

SANDWICH TOWN COUNCIL

INCOME & EXPENDITURE ACCOUNT FOR YEAR ENDED 31/3/2011

INCOME

	2010/11	2009/10
Precept	£110,000.00	£100,000.00
Agency Services Reimbursement	£0.00	£0.00
Loan/Capital Receipts	£0.00	£0.00
Allotment Rent	£2,186.50	£1,802.00
Cow Leas Rent	£200.00	£0.00
Curfew Ringers (Sale of Ties)	£0.00	£0.00
Curfew Ringers (Contribution towards Meal costs)	£184.74	£151.00
Refund from Charity a/c re photocopying	£167.55	£301.09
Interest on Investments	£205.46	£522.31
Refund of cheques- Mayoral Events Cancelled	£175.00	£75.00
Ship Money	£0.67	£0.67
Sale of RADAR keys	£0.00	£38.50
Contribution from KCC towards Lighting	£2,000.00	£0.00
Purchase of Fishing Permits	£126.00	£252.00
Contribution towards Photocopying	£168.34	£48.71
KCC re Contribution towards temporary toilets	£0.00	£200.00
Toilets at the Quay Sandwich	£7,900.44	£1,126.40
Cancelled cheque	£0.00	£10.00
Dover Town Council re Town Sergeant duty	£0.00	£99.45
Refund of Payroll charge from DDC	£0.00	£103.22
Misc Credit	£0.00	£1.65
War Memorials Trust	£1,457.00	£0.00
Contribution for Speakers and Pfizer's Donation	£3,020.00	£0.00
Contribution for Flag Flying & Refreshments	£11.37	£0.00
TIC Sales & TIC Bank Account Closure	£4,700.95	£0.00
Grant re. Bulwark Play Area	£5,000.00	£0.00
Refund from Fisher Gate	£36.00	£0.00
Contribution from Tennis Club re. Water Rates	£52.92	£0.00
	£137,592.94	£104,732.00

EXPENDITURE

	2010/11	2009/10
Agency Services	£0.00	£0.00
Capital Schemes	£0.00	£0.00
Cow Leas - Maintenance	£200.00	£787.50
Cow Leas - Water Rates	£40.38	£744.26
Allotments - Water Rates	£1,251.81	£1,163.52
Allotments - Maintenance & Refund	£567.19	£1,048.32
Curfew Ringers Supper	£480.00	£468.00
Repairs to the Curfew Bell Light & Keys Cut	£58.53	£25.20
Expenses for Mayoral Functions	£8,181.46	£8,359.58
Mayor's Attendant	£9,290.70	£9,565.98
Chapel - Water Rates & Repairs	£435.84	£80.18
General Administration & Office Expenses including Insurance	£10,642.69	£10,603.62
Administration Salaries	£38,004.28	£39,948.49
Special Items re Administration	£1,322.72	£1,996.65
Maintenance of Flower Tubs, New Planter & Shelter	£401.21	£410.77
CCTV	£1,412.72	£2,367.78
Tourism & Publicity LGA 1972 Section 144 incl. salaries	£18,719.47	£4,312.91
Grant re Gazen Salts Nature Reserve	£4,000.00	£5,000.00
Grant re Pfizer Monks Wall Nature Reserve	£1,000.00	£1,000.00
Confederation of Cinque Port Functions incl. Speakers Day	£4,295.66	£344.00
Section 137 Expenditure	£1,358.93	£1,200.00
LGA 1972 Section 145 Expenditure	£1,900.00	£1,800.00
Dog Bin S36	£0.00	£217.85
LGA 1972 Section 142 (2a)	£500.00	£0.00
1990 Town & Country Planning Act	£0.00	£51.14
LGA 1976 Section 19 Expenditure	£4,295.79	£195.00
Grant re Sandwich TIC - LGA 1972 Section 144	£0.00	£1,725.00
Bank charges	£526.34	£364.30
War Memorial Act 1923	£2,915.00	£0.00
Butts Pathway & Lighting	£3,691.95	£5,500.00
Honfleur Trip	£0.00	£449.00
Toilets at the Quay Salaries & Maintenance	£30,216.76	£29,742.23
Contribution towards Heating, Maintenance etc at Guildhall	£10,881.12	£10,328.64
Provision for Doubtful Debts	£0.00	£0.00
Interest on Long Term Debts	£0.00	£0.00
Honorary Freeman	£1,236.38	£0.00
Section 164 Recreation	£7,095.00	£0.00
Fisher Gate Lease	£60.00	£0.00
	£164,981.93	£139,799.92

