

SANDGATE PARISH COUNCIL

PAYMENTS ACCOUNT 2015 - 2016 As at 10th September 2015

PAYMENTS	ACTUALS	REVISED BUDGET	ORIGINAL BUDGET	% Spent	NOTES
Civic Expenses	458	1,000	1,000	45.76%	£542 unspent - Refreshments for the December meeting would come out of this budget
Chairman's Allowance	0	600	600	0.00%	£600 unspent
Staff costs	9,429	21,000	21,000	44.90%	£11,571 unspent. £9,429 over 5 months averages £1,885 p.m. so if other 7 months are the same, we will be over budget by £1,624
Newsletter	0	1,000	1,000	0.00%	could try to produce one by November, to include Christmas event. It was discussed that perhaps Clr Valentine-Neale and/or Clrr-Watts may help with this.
Library - 50% Contribution	1,441	7,000	7,000	20.58%	clerk to produce invoice to KCC; amended invoice awaited from KCC (there had been an error in the one they produced some months ago and they had not sent the updated invoice)
Subscriptions	1,154	1,500	1,500	76.96%	request committee to approve both clerks' renewals approx £130 each (current expend was the KALC membership) This was agreed
Bank Charges	0	50	50	0.00%	
Postage & Stationery	189	600	600	31.58%	£411 unspent
Audit & Legal	633	1,100	1,100	57.50%	£467 unspent. Will be spending £420 for KCC Legal Services renewal & approx £400 to external auditor so will have overspend of about £355
Insurances	2,782	2,500	2,500	111.26%	overspend of £282. Zurich renewal doc needs to be assessed. Last year the premium was £2,067
Training	75	500	500	15.00%	
Hanging Baskets & Memorial Troughs	2,871	5,000	5,000	57.41%	£2,129 unspent. Longacre cost may be lower as watering started later due to late hanging of baskets. Decision needs to be made about winter plantings. Last year's budget was £4,500 and there was an underspend of £710. It was agreed that there should be winter plantings for the 3 x boat planters and for the planters near the War Memorial
Elections	8	1,000	1,000	0.00%	50% of hire of library to come into Receipts when our invoice is submitted

Grants & Donations (\$137)	2,350	4,000	4,000	58.75%	£1,850 given to Sandgate Community Trust and £500 to HG Wells Story Competition. Balance in budget: £1,650
Office Equipment & Furniture	140	500	500	28.05%	£360 balance. Would like to purchase a laptop - currently checking prices
Safety & Cleanliness	625	2,500	2,500	25.00%	all will be spent as this is for the caretaker at the rec
Broadband& Phone	199	400	400	49.67%	Last year, £264 underspend. This is likely to be spent this year as we are now paying the phone bill as opposed to a contribution to KCC. The clerk would be purchasing an answerphone for council use - the recorded message would inform library customers that they could not leave messages
Christmas Lights	108	9,650	9,650	1.12%	Estimated expend on new garlands and fittings: approx £2,000. Clerk to contact Millennium Quest as soon as possible to book the installation of the Santa & sleigh and Christmas trees in the Enbrook Valley car park; Vic Harmers to check out the electrical supply at Escondido and in the valley (connection point is outside Gurkha Palace)
Community Events	2,175	3,750	3,750	58.00%	Income of £711.60 from sales at Fun Day. This could be offset against the cost of the 2 new gazebos which cost £726. It was agreed that the receipt should clearly show that it was income for the Community Events budget, then wire the amount across to Acquired Assets for the gazebo expenditure
Street Furniture	0	1,000	1,000	0.00%	
Cleaning	427	1,000	1,000	42.67%	£573 unspent. On target
Vending Machine supplies	593	1,500	1,500	39.53%	£907 unspent. £708 underspend last year; as usage is going up, estimate there will be less of an underspend by March 2016. May need to start thinking about charging or requesting donations. Did produce an approximate cost analysis two years ago, need to carry out a new one to see what the cost is per cup. It was felt that a sign should be put up, after SPC takes on the new responsibilities re the library, requesting donations for the hot drinks.
Craft Club & Read & Rhyme	44	250	250	17.42%	This is now for 2 groups so is likely to be spent (toys need replacing) New person will be running the group from next Monday
Sea Festival	2,070	2,000	2,000	103.50%	Awaiting invoice from Harmers re staging, marquees, barriers and banners. Some already paid, hence £70 overspend. Raise invoice to the Sea Festival for this amount
Gen Maintenance & Acquired Assets	915	2,000	2,000	45.74%	Current spend: marquees and odd jobs by Harmers. It was agreed that the gazebos should be stored at Harmers' yard. These new items should be added to the Asset Register

Twining with Sangatte	0	1,100	1,100	0.00%	Clerk to invite the mayor of Sangatte to the Remembrance Day service at St Paul's
Environment Improvements	955	2,000	2,000	47.76%	£1,045 unspent: £29.60 spent on repairing damaged litter bin - will try to reclaim this from SDC. £250 to Roger Joyce & £97.50 for planning fee (Waterloo boards). Cllr Findlay-Stone to be asked for an update on the wheelie bin screening - when should we receive RJ's drawings?
Leases & Licences	0	200	200	0.00%	
Business Support	30	100	100	30.00%	
LAM	3,161	9,000	9,000	35.12%	
Area Enhanced Projects	2,062	31,000	31,000	6.65%	£484.50 new signage; £177.17 landscaping; £1,400 new equipment (BBQs & bins £1,047, installation of BBQs £105 & 3 x bollards & installation £248.50
Temp PC for the Rec.	460	750	750	61.33%	Awaiting final invoices (for 2 units)
Neville Bequest	0	500	500	0.00%	New bench not actioned yet & plaque for planters still to be ordered
Cabinet Members' Fund	22,231	40,000	37,324	55.58%	An invoice to SDC will shortly be raised; the lamppost renovation project will be paid by SDC direct to KCC. This must be shown in the Payments & Receipts Balances
Contingencies	0	1,100	1,100	0.00%	
High Street Innovation Fund	1,344	1,900	0	70.72%	The clerk informed the members that she had secured agreement from SDC to spend the amount currently underspent in the 'To the Shops/To the Beach' signage project so the bollards by the new finger post by the start of The Esplanade can now be re-painted and the link chain be renewed. This should be done as soon as possible so that the final claim can be submitted to SDC
TOTAL PAYMENTS:	57,583	159,050	154,474	37.28%	