116,013.52	£0.00	£116,013.52
Emergency Planning Committee	£169.55	£0.00	£169.55
Community Warden	£10,925.80	£0.00	£10,925.80
CIL	£47,636.34	£0.00	£47,636.34
Total Receipts	<u>£359,973.01</u>	<u>£164.50</u>	<u>£360,137.51</u>

PAYMENTS	Net	Vat	Gross
Council	£3,081.78	£362.66	£3,444.44
Open Spaces	£44,459.13	£5,266.79	£49,725.92
Central Services	£40,575.57	£1,186.47	£41,762.04
Community Warden	£3,171.40	£0.00	£3,171.40
CIL	£15,000.00	£0.00	£15,000.00
Total Payments	<u>£106,287.88</u>	<u>£6,815.92</u>	<u>£113,103.80</u>

Closing Balances

## Ordinary Accounts

Barclays CIL	£466,770.05
Barclays General Account	£20,682.79
Lloyds General Account	£128,667.40

Petty Cash	£200.00
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**Short Term Investment Accounts**

Barclays Capital Reserves	£0.00
Barclays General Reserves	£440,200.94
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	<u>£1,356,521.18</u>

Signed \_\_\_\_\_

Chair

\_\_\_\_\_  
Clerk / Responsible Financial Officer

## 5.8 Bank and Investment Accounts

October

Bank Account	Opening balance as of 01/09/2021	Spend	Receipts	Transfers	Closing Balance as of 31/10/2021
Barclays General	£12,654.87	-£113,103.80	£312,492.72	£191,361.00	£20,682.79
Barclays Reserves	£248,831.49		£8.45	£191,361.00	£440,200.94
Barclays CIL	£419,133.71		£47,636.34		£466,770.05
Lloyds General	£128,667.40				£128,667.40
CCLA General	£200,000.00				£200,000.00
CCLA CIL	£100,000.00				£100,000.00
Petty Cash	£200.00				£200.00
	<b>£1,109,487.47</b>	<b>-£113,103.80</b>	<b>£360,137.51</b>	<b>£0.00</b>	<b>£1,356,521.18</b>

## 5.8 Barclaycard Expenditure between 01/09 to 31/10

Tn no	Net	Vat	Gross	Invoice date	Supplier	Details
42312	£29.30	£0.00	£29.30	16/09/21	Barclaycard	August Barclaycard Spend
	£29.30	£0.00	£29.30	Total for September 2021		
42373	£317.94	£58.86	£376.80	18/10/21	Barclaycard	September Barclaycard Spend
	£317.94	£58.86	£376.80	Total for October 2021		
<b>Total</b>	<b>£347.24</b>	<b>£58.86</b>	<b>£406.10</b>			

## 5.9 Bank Account Transfers

Start of year 01/04/21

Date	Amount	Debit	Credit	Cheque Ref.	Reason
06/09/21	£20,000.00	Barclays General Reserves	Barclays General Account		Cemetery wall invoice
23/09/21	£20,000.00	Barclays General Reserves	Barclays General Account		Payroll September
28/09/21	£12,000.00	Barclays General Reserves	Barclays General Account		Payment Run
02/10/21	£91,361.00	Barclays General Account	Barclays General Reserves		2nd Part of Precept
02/10/21	£200,000.00	Barclays General Account	Barclays General Reserves		2nd Part of Precept
20/10/21	£28,000.00	Barclays General Reserves	Barclays General Account		Payroll October
20/10/21	£20,000.00	Barclays General Reserves	Barclays General Account		Payment run Oct

## 6.1

<b>RICKARDS HALL ( VAT Exempt)</b>	<b>2021</b>	<b>2022</b>	
<b>RPI</b>	<b>1.30%</b>	<b>4.90%</b>	
General rate (Monday to Friday)	17.70	18.57	Per hour
Weekend rate	19.05	19.98	Per hour
Saturdays: 8.30am - 12.30pm	58.25	61.10	
Special Saturday Night Rate 6pm - midnight	117.75	123.52	
6pm - midnight if booked by the hour	22.75	23.86	Per hour
Commercial bookings	25.80	27.06	Per hour
Youth Rate	9.00	9.44	Per hour

<b>OTHER FEES AND CHARGES ETC</b>	<b>2021</b>	<b>2022</b>	
<b>RPI</b>	<b>1.30%</b>	<b>4.90%</b>	
Forge Singers Building	413.35	421.617	Per annum
Edenbridge Rugby Club Renewed annually 8 April RPI at 1 January each year.	3,861.92 To be reviewed 1 April 2021	3939.16	Per annum Plus VAT
E/B Rugby Club ( Additional Pitch marking) <i>Instructions from Head Groundsman</i>	24.05	25.25	Per hour plus VAT
E/B Rugby (Ultimate Frisbee)	56.04	58.80	Per pitch+VAT
Edenbridge Cricket Club (Bi annual Review due 1/5/21)	646.85	678.55	Per annum
Allotments:Edenbridge Allotment Gardens (Rents per annum from 1 April the following year ie increase approved in 2019 takes effect 1/4/2021)	29.30 Effective 1 4 2022	30.75 Effective 1 4 2023	Per plot
Allotments: Marlpit Hill (Rents per annum from 1 April the following year ie increase approved in 2019 takes effect 1/4/2021)	17.60 Effective 1 4 2022	18.50 Effective 1 4 2023	Per plot
Mowshurst: Rent of Garage	72.50	76.05	Per month VAT
Nomads - rent of ground Bi annual review due 1/1/19 see lease based RPI published in month immediately preceding review date). Release date 19 12 2018. (2.7%)	1,248.40	1248.4	
River fields	96.42	98.35	Per path cut (when required) VAT
Leathermarket maintenance	718.67	733.04	Per quarter VAT

