



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 7.30pm on Monday 24 January 2022 in Rickards Hall.

Members of the public are welcome to observe this meeting, please e-mail the RFO by Monday 24 January at 9am.

Lorraine Ganney RFO

19/01/22

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 [15 November 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 December 2021
- 5.2. To approve the list of expenditure for payment
- 5.3. To review Expenditure [over £500](#) up to 31 December 2021
- 5.4. To receive the income up to 31 December 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 November and December 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 note: The Precept 2022/23 request has been submitted to SDC following full Council resolution (January) to approve the draft budget published December

7. GOVERNANCE

- 7.1. Standing Orders (3s) – to consider an amendment to recorded voting procedure
- 7.2. To make recommendation to full Council to close the Lloyds Bank Accounts and transfer the fund into the Barclays account
- 7.3. To make recommendation to the full Council to transfer all CIL Funds in to the CCLA/Public Sector Deposit Fund CIL Account (this will provide clarity and transparency)
- 7.4. Do Members support recording this interest under Council budget and not CIL budget
- 7.5. To consider having one interest code under Central Services, with sub-headings

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

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

Email: townclerk@edenbridgetowncouncil.gov.uk **Web:** www.edenbridgetowncouncil.gov.uk

8. FINANCE CORRESPONDENCE

8.1. Letters of thanks received from Grant Applicants

9. PRESS RELEASE – None

10. DATE OF NEXT MEETING – 21 March 2022

Responsible Finance Officer's Report to Committee
January 2022

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 December 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 December 2021

Do Members/ the Committee accept the above report?

5.4. To receive the income up to 31 December 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

The current assets balances with the cashbook (£1,289,760.01), However, there is an anomaly of £103.95 with the Net Assets on the Consolidated Balance, which EDGE (The Software Company) are investigating.

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 November and December 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 Precept Request

The Council has submitted the Precept request to Sevenoaks District Council for £656,364.00. Once this has been agreed we will distribute between the Budget codes.

7. Governance Paper attached

8. FINANCE CORRESPONDENCE

8.1. Letters of Thanks have been received from, The Edenbridge Repair Café and Edenbridge Volunteer Transport Service for the Grants that they have received.

9. PRESS RELEASE – None

10. DATE OF NEXT MEETING – 21 March 2022

7. Governance Paper – January 2022

7.1. Standing Orders (3s) – to consider an amendment to recorded voting procedure

The Council's [Standing Orders](#) were reviewed in 2020 and reflect the NALC model ones. However, a query was recently raised when a 'recorded vote' was requested.

The Standing Orders currently says: *Unless standing orders provide otherwise, voting on a question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda (3s).*

This reflects the LGA 1972 sch 12, para 29: On the requisition of any member of the council the voting on any question shall be recorded so as to show whether each member present and voting gave his vote for or against that question.

In my experience, I have seen votes recorded numerically, as well as named. My understanding has been a recorded vote is numerical (for:against), and a named vote needs to be specifically requested. The above is slightly ambiguous to allow for this.

This has been checked with the Monitoring Officer at SDC. He has confirmed that the parish and town councils Standing Orders confirm the constitutional provisions councils. These do sometimes differ to that which applies the District Councils.

Below is a suggested amendment to the Council's Standing Orders. Alternatively, this matter could be referred to KALC to comment.

Suggested amendment (in blue):

3.s. Unless standing orders provide otherwise, [procedures for voting will be:](#)

- i. voting on a question shall be by a show of hands.
- ii. [Recorded vote:](#) At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda.
- iii. [The right for individually named votes to be recorded should be stated at the time of the request for recorded vote, as in standing order 3s ii.](#)

Do Members support the suggested amendment to the Standing Orders 3s on recorded votes and to make recommendation to full Council?

7.2. To make recommendation to full Council to close the Lloyds Bank Accounts and transfer the fund into the Barclays account: The Lloyds Bank account was set-up when the Natwest branch closed in Edenbridge and as a second account in case one bank had a system issue which may delay payments. However, with the advances with online banking and coupled with Lloyds no-longer in Edenbridge and this account holds £128,667.40, and this earns no interest. It is proposed to close this account and transfer the funds to the Barclays reserve account.

Do Members support the proposal to close Lloyds Banks account and make recommendation to full Council?

7.3. To make recommendation to the full Council to transfer all CIL Funds in to the CCLA CIL Account (*this will provide clarity and transparency*): In February 2020 the Committee received a presentation by CCLA and subsequently opened two Public Sector Deposit Fund (PSDF) accounts (one for Council and one for CIL). The CIL PSDF account holds £100k; last interest rate 0.0341%. The Barclays CIL holds £466,786.61; last interest rate 0.01% of the CIL funds, and the Barclays CIL account. The CCLA and PSDF accounts spreads investment risk as the money is not invested with only bank or investment, it is an investment fund. Having the CIL funds in the one account/investment fund would provide more clarity. The PSDF also offers more reliable interest rates (although current climate has affected all investment accounts).

Do members support the proposal to transfer the balance of the CIL funds from the Barclays CIL account to the CIL PSDF account and make recommendation to full Council?

7.4. Do Members support recording CIL interest under Council's budget (Central Services) and not CIL budget.

The CIL interest is currently recorded under the CIL budget and not as part of Council budget. The advice previously received from SDC was that any interest from CIL monies could be paid to the Council; this is currently being reconfirmed with SDC and response is expected. The proposal (subject to SDC confirmation) is to record the interest for CIL under Central Services income.

Do members support CIL interest to be recorded as Council income under Central Services income?

7.5. To consider having one interest code under Central Services, with sub-headings

The budget codes under Central Services currently have 5 different main codes 205, 225, 226, 227, 228. The proposal is to have one code on the budget showing all interest received, with sub-headings so that a detailed report can then be provided as needed.

Do Members support one interest code on the budget under Central Services, with sub-headings?

