POLEGATE TOWN COUNCIL

Polegate Town Council, Council Office,
49 High Street, Polegate BN26 6AL
Town Clerk – Jo Tricker - e-mail admin@polegatetowncouncil.gov.uk
Town mayor Cllr D Dunbar email cllr.d.dunbar@polegatetowncouncil.gov.uk

23rd September 2024

Notice is hereby given of a meeting of the Town Council to be held on **30th September 2024** in **the Council Chambers, 49 High Street, Polegate BN26 6AL at 7pm**

J Tricker
Town Clerk

The press and public have a right and are welcome to attend but are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admissions to Meetings) Act 1960. Comments or questions from members of the public on matters on the agenda will be received at the beginning of the meeting. The time allowed is a maximum of 2 minutes per speaker (this can be extended, if appropriate, and at the Chairman's discretion). The press and public are advised to wait until the resolution to exclude the press and public has been proposed and voted upon before withdrawing.

A G E N D A

1. **Opportunity for public comment for items on the agenda**
2. **Apologies for absence**
3. **Declarations of interest in any items on the agenda**
4. **To adopt and approve the minutes of the Full Council meeting of meet 24th June 2024**
5. **Minutes and recommendations of committees and standing committees**
    a. **Personnel Committee meeting of 21st June 2024**
    b. **Finance committee meeting of 5th July 2024**
    c. **Building and Land committee meeting of 5th July 2024**
    d. **Building and Land committee meeting of 26th July 2024**
    e. **Christmas Lights Committee meeting of 2nd August 2024**
    f. **Special Full Council meeting of 16th September 2024**
    g. **Planning Committee meeting of 16th September 2024**
6. **Financials**
    a. **Payment of accounts presented**
    b. **Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves including VAT return. For approval of variances as shown**

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that the meeting will be recorded. The purpose of this is that recordings act as an aide-memoire to assist the Clerk in the compilation of the minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.

7. **Grant request**
    a. **Cuckmere community bus New Years Day grant – paperwork may follow**

8. **To agree Wealden District councils' proposal to erect a new community information board within Polegate along the Cuckoo trail**

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that the meeting will be recorded. The purpose of this is that recordings act as an aide-memoire to assist the Clerk in the compilation of the minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.

UNADOPTED
POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 24th June 2024 7pm at Council chambers 49 High Street, Polegate BN26 6AL.
<u>Present:</u> Cllrs D Dunbar, S Shing, N Dunbar, A Wood, A O'Kane, J Heward, C Berry, J Keen, M Cunningham (9)
<u>Not Present:</u> - Cllrs W Alexander, D Watts, D Murray, W Heasman-O'Neill, M Piper, D Shing (6)
No members of public

Minute No.	Subject/Resolution
13588	**Opportunity for public comment for items on the agenda** None
13589	**Apologies for absence** **Cllrs W Alexander, D Watts, D Murray, W Heasman-O'Neill, M Piper, D Shing**
13590	**Declarations of interest in any items on the agenda** None
13591	**Mayors verbal report** The Mayor stated that he had had a number of civic events cancelled because of the general election but had been to the fun run with Children with cancer fund. He had met all the other Mayors at County Hall Lewes along with the Lord Lieutenant. He had also participated in the flag raising ceremony for D Day on 6th June 2024 at the council offices.
13592	**To adopt and approve the minutes of the Full Council meetings of 29th April 2024** **<u>It was resolved to adopt the full council minutes of 29th April 2024 as an accurate record of the meeting. VOTE All in favour</u>**
13593	**To approve and adopt the minutes of the Annual Town Assembly meeting of 20th May 2024** **<u>It was resolved to approve and adopt the minutes of the Annual Town Assembly meeting of 20th May 2024 VOTE All in favour</u>**
13594	**Minutes of Standing committees** **a. Planning committee meetings of 10th May 2024 and 7th June 2024** **b. Finance committee meeting of 24th May 2024** **c. Buildings and land committee meeting of 31st May 2024** **d. Christmas Lights Committee meeting of 3rd May 2024** **<u>It was resolved to adopt the minutes and recommendations of the above committee meetings en bloc. VOTE All in favour</u>**
13595	**Financials** **a. Barclay card statements for noting for May 2024** **b. Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (May) including VAT return. For approval of variances as shown** **The Barclaycard statement was noted by all present.** **<u>It was resolved to accept the accounts as presented and variances. VOTE All in favour</u>**
13596	**Dates for next meetings** **Full Council meeting 29th July 2024** **Full Council meeting 30th September 2024** **Full Council meeting 28th October 2024** **Full Council meeting 25th November 2024** **Full Council meeting 6th January 2025 (Precept and budget setting)** **Full Council meeting 27th January 2025** **Full Council meeting 24th February 2025** **Full Council meeting 31st March 2025**

	Noted by all present

The meeting closed at 19:03pm

Signed Mayor of Polegate ____________________Date ______________________

UNADOPTED
POLEGATE TOWN COUNCIL

PERSONNEL COMMITTEE

Minutes of the meeting held on 21st June 2024
Present: Cllrs M Piper, D Dunbar, C Berry
Not Present: Cllrs W Alexander, D Murray, D Shing, J Heward
No Members of the public

Minute No.	Subject/Resolution
13597	**Apologies for absence** **Cllrs W Alexander, D Murray, D Shing, J Heward**
13598	**Declarations of interest in any matters on the agenda** None
13599	**Committee to consider pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted. (Discussion of staff matters)** **It was resolved to enter confidential session as per the above legislation. VOTE All in favour.**
13600	**Staff matters including motion to increase NEST pension scheme** **-**

The meeting closed at 10:21am

Signed Chair of Personnel _______________________ Date _________________

UNADOPTED
POLEGATE TOWN COUNCIL

FINANCE & POLICY COMMITTEE

Minutes of the Finance & Policy Committee meeting held on Friday 5th July 2024 in the council chambers 49 High Street, Polegate East Sussex BN26 6AL at 10:00am

Present: Cllrs D Murry, S Shing, J Heward, D Watts, M Cunningham **(5)**
Not Present: Cllr J keen, M Piper, D Dunbar **(3)**
No members of the public present

Minute Number	Resolution
13601	**Opportunity for Public** None
13602	**Apologies for absence** Cllrs J Keen, M Piper, D Dunbar
13603	**Declarations of interest in any items on the agenda** None
13604	**Minutes of the Finance & Policy committee meeting on 24th May 2024** Draft minutes had been circulated to all prior to the meeting there were no queries. **<u>It was resolved to accept the minutes of the Finance & Policy committee meeting on 24th May 2024 as an accurate record of the meeting and these were signed by the chair. VOTE All in favour</u>**
13605	**Payments of accounts** Payments list had been circulated to all prior to the meeting. A question was raised about the location of the grass matting (PWMRG) **<u>It was resolved to accept the payments £123,471.90 as presented. VOTE All in favour.</u>**

The meeting closed at 10:18 am

Signed by ________________________________ Chair of Finance & Policy _____________________Dated

UNADOPTED
POLEGATE TOWN COUNCIL

BUILDINGS & LAND COMMITTEE

Minutes of the Buildings & Land Committee meeting held on Friday 5th July 2024 in the council chambers 49 High Street, Polegate East Sussex BN26 6AL at 10:30am

Present: Cllrs D Murray, D Watts, D Dunbar, A Wood, J Heward **(5)**
Not Present: Cllrs, J Keen, M Piper, N Dunbar, **(3)**
No members of the public present

Minute Number	Resolution
13606	**Opportunity for Public** None
13607	**Apologies for absence** Cllrs N Dunbar, J Keen, M Piper
13608	**Declarations of interest in any items on the agenda** None
13609	**To adopt and approve the minutes of the Buildings and Land meetings of 31st May 2024** **It was resolved to adopt the minutes of the Buildings and Land meetings of 31st May 2024 were signed by the chair of the committee. Vote all in favour**
13610	**Motion to place new gifted defib(1) at the Mill entrance as agreed by the management company** **It was resolved to place new gifted defib(1) at the Mill entrance as agreed by the management company VOTE All in favour**
13611	**To discuss/resolve locations of second gifted defib(2)** **It was resolved to delegate to the clerk to contact LIDL to see if they would allow placement of defib(2) on their premises and if not to contact another company on that estate possibly lightning fibre to request the same and arrange installation at that location. VOTE All in favour.**

The meeting closed at 10:41am

Signed by ______________________ Chair of Buildings & Land Committee ____________________Dated

UNADOPTED
POLEGATE TOWN COUNCIL

BUILDINGS & LAND COMMITTEE

Minutes of the Buildings & Land Committee meeting held on Friday 26th July 2024 in the council chambers 49 High Street, Polegate East Sussex BN26 6AL at 10:30am

Present: Cllrs D Murray, D Watts, D Dunbar, J Heward J Keen **(5)**
Not Present: Cllrs A Wood, M Piper, N Dunbar, **(3)**
No members of the public present

Minute Number	Resolution
13612	**Opportunity for Public** None
13613	**Apologies for absence** Cllrs N Dunbar, M Piper, A Wood
13614	**Declarations of interest in any items on the agenda** None
13615	**To adopt and approve the minutes of the Buildings and Land meetings of 5th July 2024** **It was resolved to adopt the minutes of the Buildings and Land meetings of 5th July 2024 were signed by the chair of the committee. Vote all in favour**
13616	**Assets of Community Value expiration – to be renewed? (No cost to council)** **a. Community Centre Windsor Way** **b. Oakleaf Play area** **c. Gosford allotments** **A discussion took place about the land.** **It was resolved that the clerk would apply again for the Community centre Windsor Way, Oakleaf Play area to be re-registered as assets of community value. But to leave the Gosford allotment and revisit in due course. VOTE All in favour**
13617	**Request from Blue Heart Flood risk management for rain gauge on Cophall allotment and Brightling Meadow (could be placed near to other water measuring borehole. (No cost to council – part of a larger funded project)** A discussion on the location, fencing and potential vandalism of the unit took place. **It was resolved to allow the Blue Heart Flood risk management for rain gauge on Cophall allotment and Brightling Meadow (could be placed near to other water measuring borehole. (No cost to council – part of a larger funded project). VOTE All in favour**

The meeting closed at 10:09am

Signed by ________________________ Chair of Buildings & Land Committee _____________________Dated

UNADOPTED
POLEGATE TOWN COUNCIL

CHRISTMAS LIGHTS COMMITTEE

Minutes of the Christmas Lights Committee meeting held on Friday 2nd August 2024 in the council chambers 49 High Street, Polegate East Sussex BN26 6AL at 10:00am
Present: M Cunningham, J Heward, D Watts (substitution) (3)
Not Present: - Cllrs M Piper, D Dunbar, C Berry, W Alexander (4)
No member of the public present
NB rescheduled meeting from 5/7/24 due to being inquorate.

Minute Number	Resolution
13627	**Opportunity for Public comment for items on the agenda** None
13628	**Apologies for absence** Cllrs M Piper, D Dunbar, C Berry, W Alexander
13629	**Declarations of interest in any items on the agenda** None
13630	**Minutes of the meeting 3rd May 2024** **<u>It was resolved to accept the minutes of the Christmas Lights committee meeting of 3rd May 2024 as an accurate record of the meeting. The minutes were signed by the chair. VOTE All in favour.</u>**
13631	**Motion to have new icicle lights to be connected to the council energy supply / socket and placed along the side/frontage of Hart Reade and the tanning shop (verbal permission granted). Total cost estimated to be around £500 would come within the current budget for Christmas Lights.** **<u>It was resolved to have new icicle lights to be connected to the council energy supply / socket and placed along the side/frontage of Hart Reade and the tanning shop (verbal permission granted). Total cost estimated to be around £500 would come within the current budget for Christmas Lights. The town clerk would now formally write to the shops for written permission and arrange the installation. VOTE All in favour</u>**

The meeting closed at 10:02am

Signed by __________________________ Chair of Christmas Lights Committee ______________________Dated

UNADOPTED
POLEGATE TOWN COUNCIL

Minutes of the Special Full Council meeting held on Monday16th September 2024 10am at Council chambers 49 High Street, Polegate BN26 6AL

<u>**Present:**</u> **Cllrs S Shing, A Wood, D Murray, M Cunningham, M Piper, C Berry (6)**
<u>**Not Present:**</u> - **Cllrs W Alexander, A O'Kane, D Dunbar, J Heward, J Keen, D Watts, D Shing, N Dunbar, W. Heasman-O'Neill (9)**
3 members of public

Minute No.	Subject/Resolution
13618	**Opportunity for public comment for items on the agenda** None
13619	**Apologies for absence** Cllrs W Alexander, A O'Kane, D Dunbar, J Heward, J Keen, D Watts, D Shing, N Dunbar, W Heasman-O'Neill
13620	**Declarations of interest in any items on the agenda** None
13621	**External audit report AGAR and supporting report** The report was read out in that the NEST payment which had been put in late by the payroll company had been included in last years accounts. The close down personnel and internal audit had agreed this was the correct course of action. However, the external auditor had stated it shouldn't have been included. Actions for next year would be to take not of this and not to include on the AGAR. <u>**It was resolved to accept the external audit report and take the appropriate actions. VOTE All in favour.**</u>