OTHER FEES AND CHARGES ETC cont.	2021	2022	
Town Band Hut	74.45	75.939	Per annum
Eden Valley Museum Trust (based on previous 5 year %'s ) Next increase Jan 2025	1,115.00	1115.00	Per quarter
SDC Maintenance Contract <b>Reviewed 2021 due to land transfers</b>	579.08	375	Per quarter VAT
Byelaws	10p		Per full copy B&W
Photocopying for the Museum, Sports Association etc.	.07p .14p	0.10p B&W. 0.50p Colour 0.10p B&W. 0.50p Colour	Per A4 Sheet B&W Colour
Laminating	.30p	£1.00	Laminating
Copy of accounts for Electors	£1 per copy	N/A have to provide FOC (data publically accessible free of charge)	

Freedom of Information fees as published in the FOI and Publication Scheme (Novemembr 2019)	<b>Disbursement cost</b>	Photocopying @ 7p per sheet (black & white)	Approved Fees and Charges
		Photocopying @ 14p per sheet (colour)	Approved Fees and Charges
		Postage	Actual cost of Royal Mail standard 2 <sup>nd</sup> class
	<b>Statutory Fee</b>	Statutory fees will apply if complying with a request would cost more than £450 (18 hours at £25ph). The Town Council can refuse the request outright or do the work for an extra charge	<a href="#">Freedom Of Information Code of Practice 2018</a>
	<b>Other</b>	Examples may include staff time (internal or	Freedom of Information Act

Building/Land	Organisation	From	To	Agreement re rent reviews
<b>Lease ETC to.....</b>				
Church House	Eden Valley Museum Trust	Lease dated 2000	To March 2025	Rent may increase every 5-year. NB: 2025 Review Lease & rent
Blossoms Park	Cricket Club	Lease dated 2011	2041 (2017 Deed of Valuation extended the lease to 2041)	Rent annually reviewed. Increase by a proportion equal to the most recently published Retail Price Index (RPI) at the rent review date.
Lingfield Rd Recreation Ground	Edenbridge Rugby Football Club	April 2011	April 2031	Rent review 1 January, annually. Shall be reviewed on the review date and annually thereafter and that the rent shall increase by a proportion equal to the most recently published Retail Price Index (RPI) at the rent review date.
Mowshurst Field & Club House	Nomads Football Club	February 2017	2042 (25years)	Rent shall be substituted for the rent payable for the proceeding <b>two years</b> (the basic rent) a sum which bears the same proportion to the basic rent as the Retail Price Index published in the month immediately preceding such review date bears to the RPI published in the month immediately preceding the commencement of the Term hereby granted. Next reviews 2023; 2025;2027;2029
Mowshurst Garage	Local Resident	Annual review		
<b>Agreements ETC with...</b>				
Land rear of Doggetts Barn	Food Bank	October 2021	Ongoing until not needed	Agreement details yet to be finalised. Food Bank pays all costs including electricity but no rent charge.
Building/shed rear of Doggetts Barn	Forge singers	1992 - Annual Review		
Band Hut	E/B Town Band	1987	2047 (60 years)	

<b>ETC external Agreement with..</b>				
Mill Leat water feature	Penro Estates (Whitmore Family)	May 1998	ongoing	ETC was given permission to renovate the Mill Leat as a water feature. ETC maintains it as a feature for the town
<b>Services provide to ....</b>				
SDC	Town Field	Partnership arrangement		No charge made
SDC	Park View & the Pen. Spraying on Stangrove and Estates	Visual Inspections twice yearly sprays Renegotiated 2021		Charge staff time and materials
Leathermarket	Freshwater	ongoing		No formal agreement but has been a long term arrangement charged for. Charge staff time and materials. Charge 1/4ly
GSBT	Water Meadows – mow the rides	Ongoing arrangement		Charges are per cut, up to 6 per year

**For Members to note the current Leases and Agreements.**

**SERVICE LEVEL AGREEMENTS (SLAs):**

**Eden Valley Museum;** Set-up 1 April 2016. ETC contribution £5,500. Currently (2021/22) awarded £6,500

**HOUSE:** Correspondence back to 2016. SLA reviewed annually. Currently award £7,500 towards youth provision for Edenbridge. A request has been received to ask if this could be increase in view of its work in Edenbridge and increased costs. The budget has allowed for £8k to be considered.

**Edenbridge & District Twinning Association:** Long-term agreement. Annually award £500. A request has been made to increase this in view that it did not claim its allocation in 2020/21, and that they have the 50<sup>th</sup> anniversary in 2023. An increase in budget has not been included.

**Do Members confirm the SLA grants to the Eden Valley Museum; HOUSE; Edenbridge & District Twinning Association?**