5.1 Invoiced Expenditure Transactions

Start of year 01/04/21

Invoices with a ledger date on or after 01/11/21 and on or before 31/12/21

Invoice date	Tn no	Paid date	Gross (£)	Vat (£)	Net (£)	Cttee	Supplier Invoice	Details
01/11/21	42372	18/10/21	39.00	6.50	32.50	CS		Sage Software Limited - Payroll Software
01/11/21	42376	10/11/21	45.90	0.00	45.90	CS		Vatix - Lone Worker Alarms
01/11/21	42377	01/11/21	329.00	0.00	329.00	OS		Sevenoaks District Council - Non Domestic Rates Depot
01/11/21	42378	01/11/21	419.00	0.00	419.00	CS		Sevenoaks District Council - Non Domestic Rates Doggetts Barn
01/11/21	42379	01/11/21	192.00	0.00	192.00	OS		Sevenoaks District Council - Non Domestic Rates Mowshurst Barn
01/11/21	42380	01/11/21	268.00	0.00	268.00	OS		Sevenoaks District Council - Non Domestic Rates Car park & Toilets
01/11/21	42381	23/11/21	187.00	0.00	187.00	CS		Sevenoaks District Council - Non Domestic Rates Rickards Hall
01/11/21	42384	01/11/21	268.00	0.00	268.00	CS		Sevenoaks District Council - Non Domestic Car park & Toilets
01/11/21	42401	17/11/21	2,693.34	448.89	2,244.45	CS	SINV029585	Ellis Whittam Ltd - Combined - Year 4
01/11/21	42402	17/11/21	288.00	11.00	277.00	CS		Ellis Whittam Ltd - Insurance & Admin Fee
01/11/21	42436	20/12/21	20.94	3.49	17.45	OS	0948/00136451	Jewson - Postfix and Gloves
01/11/21	42455	23/12/21	187.00	0.00	187.00	CS		Sevenoaks District Council - Non Domestic Rates Rickards Hall
02/11/21	42375	16/11/21	974.08	162.35	811.73	OS	H1A69E5484	E-On UK Plc - Street Lighting 01/10 to 31/10/2021
04/11/21	42471	04/11/21	778.13	0.00	778.13			Aviva - November Payment
04/11/21	42497	04/11/21	45.00	0.00	45.00	OS		Open Spaces Society - Annual Membership 2022
04/11/21	42498	04/11/21	29.20	0.00	29.20	CS		Barclays - Bank Charges
05/11/21	42397	17/11/21	14.00	0.00	14.00	CS	051121	The Cobblers Shop - 2 Keys
05/11/21	42430	20/12/21	180.00	30.00	150.00	OS	43690	Automated Environmental Systems Ltd - Pump Service Recreation Ground
05/11/21	42431	20/12/21	180.00	30.00	150.00	OS	43691	Automated Environmental Systems Ltd - Pump Service Recreation Ground
05/11/21	42432	20/12/21	932.91	44.42	888.49	OS	6370406	Certas Energy - Gasoil
05/11/21	42493	20/12/21	9.95	1.66	8.29	OS	99404	Bradford Electrical - Padlock
08/11/21	42399	17/11/21	169.10	0.00	169.10	CS	21-29	Keith Robertson - Interim Audit 2021/22
08/11/21	42440	20/12/21	10.66	1.78	8.88	OS	0948/00136664	Jewson - Emulsion Roller
09/11/21	42374	04/10/21	37.93	0.00	37.93	CS		Barclays - Commision Charges 13/08 to 12/09
09/11/21	42398	17/11/21	882.00	147.00	735.00	OS	19711	Safeplay Playground Maintenance Services Ltd - Repair of Butterfly Seesaw
09/11/21	42410	17/11/21	1,320.00	220.00	1,100.00		155-01-20	Diamond Hygiene - Annual Charge for Toilet Waste Bins 14/09/21 to 13/09/22

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Invoice date	Tn no	Paid date	Gross (£)	Vat (£)	Net (£)	Cttee	Supplier Invoice	Details
09/11/21	42416	17/11/21	48.60	0.00	48.60	CNCL		- Food for Civil Presentation
09/11/21	42417	17/11/21	91.46	7.92	83.54			- Staff Expenses
09/11/21	42421	17/11/21	32.03	0.00	32.03	CS		WPS Hallam - Insurance Cover for the SID
09/11/21	42441	20/12/21	15.74	2.62	13.12	OS	0948/00136691	Jewson - Tarpaulin and Norton Flat Stone Cut
09/11/21	42553		51.01	0.00	51.01	OS	4997	S&N Machinery - Oil and Strimmer Line
09/11/21	42554		134.60	0.00	134.60	OS	4996	S&N Machinery - Stihl - Repair of faulty fuel tank
10/11/21	42427	26/11/21	274.54	13.07	261.47	CS	251372324/21	Total Gas & Power - Gaas supply31/07 to 31/10
10/11/21	42428	26/11/21	137.59	6.55	131.04	CS	251372313/21	Total Gas & Power - Gaas supply 31/07 to 31/10
10/11/21	42442	20/12/21	3.12	0.52	2.60	OS	0948/00138740	Jewson - Sand
11/11/21	42415	01/11/21	142.20	0.00	142.20	OS		Grounds Management Association - Annual Subscription
12/11/21	42435	20/12/21	83.76	13.96	69.80	CS	I3921424	Kent County Council Commercial Services - Toilet rolls and dispensers
12/11/21	42443	20/12/21	4.03	0.67	3.36	OS	0948/00136797	Jewson - Raw Plugs
15/11/21	42425	15/11/21	-11,624.44	0.00	-11,624.44	CS	508388091	WPS Hallam - Annual Insurance 20/07 to 19/07/2022
16/11/21	42448	30/11/21	77.35	12.89	64.46	OS		Mill Hill Garage (Petrocell Holdings Ltd) - Ground staff fuel
16/11/21	42457	16/11/21	39.00	6.50	32.50	CS		Sage Software Limited - Payroll Software
17/11/21	42437	20/12/21	67.13	11.19	55.94	OS	9303401460	Safetyshop - Signage
17/11/21	42438	20/12/21	1,953.60	325.60	1,628.00	OS	1694	Hever Countryside Services - Hedge Cushting
17/11/21	42444	20/12/21	1,645.14	274.19	1,370.95	OS	36039	Wybone Ltd - 3 Bins
17/11/21	42446	20/12/21	40.00	0.00	40.00	CS	171121	Handyman Russ - Repair of the down Pipe on Museum
18/11/21	42439	20/12/21	700.00	0.00	700.00	CS	2070017	Sevenoaks District Council - Garden Waste Bags
22/11/21	42385	22/11/21	31.00	0.00	31.00	OS		SES Business Water - S/P Cemetery 155111
22/11/21	42386	22/11/21	1.00	0.00	1.00	OS		SES Business Water - Water Supply Cemetery 155112
22/11/21	42387	22/11/21	10.00	0.00	10.00	CS		SES Business Water - Water Supply Rickards Hall 156644
22/11/21	42389	22/11/21	5.00	0.00	5.00	CS		SES Business Water - Water supply Doggetts Barn 156804
22/11/21	42391	22/11/21	5.00	0.00	5.00	OS		SES Business Water - Water supply Swan Lane Allotments 159543
22/11/21	42395	22/11/21	968.70	0.00	968.70			Premium Credit - Buildings Insurance

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Invoice date	Tn no	Paid date	Gross (£)	Vat (£)	Net (£)	Cttee	Supplier Invoice	Details
22/11/21	42460	22/12/21	31.00	0.00	31.00	OS		SES Business Water - S/P Cemetery 155111
22/11/21	42461	22/12/21	1.00	0.00	1.00	OS		SES Business Water - Water Supply Cemetery 155112
22/11/21	42462	22/12/21	10.00	0.00	10.00	CS		SES Business Water - Water Supply Rickards Hall 156644
22/11/21	42464	22/12/21	5.00	0.00	5.00	CS		SES Business Water - Water supply Doggetts Barn 156804
22/11/21	42466	22/12/21	5.00	0.00	5.00	OS		SES Business Water - Water supply Swan Lane Allotments 159543
22/11/21	42504	20/12/21	165.61	27.60	138.01	OS	W158085	Kidmans - Discharge chute, Leaf Grabber, Secateurs, Rake
23/11/21	42473	23/11/21	6,104.32	0.00	6,104.32			KCC Pension Fund - Staff Pensions November
23/11/21	42474	23/11/21	5,212.59	0.00	5,212.59			Inland Revenue - PAYE / IN November
23/11/21	42475	23/11/21	16,799.07	0.00	16,799.07			Salaries - November Salaries
23/11/21	42476	23/11/21	1,500.00	0.00	1,500.00	CNCL		Edenbridge Community Christmas Association - Council Grant
23/11/21	42555		27.60	0.00	27.60	OS	5001	S&N Machinery - Disposable Ear Plugs
24/11/21	42394	23/11/21	157.00	0.00	157.00	OS		Sevenoaks District Council - Non Domestic Rates Market Yard
24/11/21	42445	20/12/21	2,640.00	440.00	2,200.00	OS	1755	SJK Sports Turf Installations Ltd - De-compaction of pitches
24/11/21	42470	23/12/21	157.00	0.00	157.00	OS		Sevenoaks District Council - Non Domestic Rates Market Yard
24/11/21	42501	24/11/21	112.50	0.00	112.50	EPC		Ofcom - Radio Licence
25/11/21	42479	20/12/21	173.00	0.00	173.00	CS	0005135	The Edenbridge Magazine - Jan/Feb Double Page Newsletter
25/11/21	42480	20/12/21	42.00	0.00	42.00	OS	0005136	The Edenbridge Magazine - Jan/Feb Market Advert
25/11/21	42483	20/12/21	95.10	15.85	79.25	OS	12587	Streetlights - Column 47 Four Elms Rad Replacement
26/11/21	42486	20/12/21	6.60	1.10	5.50	OS	0948/00137178	Jewson - Handsaw
26/11/21	42502	26/11/21	55.00	0.00	55.00	CS		Information Commissioner - Data Protection
28/11/21	42481	20/12/21	117.60	19.60	98.00	CS	29729	The Colvin Cleaning Group - Cleaning for November Rickards Hall
29/11/21	42453	02/12/21	45.90	7.65	38.25	CS	7627	Vatix - Lone Worker Alarms
29/11/21	42472	20/12/21	968.70	0.00	968.70			Premium Credit - Buildings Insurance
29/11/21	42549		14.40	2.40	12.00	OS	0948/00137237	Jewson - Green FSC 22 x 150mm
30/11/21	42489	20/12/21	264.00	44.00	220.00	OS	38208	BSP (Knockholt) Ltd - Skip Hire
30/11/21	42503	15/12/21	150.09	25.02	125.07	OS	202111000019	Mill Hill Garage (Petrocell Holdings Ltd) - Fuel for Vehicle