The meeting closed at 10:03am

Signed Mayor of Polegate ____________________Date ______________________

UNADOPTED
POLEGATE TOWN COUNCIL

Minutes of the Planning Committee meeting held Monday 16th September 2024 at 10:15am at Council chambers 49 High Street, Polegate BN26 6AL.
Present: Cllrs M Cunningham, C Berry, M Piper (3)
Not Present: Cllrs W Alexander, J Keen, D Watts, D Dunbar, J Heward(5)
3 Members of the Public plus Cllr D Murray

Minute No.	Subject/Resolution
13622	**Opportunity for public comment for items on the agenda** *Standing orders suspended* Two members of the public spoke on the application WD/2023/0260/MEA They objected to the application as a whole as they felt that there was plenty of room for a logistics hub at the industrial site on the Dicker and Lottbridge Drove, which was always advertising for space but many units were empty. They felt that although the site was supposed to provide jobs there was no guarantee of this and as the majority would be delivery drivers these were less likely to be locals. The site backs onto the Cuckoo trail which is supposed to be a wealden asset of high value but this site would be visible form the trail and ruin any walks that were supposed to be within green sites. (the public right of way was also being changed). The road systems cannot cope with the volume of traffic currently in the area. One resident stated that coming out of Bay Tree Lane can take up to 10 minutes to get out onto the main road as traffic is travelling around 50-70MPH. the current Cophall roundabout is already dangerous at busy times. The sites such as along the Dicker would be much more suitable. Wild life and green spaces are needed and yet being built on. *Standing orders reinstated*
13623	**Apologies for absence** Cllrs W Alexander, J Keen, J Heward, D Watts, D Dunbar
13624	**Declarations of interest in any items on the agenda** None
13625	**Planning Applications** **WD/2023/0260/MEA LAND NORTH OF POLEGATE** **OUTLINE PLANNING PERMISSION FOR CLASS B8 DEVELOPMENT WITH ANCILLARY OFFICE SPACE; SERVICING YARDS, VAN AND CAR PARKING AREAS; NEW VEHICULAR ACCESS FROM A22; HIGHWAY ALTERATIONS TO BAY TREE LANE TO PROVIDE VEHICULAR, CYCLE/PEDESTRIAN ACCESS; ALTERATIONS TO EXISTING PUBLIC FOOTPATH; ASSOCIATED INFRASTRUCTURE INCLUDING HIGHWAYS, FOUL AND SURFACE WATER DRAINAGE WORKS, UTILITY SERVICES AND LANDSCAPING, IN ACCORDANCE WITH THE PROVISIONS OF SUBMITTED PARAMETER PLANS.** **Additional information received in relation to transport and highways, ecology and great crested newts, groundwater modelling, economic need, biodiversity net gain, landscape visual impact assessment and flooding sequential test** **the application was discussed in great detail. The committee felt that many issues such as infrastructure were being "swept under the carpet" as the statutory authorities always had to state that they would be able to carry out the mitigation works.**

	There would be a huge impact on the already congested road network. The last mile is expected to be a distribution into areas such as Willingdon and Eastbourne. This would generate a lot more vans travelling towards Eastbourne along the A2270, which has been given the title most congested road in our country. There were concerns over the impact on the A27 and A22 as well as the A2270. It was suggested that if this were to go ahead there should be a signalised entrance onto the A22 to ensure that if there is congestion within 1 mile the vans would not be able to enter the road as happens in other countries and sometimes onto motorways (to preserve the flow of traffic and safety). It was clear that vans would use the A2270 and not the Golden Jubilee Way. There were concerns that endangered species had been found (greater crested newts) and although the reports were by experts this would not be a material consideration and it would be likely because of this that they would be lost. It was suggested that the large buildings should be camouflaged to prevent unsightly structures. It was also suggested that large mature trees be reinstated to provide proper landscaping and help offset the impact of the large buildings. **A councillor mentioned that originally this had been planned to be a comms hub and this would crested jobs but the distribution centre was unlikely to create any jobs and there would be a large number of additional cars added to the route as it was generally too far away for people to walk to work. A second roundabout near to the existing Cophall roundabout would simply not work and cause traffic issues. There were also concerns over the bus lane proposed as this was to reduce the length of time that the buses would be travelling, but this development was likely to increase that. The land was considered to be natural and should stay that way. A councillor mentioned that despite promises from other developers it was unlikely that ay of the "promises" would be kept as with the medical centre on the A2270. Local people would be unlikely to benefit from this, but have a number of detrimental impacts. A councillor commented on what would happen when the roads were severely congested and would drivers sat navs direct them down Bay Tree Lane, which is narrow and wholly unsuitable for any large number of vehicles and the surface is already of poor quality. A left turn into Bay Tree Lane should be prohibited for any vehicles from the hub. A councillor asked that the district council were reminded that the developments at Hindsland and Mornings Mill Farm had still not been completed and the congestion and extra traffic was likely to increase congestion even further. The Mornings Mill development has 8600m2 of commercial space. If this was for example a call centre, there could be 800-900 extra cars on top of the housing car numbers, medical centre numbers and the new school. Traffic movements should also be restricted to a maximum number per hour or per day. The A2270 was already polluted and with the extra housing and potentially number of traffic movements from this application plus the loss of green spaces illnesses such as asthma were likely to increase.** **The cuckoo trail was already becoming less of a walk through green space and more of a walk through housing developments and industrial areas. It was more of a cycle route for people travelling by bike from Polegate to Hailsham and back.** **It was resolved to submit the above objections and comments in objection to the application (reconsultation)** **<u>It was agreed to submit the above objections and comments on the above application.</u>** **<u>VOTE All in favour</u>**
13626	**Any other plans received prior to meeting (post agenda)- notified to public.** **<u>None</u>**

Meeting closed at 10:40am

Signed Chair of Planning Committee ____________________Date ______________________

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SUMMARY FOR POLEGATE TOWN COUNCIL

[redacted]

Statement date:	20 June 2024
Page number:	1 of 3
Monthly spend limit:	[redacted]

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel:	0800 008 008
Outside UK:	+44 1604 269452
Fax:	0300 020 0184
Online:	www.barclaycard.co.uk/commercial

Date of previous statement:	20 May 2024
Previous balance:	£497.80
Payment received:	£497.80 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£483.99
New balance:	**£483.99**
Payment due by:	**27 June 2024**

1/2

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3****537, at branch 20 -**- 91 will be debited with the amount of the new balance on or immediately after 27 June 2024."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.

The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	497.80
28 May 2024	DIRECT DEBIT PAYMENT THANK YOU	497.80 CR
Total of payment, charges and adjustments		**£0.00**

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
[redacted]	[redacted]		471.00
			12.99
Total cardholder expenditure			**£483.99**
New balance			**£483.99**

000794 BBA1986A Page 1 of 2

NET	VAT	GROSS
392.50	78.50	471.00
10.82	2.17	12.99
403.32	80.67	483.99

[redacted]

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STATEMENT FOR J OGNJANOVIC

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date: 20 June 2024
Page number: 2 of 3
Monthly spend limit: [redacted]

Date	Description	Amount
15 Jun 2024 170655184224	SLCC ENTERPRISES LTD TAUNTON GBR membership SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	471.00
1 new purchases / cash advances. Total of spending.		£471.00

2/2

[redacted]

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STATEMENT FOR J P WEBBER

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel:	0800 008 008
Outside UK:	+44 1604 269452
Fax:	0300 020 0184
Online:	www.barclaycard.co.uk/commercial

Company reference:	[redacted]
Card number:	[redacted]
Statement date:	20 June 2024
Page number:	3 of 3
Monthly spend limit:	[redacted]

Date	Description	Amount
	…BOURNE GBR UNITED KINGDOM …ERVICE	12.99
	…l of spending.	£12.99

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SUMMARY FOR POLEGATE TOWN COUNCIL

[redacted]

Statement date:	20 July 2024
Page number:	1 of 3

[redacted]

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel:	0800 008 008
Outside UK:	+44 1604 269452
Fax:	0300 020 0184
Online:	www.barclaycard.co.uk/commercial

Date of previous statement:	20 June 2024
Previous balance:	£483.99
Payment received:	£483.99 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£378.08
New balance:	**£378.08**
Payment due by:	**29 July 2024**

1/2

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3****537, at branch 20 -**- 91 will be debited with the amount of the new balance on or immediately after 29 July 2024."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.
The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	483.99
27 Jun 2024	DIRECT DEBIT PAYMENT THANK YOU	483.99 CR
Total of payment, charges and adjustments		**£0.00**

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
[redacted]		1,000	325.00
		250	53.08
Total cardholder expenditure			**£378.08**
New balance			**£378.08**

NET	VAT	GROSS
		270.00
45.83	9.17	55.00
		18.61
22.90	4.58	27.48
5.83	1.16	6.99
363.17	14.91	378.08

[redacted]

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STATEMENT FOR J OGNJANOVIC

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date: 20 July 2024

Monthly spend limit: [redacted]

2/2

Date	Description	Amount
3 Jul 2024 040712301994	Canva* 04201-35779008 Sydney AUS COMMERCIAL PHOTOGRAPHY, ART, AND GRAPHICS	270.00
17 Jul 2024 180785383904	SP RBL POPPY APPEAL LONDON ENG CHARITABLE AND SOCIAL SERVICE ORGANIZATIONS	55.00
2 new purchases / cash advances. Total of spending.		£325.00

006541 BBA2144A Page 2 of 2

[redacted]

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STATEMENT FOR J P WEBBER

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date: 20 July 2024

Monthly spend limit: [redacted]

Date	Description	Amount
25 Jun 2024 270685481474	RS COMPONENTS 08457 201201 ELECTRICAL PARTS AND EQUIPMENT	18.61
9 Jul 2024 100755184224	BONDRITE ADHESIVES LTD LOUGHBOROUGH GBR CHEMICALS AND ALLIED PRODUCTS NOT ELSEWH	27.48
11 Jul 2024 120715122624	TOOLSTATION UK NORTHAMPTON ENG HARDWARE STORES	6.99
3 new purchases / cash advances. Total of spending.		£53.08

[redacted]

Your invoice

Thank you for your purchase! Your invoice details are below.

INVOICE
04201-35779008

DATE OF ISSUE
Jul 3, 2024

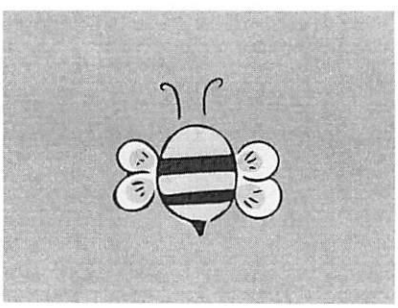
BRAND ID
Polegate Admin's team

BILLED TO
Card (MasterCard - [redacted]

Details

ITEM	AMOUNT
Subscription charges	£270.00
Charged:	**£270.00**

View details   View all invoices



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BILLING	AMOUNT
Today (1 member)	£0.00
After 30 day trial (1 member)	£270.00
Total due on July 3, 2024	**£270.00**

Your subscription settings

You're receiving this email because you have a Canva account. This email is not a marketing or promotional email. That is why this email does not contain an unsubscribe link. You will receive this email even if you have unsubscribed from Canva's marketing emails.

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ABN 80 158 929 938 | Privacy Policy

Barclaycard
2 wreaths one for Stephen 11/8/24
one for Dan Nov 11th -

Jo Tricker | Town Clerk

From:	RBL Poppy Appeal <paorderingportal@britishlegion.org.uk>
Sent:	17 July 2024 09:59
To:	Jo Tricker | Town Clerk
Subject:	Order 31279271 confirmed

Delivery Tuesday 23rd July.

ORDER 31279271

Thank you for your order!

We will get your order ready for shipping according to your requested delivery date of 23/07/2024. We will send you another email once your order is ready to be shipped.

Royal British Legion Trading Ltd

VAT no: 240800405

Phone: 0345 845 1945

Registered office address:

199 Borough High Street

London SE1 1AA

England

United Kingdom

Billing Address

J Ognjanovic

49 High Street

Polegate BN26 6AL

United Kingdom

Shipping Address

Jo Tricker

49 High Street

Polegate BN26 6AL

United Kingdom

Order	Order Date	Order Total
31279271	2024-July-17	£55.00

SKU	Product	Quantity	Rate	Total

MUDIGP00051	Polegate Town Council Badge with C Wreath	2	£27.50	£55.00

Subtotal	GBP	£55.00
GB VAT 20% (included)	GBP	£9.17
Standard Delivery	GBP	£0.00
Total	**GBP**	£55.00

Please do not respond to this e-mail as this mailbox is not monitored. If you have any questions regarding this order or the status of your delivery, please contact supportercare@britishlegion.org.uk

Lisa Sargent | Finance Officer

From: Jason Webber | Maintenance Officer
Sent: 26 June 2024 15:44
To: Lisa Sargent | Finance Officer
Subject: Fw: Your latest documents from RS Components 17747204
Attachments: 2215269955.pdf

From: CollectionsUK@rs-components.com <CollectionsUK@rs-components.com>
Sent: 26 June 2024 12:57
To: Jason Webber | Maintenance Officer <maintenance@polegatetowncouncil.gov.uk>
Subject: Your latest documents from RS Components 17747204

Helping you get your job done.
You've received this email as a customer of rswww.com

Dear Customer,

Please find attached your latest document(s) from RS.

