

## TRUSTEES OF SANDWICH TOLL BRIDGE FUND - STATEMENT AS AT 31/03/19

### INCOME

Balance Brought Forward 01/04/18	£21,141.13
Quilter Cheviot - funds drawn down on 30/04/18	£120,000.00
Guildhall Hire Charges	£45,785.00
Guildhall Tours	£398.00
Guildhall Maintenance contribution DDC	£7,460.71
Sale of Red Town Guides to TIC and Museum	£37.00
Property Rent (incl. Insurance Contribution)	£11,882.92
Investment Income	£46,800.65
Guildhall Carpark	£43,426.60
Market Rent & Rates - Sandwich Tourism Initiative CIC (Thursday)	£4,642.50
Saturday Farmers Market	£2,445.00
Other Forecourt Income	£290.00
Rights of Way	£10.00
VAT reclaim	£7,588.88
Annual repayment from Sandwich Tennis Club (Loan from 2015)	£1,000.00
STC 25% share of Guildhall utilities	£3,972.37
Refund from Museum Account re loan for Museum completion	£15,541.50
Members Grant from KCC (Cllr Sue Chandler) re Tourism (£2k) and St Peters Chimes (£1k) received into wrong account - to move to STC	£3,000.00
Refund of payment made in error to N Easthope	£2,045.00
KCC Grant moved to STC twice in error (see above)	£3,000.00
Refund STC for part cost of First Aid Course	£119.70
Imhof funds drawn down to cover cost of Fire Engines	£6,505.00

### TOTAL

**£347,091.96**

### EXPENDITURE

VAT	£13,398.33
Guildhall Salaries (incl. Civic Wedding & Pension)	£68,913.48
Repairs & Maintenance	£30,144.73
Heat, Light, Water and Rates	£25,468.94
Insurance	£9,161.74
Toll Bridge Fund Pensions	£1,384.41
General Admin & Office Exp. incl. Peninsula and telephone	£3,255.10
Parking Permits	£813.77
Admin Salaries	£89,405.49
Grants Donations Gifts	£11,200.00
Phoenix Centre Youth Grant	£5,150.00
Bank Charges	£250.86
Staff Training	£699.00
Cancelled Wedding & Returned Deposits	£805.00
Guildhall Promotion	£100.00

Rented Property Insurance	£3,210.99
Other Insurances (ie Liability & Slander)	£767.26
Maintenance of Properties	£80.00
Forecourt Christmas Tree	£60.00
Dakota Blue staffing review	£4,070.44
Guildhall Wi-Fi	£8,289.88
Guildhall Music Licence	£1,220.42
Transfer KCC members grant to STC (paid to TBF in error)	£3,000.00
Train Tickets - M Outen and A Hollobon-Baxter re HLF meeting in London	£163.80
Site Survey for PA System in Main Hall	£135.00
Cheque no 6463 written to include KCC grant in error - to be returned to STBF	£3,000.00
Repairs to Fire Engines (To be reimbursed by Imhof fund)	£6,505.00
Guildhall Wedding Licence	£2,000.00
Guildhall Premises Licence	£295.00
<b>Balance at Bank as per Bank Reconciliation as at 31/03/19</b>	<b>£54,143.32</b>
<b>TOTAL</b>	<b>£347,091.96</b>

**Bank Reconciliation as at 31/03/19**

Current a/c	£58,449.11
Outstanding Cheques	£4,305.79
<b>TOTAL</b>	<b>£54,143.32</b>

**OUTSTANDING PAYMENTS**

120 Daniel Davis (Refund of wedding deposit - wedding on 16/09/17 cancelled)	£50.00
209 Viridor Waste Management Limited (Recycling service)	£64.12
59 Alexander Dixon (Refund of damage deposit - wedding on 16/06/2018)	£50.00
80 Total Gas & Power (Gas Charges - Guildhall)	£373.83
196 Deal Area Foodbank (Grant to provide funding to support Sandwich residents) [Witheld due to queries]	£3,000.00
202 Business Stream (Water Charges - Guildhall)	£767.84
<b>TOTAL</b>	<b>£4,305.79</b>