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01/12/21	42450	01/12/21	419.00	0.00	419.00	CS		Sevenoaks District Council - Non Domestic Rates Doggetts Barn
01/12/21	42451	01/12/21	329.00	0.00	329.00	OS		Sevenoaks District Council - Non Domestic Rates Depot
01/12/21	42459	01/12/21	536.00	0.00	536.00			Sevenoaks District Council - Non Domestic Car park & Toilets
01/12/21	42507	01/12/21	192.00	0.00	192.00	OS		Sevenoaks District Council - Non Domestic Rates Mowshurst Barn
01/12/21	42510	13/12/21	683.99	114.00	569.99	CS	12119	PS Technology - Business telephones
02/12/21	42485	20/12/21	43.20	7.20	36.00	CS	106119	Admiral Security Systems Ltd - Site Visit, Alarm Testing
02/12/21	42492	16/12/21	942.66	157.11	785.55	OS	H1A7E27100	E-On UK Plc - Street Lighting 01/11 to 30/11
02/12/21	42511	16/12/21	102.80	12.74	90.06			Barclaycard - November Barclaycard Bill
03/12/21	42482	20/12/21	28.56	4.76	23.80	CS	I3936162	Kent County Council Commercial Services - White Hand Towels
06/12/21	42487	20/12/21	12.00	0.00	12.00	CS	061221A	The Cobblers Shop -
06/12/21	42488	20/12/21	7.00	0.00	7.00	CS	061221b	The Cobblers Shop -
06/12/21	42491	20/12/21	78.00	13.00	65.00	OS	35660	Edge IT Systems Ltd - Epitaph Upgrade
06/12/21	42509	06/12/21	778.13	0.00	778.13			Aviva - November Payment
06/12/21	42541		16.87	2.81	14.06	OS	0948/00137439	Jewson - Screws and Knife blades
06/12/21	42577	06/12/21	45.81	0.00	45.81	CS		Barclays - Commision Charges 13/10 to 14/11
08/12/21	42477		-68.04	-11.34	-56.70	CS	3748463	Champion Ltd - Credit Note re 2020.
08/12/21	42490	20/12/21	1,800.00	300.00	1,500.00	OS	17323	RWE Rural Services - Tree works for Oak in Stangrove Park
09/12/21	42468	20/12/21	181.62	30.27	151.35	CS	770879207	Canon (uk) Ltd - Copier agreemen 01/01/22 to 31/03/22
09/12/21	42484	20/12/21	540.29	90.05	450.24	CS	30114464	Rentokil Specialist Hygiene - Washroom Contract 15/12/21 to 14/03/22
12/12/21	42467	30/12/21	29.06	4.84	24.22	OS		O2 - Ground staff mobile
12/12/21	42494	20/12/21	2,400.00	400.00	2,000.00	CS	1066	MFP&H Plumbing and Heating - Supply and Fix new undersink water heater a
12/12/21	42505	20/12/21	295.00	49.17	245.83	CS	1065	MFP&H Plumbing and Heating - Repair of Pubilc Toilets
13/12/21	42545		12.48	2.08	10.40	OS	0948/00137652	Jewson - Bolts
13/12/21	42546		27.77	4.63	23.14	OS	0948/00137639	Jewson - Paving Flags
13/12/21	42547		1.20	0.20	1.00	OS	0948/00137631	Jewson - DPC metal Cut
14/12/21	42495	20/12/21	60.00	10.00	50.00	CS	504312	Mulberry and Co - VAT training

5.1 Invoiced Expenditure Transactions

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14/12/21	42544		36.04	6.01	30.03	OS	0948/00137672	Jewson - cloths, screws, brushes, adhesive and cleaning materials
15/12/21	42561		1,951.80	0.00	1,951.80	CNCL	INV14422	Raccoon London Ltd - Assorted Signage
15/12/21	42571		64.68	10.78	53.90		I3943627	Kent County Council Commercial Services - First Aid Kits
15/12/21	42572		46.44	7.74	38.70	OS	I3943628	Kent County Council Commercial Services - Black Sacks
16/12/21	42543		28.56	4.76	23.80	OS	0948/00137730	Jewson - Postfix
17/12/21	42542		8.08	1.35	6.73	OS	0948/00137756	Jewson - Cable ties and mending plate
17/12/21	42556		46.68	7.78	38.90	CS	I3945123	Kent County Council Commercial Services - Tork Hand Wash Liquid Soap
17/12/21	42562		370.00	0.00	370.00	OS	233	Hever Countryside Training Ltd - Pesticides Training for Ground Staff
17/12/21	42566		181.35	30.23	151.12	OS	W158343	Kidmans - Repair items
17/12/21	42567		172.08	28.68	143.40	OS	W158344	Kidmans - Oil, spark plugs, GT85
17/12/21	42568		397.87	66.31	331.56	OS	W158349	Kidmans - Blades and filters
17/12/21	42569		110.08	18.35	91.73	OS	W158342	Kidmans - air and fuel filters
17/12/21	42570		1,667.10	277.85	1,389.25	OS	W158345	Kidmans - Ladder and Greentek 6ft rake
18/12/21	42551		336.00	56.00	280.00	OS	SI-2209	Chemassist International Ltd - Total wWed Killer
19/12/21	42550		47.40	7.90	39.50			Kent County Council Commercial Services - Toilet Rolls and Hand Wash
20/12/21	42548		0.97	0.16	0.81	OS	0948/00137812	Jewson - Mending plate
20/12/21	42563		162.00	27.00	135.00	CS	227286	Sevenoaks Glazing - 3 Leaded Light Repairs for Church House
20/12/21	42575	20/12/21	6,080.18	0.00	6,080.18			KCC Pension Fund - Staff Pensions December
20/12/21	42576	20/12/21	5,183.23	0.00	5,183.23			Inland Revenue - PAYE / IN December
20/12/21	42579	20/12/21	25.18	0.00	25.18	CS	2737866/	Business Stream - Waste Service Public Toilets
22/12/21	42390	22/12/21	14.52	0.00	14.52	OS		SES Business Water - Water supply Blossoms Park Toilets 158100
22/12/21	42508	16/12/21	39.00	6.50	32.50	CS		Sage Software Limited - Payroll Software
22/12/21	42578	22/12/21	67.57	0.00	67.57	OS	103	SES Business Water - Water Supply Allotments Forge Croft 155106
29/12/21	42512		45.90	0.00	45.90	CS		Vatix - Lone Worker Alarms 29/12/21 to 29/01/22
30/12/21	42531		106.46	17.74	88.72	CS	402356212	Canon (uk) Ltd - Copier agreemen 01/10/21 to 31/12/21
Total			66,980.95	4,132.65	62,848.30			

