

FAVERSHAM TOWN COUNCIL
BANK RECONCILIATION for the period ending 20 July 2015

Balance per Bank Statements as at 20 July 2015		£	£
NAT WEST Current Account (00541133)		100.00	
NAT WEST Business Reserve Account (32515901)		103,869.93	
NAT WEST Business Reserve Account (97798193)		111,104.16	
			215,074.09
Less: unrepresented cheques at 20 July 2015			
Cheque Nos:			
8873	A Hare	500.00	
8954	Mrs Westlake	95.00	
9014	Cinque Port Mayor's Association	20.00	
9015	Alexander Centre Trust	75.00	
9031	Mr Miller	30.00	
9032	Hythe Venetian Fete	30.00	
9035	Faversham Business Partnership	2000.00	
9036-9041	Salaries	5284.96	
9042	HMRC	1560.26	
9043	KCC Pensions	1001.46	
9044	ETT Solutions Ltd	6000.00	
9045	Shaw and Sons Ltd	147.60	
9046	New Star Networks	69.42	
9047	Faversham Business Partnership	5000.00	
9048	Peter Smith	475.00	
9049	J C Lock and Safe	95.00	
9050	South East Water	32.51	
	Total	22,416.21	
			192,657.88
Net bank balances as at 20 July 2015			

The net balances reconcile to the Cash Book as follows:

Cash Book		
Opening Balance as per Annual Return 2014/15	207,630.57 ¹	
Add: Receipts in the year to 20 July 2015	187,038.92	
		394,669.49
Less: Payments in the year to 20 July 2015	202,011.61	
Closing Balance (cash book) as at 21 July 2015		192,657.88

Prepared by: (Clerk/RFO) J A Westlake:
Date: 21 July 2015

Approved by the Chairman, Mayor N A Kay
27 July 2015

¹ Deduct £2.28 petty cash

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Mayor

List of receipts and payments: 23 June – 20 July 2015

Creditor	Purpose	Amount	VAT not recoverable (sums over £500)	Date incurred	Merchant category
Cinque Port Mayor's Association	Membership fee	20.00	0	29 June	Membership
Alexander Centre Trust	Refreshments	75.00	0	29 June	Refreshments
Amber Designs	Artwork (Magna Carta)	522.00	0	1 July	PR and marketing
KALC	Induction event	50.00	0	1 July	Training
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Sally Wookey	Travel expenses and purchase of domain name	116.95	0	1 July	Travel expenses
Sally Wookey	Expenses (Magna Carta)	199.34			Travel expenses, refreshments and print
Barry Brockman	Deputy Town Sergeant duties	136.90	0	1 July	Travel expenses, refreshments
BT	Telephone and alarm line	28.79	0	1 July	Office equipment
Victoria Graham	Newsletter	150.00	0	1 July	PR and marketing
Vision ICT	Website	756.00	0	1 July	Communications
Space Saver	Storage	1372.80	0	2 July	Office equipment
Grenke Leasing	Photocopier	196.81	0	3 July	Office equipment
Salix	Photocopier	43.05	0	6 July	Office equipment
Abbey Removals/Ian Tarrant	Exhibition removal and storage	795.00	0	6 July	Office equipment
Front Brents Berthholders Association	Front Brents Jetty management	436.19	0	6 July	Management fees
Hope Fitzgerald	Photography	520	0	6 July	PR and Marketing
J Miller	Window cleaning	30.00	0	6 July	Building maintenance
Hythe Venetian Fete	Tickets	30.00	0	7 July	Events
Jackie Westlake	Expenses	593.60	0	8 July	Expenses (including refreshments)
Amethyst	Floral decorations	3729.60	0	8 July	Buildings

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Mayor

Horticulture					maintenance and decoration
Faversham Business Partnership	Grant (Magna Carta)	2000.00	0	10 July	Events
Salaries	Salaries	5392.30	0	13 July	Staffing costs
HMRC	Tax and NI contributions	1560.26	0	13 July	Staffing costs
KCC Pensions	Pension contributions	1001.46	0	13 July	Staffing costs
ETT Solutions	Magna Carta Rediscovered exhibition	6000.00	0	15 July	Events
Shaw and Sons	Minute book binding	147.60	0	15 July	Office stationery
New Star Networks	Phones/IT	69.42	0	15 July	Office equipment
Faversham Business Partnership	Website	5000.00	0	15 July	Office equipment
Peter Smith	Photography/video	475.00	0	17 July	PR and marketing
J C Lock and Safe	Alarm call out	95.00	0	17 July	Building maintenance
South East Water	Water charges	32.51	0	17 July	Building maintenance

Debtor	Purpose	Amount	VAT not recoverable: sums over £500	Date paid	Merchant category
Interest	Bank interest	3.30	0	29 May	Bank interest
K Dickinson	FATA	240.00	0	22 June	Subscriptions
A Sharp	FATA	115.00	0	24 June	Subscriptions
D Selves	FATA	210.00	0	24 June	Subscriptions
Heritage Lottery Fund	Magna Carta grant	32640.00	0	26 June	Grant
Faversham Pools	FATA	370.00	0	26 June	Subscriptions
Shrine of St Jude	FATA	125.00	0	29 June	Subscriptions
Faversham Society	FATA	250.00	0	29 June	Subscriptions
H Cuthbert and Sons	FATA	270.00	0	29 June	Subscriptions
C Scott	FATA	115.00	0	29 June	Subscriptions
F Campbell	Moorings	466.50	0	1 July	Mooring fees
H Chaplin	Moorings	72.90	0	1 July	Mooring fees
Doddington Place	FATA	150.00	0	2 July	Subscriptions
Faversham Business Partnership	Guildhall hire	31.12	0	2 July	Room hire
J Fisher	Moorings	102.33	0	3 July	Mooring fees
Swale Borough Council	FATA	125	0	3 July	Subscriptions

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Mayor

L Burns	Moorings	126.54	0	6 July	Mooring fees
The Old Vicarage	FATA	170.00	0	7 July	Subscriptions
Magna Carta public collection	Magna Carta collection	1414.42	0	7 July	Public collection
Team Selves	FATA	100.00	0	7 July	Subscriptions
Brenley Farmhouse	FATA	115.00	0	7 July	Subscriptions
G Imminck	Guildhall hire	40.80	0	8 July	Room hire
Q E School	Bunting	5.00	0	8 July	Equipment hire
Kentish Sail Association	Bunting	5.00	0	8 July	Equipment hire
L Whitehouse	Moorings	95.33	0	9 July	Mooring fees
E Mahoney	Moorings	158.26	0	9 July	Mooring fees
Mr and Mrs Flood	FATA	115.00	0	9 July	Subscriptions
Interest	Bank interest	5.19	0	10 July	Bank interest
Macknade	FATA	125.00	0	10 July	Subscriptions
Albion Taverna	FATA	100.00	0	13 July	Subscriptions
St Mary of Charity	FATA	125.00	0	13 July	Subscriptions
Church Oast BandB	FATA	115.00	0	14 July	Subscriptions
P Smith	Moorings	405.70	0	14 July	Mooring fees
Creek Creative	FATA	125.00	0	16 July	Subscriptions
Shepherd Neame	FATA	210.00	0	16 July	Subscriptions
Belmont	FATA	150.00	0	20 July	Subscriptions

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Mayor