Account Number	Document Date	Document Number	Document Total	Document Type
17747204	25.06.2024	2215269955	£18.61	Invoice

For all account queries please contact RS Accounts Receivable.

Tel: 01536 444414
Email: CollectionsUK@rs-components.com

If you have any technical problems retrieving your documents, please contact us on the following:

Email: rpdf.billing@rs-components.com

Kind regards,

RS Accounts Receivable

This service is provided by SPS UK&I Ltd on behalf of RS Components.

SPS

Helping you get your job done.

RS Components Ltd, Birchington Road, Weldon, Corby, Northants, NN17 9RS, UK.
Registered No. 1002091. http://rswww.com. RS Online Help: 01536 444222.

Customer returns information

We are sorry that our products did not meet your needs.
We want to make returning these as easy as possible for you, so you can do this in a few easy steps.

1. Go to **www.uk.rs-online.com/returns** and log into your account.
2. Select the order, choose the items you would like to return and select a reason code to let us know why you would like to return them.
3. We will then give you your **Returns Number**.
4. We will email you within 1 working day with confirmation of how to ship the products back to us.

It's that easy.

You can also print a return label whilst on our website or you can use the label we have provided here. Remember to put your **Returns Number** on the label so we can process your request as soon as we receive your parcel back.

Statement of Conformity: The products detailed here comply with the specifications published by RS Components and have been processed under conditions that satisfy the requirements of the ISO 9001:2015 management standard. In addition, all relevant semiconductor devices have been handled and packed under conditions that meet the administrative and technical requirements of ANSI/ESD S20.20 and EN61340-5-1 electrostatics management standards.

For further information on our certificates please refer to our website **www.uk.rs-online.com**, About us, Our Certifications

Pete Malpas

Managing Director, RS Northern Europe

RS Components Ltd
Customer Returns Department
Birchington Road
Corby
Northants
NN17 9RS

My Returns Number: ....

Please refer to the Returns Policy on our website as unfortunately there are a few products that we cannot accept return of.

May we ask you to ensure that all returns are securely packaged and labelled with your Returns Number.

Thank you for your order. Your order is accepted subject to our Terms and Conditions which are available on our website at **www.uk.rs-online.com**

03457 201201
uk.rs-online.com

Delivery Note

Polegate Town Council
Polegate Town Council
49 High Street
Polegate
BN26 6AL

Delivery No:	1236819930
Ship To / Account No:	17747204
RS Order Ref:	197349009
Your Order Ref:	Noticeboard keys
Ordered By:	Mr. JASON WEBBER
Order Date:	25.06.2024
Despatch Date:	25.06.2024
Page:	1 of 1
Parcel:	1 of 1

Item	RS Stock Number	Description	Quantity	Sales Unit
10	3222405	KEY HS export code 83017000 C of O France HS import code 8301700000 MPN: F8083 *** STANDARD SERVICE ***	4	EA

RS Components Ltd
Registered Office: Birchington Road, Weldon, Corby, Northamptonshire NN17 9RS
Registered No. 1002091. VAT Registration No. GB 243 1640 91.

In the event you are not fully satisfied with any products we have provided, please see details of how to make a return on the reverse of this page.

Payment method:	Credit Card via Opayo
Total:	£27.48 (includes £4.58 VAT)

Billing address

JASON WEBBER
Polegate Town Council
49 High Street
Polegate
East Sussex
BN26 6AL
07712527399
maintenance@polegatetowncouncil.gov.uk

Shipping address

JASON WEBBER
Polegate Town Council
49 High Street
Polegate
East Sussex
BN26 6AL

Thanks for using bondrite.co.uk!

Lisa Sargent | Finance Officer

From:	Jason Webber | Maintenance Officer
Sent:	09 July 2024 13:07
To:	Lisa Sargent | Finance Officer
Subject:	Fw: Your Bondrite Adhesives order has been received!

From: Bondrite Adhesives <sales@bondrite.co.uk>
Sent: 09 July 2024 13:04
To: Jason Webber | Maintenance Officer <maintenance@polegatetowncouncil.gov.uk>
Subject: Your Bondrite Adhesives order has been received!

Thank you for your order

Hi JASON,

Just to let you know — we've received your order #2526, and it is now being processed:

[Order #2526] (9 July 2024)

Product	Quantity	Price
Acrylic Adhesive WC102 - 500ml • **Sizes:** 500ml	1	£24.48
Subtotal:		£24.48
Shipping:		£3.00 (incl. VAT) via United Kingdom

Invoice

Order No:	XWW705426093
Placed on:	2024-07-11 10.11.07
Completed on:	2024-07-11 10.26.14
Total value:	6 99
Operator:	Website
Payment type:	Credit Card

Code	Name	Qty	Price	Totals	VAT Band
Items for collection - XWW705426093					
56231	Big Boy Metal Filter	1	6 99	6 99	5
00006	Customer Collection	1	0 00	0.00	5

VAT Analysis

Band	Rate	Net	VAT	Total
5	20%	£5 83	£1 16	£6.99
		£5.83	**£1.17**	**£6.99**

Company Information

Toolstation Ltd
www.toolstation.com
0808 100 7-2-11 or 0330 333 3303 (mobile friendly)

Toolstation
Express Park
Bridgwater
Somerset
TA6 4RN
United Kingdom

Registered in England: 4372131, Toolstation Ltd Lodge Way House, Lodge Way, Harlestone Road, Northampton, NN5 7UG

VAT Number: 408 5567 37

barclaycard commercial

barclaycard

SUMMARY FOR POLEGATE TOWN COUNCIL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference:	[redacted]
Statement date:	20 August 2024
Page number:	1 of 3
Monthly spend limit:	[redacted]

Date of previous statement:	20 July 2024
Previous balance:	£378.08
Payment received:	£378.08 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£273.35
New balance:	**£273.35**
Payment due by:	**27 August 2024**

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3****537, at branch 20 -**- 91 will be debited with the amount of the new balance on or immediately after 27 August 2024."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.
The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	378.08
29 Jul 2024	DIRECT DEBIT PAYMENT THANK YOU	378.08 CR
Total of payment, charges and adjustments		**£0.00**

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
[redacted]	[redacted]		252.85
			20.50
Total cardholder expenditure			**£273.35**
New balance			**£273.35**

NET	VAT	GROSS	
10.12	2.02	12.14	
~~17z~~		174.50	
		20.00	MORRISONS
19.24	3.86	23.10	AMAZON
11.38	2.28	13.66	
7.87	1.57	9.44	
17.08	3.42	20.50	WICKES.
240.20	13.15	–	

[redacted]

barclaycard commercial

barclaycard

STATEMENT FOR J OGNJANOVIC

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date: 20 August 2024

Monthly spend limit: [redacted]

Date	Description	Amount
5 Aug 2024 060855184224	SLCC ENTERPRISES LTD TAUNTON GBR SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	186.65
7 Aug 2024 080885481474	MY.MORRISONS.COM 08456116111 GROCERY STORES, SUPERMARKETS	20.00
7 Aug 2024 080852718714	AMZNMktplace*G484R1D95 amazon.co.uk GBR MISCELLANEOUS AND RETAIL STORES	23.10
7 Aug 2024 080852718714	AMZNMktplace*5A8V65JU5 amazon.co.uk GBR MISCELLANEOUS AND RETAIL STORES	13.66
18 Aug 2024 190885383904	AMAZON* O907M8DX5 LONDON LND MISCELLANEOUS GENERAL MERCHANDISE STORES DIARY A4	9.44
5 new purchases / cash advances. Total of spending.		£252.85

[redacted]

barclaycard commercial

barclaycard

STATEMENT FOR J P WEBBER

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date: 20 August 2024

Monthly spend limit: [redacted]

Date	Description	Amount
25 Jul 2024 260785481474	WICKES HAILSHAM HAILSHAM UNITED KINGDOM LUMBER AND BUILDING MATERIALS STORES	20.50
1 new purchases / cash advances. Total of spending.		£20.50

[redacted]

BARCLAYS

28 June 2024

THE OFFICIALS
POLEGATE TOWN COUNCIL
COUNCIL OFFICE
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

2/7

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 28 June 2024

Business Current Accounts	
Business Current Account Statement	£50,000.00
[redacted]	
Business Savings Accounts	
Business Premium Account	£631,747.12
[redacted]	
Business Premium Account	£130,479.86
[redacted]	

This is the end of your account summary.

01575 00002 F1VI415A 2 of 7

Polegate Town Council

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 1 - Current/Business Premium

~~Bank Statement Account Name (s)~~	Statement Date	Page	Balances
Current Account	30/06/2024		50,000.00
Business Premium Account	30/06/2024		631,747.13
			681,747.13

Unpresented Payments (Minus)			Amount	
06/06/2024	BX113518	Council HR & Governance Suppor	1,500.00	
				1,500.00
				680,247.13

Unpresented Receipts (Plus)		
	0.00	
		0.00
		680,247.13

Balance per Cash Book is :- **680,247.13**

Difference is :- **0.00**

Signatory 1:
Name .... Signed .... Date ....

Signatory 2:
Name .... Signed .... Date ....

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page	Balances
Tracker Account	30/06/2024		130,479.86
			130,479.86

Unpresented Payments (Minus)	**Amount**	
	0.00	
		0.00
		130,479.86

Unpresented Receipts (Plus)		
	0.00	
		0.00
		130,479.86
	Balance per Cash Book is :-	**130,479.86**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page	Balances
Petty Cash Account	30/06/2024		200.00
			200.00

Unpresented Payments (Minus)		Amount	
		0.00	
			0.00
			200.00

Unpresented Receipts (Plus)			
		0.00	
			0.00
			200.00
		Balance per Cash Book is :-	**200.00**
		Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Polegate Town Council

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page	Balances
Salaries Control	30/06/2024		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00

Balance per Cash Book is :- 0.00

Difference is :- 0.00

Signatory 1:
Name .... Signed .... Date ....

Signatory 2:
Name .... Signed .... Date ....

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page	Balances
HSBC deposit Account	30/06/2024		87,384.88
			87,384.88
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			87,384.88
Unpresented Receipts (Plus)			
		0.00	
			0.00
			87,384.88
		Balance per Cash Book is :-	**87,384.88**
		Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 30/06/2024
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page	Balances
Natwest Reserve Account	30/06/2024		86,934.52
			86,934.52

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		86,934.52

Unpresented Receipts (Plus)		
	0.00	
		0.00
		86,934.52
	Balance per Cash Book is :-	**86,934.52**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Polegate Town Council

Detailed Income & Expenditure by Budget Heading 30/06/2024

Month No: 3

Cost Centre Report

		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Administration								
1009	Bank Loyalty Discount	12	36	170	134			21.2%	
1060	Miscellaneous Income	0	6,538	0	(6,538)			0.0%	6,538
	Administration :- Income	**12**	**6,574**	**170**	**(6,404)**			**3867.3%**	**6,538**
4010	Internal Auditor	0	(276)	500	776		776	(55.3%)	
4030	Postage	0	0	300	300		300	0.0%	
4031	Stationery	143	337	1,500	1,163		1,163	22.5%	
4032	Photocopier copy charges	186	186	1,500	1,314		1,314	12.4%	
4035	Computer consumables	0	35	300	265		265	11.7%	
4036	Office IT equip't inc antiviru	25	74	700	626		626	10.6%	
4037	Website	14	42	350	308		308	12.0%	
4039	Legal fees	0	535	5,000	4,465		4,465	10.7%	
4040	Audit Fees (external audit)	0	0	1,600	1,600		1,600	0.0%	
4043	Insurance Premiums	0	6,300	6,000	(300)		(300)	105.0%	
4044	Insurance Tree Survey	655	655	1,000	345		345	65.5%	
4045	Subscriptions	393	2,888	3,600	712		712	80.2%	
4046	Publications	0	0	300	300		300	0.0%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	0	1,500	1,500		1,500	0.0%	
4050	Town Council Elections	0	5,711	4,000	(1,711)		(1,711)	142.8%	5,711
4053	Refreshments	0	0	250	250		250	0.0%	
4056	Bank/Barclaycard charges	49	147	1,000	854		854	14.7%	
4059	First Aid	0	0	150	150		150	0.0%	
4062	Newsletter Production	200	200	500	300		300	40.0%	555
4063	Hire of Halls	0	32	300	268		268	10.8%	
4069	Office telephones	72	213	1,000	787		787	21.3%	
4070	Broadband/Internet	34	103	500	397		397	20.7%	
4071	IT Services incl backups	508	993	3,500	2,507		2,507	28.4%	
4072	IT costs office 365	193	557	2,200	1,643		1,643	25.3%	
4073	IT reserve for new machines	0	150	700	550	696	(146)	120.9%	
8060	Misc Resolved Gen Reserves & c	0	1,500	0	(1,500)		(1,500)	0.0%	
	Administration :- Indirect Expenditure	**2,471**	**20,382**	**38,400**	**18,018**	**696**	**17,322**	**54.9%**	**6,266**
	Net Income over Expenditure	**(2,459)**	**(13,808)**	**(38,230)**	**(24,422)**				
6000	plus Transfer from EMR	0	6,266						
6001	less Transfer to EMR	0	6,538						
	Movement to/(from) Gen Reserve	**(2,459)**	**(14,080)**						