5.2 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
42540	IB220125B S1	£19.04	3010/5/4	11/01/22	Business Stream - Waste Service Cemetery 06/09/21 to 10/11/22	£19.04
		£19.04			Business Stream - Total	
42531	IB220125C AN	£106.46	2030/3	30/12/21	Canon (uk) Ltd - Copier agreemen 01/10/21 to 31/12/21	£106.46
		£106.46			Canon (uk) Ltd - Total	
42551	IB220125C HE	£336.00	3050/7	18/12/21	Chemassist International Ltd - Total wWed Killer	£336.00
		£336.00			Chemassist International Ltd - Total	
42573	IB220125D G	£30.00	2020/1	05/01/22	D Goodwin - Window Cleaning January	£30.00
		£30.00			D Goodwin - Total	
42565	IB220125F A	£39.99	3016/3	07/01/22	Fairalls - Safety Boots	£39.99
		£39.99			Fairalls - Total	
42562	IB220125H CT	£370.00	3016/1	17/12/21	Hever Countryside Training Ltd - Pesticides Training for Ground Staff	£370.00
		£370.00			Hever Countryside Training Ltd - Total	
42541	IB220125J EW	£16.87	3050/15	06/12/21	Jewson - Screws and Knife blades	
42542	IB220125J EW	£8.08	3050/15	17/12/21	Jewson - Cable ties and mending plate	
42543	IB220125J EW	£28.56	3050/15	16/12/21	Jewson - Postfix	
42544	IB220125J EW	£36.04	3050/15	14/12/21	Jewson - cloths, screws, brushes, adhesive and cleaning materials	
42545	IB220125J EW	£12.48	3050/15	13/12/21	Jewson - Bolts	
42546	IB220125J EW	£27.77	3050/15	13/12/21	Jewson - Paving Flags	
42547	IB220125J EW	£1.20	3050/15	13/12/21	Jewson - DPC metal Cut	
42548	IB220125J EW	£0.97	3050/15	20/12/21	Jewson - Mending plate	
42549	IB220125J EW	£14.40	3050/4	29/11/21	Jewson - Green FSC 22 x 150mm	£146.37
		£146.37			Jewson - Total	

Signature

Signature

Date

5.2 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
42580	IB220125K ALC	£60.00	2005/8	17/01/22	Kent Association Of Local Councils - Dynamic Councillor Training - Cllr Michael Gemmell Smith	£60.00
		£60.00			Kent Association Of Local Councils - Total	
42581	ib220125kc c	£1,110.35	6000	17/01/22	Kent County Council - Replacement SID Post in Swan Lane	
42582	ib220125kc c	£9,213.89	6000	17/01/22	Kent County Council - SID package , 3 posts, 4 Mounting brackets and SID Device	£10,324.24
		£10,324.24			Kent County Council - Total	
42550	IB220125K CC	£47.40		19/12/21	Kent County Council Commercial Services - Toilet Rolls and Hand Wash	
1		£23.16	3090/2		Toilet rolls	
2		£24.24	3090/2		Hand Soap	
42556	IB220125K CC	£46.68	2210/4	17/12/21	Kent County Council Commercial Services - Tork Hand Wash Liquid Soap	
42571	IB220125K CC	£64.68		15/12/21	Kent County Council Commercial Services - First Aid Kits	
1		£16.98	2015		Small First aid Kit	
2		£16.98	2220/2/4		Small First Aid	
3		£30.72	5000/1		Large first Aid Kit	
42572	IB220125K CC	£46.44	3050/15	15/12/21	Kent County Council Commercial Services - Black Sacks	
42585	IB220125K CC	£124.74		11/01/22	Kent County Council Commercial Services - Hygiene Products	£329.94
1		£14.39	2210/4		Tork Dispenser	
2		£110.35	3040/1		Litter Pickers	
		£329.94			Kent County Council Commercial Services - Total	
42566	IB220125KI D	£181.35	3040/2	17/12/21	Kidmans - Repair items	
42567	IB220125KI D	£172.08	3040/2	17/12/21	Kidmans - Oil, spark plugs, GT85	
42568	IB220125KI D	£397.87	3040/2	17/12/21	Kidmans - Blades and filters	
42569	IB220125KI D	£110.08	3040/2	17/12/21	Kidmans - air and fuel filters	
42570	IB220125KI D	£1,667.10	3040/1	17/12/21	Kidmans - Ladder and Greentek 6ft rake	£2,528.48
		£2,528.48			Kidmans - Total	

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Date

5.2 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
42561	IB220125R AC	£1,951.80	1170	15/12/21	Raccoon London Ltd - Assorted Signage	£1,951.80
		£1,951.80			Raccoon London Ltd - Total	
42552	IB220125S N	£40.00	3040/1	01/10/21	S&N Machinery - Repair to Gang Mower	
42553	IB220125S N	£51.01	3050/15	09/11/21	S&N Machinery - Oil and Strimmer Line	
42554	IB220125S N	£134.60	3040/2	09/11/21	S&N Machinery - Stihl - Repair of faulty fuel tank	
42555	IB220125S N	£27.60	3016/3	23/11/21	S&N Machinery - Disposable Ear Plugs	£253.21
		£253.21			S&N Machinery - Total	
42558	IB220125S S	£63.42	3016/1	06/01/22	Safetyshop - COSHH Booklets	
42559	IB220125S S	£105.55	3016/3	06/01/22	Safetyshop - Face sheild, coveralls and aprons	
42560	IB220125S S	£100.00	3050/15	07/01/22	Safetyshop - Chemical Spill Kit	£268.97
		£268.97			Safetyshop - Total	
42557	IB220125S DC	£12.00	2040/2	05/01/22	Sevenoaks District Council - 2 x ID Badges	£12.00
		£12.00			Sevenoaks District Council - Total	
42563	IB220125S G	£162.00	2200/4	20/12/21	Sevenoaks Glazing - 3 Leaded Light Repairs for Church House	£162.00
		£162.00			Sevenoaks Glazing - Total	
42583	IB220125S L	£72.30	3136	04/01/22	Streetlights - Colum 31, Croft Lane and Column 15, Cedar Drive Replacement Fuses	£72.30
		£72.30			Streetlights - Total	
42564	IB220125VI K	£7.28	2040/2	07/01/22	Viking Direct Ltd - Diary	£7.28
		£7.28			Viking Direct Ltd - Total	
Total		£17,018.08				