SANDWICH TOWN COUNCIL

Reconciliation as at close of business on 31st March 2011 - Confirmed Bank Balances

Current Account	£21,463.22
Capital Reserve	£11,144.53

£32,607.75

Less:

Cheques drawn but not debited to bank account as at close of business on 31st March 2011 (marked o/s on receipt & payment book)

£175.80

£32,431.95

Outstanding Cheques

253 Mayor of Medway Charities	£7.00
305 Mayor of Deal	£44.00
314 Mayor of Bexley	£30.00
333 Mr A. Beal	£2.40
345 Signright	£92.40

£175.80

Prepared by Tracey Ward - Responsible Financial Officer

Approved by Jeremy Watts -
Chairman of Sandwich Town Council
Date: 6th June 2011

GENERAL FUND

Balance at 1/4/2010	£52,250.00
Add Total Income	<u>£137,592.94</u>
	£189,842.94
Deduct Total Expenditure	£164,981.93
Balance at 31/3/2010	<u><u>£24,861.01</u></u>

SANDWICH TOWN COUNCIL

BALANCE SHEET AS AT 31/3/2011

CURRENT ASSETS

	2010/11	2009/10
Bank Balances	£32,431.95	£52,008.88
Debtors	£199.82	£0.00
VAT Recoverable	£1,283.50	£285.70
	£33,915.27	£52,294.58

CURRENT LIABILITIES

Creditors	£9,054.26	£44.38
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NET ASSETS

	£24,861.01	£52,250.20
Represented by :- General Fund	£24,861.01	£52,250.20

The above statement represents fairly the financial position of the Town Council as at 31st March 2010 and reflects its income and expenditure for the year

Signed _____

Chairman

Signed _____

Responsible Financial Officer

INCOME WORKSHEET - DEBTORS - 2010/11

<u>Section</u>	<u>Payment Schedule</u>	<u>Payee</u>	<u>Total (excl. VAT)</u>
Allotments - Sandown Rd	48	Southern Water	£43.82
General Admin	TBC	STBF	£156.00
TOTAL			£199.82

EXPENDITURE WORKSHEET - CREDITORS - 2010/2011

Section	Invoice No	Payee	Total (excl. VAT)
Office Expenses	1	Mrs. M. Clarkson	£10.40
Office Expenses	2	Mrs. T. Ward	£8.80
Wages	3	Mrs. V. Collins	£86.90
Guildhall Admin	9	KCC Commerical Services	£45.53
Stationary	10	KCC Commerical Services	£243.83
TIC	11	BT	£47.40
Guildhall Admin	12	BT	£99.57
Mayor's Expenses	13	Whitechapel Bell Foundry Ltd	£33.33
Recreation	14	Dover District Council	£7,095.00
Office Expenses	20	Mr. P. Dunn	£152.00
TIC	21	National Express	£83.65
TIC	22	Dover District Council	£19.35
TIC	23	Sue Milton	£28.00
Cow Leas	27	Stephan Hogben	£200.00
Subscriptions	30	WCCTA	£40.00
Subscriptions	32	AMT	£150.00
Office Expenses	40	Viridor	£12.00
Allotments - Sandown Rd	48	Southern Water	£87.64
Cow Leas	49	Southern Water	£13.22
Quay Toilets	78	Southern Water	£597.64
TOTAL			£9,054.26