Continued over page

Detailed Income & Expenditure by Budget Heading 30/06/2024

Month No: 3

Cost Centre Report

		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103	Town Councillors								
4090	Councillors' allowances	0	(936)	7,300	8,236		8,236	(12.8%)	
4091	Councillors' expenses	0	19	600	581		581	3.2%	
4092	Councillors' training	0	95	1,000	905		905	9.5%	
4093	Mayor's allowance Civic Duties	0	663	2,000	1,337		1,337	33.1%	624
4097	Civic Event	0	0	1,000	1,000		1,000	0.0%	
	Town Councillors :- Indirect Expenditure	**0**	**(159)**	**11,900**	**12,059**	**0**	**12,059**	**(1.3%)**	**624**
	Net Expenditure	**0**	**159**	**(11,900)**	**(12,059)**				
6000	plus Transfer from EMR	0	624						
	Movement to/(from) Gen Reserve	**0**	**782**						
104	General Administration								
1010	Investment Income	3,189	3,692	3,500	(192)			105.5%	
1076	Precept	0	226,448	445,227	218,779			50.9%	
	General Administration :- Income	**3,189**	**230,140**	**448,727**	**218,587**			**51.3%**	**0**
4100	Grants to other Organisations	0	0	1,000	1,000		1,000	0.0%	
4103	Public Info event(s)	0	0	1,000	1,000		1,000	0.0%	
4104	Events	0	150	1,500	1,350		1,350	10.0%	
4105	Finance Software	0	1,143	1,800	657		657	63.5%	
	General Administration :- Indirect Expenditure	**0**	**1,293**	**5,300**	**4,007**	**0**	**4,007**	**24.4%**	**0**
	Net Income over Expenditure	**3,189**	**228,848**	**443,427**	**214,579**				
201	Council Offices								
1060	Miscellaneous Income	176	176	0	(176)			0.0%	
	Council Offices :- Income	**176**	**176**	**0**	**(176)**				**0**
4004	Cleaning contract ex staff	200	300	1,500	1,200		1,200	20.0%	
4130	Council Tax	749	2,242	9,000	6,758		6,758	24.9%	
4131	Electricity	204	1,662	4,000	2,338		2,338	41.6%	
4132	Water charges	41	190	400	210		210	47.4%	
4133	Sewerage	0	55	550	495		495	10.1%	
4136	Photocopier - lease	0	0	1,500	1,500		1,500	0.0%	
4139	Window Cleaning	50	75	360	285		285	20.8%	
4140	Alarm Maintenance	0	50	500	450		450	10.0%	
4141	Fire Precautions	0	0	440	440		440	0.0%	
4142	Other Maintenance	0	0	1,000	1,000		1,000	0.0%	
4146	Other Office Equipment	0	73	1,400	1,327		1,327	5.2%	

Continued over page

		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4154	Housekeeping San bins 49 & gar	0	0	380	380		380	0.0%	
4155	Refuse Collecting	91	167	1,300	1,133		1,133	12.8%	
4162	PWLB - Capital	2,564	2,564	5,202	2,638		2,638	49.3%	
4163	PWLB- Interest	222	222	375	153		153	59.3%	
	Council Offices :- Indirect Expenditure	**4,123**	**7,601**	**27,907**	**20,306**	**0**	**20,306**	**27.2%**	**0**
	Net Income over Expenditure	**(3,947)**	**(7,425)**	**(27,907)**	**(20,482)**				
202	51 High Street								
4170	51 High Street - expenditure	0	0	800	800		800	0.0%	
	51 High Street :- Indirect Expenditure	**0**	**0**	**800**	**800**	**0**	**800**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(800)**	**(800)**				
203	The Pavilion								
1030	Rental Income-Pavilion	0	1,200	1,200	0			100.0%	
	The Pavilion :- Income	**0**	**1,200**	**1,200**	**0**			**100.0%**	**0**
	Net Income	**0**	**1,200**	**1,200**	**0**				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	0	33,950	33,950	0		0	100.0%	
	Wannock Office :- Indirect Expenditure	**0**	**33,950**	**33,950**	**0**	**0**	**0**	**100.0%**	**0**
	Net Expenditure	**0**	**(33,950)**	**(33,950)**	**0**				
205	High Street Toilets								
1035	High St Toilets Community Sche	0	338	1,234	896			27.4%	
	High Street Toilets :- Income	**0**	**338**	**1,234**	**896**			**27.4%**	**0**
4500	Toilets High St - Cleaning	683	48	11,500	11,452		11,452	0.4%	
4501	Toilets High St - Maintenance	0	2,000	2,000	0		0	100.0%	
4504	Toilets High St - Other	0	0	450	450		450	0.0%	
4506	Toilets High St - Vandalism	0	0	350	350		350	0.0%	
	High Street Toilets :- Indirect Expenditure	**683**	**2,048**	**14,300**	**12,252**	**0**	**12,252**	**14.3%**	**0**
	Net Income over Expenditure	**(683)**	**(1,710)**	**(13,066)**	**(11,356)**				
301	Town Centre and Community Safe								
1060	Miscellaneous Income	0	519	0	(519)			0.0%	519
	Town Centre and Community Safe :- Income	**0**	**519**	**0**	**(519)**				**519**

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		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4201	CCTV costs	0	0	5,500	5,500	3,449	2,051	62.7%	
4202	Defibrillators	0	0	1,500	1,500		1,500	0.0%	
4203	Defib replace savings	0	0	2,000	2,000		2,000	0.0%	
	Town Centre and Community Safe :- Indirect Expenditure	**0**	**0**	**9,000**	**9,000**	**3,449**	**5,551**	**38.3%**	**0**
	Net Income over Expenditure	**0**	**519**	**(9,000)**	**(9,519)**				
6001	less Transfer to EMR	0	519						
	Movement to/(from) Gen Reserve	**0**	**0**						
302	Recreation Grounds								
1020	Hire Fees-Recreation Ground	0	(1,200)	0	1,200			0.0%	
1022	Brightling Road lease	0	(120)	120	240			(100.0%)	
	Recreation Grounds :- Income	**0**	**(1,320)**	**120**	**1,440**			**(1100.0%**	**0**
4220	General Maintenance	618	9,201	13,000	3,799	8,579	(4,780)	136.8%	7,800
4223	Grounds Maintenance	1,006	1,006	4,500	3,494		3,494	22.4%	
4230	Skate Park	0	0	3,000	3,000	329	2,671	11.0%	
4238	Litter Bins	246	1,785	7,300	5,515		5,515	24.5%	
4239	Speed Indicator Device	0	6,030	0	(6,030)	1,100	(7,130)	0.0%	6,030
4240	Oakleaf Lease Charges	0	170	170	0		0	100.0%	
4241	Dog Bins	0	0	2,860	2,860		2,860	0.0%	
4242	Playground Equipment	302	302	2,000	1,698		1,698	15.1%	
4243	Safety Inspections	90	486	1,500	1,014	450	564	62.4%	
8060	Misc Resolved Gen Reserves & c	1,012	61,659	0	(61,659)	4,011	(65,671)	0.0%	59,635
	Recreation Grounds :- Indirect Expenditure	**3,275**	**80,640**	**34,330**	**(46,310)**	**14,469**	**(60,780)**	**277.0%**	**73,465**
	Net Income over Expenditure	**(3,275)**	**(81,960)**	**(34,210)**	**47,750**				
6000	plus Transfer from EMR	0	73,465						
	Movement to/(from) Gen Reserve	**(3,275)**	**(8,495)**						
303	Highways								
1051	Urban Grasscutting Income	0	4,048	4,048	0			100.0%	
	Highways :- Income	**0**	**4,048**	**4,048**	**0**			**100.0%**	**0**
4256	Urban grasscutting	1,795	5,384	27,500	22,116		22,116	19.6%	
4258	Flower Beds	3,225	3,225	7,500	4,275		4,275	43.0%	
4259	Council Gardens - office	65	65	1,000	935		935	6.5%	
4263	Bulb Planting	0	0	1,000	1,000		1,000	0.0%	
4264	SID/VAS maintenance moving	0	0	1,100	1,100		1,100	0.0%	
	Highways :- Indirect Expenditure	**5,085**	**8,674**	**38,100**	**29,426**	**0**	**29,426**	**22.8%**	**0**
	Net Income over Expenditure	**(5,085)**	**(4,626)**	**(34,052)**	**(29,426)**				

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		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
304	Allotments								
1070	Allotment Fees	23	23	2,500	2,477			0.9%	
1072	Gosford Way Allotments	13	13	175	163			7.1%	
1073	Allotment Deposit Retained	50	50	0	(50)			0.0%	50
	Allotments :- Income	**86**	**86**	**2,675**	**2,589**			**3.2%**	**50**
4270	Allotments - maintenance	0	0	700	700		700	0.0%	
4271	Allotments - improvements	0	0	700	700		700	0.0%	
4272	Allotments - water	95	181	1,000	819		819	18.1%	
4273	Allotment - rent of land Gosfo	0	180	175	(5)		(5)	102.9%	
4274	Allotment Grounds maintenance	0	0	700	700		700	0.0%	
8060	Misc Resolved Gen Reserves & c	0	1,364	0	(1,364)		(1,364)	0.0%	
	Allotments :- Indirect Expenditure	**95**	**1,726**	**3,275**	**1,549**	**0**	**1,549**	**52.7%**	**0**
	Net Income over Expenditure	**(10)**	**(1,640)**	**(600)**	**1,040**				
6001	less Transfer to EMR	50	50						
	Movement to/(from) Gen Reserve	**(60)**	**(1,690)**						
305	Street Lighting								
1060	Miscellaneous Income	0	1,670	0	(1,670)			0.0%	
	Street Lighting :- Income	**0**	**1,670**	**0**	**(1,670)**				**0**
4280	Street Light - energy	0	(28,300)	9,600	37,900		37,900	(294.8%)	
4281	Street Light - Maint contract	0	5,163	10,400	5,237		5,237	49.6%	
4282	St Light - works/impro/maint	0	4,119	9,000	4,882		4,882	45.8%	
4286	Christmas decorations	0	0	14,000	14,000		14,000	0.0%	
	Street Lighting :- Indirect Expenditure	**0**	**(19,018)**	**43,000**	**62,018**	**0**	**62,018**	**(44.2%)**	**0**
	Net Income over Expenditure	**0**	**20,688**	**(43,000)**	**(63,688)**				
306	Prize and Prize Giving								
4096	Remembrance Wreath	0	0	60	60		60	0.0%	
	Prize and Prize Giving :- Indirect Expenditure	**0**	**0**	**60**	**60**	**0**	**60**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(60)**	**(60)**				
307	The Polegate Partnership								
1040	SponsorFlower Beds Hailsham Rd	0	0	1,000	1,000			0.0%	
	The Polegate Partnership :- Income	**0**	**0**	**1,000**	**1,000**			**0.0%**	**0**
4306	Replace Hailsham Rd Beds	0	0	450	450		450	0.0%	

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		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4307	Hailsham Flowers Maintenance	48	(411)	550	961		961	(74.7%)	
	The Polegate Partnership :- Indirect Expenditure	**48**	**(411)**	**1,000**	**1,411**	**0**	**1,411**	**(41.1%)**	**0**
	Net Income over Expenditure	**(48)**	**411**	**0**	**(411)**				
401	The Planning Committee								
4320	Planning Committee - Halls	0	0	250	250		250	0.0%	
	The Planning Committee :- Indirect Expenditure	**0**	**0**	**250**	**250**	**0**	**250**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(250)**	**(250)**				
701	The Retired								
7001	The Retired	0	0	1,000	1,000		1,000	0.0%	
	The Retired :- Indirect Expenditure	**0**	**0**	**1,000**	**1,000**	**0**	**1,000**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(1,000)**	**(1,000)**				
	Grand Totals:- Income	**3,462**	**243,432**	**459,174**	**215,742**			**53.0%**	
	Expenditure	**15,779**	**136,725**	**262,572**	**125,847**	**18,615**	**107,232**	**59.2%**	
	Net Income over Expenditure	**(12,316)**	**106,706**	**196,602**	**89,896**				
	plus Transfer from EMR	**0**	**80,355**						
	less Transfer to EMR	**50**	**7,108**						
	Movement to/(from) Gen Reserve	**(12,366)**	**179,953**						