Signature

Signature

Date

5.3 Paid Expenditure over £500.00 Nov - Dec

Start of year 01/04/21

Payment Reference	Paid date	Tn no	Net	Cttee	Details	Heading
DD041121	04/11/21	42471	£778.13		Aviva	November Payment 3000/8
DD091121PST 1	09/11/21	42500	£706.50	OS	PS Technology	Computer Equipment 3020
DD211110PST	10/11/21	42499	£654.36		PS Technology	Business telephones 2010/6/1
IB210720	15/11/21	42109	£11,624.44	CS	WPS Hallam	Annual Insurance 20/07 to 19/07/2022 2050/1
DD211116EO N	16/11/21	42375	£811.73	OS	E-On UK Plc	Street Lighting 01/10 to 31/10/2021 3130
DD Barclaycard Nov	16/11/21	42496	£665.55		Barclaycard	October Barclay Card Spend 3055/2
IB211116SP	17/11/21	42398	£735.00	OS	Safeplay Playground Maintenance Services Ltd	Repair of Butterfly Seesaw 3115
IB211116EW	17/11/21	42401	£2,244.45	CS	Ellis Whittam Ltd	Combined - Year 4 2005/3
IB211116SL	17/11/21	42405	£3,382.82	OS	Streetlights	Payment 2 of Maintenance Contract 3135
IB211116SDC	17/11/21	42407	£700.00	CS	Sevenoaks District Council	50 Bundles of Garden Sacks 2085
IB210620DH	17/11/21	42410	£1,100.00		Diamond Hygiene	Annual Charge for Toilet Waste Bins 14/09/21 to 13/09/22 2210/2/4
DD211122	22/11/21	42395	£968.70		Premium Credit	Buildings Insurance 3060/1/2
IB211123PEN	23/11/21	42473	£6,104.32		KCC Pension Fund	Staff Pensions November 4000/4
IB211123IR	23/11/21	42474	£5,212.59		Inland Revenue	PAYE / IN November 4000/1
DP211123SAL	23/11/21	42475	£16,799.07		Salaries	November Salaries 4000/1
IB231121ECC A	23/11/21	42476	£1,500.00	CNCL	Edenbridge Community Christmas Association	Council Grant 1030
DD221201SD C9	01/12/21	42459	£536.00		Sevenoaks District Council	Non Domestic Car park & Toilets 2210/1/1
DD211206AV	06/12/21	42509	£778.13		Aviva	November Payment 3000/8
DD211213PST	13/12/21	42510	£569.99		PS Technology	Business telephones 2010/6/1
DD211216EO N	16/12/21	42492	£785.55	OS	E-On UK Plc	Street Lighting 01/11 to 30/11 3130
IB171221PFC	20/12/21	42432	£888.49	OS	Certas Energy	Gasoil 3070/5
IB171221HCS	20/12/21	42438	£1,628.00	OS	Hever Countryside Services	Hedge Custting 3140/1

5.3 Paid Expenditure over £500.00 Nov - Dec

Start of year 01/04/21

Payment Reference	Paid date	Tn no	Net	Cttee	Details		Heading
IB171221SDC	20/12/21	42439	£700.00	CS	Sevenoaks District Council	Garden Waste Bags	2085
IB171221WYB	20/12/21	42444	£1,370.95	OS	Wybone Ltd	3 Bins	3100/1
IB171221SJK	20/12/21	42445	£2,200.00	OS	SJK Sports Turf Installations Ltd	De-compaction of pitches	3140/1
DD211220PC	20/12/21	42472	£968.70		Premium Credit	Buildings Insurance	3060/1/2
IB211217RWE	20/12/21	42490	£1,500.00	OS	RWE Rural Services	Tree works for Oak in Stangrove Park	3140/16/12
IB211217MFP H	20/12/21	42494	£2,000.00	CS	MFP&H Plumbing and Heating	Supply and Fix new undersink water heater and adjust pipework	2060/2
Payment 201221	20/12/21	42574	£16,666.10		Salaries	December Salaries	4000/1
IB211220PEN	20/12/21	42575	£6,080.18		KCC Pension Fund	Staff Pensions December	4000/4
IB211220IR	20/12/21	42576	£5,183.23		Inland Revenue	PAYE / IN December	4000/1

5.4 Received Income Transactions

Start of year 01/04/21

received between 01/11/21 and 31/12/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details
dp	01/11/21	33805		£16,234.72	£0.00	£16,234.72	CS	215	HM Customs & Excise VAT refund 01/07/21 - 30/09/21
		33826/1		£711.86	£0.00	£711.86	CS	285/1	IZettle Till Takings Bag Sales October
		33826/3		£430.00	£0.00	£430.00	OS	311	IZettle Till Takings Market Rents October
		33826/4		£37.50	£0.00	£37.50	CS	285/3	IZettle Till Takings Clear Sack Sales October
		33826/5		£106.50	£0.00	£106.50	CS	285/2	IZettle Till Takings Black Sack Sales October
Cash and CC October	01/11/21	33826		£1,285.86	£0.00	£1,285.86		285/1	IZettle Till Takings October Till Taking
DP01 11 BB	01/11/21	33837	1071	£115.72	£0.00	£115.72	CS	240	Bizzy Bees Facilities Consolidated Income, Rickards Hall
DP011121	01/11/21	33839		£87.00	£14.50	£72.50	OS	310/4	Mr C E Haimes Rent of Mowshurst Garage
100377	01/11/21	33841	1079	£34.90	£0.00	£34.90	CS	240	Edenbridge & District PC - Men's Probus Facilities Consolidated Income, Rickards Hall
100377	01/11/21	33842		£85.30	£0.00	£85.30	OS	305	Cemetery Fees Downsvie - M Smith
DP021121	02/11/21	33838	July	£2.11	£0.00	£2.11	CIL	606	CCLA CIL Interest CIL interest
DC211102 CCLA	02/11/21	33849		£4.24	£0.00	£4.24	CS	226	CCLA CCLA Interest October/ 2021
100376	04/11/21	33845		£515.35	£0.00	£515.35	OS	305	Cemetery Fees Cemetery - C Brown - W071
100376	04/11/21	33846		£26.10	£0.00	£26.10	OS	305	Cemetery Fees Cemetery - M Barret - 2-363
DP041121CP	04/11/21	33848	1032	£67.50	£0.00	£67.50	OS	311	Cheese Passion Market Yard Rent x 4 weeks @ £22.50 Inc 10% Discount 04/11, 11/11, 18/11, and 25/11. Less 1 week for October 14 3m Square Pitch
DC041121	04/11/21	33850		£5.18	£0.00	£5.18	CS	227	Barclays Bank Plc Brclays Interees 13/09 to 12/10
DC091121	09/11/21	33701	1007	£4,620.80	£770.13	£3,850.67	OS	310/2	Edenbridge Rugby Football Club Yearly Rental 9th April 2021 to 8th April 2022
DP211115	15/11/21	33847		£100.50	£0.00	£100.50	OS	305	Cemetery Fees Cemetery - C Everest
DC100921 x2	26/11/21	33828	1025	£450.00	£75.00	£375.00	OS	315/2	Sevenoaks District Council Quarterly Charge for Ground Works July to September 2021
110378	26/11/21	33829	RH-1099	£52.35	£0.00	£52.35	CS	240	Ladies Probus Facilities Booking Invoice
110378	26/11/21	33830	RH-1099	£52.35	£0.00	£52.35	CS	240	Ladies Probus Facilities Booking Invoice
100378	26/11/21	33831	RH-1100	£34.90	£0.00	£34.90	CS	240	Edenbridge & District PC - Men's Probus Facilities Booking Invoice