**SANDWICH TOLL BRIDGE FUND****Balance B/Fwd 01/04/2018 £21,141.13****Expenditure**

	<b>Budget 2018/19</b>	<b>Expenditure To Date</b>	<b>Balance to Date</b>
Guildhall Salaries (incl. Civic Weddings & Pension)	£65,900.00	£68,913.48	-£3,013.48
Repairs & Maintenance	£26,430.00	£30,144.73	-£3,714.73
Heat, Light, Water and Rates	£22,250.00	£25,468.94	-£3,218.94
Insurance	£18,120.00	£9,161.74	£8,958.26
Toll Bridge Fund Pensions	£2,200.00	£1,384.41	£815.59
General Admin & Office Exp. incl. Peninsula and telephone	£2,900.00	£3,255.10	-£355.10
Parking Permits	£820.00	£813.77	£6.23
Admin Salaries	£80,790.00	£89,405.49	-£8,615.49
Grants Donations Gifts	£11,000.00	£11,200.00	-£200.00
Phoenix Centre Youth Grant	£5,150.00	£5,150.00	£0.00
Staffing Contingencies Fund	£10,000.00	£0.00	£10,000.00
Bank Charges	£300.00	£250.86	£49.14
Staff Training	£500.00	£699.00	-£199.00
Cancelled Weddings & Returned Deposits	£1,200.00	£805.00	£395.00
Guildhall Promotion	£110.00	£100.00	£10.00
Rented Property Insurance	£5,850.00	£3,210.99	£2,639.01
Other Insurances (i.e. liability and slander)	£1,170.00	£767.26	£402.74
Maintenance of Properties	£500.00	£80.00	£420.00
EK Human Resources - Health & Safety Provisions	£700.00	£0.00	£700.00
Forecourt Christmas Tree	£110.00	£60.00	£50.00
12 x Monthly visits for a debt/benefits specialist to attend the CAB	£1,440.00	£0.00	£1,440.00
Contribution towards installing play equipment at Bulwarks Play Area	£10,800.00	£0.00	£10,800.00
Rehoming of Fire Appliances	£1,000.00	£0.00	£1,000.00
<b><u>Miscellaneous / Unexpected Expenditure</u></b>			
Dakota Blue staffing review	£0.00	£4,070.44	-£4,070.44
Guildhall Wi-Fi	£0.00	£8,289.88	-£8,289.88
Guildhall Music Licence	£0.00	£1,220.42	-£1,220.42
Transfer KCC members grant to STC (paid to TBF in error)	£0.00	£3,000.00	-£3,000.00
Train Tickets - M Outen and A Hollobon-Baxter re HLF meeting in London	£0.00	£163.80	-£163.80
Cheque paid (re KCC grant) in error - to be repaid to STBF	£0.00	£3,000.00	-£3,000.00
Site Survey for PA System in Main Hall	£0.00	£135.00	-£135.00
Repairs to Fire Engines (To be reimbursed by Imhof fund)	£0.00	£6,505.00	-£6,505.00
Guildhall Wedding Licence	£0.00	£2,000.00	-£2,000.00
Guildhall Premises Licence	£0.00	£295.00	-£295.00
<b>TOTAL</b>	<b>£269,240.00</b>	<b>£279,550.31</b>	<b>-£10,310.31</b>

**Income**

<b>Estimate 2018/19</b>	<b>Income to date</b>	<b>Balance to Date</b>
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Predicted Balance carried forward from 2017/18	£17,210.00	£21,141.13	£3,931.13
Potential Realised Gains from Trading & Investments	£80,690.00	£120,000.00	£39,310.00
Guildhall Hire Charges	£40,000.00	£45,785.00	£5,785.00
Guildhall Tours	£700.00	£398.00	-£302.00
Guildhall Maintenance contribution DDC	£8,200.00	£7,460.71	-£739.29
Property Rent (incl. Insurance Contribution)	£12,370.00	£11,882.92	-£487.08
Investment Income	£55,000.00	£46,800.65	-£8,199.35
Guildhall Carpark	£38,000.00	£43,426.60	£5,426.60
Market Rent & Rates - Sandwich Tourism Initiative CIC (Thursday)	£4,000.00	£4,642.50	£642.50
Saturday Farmers Market	£2,500.00	£2,445.00	-£55.00
Other Forecourt Income	£1,700.00	£290.00	-£1,410.00
Rights of Way	£270.00	£10.00	-£260.00
Annual repayment from Sandwich Tennis Club (Loan from 2015)	£1,000.00	£1,000.00	£0.00
Red Town Books sold to TIC and Museum	£180.00	£37.00	-£143.00
STC 25% share of Guildhall utilities	£7,420.00	£3,972.37	-£3,447.63
<u>Miscellaneous / Unexpected Income</u>			
Refund from Museum Account re loan for Museum completion	£0.00	£15,541.50	£15,541.50
Members Grant from KCC (Cllr Sue Chandler) re Tourism (£2k) and St Peters Chimes (£1k) received into wrong account - to move to STC	£0.00	£3,000.00	£3,000.00
KCC Grant moved to STC twice in error (see above)	£0.00	£3,000.00	£3,000.00
Refund of payment made in error to N Easthope	£0.00	£2,045.00	£2,045.00
Refund STC for part cost of First Aid Course	£0.00	£119.70	£119.70
Imhof funds drawn down to cover cost of Fire Engines	£0.00	£6,505.00	£6,505.00
<b>TOTAL</b>	<b>£269,240.00</b>	<b>£339,503.08</b>	<b>£70,263.08</b>
<b>Balance at Bank 31/03/19 (excl. Cheviot Funds)</b>	<b>£54,143.32</b>		