Current/Business Premium

Payments made between 01/06/2024 and 30/06/2024

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
						Nominal Ledger Analysis			
03/06/2024	Business Stream	DIRECT DEB	41.07			4132	201	41.07	Water Supply 49/51 High St
03/06/2024	Business Stream	DIRECT DEB	95.41			4272	304	95.41	Water supply Cophall Allotment
04/06/2024	Barclays Bank	DIRECT DEB	49.00			4056	102	49.00	Bank Charges
06/06/2024	SME IT Solutions Ltd	BX099921	700.82	700.82		500			IT Office Costs
06/06/2024	SME IT Solutions Ltd	BX103795	186.38	186.38		500			Adobe Acrobat Standard
06/06/2024	Europlants Ltd	BX103896	1,160.98	1,160.98		500			Maint of Plant Displays
06/06/2024	SME IT Solutions Ltd	BX105400	128.10	128.10		500			IT Telephone Costs
06/06/2024	Europlants Ltd	BX106415	2,709.23	2,709.23		500			Seasonal Display
06/06/2024	Europlants Ltd	BX106736	57.58	57.58		500			Hailsham Beds maintenance
06/06/2024	Council HR & Governance Suppor	BX113518	1,500.00	1,500.00		500			Annual Subs for HR support
06/06/2024	Echo Cleaning	BX114113	30.00	30.00		500			Window Cleaning - May 24
06/06/2024	Echo Cleaning	BX114137	120.00	120.00		500			Office Cleaning - May
06/06/2024	IDVerde	BX114833	1,214.40	1,214.40		500			Playground Inspections
06/06/2024	Mulberry Local Aurhority Servi	BX115903	1,128.00	1,128.00		500			Provision of Locum Support
06/06/2024	VIKING Office Depot Internatio	BX115978	171.04	171.04		500			Stationery
06/06/2024	Withers DIY	BX116119	61.11	61.11		500			Misc items
06/06/2024	Denma Cleaning Services Ltd	BX116330	819.00	819.00		500			Cleaning Services
06/06/2024	Kent County Council KCS	BX116959	222.84	222.84		500			Printer Rental
06/06/2024	Mr Hadleigh Thomas	BX121322	200.00	200.00		500			Delivery of Newsletter
06/06/2024	PJC Consultancy Ltd	BX121366	1,248.00	1,248.00		500			Arboricultural Survey
06/06/2024	AFC Langney	BX122553	100.00	100.00		500			Deposit Refund
06/06/2024	Ms Jacqui Halls	BX122945	50.00	50.00		500			Deposit Returned
06/06/2024	Eastbourne Electrical LLP	BX911426	305.10	305.10		500			PAT Testing
06/06/2024	EDF Energy	DIRECT DEB	183.15		8.72	4131	201	174.43	Electric 49 High St
10/06/2024	[redacted]	[redacted]	[redacted]			4011	101	[redacted]	
12/06/2024	Inland revenue	BX767180	3,228.80			4000	101	1,364.04	Tax and NI Payment
						4002	101	132.19	Tax and NI Payment
						4003	101	217.47	Tax and NI Payment
						4022	101	56.53	Tax and NI Payment
						4011	101	450.15	Tax and NI Payment
						4007	101	1,008.42	Tax and NI Payment
	Subtotal Carried Forward:		15,710.02	12,112.58	8.72			3,588.72	

Polegate Town Council

Cashbook 1

Current/Business Premium

Payments made between 01/06/2024 and 30/06/2024

						Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
12/06/2024	Nest Pension Scheme	DIRECT DEB	796.13			4000	101	222.17	Nest Pension
						4002	101	60.82	Nest Pension
						4003	101	43.06	Nest Pension
						4022	101	37.23	Nest Pension
						4011	101	91.66	Nest Pension
						4008	101	341.19	Nest Pension
13/06/2024	EDF Energy	DIRECT DEB	31.51		1.50	4131	201	30.01	Electric 51 High St
15/06/2024	Staff Salaries Cash Book	June Sal	8,581.24			202		8,581.24	June Salaries
15/06/2024	Wealden District Council	NNDR	749.00			4130	201	749.00	Payment of NNDR
20/06/2024	Public works Loan Board	DIRECT DEB	2,786.60			4162	201	2,564.11	Loan Repayment
						4163	201	222.49	Loan Repayment- Interest
24/06/2024	Europlants Ltd	BX787416	78.00	78.00		500			Supply & Planting 1 Ilex Grena
24/06/2024	Countrymans Contractors ltd	BX788080	2,153.53	2,153.53		500			Cut 3 & Cut 4 Urban Grass Cuts
24/06/2024	Countrymans Contractors ltd	BX788525	1,207.52	1,207.52		500			Open spaces & Rec Grnd
24/06/2024	Recorra Sout East Ltd	BX789266	109.70	109.70		500			Waste Bin Collections
24/06/2024	Lewes District Council	BX789569	54.00	54.00		500			Play Area Inspection
24/06/2024	[redacted]	BX790679	[redacted]			500			[redacted]
24/06/2024	Echo Cleaning	BX792281	150.00	150.00		500			Office & Window Cleaning
24/06/2024	PJC Consultancy Ltd	BX793732	786.00	786.00		500			Completion safety survey
24/06/2024	Ripley Ltd	BX793766	252.00	252.00		500			Reapair to sink in Pavilion
24/06/2024	CGS Civils	BX794080	1,386.00	1,386.00		500			Flood Risk Assesment
24/06/2024	[redacted]	BX794095	[redacted]			500			[redacted]
24/06/2024	Countrymans Contractors ltd	BX798037	295.78	295.78		500			Saturday Litter Bins
24/06/2024	Ripley Ltd	BX927241	110.40	110.40		500			Ladies toilet at Wannock
27/06/2024	BarclayCard	BARCLAYCA	483.99		80.66	4045	102	392.50	SLCC Membership
						4220	302	10.83	Halfords - 36mm Socket
		Total Payments:	35,807.19	18,781.28	90.88			16,935.03	

Summary Income & Expenditure by Budget Heading 30/06/2024

Month No: 3

Cost Centre Report

		Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
101 Employee costs	Income	26	78	3,481	3,403			2.2%
	Expenditure	17,077	40,472	206,552	166,080	3,998	162,082	21.5%
	Net Income over Expenditure	(17,051)	(40,394)	(203,071)	(162,677)			
	plus Transfer from EMR	2,195	2,690					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	(14,856)	(37,704)					
	Grand Totals:- Income	**26**	**78**	**3,481**	**3,403**			**2.2%**
	Expenditure	**17,077**	**40,472**	**206,552**	**166,080**	**3,998**	**162,082**	**21.5%**
	Net Income over Expenditure	**(17,051)**	**(40,394)**	**(203,071)**	**(162,677)**			
	plus Transfer from EMR	**2,195**	**2,690**					
	less Transfer to EMR	**0**	**0**					
	Movement to/(from) Gen Reserve	**(14,856)**	**(37,704)**					

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			23,674.35	
200	Current/Business Premium			680,247.13	
201	Tracker Account			130,479.86	
203	HSBC Deposit A/C			87,384.88	
204	NatWest deposit A/C			86,934.52	
210	Petty Cash			200.00	
310	General reserves				195,560.04
320	Council Office Mntce Fund				22,115.00
322	Town Election/Poll/Referendum				16,657.00
324	Elections Fund				20,972.97
328	Office IT Equipment Reserve				897.00
331	Brightling Reserve				8,514.21
334	Town Focal Enhancemt Reserve				592.20
335	Street Lights Reserve				96,914.31
338	Hailsham Beds Reserve				1,398.54
339	Office Alterations Reserve				19,899.75
341	Staff - Consultant/Temporary				5,635.55
342	S106 funds				244,147.25
344	Play Equipment				4,200.00
346	Neighbourhood Plan				15,000.00
347	CCTV reserve				519.44
348	Consultation/Newsletter				448.00
349	CIL funds				85,932.44
350	Picnic Benches				788.00
351	Skate Park				9,346.00
352	Overtime				2,275.27
353	Polegate Community Library				51,000.00
354	New air con unit				1,220.00
355	Christmas Lights (new)				1,750.00
356	Bins				5,250.00
358	VAS (SID)				4,269.60
359	Land purchase car park				100.00
360	Land Purchase open space				40,100.00
361	Allotment unreturned deposits				925.00
362	emr training courses				2,476.00
364	Changing Places Toilet Maint				3,884.35
500	Creditors				362.11
501	Sundry Other creditors			488.45	
560	Deposits Held				4,010.00
1009	Bank Loyalty Discount	102	Administration		36.00
1010	Investment Income	104	General Administration		3,692.34
1020	Hire Fees-Recreation Ground	302	Recreation Grounds	1,200.00	
1022	Brightling Road lease	302	Recreation Grounds	120.00	
1030	Rental Income-Pavilion	203	The Pavilion		1,200.00
1035	High St Toilets Community Sche	205	High Street Toilets		338.17
1042	Sponsorship Litter Picker	101	Employee costs		78.00
1051	Urban Grasscutting Income	303	Highways		4,048.00
1060	Miscellaneous Income	101	Employee costs		0.01
1060	Miscellaneous Income	102	Administration		6,538.45
1060	Miscellaneous Income	201	Council Offices		175.70
1060	Miscellaneous Income	301	Town Centre and Community Safe		519.44
1060	Miscellaneous Income	305	Street Lighting		1,670.00
1070	Allotment Fees	304	Allotments		23.10

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Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1072	Gosford Way Allotments	304	Allotments		12.50
1073	Allotment Deposit Retained	304	Allotments		50.00
1076	Precept	104	General Administration		226,448.00
4000	[redacted]	101	Employee costs	[redacted]	
4002	[redacted]	101	Employee costs	[redacted]	
4003	[redacted]	101	Employee costs	[redacted]	
4004	Cleaning contract ex staff	201	Council Offices	300.00	
4007	NI (ER's)	101	Employee costs	2,006.54	
4008	Pension ER's contributions	101	Employee costs	1,004.79	
4009	Payroll	101	Employee costs	184.16	
4010	Internal Auditor	102	Administration		276.25
4011	[redacted]	101	Employee costs	[redacted]	
4012	[redacted]	101	Employee costs	[redacted]	
4013	[redacted]	101	Employee costs	[redacted]	
4014	Consultancy/Locum Clerk	101	Employee costs	2,690.00	
4015	[redacted]	101	Employee costs	[redacted]	
4016	Training Exps inc course fees	101	Employee costs	195.00	
4019	[redacted]	101	Employee costs	[redacted]	
4022	[redacted]	101	Employee costs	[redacted]	
4023	[redacted]	101	Employee costs	[redacted]	
4024		101	Employee costs	1,250.00	
4031	Stationery	102	Administration	337.21	
4032	Photocopier copy charges	102	Administration	185.70	
4035	Computer consumables	102	Administration	34.98	
4036	Office IT equip't inc antiviru	102	Administration	74.10	
4037	Website	102	Administration	41.94	
4039	Legal fees	102	Administration	535.00	
4043	Insurance Premiums	102	Administration	6,300.36	
4044	Insurance Tree Survey	102	Administration	655.00	
4045	Subscriptions	102	Administration	2,887.64	
4050	Town Council Elections	102	Administration	5,710.90	
4056	Bank/Barclaycard charges	102	Administration	146.50	
4062	Newsletter Production	102	Administration	200.00	
4063	Hire of Halls	102	Administration	32.25	
4069	Office telephones	102	Administration	213.34	
4070	Broadband/Internet	102	Administration	103.47	
4071	IT Services incl backups	102	Administration	992.74	
4072	IT costs office 365	102	Administration	557.20	
4073	IT reserve for new machines	102	Administration	149.99	
4090	Councillors' allowances	103	Town Councillors		936.00
4091	Councillors' expenses	103	Town Councillors	19.20	
4092	Councillors' training	103	Town Councillors	95.00	
4093	Mayor's allowance Civic Duties	103	Town Councillors	663.00	
4104	Events	104	General Administration	150.00	
4105	Finance Software	104	General Administration	1,142.70	
4130	Council Tax	201	Council Offices	2,242.00	
4131	Electricity	201	Council Offices	1,662.20	
4132	Water charges	201	Council Offices	189.70	
4133	Sewerage	201	Council Offices	55.31	
4139	Window Cleaning	201	Council Offices	75.00	
4140	Alarm Maintenance	201	Council Offices	50.00	
4146	Other Office Equipment	201	Council Offices	73.49	
4155	Refuse Collecting	201	Council Offices	166.70	

Continued over page

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4162	PWLB - Capital	201	Council Offices	2,564.11	
4163	PWLB- Interest	201	Council Offices	222.49	
4198	PWMRG CIC Grant (Interim)	204	Wannock Office	33,950.00	
4220	General Maintenance	302	Recreation Grounds	9,201.33	
4223	Grounds Maintenance	302	Recreation Grounds	1,006.27	
4238	Litter Bins	302	Recreation Grounds	1,785.46	
4239	Speed Indicator Device	302	Recreation Grounds	6,030.00	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4242	Playground Equipment	302	Recreation Grounds	301.76	
4243	Safety Inspections	302	Recreation Grounds	486.25	
4256	Urban grasscutting	303	Highways	5,383.83	
4258	Flower Beds	303	Highways	3,225.17	
4259	Council Gardens - office	303	Highways	65.00	
4272	Allotments - water	304	Allotments	181.37	
4273	Allotment - rent of land Gosfo	304	Allotments	180.00	
4280	Street Light - energy	305	Street Lighting		28,300.00
4281	Street Light - Maint contract	305	Street Lighting	5,163.13	
4282	St Light - works/impro/maint	305	Street Lighting	4,118.50	
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership		411.02
4500	Toilets High St - Cleaning	205	High Street Toilets	48.00	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,000.00	
6000	Transfer from EMR	101	Employee costs		2,690.00
6000	Transfer from EMR	102	Administration		6,265.90
6000	Transfer from EMR	103	Town Councillors		623.68
6000	Transfer from EMR	302	Recreation Grounds		73,465.23
6001	Transfer to EMR	102	Administration	6,538.45	
6001	Transfer to EMR	301	Town Centre and Community Safe	519.44	
6001	Transfer to EMR	304	Allotments	50.00	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	1,795.84	
8060	Misc Resolved Gen Reserves & c	102	Administration	1,500.00	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	61,659.23	
8060	Misc Resolved Gen Reserves & c	304	Allotments	1,364.18	
			Trial Balance Totals :	**1,224,957.82**	**1,224,957.82**
			Difference	**0.00**	