5.4 Received Income Transactions

Start of year 01/04/21

received between 01/11/21 and 31/12/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details
DC21 11	26/11/21	33835	1101	£170.10	£0.00	£170.10	CS	240	Grace Community Church Facilities Consolidated Income, Rickards Hall
100378	26/11/21	33843		£100.50	£0.00	£100.50	OS	305	Cemetery Fees Cemetery
100379	26/11/21	33844		£26.10	£0.00	£26.10	OS	305	Cemetery Fees Cemetery
DC 29 11	29/11/21	33836	1104	£86.79	£0.00	£86.79	CS	240	Bizzy Bees Facilities Consolidated Income, Rickards Hall
DP011221	01/12/21	33856		£87.00	£14.50	£72.50	OS	310/4	Rent of Mowshurst Garage
DP211201	01/12/21	33857		£782.90	£0.00	£782.90	OS	305	Cemetery Fees Dignity Funerals
DC211202 CCLA	02/12/21	33863		£6.79	£0.00	£6.79	CS	226	CCLA CCLA Interest November 2021
DP021221	02/12/21	33865		£2,140.00	£0.00	£2,140.00	OS	325/2	Insurance Receipts Insurance Claim re Accident on Stangrove Park from Ocado/morrisons. Repair Invoice from Hever Countryside coded to 3080/1/1 Contingencies
		33840/1		£594.34	£0.00	£594.34	CS	285/1	IZettle Till Takings Bag Sales November
		33840/3		£355.00	£0.00	£355.00	OS	310/1	IZettle Till Takings Market Rents
		33840/4		£81.50	£0.00	£81.50	CS	285/3	IZettle Till Takings Clear Sack Sales
		33840/5		£163.50	£0.00	£163.50	CS	285/2	IZettle Till Takings Black Sack Sales
DP011221	03/12/21	33840		£1,194.34	£0.00	£1,194.34		285/1	IZettle Till Takings November Till Taking
DP031221CS	03/12/21	33858		£484.65	£0.00	£484.65	OS	305	Cemetery Fees Funeral fees
DP211203AJ	03/12/21	33859		£2,348.70	£0.00	£2,348.70	OS	305	Cemetery Fees Funeral fees
DP 031221	03/12/21	33867		£3.41	£0.00	£3.41	CIL	606	CCLA CIL Interest CIL Interest
		33873/1		-£594.34	£0.00	-£594.34	CNCL	700	IZettle Till Takings Bag Sales November
		33873/3		-£355.00	£0.00	-£355.00	CNCL	700	IZettle Till Takings Market Rents
		33873/4		-£81.50	£0.00	-£81.50	CNCL	700	IZettle Till Takings Clear Sack Sales
		33873/5		-£163.50	£0.00	-£163.50	CNCL	700	IZettle Till Takings Black Sack Sales
DP011221	03/12/21	33873		-£1,194.34	£0.00	-£1,194.34		700	IZettle Till Takings Suspense contra (part receipt) for tn 33840, November Till Taking
DP011221	03/12/21	33874		£344.49	£0.00	£344.49	CNCL	700	IZettle Till Takings Part receipt, tn 33840 - Card Payment, November Till Taking
DC061221	06/12/21	33864		£9.33	£0.00	£9.33	CS	227	Barclays Bank Plc Brclays Interees 13/10 to 14/11
DP061221	06/12/21	33868	September	£11.04	£0.00	£11.04	CIL	605	Barclays Bank Plc Interest 07/06 to 05/09

5.4 Received Income Transactions

Start of year 01/04/21

received between 01/11/21 and 31/12/21

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Cttee	Heading	Details	
DP061221	06/12/21	33869	September	£9.67	£0.00	£9.67	CS	228	Barclays Bank Plc	Interest 06/09 top 05/12
DP211208 FRESH	08/12/21	33855	1034	£690.41	£115.07	£575.34	OS	315/1	Freshwater Group of Companies	Leather Market Maintenance July 2021 to September 2021
DP211215HC	15/12/21	33851	1038	£45.00	£0.00	£45.00	OS	311	Heritage Cheese	Market Rent for December Special 3 x £15, 9th, 16th and 23rd December
DP211222FP	22/12/21	33860		£821.30	£0.00	£821.30	OS	305	Cemetery Fees	Funeral Partners
DP211223CC	23/12/21	33852	1040	£15.00	£0.00	£15.00	OS	311	The Crooked Cookie	Market Pitch - 23rd December 2021
DP231221YT	23/12/21	33861		£183.15	£0.00	£183.15	OS	305	Cemetery Fees	Yewtree Stone -
DP211223S	23/12/21	33862		£255.90	£0.00	£255.90	OS	305	Cemetery Fees	Funeral Fees -
Total				£32,397.11	£989.20	£31,407.91				

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
INCOME						
Council						
100	C Precept	£50,215.00	£52,725.75	£52,725.75	£0.00	£68,606.00
115	C Grants	£0.00	£0.00	£0.00	£0.00	£0.00
135	C Neighbourhood Planning	£0.00	£0.00	£0.00	£0.00	£0.00
160	C Covid 19	£3,471.43	£0.00	£4,438.00	£4,438.00	£0.00
170	C Events	£105.00	£0.00	£0.00	£0.00	£0.00
700	Suspense	£0.00	£0.00	£0.00	£0.00	£0.00
Total Council		£53,791.43	£52,725.75	£57,163.75	£4,438.00	£68,606.00
Open Spaces						
300	OS Allocation from Precept	£284,658.00	£298,890.90	£298,890.90	£0.00	£333,626.00
305	OS Cemetery Fees	£30,389.40	£15,000.00	£12,555.70	-£2,444.30	£15,000.00
310	OS Rents	£14,066.24	£17,000.00	£9,401.73	-£7,598.27	£10,810.00
311	OS Market Rents	£0.00	£0.00	£4,705.86	£4,705.86	£6,000.00
315	OS Maintenance Services	£6,049.57	£6,000.00	£3,237.74	-£2,762.26	£5,224.00
320	OS Solar Panels	£0.00	£920.00	£1,908.37	£988.37	£1,000.00
325	OS Sundry Receipts	£200.07	£500.00	£2,191.68	£1,691.68	£70.00
395	CIL & Grants XXX	£0.00	£0.00	£0.00	£0.00	£0.00
Total Open Spaces		£335,363.28	£338,310.90	£332,891.98	-£5,418.92	£371,730.00
Central Services						
200	CS Allocation from Precept	£209,350.00	£221,665.85	£221,666.20	£0.35	£244,509.00
201	CS Precept 10 Yr Building Plan XXX	£0.00	£0.00	£0.00	£0.00	£0.00
202	CS Precept 30 Yr Buildings Plan XXX	£0.00	£0.00	£0.00	£0.00	£0.00
205	CS Interest (Barclays Reserves)	£219.86	£100.00	£0.00	-£100.00	£0.00
220	CS Sundry Receipts CWM	£2,850.45	£2,765.00	£0.00	-£2,765.00	£234.00

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
225	CS Interest (Lloyds Investments) XXX	£1,652.32	£0.00	£0.00	£0.00	£0.00
226	CCLA Interest	£85.21	£150.00	£41.06	-£108.94	£75.00
227	Bank Interest	£0.00	£0.00	£47.16	£47.16	£75.00
228	Barclay Reserve Interest	£0.00	£0.00	£23.29	£23.29	£30.00
230	Charity Account Transfers XXX	£0.00	£0.00	£0.00	£0.00	£0.00
235	Church House	£5,603.42	£6,200.00	£2,297.50	-£3,902.50	£6,200.00
240	Rickards Hall Lettings	£981.90	£3,000.00	£4,218.94	£1,218.94	£6,000.00
245	WI Hall Admin XX	£1,120.54	£2,081.00	-£698.69	-£2,779.69	£0.00
250	CS Reserves 10 year Maintenance Plan (TF) XX	£0.00	£0.00	£0.00	£0.00	£0.00
260	CS Reserves 30 year Maintenance Plan XX	£0.00	£0.00	£0.00	£0.00	£0.00
285	Refuse bags & other sales	£8,019.23	£10,000.00	£9,366.55	-£633.45	£10,000.00
290	CS Market Rents XXX	£0.00	£0.00	£0.00	£0.00	£0.00
Total Central Services		£229,882.93	£245,961.85	£236,962.01	-£8,999.84	£267,123.00
Emergency Planning Committee						
500	EP Allocation from Precept	£323.00	£339.15	£339.15	£0.00	£360.00
505	EP Sundry Receipts	£0.00	£0.00	£0.00	£0.00	£0.00
Total Emergency Planning Committee		£323.00	£339.15	£339.15	£0.00	£360.00
Community Warden						
400	CW Precept (ETC Cont)	£10,427.00	£9,100.00	£9,100.00	£0.00	£9,263.00
405	CW Moat Housing	£1,000.00	£1,000.00	£1,000.00	£0.00	£1,000.00
410	CW West Kent Housing	£3,500.00	£3,500.00	£3,500.00	£0.00	£3,500.00
415	CW Westerham	£0.00	£0.00	£0.00	£0.00	£0.00
420	CW John Coldman Trust	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00
425	CW Police	£0.00	£0.00	£0.00	£0.00	£0.00
430	CW Great Stonebridge Trust	£6,000.00	£6,000.00	£6,000.00	£0.00	£6,000.00
435	CW KCC	£0.00	£0.00	£0.00	£0.00	£0.00

