

CIVIC

	2015/16	April – June	July – Sept	Oct – Dec	Jan – March
Annual Meeting and Civic Service	1150	1265	1265	1265.25	
Carnival Night	600	0	516	579.34	
Deputy Mayor's Allowance	250	30	55	250.00	
Industrial Bowls Competition	200	0	200	200.00	
Mayoral Allowances	1800	961	811	925.50	
Mayoral Expenses & Travelling	2500	136	855	1526.27	
TO SUMMARY	6500	2392	3702	4746.36	

GENERAL ADMINISTRATION

Salaries/Superannuation/NI -See Appendix 'A'	81041	21688	41522	61752.27	
Expenses, Training and Course Fees	250	72	97	605.53	
Audit	1000	0	250	1210.00	
Subscriptions	2450	1593	1728	1873.00	
Electoral provision - see Summary of Estimates	1000	0	0		
TO SUMMARY	85741	23353	43597	65440.80	

OFFICE EXPENSES

Headed Notepaper	--				
Insurances	5500	5368	5368	5368.31	
Maintenance and Service Charges	---	0		0.00	
Minute Book Binding	130	0		147.60	
Office Equip. (Purchase, support and rental)	600	1186	1725	2034.33	
Petty Cash	130	100	100	100.00	
Post/Telephones/Alarm Lines	2800	172	221	382.63	
Printing, stationery and advertising	3000	2373	2570	3197.00	
Rentals and lease of premises	15000	6473	9011	11548.11	
Unassigned					
TO SUMMARY	27160	15672	18995	22777.98	

GUILDHALL

	2015/16	April – June	July – Sept	Oct – Dec	Jan – March
Electricity	2500	475	475	1248.25	
Maintenance Expenses	6500	2125	6500	9320.00	
Clock				225.00	
Telephone/Alarm Lines	1000	334	885	1289.47	
Unified Business Rate	2500	2496	2496	2496.00	
Water Charges	260	0	76	75.91	
Window Cleaning	378	90	150	240.00	
Reserves	5000	0	1717	1717.00	
Lift	20000	0	2275	2275.00	
TO SUMMARY	38374	5520	14574	18886.63	

FRONT BRENTS JETTY

Electricity	320	34	34	96.31	
Maintenance costs	3500	1506	1506	1505.62	
Management Fees	2000	429	866	1263.16	
Water	160			71.18	
TO SUMMARY	5980	1969	2406	2936.27	

GRANTS

C.A.B.	6000	3000	3000	6000.00	
Christmas Lights Committee	4000	2000	2000	4000.00	
Classic Car & Motorcycle Show		1500	1500	1500.00	
F.A.C.E.	1000	500	500	500.00	
Hop Festival	2000	1000	1000	2000.00	
Faversham & District Carnival Club	2000	0		2000.00	
Faversham Festival Committee		0			
Faversham in Bloom	---	0			
Faversham Society	3000	1500	1500	3000.00	
Kent Nautical Association	500	500	500	500.00	
Special Grants and Projects Fund	8000	1962	3791	3791.00	
TO SUMMARY	26500	11962	13791	23291.00	

IGROWTH AND DEVELOPMENT PANEL]

	2015/16	April – June	July – Sept	Oct – Dec	Jan – March
Tourism Support (with FATA)	10000	7017	9032	13802.20	
Trip Advisor presence development/promotion	2000	0			
Town PR, including regular email newsletter programme	4000	0			
Town Centre seasonal promotions/street market development	---	0			
Retail Loyalty Scheme	3000	3000	3000	3000.00	
Faversham.org. development (comm./business)	5000	0	5000	5000.00	
Food Trails Marketing Campaign	---				
Streetscape					
Planting Fund[1]			3730	3729.60	
TO SUMMARY	24000	10017	20762	25531.80	

PUBLIC REALM GROUP (improvements to public realm within wider tourism strategy)

Napleton Road de-cluttering contribution	2000	0	0	0.00	
Heritage name plates contribution	1500	0	0	0.00	
Station Road development contribution	3000	0	0	0.00	
Town centre parking improvements contribution	1500	0	0	0.00	
Market Place lighting upgrade contribution		0	0	0.00	
East Street traffic island contribution		0	0	0.00	
Town centre signage	2000	0	0	0.00	
Column mounted litter bins	1000	0	0	0.00	
TO SUMMARY	11000	0	0	0.00	
SPECIAL PROVISION					
Bunting	---	0	0	0.00	
Creek Projects	---	0	0	0.00	
Town Council Regalia, Charters & Artefacts	1000	0	151	151.00	
(Town Plaques and Signs)	---	0	0	0.00	
(Town Sign Refurbishment)	---	0	0	0.00	

SPECIAL PROVISION (cont)	2015/16	April – June	July – Sept	Oct – Dec	Jan – March
	Magna Carta	34800	94628	108701	112,609.46
Neighbourhood Plan	6000	40	40	40.00	
Localism	4000	0			
Special projects	3000	390	1146	1,146.00	
Youth Provision				1,000.00	
Swing Bridge	[175000]				
TO SUMMARY	50800	95058	110038	114,795.46	

Tourism: £1,366 FATA allocation unspent in 2014/15.
Used for 2015/16 allocation.