Source	Ledger	Ref No	Month		Code	Gross	Net	VAT
Cashbook	1		1			5,157.60	4,298.00	859.60
Cashbook	1		2			2,004.00	1,670.00	334.00
		OUTPUT		**Total Rate:**	**S**	**7,161.60**	**5,968.00**	**1,193.60**
Cashbook	1		1			21,385.05	21,385.05	0.00
Cashbook	1		2			857.61	857.61	0.00
Cashbook	1		3			187.85	187.85	0.00
		OUTPUT		**Total Rate:**	**Z**	**22,430.51**	**22,430.51**	**0.00**
Cashbook	1		1			203.52	193.83	9.69
Cashbook	1		3			214.66	204.44	10.22
		INPUT		**Total Rate:**	**LR**	**418.18**	**398.27**	**19.91**
Purchase Ledger	1	138	1			21,624.75	18,020.63	3,604.12
Purchase Ledger	1	141	1			-571.62	-476.35	-95.27
Purchase Ledger	1	142	1			517.62	431.35	86.27
Purchase Ledger	1	143	1			594.00	495.00	99.00
Cashbook	1		1			1,148.68	957.23	191.45
Purchase Ledger	1	144	2			92,331.25	76,942.69	15,388.56
Purchase Ledger	1	147	2			3,086.26	2,571.88	514.38
Purchase Ledger	1	148	2			5.70	4.75	0.95
Purchase Ledger	1	149	2			10,355.70	8,629.75	1,725.95
Purchase Ledger	1	150	2			141.36	117.80	23.56
Cashbook	1		2			608.69	507.22	101.47
Purchase Ledger	1	146	3			54.00	45.00	9.00
Purchase Ledger	1	151	3			11,762.58	9,802.14	1,960.44
Purchase Ledger	1	153	3			6,834.64	5,695.54	1,139.10
Purchase Ledger	1	154	3			110.40	92.00	18.40
Cashbook	1		3			483.99	403.33	80.66
		INPUT		**Total Rate:**	**S**	**149,088.00**	**124,239.96**	**24,848.04**
Purchase Ledger	1	138	1			2,656.19	2,656.19	0.00
Cashbook	1		1			39,856.35	39,856.35	0.00
Purchase Ledger	1	144	2			258.75	258.75	0.00
Purchase Ledger	1	147	2			2,513.95	2,513.95	0.00
Purchase Ledger	1	148	2			173.10	173.10	0.00
Purchase Ledger	1	149	2			32.25	32.25	0.00
Cashbook	1		2			705.41	705.41	0.00
Cashbook	3		2			0.00	0.00	0.00
Purchase Ledger	1	151	3			200.00	200.00	0.00
Purchase Ledger	1	153	3			85.77	85.77	0.00
Cashbook	1		3			2,972.08	2,972.08	0.00

Source	Ledger	Ref No	Month	Code	Gross	Net	VAT
		INPUT	**Total Rate:**	**Z**	**49,453.85**	**49,453.85**	**0.00**

VAT Return Summary:	**Total Outputs**	**29,592.11**	**28,398.51**	**1,193.60**
	Total Inputs	**198,960.03**	**174,092.08**	**24,867.95**

VAT due in the period on sales and other outputs	**Box 1**	1,193.60
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States	**2**	0.00
Total VAT due	**3**	**1,193.60**
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)	**4**	24,867.95
Net VAT to reclaim from HMRC	**5**	**23,674.35**
Total value of sales and all other outputs excluding any VAT	**6**	**28,398.00**
Total value of purchases and all other inputs excluding any VAT	**7**	**174,092.00**
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States	**8**	0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States	**9**	0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States		**0.00**

Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
320	Council Office Mntce Fund	22,115.00		22,115.00
322	Town Election/Poll/Referendum	16,657.00		16,657.00
324	Elections Fund	26,683.87	-5,710.90	20,972.97
328	Office IT Equipment Reserve	897.00		897.00
331	Brightling Reserve	8,514.21		8,514.21
334	Town Focal Enhancemt Reserve	592.20		592.20
335	Street Lights Reserve	96,914.31		96,914.31
338	Hailsham Beds Reserve	1,398.54		1,398.54
339	Office Alterations Reserve	19,899.75		19,899.75
341	Staff - Consultant/Temporary	8,325.55	-4,090.00	4,235.55
342	S106 funds	244,147.25		244,147.25
344	Play Equipment	12,000.00	-7,800.00	4,200.00
346	Neighbourhood Plan	15,000.00		15,000.00
347	CCTV reserve	0.00	519.44	519.44
348	Consultation/Newsletter	1,003.00	-555.00	448.00
349	CIL funds	139,029.22	-53,096.78	85,932.44
350	Picnic Benches	788.00		788.00
351	Skate Park	9,346.00		9,346.00
352	Overtime	2,275.27		2,275.27
353	Polegate Community Library	51,000.00		51,000.00
354	New air con unit	1,220.00		1,220.00
355	Christmas Lights (new)	1,750.00		1,750.00
356	Bins	5,250.00		5,250.00
358	VAS (SID)	10,299.60	-6,030.00	4,269.60
359	Land purchase car park	100.00		100.00
360	Land Purchase open space	40,100.00		40,100.00
361	Allotment unreturned deposits	875.00	150.00	1,025.00
362	emr training courses	2,476.00		2,476.00
364	Changing Places Toilet Maint	3,884.35		3,884.35
365	Mayors residual fund	623.68	-623.68	0.00
		743,164.80	**-77,236.92**	**665,927.88**

BARCLAYS

31 July 2024

MG 024094 F1VI999A 709F304AH00105 38500 B 98172

THE OFFICIALS
POLEGATE TOWN COUNCIL
COUNCIL OFFICE
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

1/5

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 31 July 2024

Business Current Accounts

Business Current Account Statement	£50,053.21 ✓
[redacted]	

Business Savings Accounts

Business Premium Account	£625,729.06 ✓
[redacted]	
Business Premium Account	£130,479.86
[redacted]	

This is the end of your account summary.

10803 00001 F1VI999A 1 of 5

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

72958 059464 0172 E 38500

Polegate Town Council
Polegate Town Council
High Street
Polegate
East Sussex
BN26 6AL

Account Summary	
Opening Balance	87,384.88
Payments In	139.34
Payments Out	0.00
Closing Balance	87,524.22

Interest Rate - Valid as at end date of the statement period
1.96% AER

[redacted]

13 June to 12 July 2024

Account Name
Polegate Town Council

Sortcode	Account Number	Sheet Number
[redacted]		57

Your Business Money Manager details

Date		*Payment type and details*	*Paid out*	*Paid in*	*Balance*
12 Jun 24		**BALANCE BROUGHT FORWARD**			**87,384.88**
12 Jul 24	CR	GROSS INTEREST			
		TO 11JUL2024	1010	139.34	87,524.22
12 Jul 24		**BALANCE CARRIED FORWARD**			**87,524.22**

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Account Name
POLEGATE TOWN COUNCIL
BUSINESS RESERVEACCOUNT

Account No Sort Code
[redacted]

NatWest

00038361/00069920/385 B 0047763-0002-0
[redacted]
POLEGATE TOWN COUNCIL
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

Business Reserve Account

Summary	
Statement Date	01 AUG 2024
Period Covered	02 JUL 2024 to 01 AUG 2024
Previous Balance	£86,934.52
Paid In	£113.97
Withdrawn	£0.00
New Balance	£87,048.49
BIC	[redacted]
IBAN	[redacted]

Welcome to your NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at **www.natwest.com**
If you have changed your address or telephone number please let us know.
Interest rate: 1.45% Gross / 1.46% AER

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
02 JUL 2024	BROUGHT FORWARD			86,934.52
31 JUL	Interest 31JUL GRS 47542470	113.97	1010.	87,048.49

1001038361000010001

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 1 - Current/Business Premium

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	31/07/2024		625,729.06
Business Premium Account	31/07/2024		50,053.21
			675,782.27

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		675,782.27

Unpresented Receipts (Plus)		
	0.00	
		0.00
		675,782.27

Balance per Cash Book is :- **675,782.27**

Difference is :- **0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Tracker Account	31/07/2024		130,479.86
			130,479.86

Unpresented Payments (Minus) | **Amount**

	0.00	
		0.00
		130,479.86

Unpresented Receipts (Plus)

	0.00	
		0.00
		130,479.86
	Balance per Cash Book is :-	**130,479.86**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash Account	31/07/2024		200.00
			200.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		200.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		200.00

Balance per Cash Book is :-	**200.00**
Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Salaries Control	31/07/2024		0.00
			0.00

Unpresented Payments (Minus)	**Amount**	
	0.00	
		0.00
		0.00
Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	**0.00**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
HSBC deposit Account	31/07/2024		87,524.22
			87,524.22
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			87,524.22
Unpresented Receipts (Plus)			
		0.00	
			0.00
			87,524.22
		Balance per Cash Book is :-	**87,524.22**
		Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2024
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Natwest Reserve Account	31/07/2024		87,048.49
			87,048.49
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			87,048.49
Unpresented Receipts (Plus)			
		0.00	
			0.00
			87,048.49
		Balance per Cash Book is :-	**87,048.49**
		Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Polegate Town Council

Summary Income & Expenditure by Budget Heading 31/07/2024

Month No: 4

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Employee costs	Income	26	104	3,481	3,377			3.0%
	Expenditure	15,348	55,820	206,552	150,732	2,898	147,835	28.4%
	Net Income over Expenditure	(15,322)	(55,716)	(203,071)	(147,355)			
	plus Transfer from EMR	1,400	4,090					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	(13,922)	(51,626)					
	Grand Totals:- Income	**26**	**104**	**3,481**	**3,377**			**3.0%**
	Expenditure	**15,348**	**55,820**	**206,552**	**150,732**	**2,898**	**147,835**	**28.4%**
	Net Income over Expenditure	**(15,322)**	**(55,716)**	**(203,071)**	**(147,355)**			
	plus Transfer from EMR	**1,400**	**4,090**					
	less Transfer to EMR	**0**	**0**					
	Movement to/(from) Gen Reserve	**(13,922)**	**(51,626)**					

Detailed Income & Expenditure by Budget Heading 31/07/2024

Month No: 4 **Cost Centre Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Administration								
1009	Bank Loyalty Discount	12	48	170	122			28.1%	
1060	Miscellaneous Income	13	6,551	0	(6,551)			0.0%	6,538
	Administration :- Income	**24**	**6,599**	**170**	**(6,429)**			**3881.6%**	**6,538**
4010	Internal Auditor	0	(276)	500	776		776	(55.3%)	
4030	Postage	0	0	300	300		300	0.0%	
4031	Stationery	0	337	1,500	1,163		1,163	22.5%	
4032	Photocopier copy charges	598	784	1,500	716		716	52.2%	
4035	Computer consumables	0	35	300	265		265	11.7%	
4036	Office IT equip't inc antiviru	25	99	700	601		601	14.1%	
4037	Website	114	156	350	194		194	44.5%	
4039	Legal fees	0	535	5,000	4,465		4,465	10.7%	
4040	Audit Fees (external audit)	0	0	1,600	1,600		1,600	0.0%	
4043	Insurance Premiums	0	6,300	6,000	(300)		(300)	105.0%	
4044	Insurance Tree Survey	0	655	1,000	345		345	65.5%	
4045	Subscriptions	0	2,888	3,600	712		712	80.2%	
4046	Publications	0	0	300	300		300	0.0%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	0	1,500	1,500		1,500	0.0%	
4050	Town Council Elections	0	5,711	4,000	(1,711)		(1,711)	142.8%	5,711
4053	Refreshments	0	0	250	250		250	0.0%	
4056	Bank/Barclaycard charges	48	194	1,000	806		806	19.4%	
4059	First Aid	0	0	150	150		150	0.0%	
4062	Newsletter Production	0	200	500	300		300	40.0%	555
4063	Hire of Halls	0	32	300	268		268	10.8%	
4069	Office telephones	70	283	1,000	717		717	28.3%	
4070	Broadband/Internet	34	138	500	362		362	27.6%	
4071	IT Services incl backups	293	1,286	3,500	2,214		2,214	36.7%	
4072	IT costs office 365	193	750	2,200	1,450		1,450	34.1%	
4073	IT reserve for new machines	217	367	700	333	480	(146)	120.9%	
8060	Misc Resolved Gen Reserves & c	0	1,500	0	(1,500)		(1,500)	0.0%	
	Administration :- Indirect Expenditure	**1,591**	**21,973**	**38,400**	**16,427**	**480**	**15,947**	**58.5%**	**6,266**
	Net Income over Expenditure	**(1,567)**	**(15,375)**	**(38,230)**	**(22,855)**				
6000	plus Transfer from EMR	0	6,266						
6001	less Transfer to EMR	0	6,538						
	Movement to/(from) Gen Reserve	**(1,567)**	**(15,647)**						