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
440	CW Contribution for Vehicle	£0.00	£0.00	£0.00	£0.00	£0.00
445	CW Reserve XX	£0.00	£0.00	£0.00	£0.00	£0.00
450	Sundry Receipts	£0.00	£0.00	£300.00	£300.00	£0.00
Total Community Warden		£20,927.00	£21,600.00	£21,900.00	£300.00	£21,763.00
CIL						
140	C CIL XX	£0.00	£0.00	£0.00	£0.00	£0.00
600	CIL	£58,112.22	£0.00	£47,621.79	£47,621.79	£0.00
605	Interest	£452.79	£0.00	£35.36	£35.36	£0.00
606	CIL CCLA Interest	£38.11	£0.00	£20.76	£20.76	£0.00
Total CIL		£58,603.12	£0.00	£47,677.91	£47,677.91	£0.00
Total Income		<u>£698,890.76</u>	<u>£658,937.65</u>	<u>£696,934.80</u>	<u>£37,997.15</u>	<u>£729,582.00</u>

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
EXPENDITURE						
Council						
1010	C Contingencies	£10,704.38	£10,200.00	£1,750.00	£8,450.00	£10,200.00
1011	C Projects	£0.00	£0.00	£0.00	£0.00	£13,000.00
1020	Miscellaneous Items	£0.00	£0.00	£458.32	-£458.32	£0.00
1030	C Grants	£7,880.00	£7,880.00	£1,500.00	£6,380.00	£7,880.00
1040	C Replacement Equipment and Tools	£10,544.20	£14,800.00	£0.00	£14,800.00	£8,000.00
1050	C EdenbridgeTwinning Association	£500.00	£0.00	£0.00	£0.00	£1,000.00
1060	C Eden Valley Museum Trust	£6,000.00	£6,500.00	£6,500.00	£0.00	£6,500.00
1070	C House Project	£7,500.00	£7,500.00	£7,500.00	£0.00	£8,000.00
1080	C Membership KALC	£0.00	£0.00	£1,620.00	-£1,620.00	£1,700.00
1120	C Summer Playscheme	£0.00	£2,400.00	£1,696.00	£704.00	£2,000.00
1130	C Bonfire Clean Up	£0.00	£1,110.00	£0.00	£1,110.00	£1,110.00
1150	Legal & Professional fees	£4,718.50	£5,000.00	£1,430.00	£3,570.00	£5,000.00
1155	Market XXX	£0.00	£0.00	£0.00	£0.00	£0.00
1160	Election Costs	£0.00	£4,000.00	£0.00	£4,000.00	£4,000.00
1170	Covid 19 PPE	£6,812.40	£1,000.00	£2,094.96	-£1,094.96	£500.00
1171	C Events	£90.00	£0.00	£0.00	£0.00	£5,000.00
Total Council		£54,749.48	£60,390.00	£24,549.28	£35,840.72	£73,890.00
Open Spaces						
3000	OS Staff Costs	£168,587.12	£167,000.00	£122,634.71	£44,365.29	£179,775.14
3010	OS Utilities and Rates	£12,232.34	£14,000.00	£9,681.86	£4,318.14	£12,375.00
3011	OS Market	£0.00	£0.00	£2,258.85	-£2,258.85	£9,300.00
3016	Other Staff Expenses	£864.30	£9,026.00	£1,032.90	£7,993.10	£3,000.00
3020	OS IT Equipment and Licences	£0.00	£0.00	£725.66	-£725.66	£0.00

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
3029	Bulky Waste Collection	£0.00	£1,200.00	£0.00	£1,200.00	£1,200.00
3030	OS External Services Costs	£5,002.00	£6,000.00	£2,743.93	£3,256.07	£6,000.00
3040	OS Replacement Equipment and Tools	£8,644.06	£6,630.00	£6,576.65	£53.35	£6,630.00
3050	OS Materials	£5,273.35	£6,500.00	£2,956.19	£3,543.81	£6,500.00
3055	Hanging Baskets & Plants	£5,821.00	£6,600.00	£5,438.02	£1,161.98	£6,600.00
3060	OS Buildings Insurance	£2,081.58	£2,300.00	£1,597.29	£702.71	£2,500.00
3070	OS Vehicles/Costs/Fuel	£7,233.05	£9,000.00	£6,222.31	£2,777.69	£9,000.00
3080	OS Contingencies	£3,336.44	£3,000.00	£2,803.00	£197.00	£3,000.00
3090	OS Subs/Misc	£572.25	£1,150.00	£571.65	£578.35	£1,000.00
3095	Projects (CIL) XXX	£0.00	£0.00	£0.00	£0.00	£0.00
3100	OS Small Projects	£4,250.00	£4,250.00	£2,482.95	£1,767.05	£4,250.00
3110	OS Vandalism	£2,933.45	£5,100.00	£2,630.64	£2,469.36	£5,100.00
3115	OS Misc Maintenance Charges	£0.00	£0.00	£860.00	-£860.00	£0.00
3120	OS Footpaths Equipment	£0.00	£50.00	£0.00	£50.00	£0.00
3130	OS Public Street Lighting Electricity	£8,992.45	£10,500.00	£5,703.01	£4,796.99	£11,000.00
3135	OS Public Street Light Contract Maintenance	£6,765.64	£7,000.00	£6,765.64	£234.36	£7,000.00
3136	OS Public Lighting Repairs	£0.00	£0.00	£1,299.00	-£1,299.00	£2,500.00
3140	OS 10 Yr Maintenance Plan	£16,148.87	£38,000.00	£33,080.00	£4,920.00	£24,500.00
3145	OS 30 Yr Maintenance Plan	£63,317.00	£49,400.00	£32,320.00	£17,080.00	£55,000.00
Total Open Spaces		£322,054.90	£346,706.00	£250,384.26	£96,321.74	£356,230.14
Central Services						
2000	CS Staff Costs	£140,821.78	£158,000.00	£104,199.00	£53,801.00	£165,536.45
2005	CS Other staff/Cllr costs	£3,290.72	£9,000.00	£4,169.03	£4,830.97	£4,450.00
2010	CS Utilities/Rates/Phones	£9,248.68	£10,000.00	£8,546.34	£1,453.66	£8,750.00
2015	Professional HR/ H&S& Risk	£0.00	£3,700.00	£1,484.15	£2,215.85	£4,300.00