Magna Carta: a total of £118,550 has been received in grants (HLE, Magna Carta 800, SBC, Shepherd Neame Ltd, Dover District Council). £73,507 was spent in 2014/15, making a total of £168,135. The balance of £52,868 (adjusted to take account of salaries) will be found from the £34,800 allocated both in 2014/15 and 2015/16

Reserves	Spend 31/3/15	Balance 1/4/15	Balance 31/12/15
Additional Staffing costs	1000	500	-90.39
Election Fund	--	12159	12159.00
Front Brents Jetty	2000	8941	8941.00
Guildhall & Artefacts Fund	5000	6590	6590.00
Regalia Fund	800	2445	2445.00
Special Grants & Projects Fund	3000	8000	8000.00
Growth and Development Panel	---	3366	3366.00
Planting Fund	2937	25657	21927.40
Localism	---	4000	4000.00
Magna Carta (£148,000 from grants/precept etc)	67810	80190	2380.54
	82547	151848	69718.55

FAVERSHAM TOWN COUNCIL

BANK RECONCILIATION for the period ending 5 January 2016

Balance per Bank Statements at 7 December 2015

NATWEST Current Account (00541133)

NATWEST Business Reserve Account (32515901)

NATWEST Business Reserve Account (97798193)

£	£
100.00	
103,890.88	
173,538.63	
	277,529.51

Less: unpresented cheques at 4 January 2016

Cheque No

Cheque No	Payee	Amount	
9150	UPG Print Group	180.00	
9151	JC Lock & Safe	85.00	
9152	Faversham Designs	350.00	
9153	Cllr S Campbell	135.00	
	TOTAL	750.00	
			276,779.51

Net bank balances as at 4 January 2016

Cash Book

Opening Balance as per Annual Return 2014/15

Add: Receipts in the year to 4 January 2016

Less: Payments in the year to 4 January 2016

Closing Balance (cash book) at 4 January 2016

208,225.57	
346,531.07	
277,977.13	
	276,779.51

Prepared by: Louise Bareham (Town Clerk)

Date: 05 January 2016

Approved by the Chairman, Mayor N A Kay

11 January 2016

LIST OF PAYMENTS
8 December 2015 to 4 January 2016

Payments	Purpose	Amount	Recoverable		Date
			VAT		
BT	Telephone/BB	107.07	17.84		09-Dec
I Tarrant		908.16	151.36		09-Dec
Jakaranda Tree	Grant	3,000.00	-		09-Dec
The Mayor's Charity		64.00	-		09-Dec
Mitec Group	Computer repair	84.00	14.00		10-Dec
Faversham Business Partnership	Annual Membership	145.00	-		10-Dec
Salix	Printer/Photocopier	88.62	14.77		10-Dec
BT	Telephone	75.56	12.59		10-Dec
Amber Designs	Tourism Groups Guide	540.00	90.00		14-Dec
Amber Designs	Tourism Area Guide	1,416.00	236.00		14-Dec
Mr J Garland	Expenses	102.15	-		16-Dec
EDF	Electricity	182.00	-		16-Dec
EDF	Electricity	10.00	-		16-Dec
UPG Print Group	Tourism Banner	180.00	30.00		18-Dec
J C Lock & Safe	Alarm call out	85.00	14.17		18-Dec
Mrs S Campbell	Deputy Mayor Allowance	135.00	-		18-Dec
		<u>7,122.56</u>	<u>580.73</u>		

LIST OF RECEIPTS
8 December 2015 to 4 January 2016

Payments	Purpose	Amount	VAT	Date
Faversham Carnival		45.00	-	09-Dec
Oare String		90.00	-	09-Dec
Faversham Division Guides	Guildhall	40.80	-	09-Dec
Macknade Fine Food	FATA	350.00	-	11-Dec
Shepherd Neame	FATA	160.00	-	18-Dec
		<u>685.80</u>	<u>-</u>	