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103	Town Councillors								
1060	Miscellaneous Income	350	350	0	(350)			0.0%	
	Town Councillors :- Income	**350**	**350**	**0**	**(350)**				**0**
4090	Councillors' allowances	0	(936)	7,300	8,236		8,236	(12.8%)	
4091	Councillors' expenses	24	43	600	557		557	7.2%	
4092	Councillors' training	0	95	1,000	905		905	9.5%	
4093	Mayor's allowance Civic Duties	74	737	2,000	1,263	30	1,233	38.4%	624
4097	Civic Event	0	0	1,000	1,000		1,000	0.0%	
	Town Councillors :- Indirect Expenditure	**98**	**(61)**	**11,900**	**11,961**	**30**	**11,931**	**(0.3%)**	**624**
	Net Income over Expenditure	**252**	**411**	**(11,900)**	**(12,311)**				
6000	plus Transfer from EMR	0	624						
	Movement to/(from) Gen Reserve	**252**	**1,035**						
104	General Administration								
1010	Investment Income	253	3,946	3,500	(446)			112.7%	
1076	Precept	0	226,448	445,227	218,779			50.9%	
	General Administration :- Income	**253**	**230,394**	**448,727**	**218,333**			**51.3%**	**0**
4100	Grants to other Organisations	0	0	1,000	1,000		1,000	0.0%	
4103	Public Info event(s)	0	0	1,000	1,000		1,000	0.0%	
4104	Events	0	150	1,500	1,350		1,350	10.0%	
4105	Finance Software	0	1,143	1,800	657		657	63.5%	
8060	Misc Resolved Gen Reserves & c	450	450	0	(450)		(450)	0.0%	
	General Administration :- Indirect Expenditure	**450**	**1,743**	**5,300**	**3,557**	**0**	**3,557**	**32.9%**	**0**
	Net Income over Expenditure	**(197)**	**228,651**	**443,427**	**214,776**				
201	Council Offices								
1060	Miscellaneous Income	0	176	0	(176)			0.0%	
	Council Offices :- Income	**0**	**176**	**0**	**(176)**				**0**
4004	Cleaning contract ex staff	0	300	1,500	1,200		1,200	20.0%	
4130	Council Tax	749	2,991	9,000	6,009		6,009	33.2%	
4131	Electricity	173	1,836	4,000	2,164		2,164	45.9%	
4132	Water charges	41	231	400	169		169	57.7%	
4133	Sewerage	0	55	550	495		495	10.1%	
4136	Photocopier - lease	0	0	1,500	1,500		1,500	0.0%	
4139	Window Cleaning	0	75	360	285		285	20.8%	
4140	Alarm Maintenance	0	50	500	450		450	10.0%	

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4141	Fire Precautions	0	0	440	440		440	0.0%	
4142	Other Maintenance	0	0	1,000	1,000		1,000	0.0%	
4146	Other Office Equipment	0	73	1,400	1,327		1,327	5.2%	
4154	Housekeeping San bins 49 & gar	1	1	380	379		379	0.4%	
4155	Refuse Collecting	75	242	1,300	1,058		1,058	18.6%	
4162	PWLB - Capital	0	2,564	5,202	2,638		2,638	49.3%	
4163	PWLB- Interest	0	222	375	153		153	59.3%	
	Council Offices :- Indirect Expenditure	**1,040**	**8,641**	**27,907**	**19,266**	**0**	**19,266**	**31.0%**	**0**
	Net Income over Expenditure	**(1,040)**	**(8,465)**	**(27,907)**	**(19,442)**				
202	51 High Street								
4170	51 High Street - expenditure	0	0	800	800		800	0.0%	
	51 High Street :- Indirect Expenditure	**0**	**0**	**800**	**800**	**0**	**800**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(800)**	**(800)**				
203	The Pavilion								
1030	Rental Income-Pavilion	1,534	2,734	1,200	(1,534)			227.9%	
	The Pavilion :- Income	**1,534**	**2,734**	**1,200**	**(1,534)**			**227.9%**	**0**
	Net Income	**1,534**	**2,734**	**1,200**	**(1,534)**				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	0	33,950	33,950	0		0	100.0%	
	Wannock Office :- Indirect Expenditure	**0**	**33,950**	**33,950**	**0**	**0**	**0**	**100.0%**	**0**
	Net Expenditure	**0**	**(33,950)**	**(33,950)**	**0**				
205	High Street Toilets								
1035	High St Toilets Community Sche	0	338	1,234	896			27.4%	
	High Street Toilets :- Income	**0**	**338**	**1,234**	**896**			**27.4%**	**0**
4500	Toilets High St - Cleaning	683	731	11,500	10,770		10,770	6.4%	
4501	Toilets High St - Maintenance	0	2,000	2,000	0		0	100.0%	
4504	Toilets High St - Other	0	0	450	450		450	0.0%	
4506	Toilets High St - Vandalism	0	0	350	350		350	0.0%	
	High Street Toilets :- Indirect Expenditure	**683**	**2,731**	**14,300**	**11,570**	**0**	**11,570**	**19.1%**	**0**
	Net Income over Expenditure	**(683)**	**(2,392)**	**(13,066)**	**(10,674)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301	Town Centre and Community Safe								
1060	Miscellaneous Income	0	519	0	(519)			0.0%	519
	Town Centre and Community Safe :- Income	**0**	**519**	**0**	**(519)**				**519**
4201	CCTV costs	0	0	5,500	5,500	3,449	2,051	62.7%	
4202	Defibrillators	0	0	1,500	1,500		1,500	0.0%	
4203	Defib replace savings	0	0	2,000	2,000		2,000	0.0%	
	Town Centre and Community Safe :- Indirect Expenditure	**0**	**0**	**9,000**	**9,000**	**3,449**	**5,551**	**38.3%**	**0**
	Net Income over Expenditure	**0**	**519**	**(9,000)**	**(9,519)**				
6001	less Transfer to EMR	0	519						
	Movement to/(from) Gen Reserve	**0**	**0**						
302	Recreation Grounds								
1020	Hire Fees-Recreation Ground	0	(1,200)	0	1,200			0.0%	
1022	Brightling Road lease	120	0	120	120			0.0%	
	Recreation Grounds :- Income	**120**	**(1,200)**	**120**	**1,320**			**(1000.0**	**0**
4220	General Maintenance	47	9,249	13,000	3,751	6,377	(2,626)	120.2%	7,800
4223	Grounds Maintenance	503	1,509	4,500	2,991		2,991	33.5%	
4230	Skate Park	0	0	3,000	3,000	329	2,671	11.0%	
4238	Litter Bins	965	2,750	7,300	4,550		4,550	37.7%	
4239	Speed Indicator Device	0	6,030	0	(6,030)	825	(6,855)	0.0%	6,030
4240	Oakleaf Lease Charges	0	170	170	0		0	100.0%	
4241	Dog Bins	650	650	2,860	2,210		2,210	22.7%	
4242	Playground Equipment	0	302	2,000	1,698		1,698	15.1%	
4243	Safety Inspections	409	895	1,500	605	405	200	86.7%	
8060	Misc Resolved Gen Reserves & c	1,012	62,671	0	(62,671)	1,414	(64,085)	0.0%	59,635
	Recreation Grounds :- Indirect Expenditure	**3,586**	**84,227**	**34,330**	**(49,897)**	**9,350**	**(59,247)**	**272.6%**	**73,465**
	Net Income over Expenditure	**(3,466)**	**(85,427)**	**(34,210)**	**51,217**				
6000	plus Transfer from EMR	0	73,465						
	Movement to/(from) Gen Reserve	**(3,466)**	**(11,961)**						
303	Highways								
1051	Urban Grasscutting Income	0	4,048	4,048	0			100.0%	
	Highways :- Income	**0**	**4,048**	**4,048**	**0**			**100.0%**	**0**
4256	Urban grasscutting	1,795	7,178	27,500	20,322		20,322	26.1%	
4258	Flower Beds	1,117	4,343	7,500	3,157		3,157	57.9%	

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4259	Council Gardens - office	0	65	1,000	935	137	798	20.2%	
4263	Bulb Planting	0	0	1,000	1,000	999	1	99.9%	
4264	SID/VAS maintenance moving	0	0	1,100	1,100		1,100	0.0%	
	Highways :- Indirect Expenditure	**2,912**	**11,586**	**38,100**	**26,514**	**1,136**	**25,378**	**33.4%**	**0**
	Net Income over Expenditure	**(2,912)**	**(7,538)**	**(34,052)**	**(26,514)**				
304	Allotments								
1070	Allotment Fees	42	65	2,500	2,435			2.6%	
1072	Gosford Way Allotments	0	13	175	163			7.1%	
1073	Allotment Deposit Retained	0	50	0	(50)			0.0%	50
	Allotments :- Income	**42**	**127**	**2,675**	**2,548**			**4.8%**	**50**
4270	Allotments - maintenance	0	0	700	700		700	0.0%	
4271	Allotments - improvements	0	0	700	700		700	0.0%	
4272	Allotments - water	95	277	1,000	723		723	27.7%	
4273	Allotment - rent of land Gosfo	0	180	175	(5)		(5)	102.9%	
4274	Allotment Grounds maintenance	0	0	700	700		700	0.0%	
8060	Misc Resolved Gen Reserves & c	0	1,364	0	(1,364)		(1,364)	0.0%	
	Allotments :- Indirect Expenditure	**95**	**1,821**	**3,275**	**1,454**	**0**	**1,454**	**55.6%**	**0**
	Net Income over Expenditure	**(54)**	**(1,694)**	**(600)**	**1,094**				
6001	less Transfer to EMR	0	50						
	Movement to/(from) Gen Reserve	**(54)**	**(1,744)**						
305	Street Lighting								
1060	Miscellaneous Income	0	1,670	0	(1,670)			0.0%	
	Street Lighting :- Income	**0**	**1,670**	**0**	**(1,670)**				**0**
4280	Street Light - energy	0	(28,300)	9,600	37,900		37,900	(294.8%)	
4281	Street Light - Maint contract	1,073	6,236	10,400	4,164		4,164	60.0%	
4282	St Light - works/impro/maint	405	4,524	9,000	4,476		4,476	50.3%	
4286	Christmas decorations	0	0	14,000	14,000		14,000	0.0%	
	Street Lighting :- Indirect Expenditure	**1,478**	**(17,540)**	**43,000**	**60,540**	**0**	**60,540**	**(40.8%)**	**0**
	Net Income over Expenditure	**(1,478)**	**19,210**	**(43,000)**	**(62,210)**				
306	Prize and Prize Giving								
4096	Remembrance Wreath	46	46	60	14		14	76.4%	
	Prize and Prize Giving :- Indirect Expenditure	**46**	**46**	**60**	**14**	**0**	**14**	**76.4%**	**0**
	Net Expenditure	**(46)**	**(46)**	**(60)**	**(14)**				

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Detailed Income & Expenditure by Budget Heading 31/07/2024

Month No: 4 **Cost Centre Report**

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
307 The Polegate Partnership								
1040 SponsorFlower Beds Hailsham Rd	0	0	1,000	1,000			0.0%	
The Polegate Partnership :- Income	**0**	**0**	**1,000**	**1,000**			**0.0%**	**0**
4306 Replace Hailsham Rd Beds	0	0	450	450		450	0.0%	
4307 Hailsham Flowers Maintenance	48	(363)	550	913		913	(66.0%)	
The Polegate Partnership :- Indirect Expenditure	**48**	**(363)**	**1,000**	**1,363**	**0**	**1,363**	**(36.3%)**	**0**
Net Income over Expenditure	**(48)**	**363**	**0**	**(363)**				
401 The Planning Committee								
4320 Planning Committee - Halls	0	0	250	250		250	0.0%	
The Planning Committee :- Indirect Expenditure	**0**	**0**	**250**	**250**	**0**	**250**	**0.0%**	**0**
Net Expenditure	**0**	**0**	**(250)**	**(250)**				
701 The Retired								
7001 The Retired	0	0	1,000	1,000		1,000	0.0%	
The Retired :- Indirect Expenditure	**0**	**0**	**1,000**	**1,000**	**0**	**1,000**	**0.0%**	**0**
Net Expenditure	**0**	**0**	**(1,000)**	**(1,000)**				
Grand Totals:- Income	**2,324**	**245,755**	**459,174**	**213,419**			**53.5%**	
Expenditure	**12,027**	**148,753**	**262,572**	**113,819**	**14,445**	**99,374**	**62.2%**	
Net Income over Expenditure	**(9,704)**	**97,003**	**196,602**	**99,599**				
plus Transfer from EMR	**0**	**80,355**						
less Transfer to EMR	**0**	**7,108**						
Movement to/(from) Gen Reserve	**(9,704)**	**170,250**						

A/c Code 4091 Councillors' expenses — **Annual Budget** 600

Centre 103 Town Councillors — **Committed** 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Balance Brought Forward Month 3	**19.20**	
4	03/06/2024	DDUNBAR	Purchase Ledger	DDay event with RSSG	6.30	
4	03/06/2024	DDUNBAR	Purchase Ledger	Meeting with Lord Lieutenant	14.30	
4	03/06/2024	DDUNBAR	Purchase Ledger	WDC code of Conduct meeting	3.15	
		Account	**Councillors' expenses**	**Account Totals**	**42.95**	**0.00**
		Centre	**Town Councillors**	**Net Balance Month 4**	**42.95**	