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
2020	CS Service/IT/Cleaning/Misc	£8,064.66	£12,000.00	£7,182.54	£4,817.46	£11,500.00
2025	Cleaning salary costs XXX	£8,297.05	£8,500.00	-£690.85	£9,190.85	£8,538.36
2030	CS Photocopier Rental/printing	£1,395.66	£2,000.00	£701.58	£1,298.42	£1,500.00
2040	CS Materials/Stationery	£581.81	£1,100.00	£686.01	£413.99	£1,100.00
2050	CS Building, Office Insurance	£7,451.85	£9,200.00	£6,471.91	£2,728.09	£9,500.00
2055	Inspections	£0.00	£0.00	£1,820.00	-£1,820.00	£250.00
2060	CS 10 Year Buildings Maintenance Plan	£5,770.03	£14,105.00	£7,628.67	£6,476.33	£6,500.00
2062	CS 30 Yr Building Maintenance Plan	£3,695.00	£39,000.00	£0.00	£39,000.00	£9,000.00
2063	CS Reserves TR 30 Yr Building Maintenance Plan	£0.00	£0.00	£0.00	£0.00	£0.00
2065	CS Buildings Materials	£401.78	£2,200.00	£328.88	£1,871.12	£2,200.00
2070	CS Subs/Bank Costs/Lone Working	£3,969.40	£5,000.00	£1,213.16	£3,786.84	£3,920.00
2075	CS Audit Fee External/IA	£1,884.65	£3,300.00	£2,041.10	£1,258.90	£3,300.00
2085	Garden sacks	£6,286.00	£6,000.00	£7,210.00	-£1,210.00	£6,000.00
2200	Church House	£2,801.89	£3,100.00	£2,245.13	£854.87	£2,413.00
2210	Public Toilets inc Rates	£7,935.88	£9,714.00	£14,107.14	-£4,393.14	£9,850.00
2220	Rickards Hall	£3,494.64	£7,200.00	£4,475.53	£2,724.47	£8,515.00
2230	CS Market XXXXX	£0.00	£0.00	£0.00	£0.00	£0.00
Total Central Services		£215,391.48	£303,119.00	£173,819.32	£129,299.68	£267,122.81
Emergency Planning Committee						
5000	EP Equipment/Tools	£51.65	£110.00	£25.60	£84.40	£110.00
5010	EP Licences	£112.50	£235.00	£112.50	£122.50	£235.00
5011	EP Training	£0.00	£15.00	£0.00	£15.00	£15.00
Total Emergency Planning Committee		£164.15	£360.00	£138.10	£221.90	£360.00
Community Warden						

5.5 Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 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	2022/23
4000	CW Salary	£16,880.44	£16,700.00	£13,351.55	£3,348.45	£20,443.00
4010	CW Management Costs	£2,625.00	£2,625.00	£0.00	£2,625.00	£0.00
4020	CW Phone	£91.85	£0.00	£29.30	-£29.30	£0.00
4030	CW CRB Check	£0.00	£0.00	£0.00	£0.00	£100.00
4040	CW Sundries	£0.00	£240.00	£143.73	£96.27	£100.00
4050	CW Clothing & Supplies	£359.00	£315.00	£39.62	£275.38	£200.00
4060	CW Vehicle Running Costs	£547.76	£1,600.00	£196.76	£1,403.24	£800.00
4080	CW Training	£0.00	£120.00	£52.33	£67.67	£120.00
Total Community Warden		£20,504.05	£21,600.00	£13,813.29	£7,786.71	£21,763.00
CIL						
6000	CIL Payments For ETC Projects	£138,720.35	£0.00	£17,030.00	-£17,030.00	£0.00
6001	CIL Grants	£0.00	£0.00	£0.00	£0.00	£0.00
Total CIL		£138,720.35	£0.00	£17,030.00	-£17,030.00	£0.00
Total Expenditure		£751,584.41	£732,175.00	£479,734.25	£252,440.75	£719,365.95
Total Income		£698,890.76	£658,937.65	£696,934.80	£37,997.15	£729,582.00
Total Expenditure		£751,584.41	£732,175.00	£479,734.25	£252,440.75	£719,365.95
Total Net Balance		-£52,693.65	-£73,237.35	£217,200.55		£10,216.05

5.6 Consolidated Balance Sheet

31/03/21

£

31/12/21

£

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	TOTAL LONG TERM ASSETS	0.00
Current assets		
300,000.00	Investments	300,000.00
0.00	Loans Made	0.00
0.00	Investments	0.00
0.00	Stocks	0.00
4,276.31	VAT Recoverable	5,574.18
2,824.12	Debtors	2,652.39
1,175.00	Payment in Advance	0.00
788,206.63	Cash in Hand at Bank	989,760.01
1,096,482.06	TOTAL CURRENT ASSETS	1,297,986.58
1,096,482.06	TOTAL ASSETS	1,297,986.58
Current liabilities		
0.00	Loans Received	0.00
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
54,528.90	Creditors	5,615.92
363.30	Receipts in Advance	0.00
54,892.20	TOTAL CURRENT LIABILITIES	5,615.92
1,041,589.86	TOTAL ASSETS LESS CURRENT LIABILITIES	1,292,370.66
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	NET ASSETS	1,292,370.66
Represented by		
203,051.24	General Fund	453,935.99
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		1,292,474.61

5.7 Financial Summary - Cashbook

Summary of receipts and payments between 01/04/21 and 31/12/21 inclusive. This may include transactions with ledger dates outside this period.

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	£1,088,206.63

RECEIPTS	Net	Vat	Gross
Council	£56,313.90	£0.00	£56,313.90
Open Spaces	£332,020.14	£1,442.80	£333,462.94
Central Services	£267,670.67	£6.99	£267,677.66
Emergency Planning Committee	£339.15	£0.00	£339.15
Community Warden	£21,900.00	£0.00	£21,900.00
CIL	£47,677.91	£0.00	£47,677.91
Total Receipts	£725,921.77	£1,449.79	£727,371.56
PAYMENTS	Net	Vat	Gross
Council	£22,597.48	£869.17	£23,466.65
Open Spaces	£257,436.43	£24,299.23	£281,735.66
Central Services	£182,286.27	£6,356.14	£188,642.41
Emergency Planning Committee	£112.50	£0.00	£112.50
Community Warden	£14,792.60	£38.36	£14,830.96
CIL	£17,030.00	£0.00	£17,030.00
Total Payments	£494,255.28	£31,562.90	£525,818.18

Closing Balances

Ordinary Accounts

Barclays CIL	£466,786.61
Barclays General Account	£11,895.39
Lloyds General Account	£128,667.40
Petty Cash	£200.00

Short Term Investment Accounts

Barclays Capital Reserves	£0.00
Barclays General Reserves	£382,210.61
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	£1,289,760.01

5.8 Bank and Investment Accounts

December

Bank Account	Opening balance as of 01/11/21	Spend	Receipts	Transfers	Closing Balance as of 31/12/2021
Barclays General	£20,682.79	-£99,158.28	£32,370.88	£58,000.00	£11,895.39
Barclays Reserves	£440,200.94		£9.67	- £58,000.00	£382,210.61
Barclays CIL	£466,770.05		£16.56		£466,786.61
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
	£1,356,521.18	-£99,158.28	£32,397.11	£0.00	£1,289,760.01

5.8 Barclaycard Spend

Expenditure between 01/10/21 and 31/12/21

Tn no	Net	Vat	Gross	Invoice date	Supplier	Details
42496	£665.55	£52.82	£718.37	02/10/21	Barclaycard	October Barclay Card Spend
42373	£317.94	£58.86	£376.80	18/10/21	Barclaycard	September Barclaycard Spend
	£983.49	£111.68	£1,095.17	Total for October 2021		
42511	£90.06	£12.74	£102.80	02/12/21	Barclaycard	November Barclaycard Bill
	£90.06	£12.74	£102.80	Total for December 2021		
Total	£1,073.55	£124.42	£1,197.97			

5.9 Bank Account Transfers

Start of year 01/04/21

Date	Amount	Debit	Credit	Cheque Ref.	Reason
23/11/21	£15,000.00	Barclays General Reserves	Barclays General Account		Payroll
20/12/21	£28,000.00	Barclays General Reserves	Barclays General Account		Dec Payroll
20/12/21	£15,000.00	Barclays General Reserves	Barclays General Account		Dec Payment Run