Date: 02/08/2024 | **Polegate Town Council** | Page 1

Time: 15:43 | **Cashbook 1** | User: LS

Current/Business Premium

Payments made between 01/07/2024 and 31/07/2024

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	Nominal Ledger Analysis A/c		£ Amount	Transaction
01/07/2024	Business Stream	DIRECT DEB	95.41			4272	304	95.41	Cophall Water
01/07/2024	Business Stream	DIRECT DEB	41.07			4132	201	41.07	49/51 High St Water
05/07/2024	Barclays Bank	DIRECT DEB	47.50			4056	102	47.50	Bank Commission
09/07/2024	SLCC	892786	42.00	42.00		500			Quotes, Tenders & Contracts
09/07/2024	SME IT Solutions Ltd	BX124249	125.48	125.48		500			IT Telephone Costs
09/07/2024	SME IT Solutions Ltd	BX124379	629.62	629.62		500			IT Office Costs
09/07/2024	Europlants Ltd	BX125320	180.00	180.00		500			Install 2 Lamp brackekets
09/07/2024	Countrymans Contractors ltd	BX191879	86.14	86.14		500			Price Increase
09/07/2024	FOUR JAYS GROUP	BX195003	540.00	540.00		500			Event Toilets 27/07/24
09/07/2024	SME IT Solutions Ltd	BX448459	259.99	259.99		500			Phones for staff
09/07/2024	Mr Dan Dunbar	BX874388	6.30	6.30		500			DDay event with RSSG
09/07/2024	Mr Dan Dunbar	BX874399	3.15	3.15		500			WDC code of Conduct meeting
09/07/2024	Mr Dan Dunbar	BX874695	14.30	14.30		500			Meeting with Lord Lieutenant
09/07/2024	Countrymans Contractors ltd	BX875743	369.72	369.72		500			Saturday Bins
09/07/2024	Countrymans Contractors ltd	BX875772	2,153.53	2,153.53		500			Urban Grass Cutting
09/07/2024	Mr Dan Dunbar	BX877032	74.00	74.00		500			Reimbursement of costs
09/07/2024	Countrymans Contractors ltd	BX880026	603.76	603.76		500			Rec Grnd & Open Spaces
09/07/2024	Denma Cleaning Services Ltd	BX880713	819.00	819.00		500			Cleaning Services
09/07/2024	Streetlights	BX880766	1,170.00	1,170.00		500			Col C Reynoldstown Lane
09/07/2024	Streetlights	BX881659	117.30	117.30		500			Col A Brookside Ave
09/07/2024	Bray Estates	BX882601	759.00	759.00		500			Negotiation Fee
09/07/2024	Europlants Ltd	BX883139	1,160.98	1,160.98		500			Seasonal Maintenance
09/07/2024	[redacted]	[redacted]	[redacted]			500			[redacted]
09/07/2024	Europlants Ltd	BX883342	57.58	57.58		500			Maintenance of Hailsham Beds
09/07/2024	Kent County Council KCS	BX887631	222.84	222.84		500			Printer Rental
09/07/2024	SME IT Solutions Ltd	BX887647	120.00	120.00		500			.gov.uk Domain Renewal
09/07/2024	SLCC	BX890779	78.00	78.00		500			Themed Summit - Finance
09/07/2024	IDVerde	BX894088	1,214.40	1,214.40		500			Playground Inspections
09/07/2024	Mulberry Local Aurhority Servi	BX894251	1,152.00	1,152.00		500			Provision of Locum Services
09/07/2024	SLCC	BX895203	78.00	78.00		500			Themed Summit - Finance
	Subtotal Carried Forward:		12,232.32	12,048.34	0.00			183.98	

Current/Business Premium

Payments made between 01/07/2024 and 31/07/2024

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	Nominal Ledger Analysis A/c		£ Amount	Transaction
09/07/2024	Recorra Sout East Ltd	BX899013	5.52	5.52		500			Enviromental Compliance Charge
09/07/2024	Initial Washroom Hygiene	BX900984	1.61	1.61		500			Hygiene Bins
10/07/2024	EDF Energy	DIRECT DEB	154.15		7.34	4131	201	146.81	Electricity 49 High St
11/07/2024	[redacted]								
11/07/2024									
						[redacted]			
11/07/2024	[redacted]	[redacted]				[redacted]			
11/07/2024	[redacted]	[redacted]							
11/07/2024									
11/07/2024	Inland revenue	BX875711	1,046.47			[redacted]		1,046.47	Tax & NI Payment
11/07/2024	[redacted]								
11/07/2024									
11/07/2024	[redacted]								
11/07/2024									
11/07/2024	[redacted]								
11/07/2024	Inland revenue	BX875711	2,336.98			[redacted]		1,452.65	Tax & NI
								97.83	Tax & NI
								34.36	Tax & NI
								217.67	Tax & NI
								390.51	Tax & NI
								167.36	Tax & NI
								-23.40	Tax & NI
11/07/2024	EDF Energy	DIRECT DEB	27.92		1.33	4131	201	26.59	Electricity 51 High St
15/07/2024	Wealden District Council	DIRECT DEB	1,482.00		247.00	4241	302	650.00	Dog Bin Collection
						4238	302	585.00	Litter Bin Collection
15/07/2024	Staff Salaries Cash Book	Jul Sals	7,947.45			202		7,947.45	July Salary
15/07/2024	Wealden District Council	NNDR	749.00			4130	201	749.00	Payment of NNDR
24/07/2024	Playsafety Ltd	BX394555	196.80	196.80		500			Annual Inspection
24/07/2024	Recorra Sout East Ltd	BX981660	79.12	79.12		500			Waste Bin Collection
	Subtotal Carried Forward:		26,259.34	12,331.39	255.67			13,672.28	

						Nominal Ledger Analysis			
Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c		£ Amount	Transaction
24/07/2024	Kent County Council KCS	BX982698	176.49	176.49		500			Printing Charges - Sharp
24/07/2024	Kent County Council KCS	BX982755	315.94	315.94		500			Printing Charges
24/07/2024	Lewes District Council	BX982792	54.00	54.00		500			Playpark Inspection
24/07/2024	Kent County Council KCS	BX982847	2.17	2.17		500			Printing Charges - Sharp
24/07/2024	Recorra Sout East Ltd	BX984676	5.70	5.70		500			Env Compliance Charge
24/07/2024	Streetlights	BX986501	369.00	369.00		500			Col I Wannock Rd
24/07/2024	Streetlights	BX986512	117.30	117.30		500			Col I Wannock Rd
24/07/2024	SLCC	BX986580	78.00	78.00		500			Themed Summit - Innovation
24/07/2024	Mulberry & Co	BX987808	105.49	105.49		500			Payroll Services
24/07/2024	SLCC	BX987876	36.00	36.00		500			How to Market your Parish
24/07/2024	SLCC	BX988220	36.00	36.00		500			Community Engagement
24/07/2024	SLCC	BX988252	36.00	36.00		500			Climate Action for Smaller Cls
24/07/2024	SLCC	BX988586	78.00	78.00		500			Youth Engagement Summit
24/07/2024	SLCC	BX991076	36.00	36.00		500			Planning Policy Framework
24/07/2024	SLCC	BX992304	36.00	36.00		500			Risk & Fire Safety Mngt
24/07/2024	SLCC	BX992610	36.00	36.00		500			Council as a Landlord
24/07/2024	SLCC	BX993191	180.00	180.00		500			National Conf 2024
24/07/2024	Playsafety Ltd	BX993893	240.00	240.00		500			Annual inspection Skate Park
24/07/2024	[redacted]								
24/07/2024	The Ecology Partnership	BX995567	1,680.00	1,680.00		500			Survey at Brightling Road
29/07/2024	BarclayCard	DIRECT DEB	378.08		14.91	4016	101	270.00	Canva
						4096	306	45.83	Wreaths
						4220	302	18.61	RS Components
						4220	302	22.90	Bondrite
						4220	302	5.83	Toolstation
	Total Payments:		30,285.51	15,979.48	270.58			14,035.45	

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			2,910.68	
200	Current/Business Premium			675,782.27	
201	Tracker Account			130,479.86	
203	HSBC Deposit A/C			87,524.22	
204	NatWest deposit A/C			87,048.49	
210	Petty Cash			200.00	
310	General reserves				195,560.04
320	Council Office Mntce Fund				22,115.00
322	Town Election/Poll/Referendum				16,657.00
324	Elections Fund				20,972.97
328	Office IT Equipment Reserve				897.00
331	Brightling Reserve				8,514.21
334	Town Focal Enhancemt Reserve				592.20
335	Street Lights Reserve				96,914.31
338	Hailsham Beds Reserve				1,398.54
339	Office Alterations Reserve				19,899.75
341	Staff - Consultant/Temporary				4,235.55
342	S106 funds				244,147.25
344	Play Equipment				4,200.00
346	Neighbourhood Plan				15,000.00
347	CCTV reserve				519.44
348	Consultation/Newsletter				448.00
349	CIL funds				85,932.44
350	Picnic Benches				788.00
351	Skate Park				9,346.00
352	Overtime				2,275.27
353	Polegate Community Library				51,000.00
354	New air con unit				1,220.00
355	Christmas Lights (new)				1,750.00
356	Bins				5,250.00
358	VAS (SID)				4,269.60
359	Land purchase car park				100.00
360	Land Purchase open space				40,100.00
361	Allotment unreturned deposits				925.00
362	emr training courses				2,476.00
364	Changing Places Toilet Maint				3,884.35
500	Creditors				362.11
501	Sundry Other creditors			488.45	
560	Deposits Held				4,060.00
1009	Bank Loyalty Discount	102	Administration		47.70
1010	Investment Income	104	General Administration		3,945.65
1020	Hire Fees-Recreation Ground	302	Recreation Grounds	1,200.00	

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A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1030	Rental Income-Pavilion	203	The Pavilion		2,734.40
1035	High St Toilets Community Sche	205	High Street Toilets		338.17
1042	Sponsorship Litter Picker	101	Employee costs		104.00
1051	Urban Grasscutting Income	303	Highways		4,048.00
1060	Miscellaneous Income	101	Employee costs		0.01
1060	Miscellaneous Income	102	Administration		6,550.95
1060	Miscellaneous Income	103	Town Councillors		350.00
1060	Miscellaneous Income	201	Council Offices		175.70
1060	Miscellaneous Income	301	Town Centre and Community Safe		519.44
1060	Miscellaneous Income	305	Street Lighting		1,670.00
1070	Allotment Fees	304	Allotments		64.81
1072	Gosford Way Allotments	304	Allotments		12.50
1073	Allotment Deposit Retained	304	Allotments		50.00
1076	Precept	104	General Administration		226,448.00
4000	[redacted]	101	[redacted]	[redacted]	
4002		101			
4003		101			
4004	Cleaning contract ex staff	201	Council Offices	300.00	
4005	[redacted]	101	[redacted]	[redacted]	
4007	NI (ER's)	101	Employee costs	3,053.01	
4008	Pension ER's contributions	101	Employee costs	1,004.79	
4009	Payroll	101	Employee costs	272.07	
4010	Internal Auditor	102	Administration		276.25
4011	[redacted]	101	[redacted]	[redacted]	
4012		101			
4013		101			
4014	Consultancy/Locum Clerk	101	Employee costs	4,722.50	
4015	[redacted]	101	[redacted]	[redacted]	
4016	Training Exps inc course fees	101	Employee costs	1,090.00	
4019	[redacted]	101	[redacted]	[redacted]	
4022		101			
4023		101			
4024	HR Contract	101	Employee costs	1,250.00	
4031	Stationery	102	Administration	337.21	
4032	Photocopier copy charges	102	Administration	783.56	
4035	Computer consumables	102	Administration	34.98	
4036	Office IT equip't inc antiviru	102	Administration	98.80	
4037	Website	102	Administration	155.92	
4039	Legal fees	102	Administration	535.00	
4043	Insurance Premiums	102	Administration	6,300.36	
4044	Insurance Tree Survey	102	Administration	655.00	
4045	Subscriptions	102	Administration	2,887.64	

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A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4050	Town Council Elections	102	Administration	5,710.90	
4056	Bank/Barclaycard charges	102	Administration	194.00	
4062	Newsletter Production	102	Administration	200.00	
4063	Hire of Halls	102	Administration	32.25	
4069	Office telephones	102	Administration	283.42	
4070	Broadband/Internet	102	Administration	137.96	
4071	IT Services incl backups	102	Administration	1,286.14	
4072	IT costs office 365	102	Administration	749.80	
4073	IT reserve for new machines	102	Administration	366.65	
4090	Councillors' allowances	103	Town Councillors		936.00
4091	Councillors' expenses	103	Town Councillors	42.95	
4092	Councillors' training	103	Town Councillors	95.00	
4093	Mayor's allowance Civic Duties	103	Town Councillors	737.00	
4096	Remembrance Wreath	306	Prize and Prize Giving	45.83	
4104	Events	104	General Administration	150.00	
4105	Finance Software	104	General Administration	1,142.70	
4130	Council Tax	201	Council Offices	2,991.00	
4131	Electricity	201	Council Offices	1,835.60	
4132	Water charges	201	Council Offices	230.77	
4133	Sewerage	201	Council Offices	55.31	
4139	Window Cleaning	201	Council Offices	75.00	
4140	Alarm Maintenance	201	Council Offices	50.00	
4146	Other Office Equipment	201	Council Offices	73.49	
4154	Housekeeping San bins 49 & gar	201	Council Offices	1.34	
4155	Refuse Collecting	201	Council Offices	241.98	
4162	PWLB - Capital	201	Council Offices	2,564.11	
4163	PWLB- Interest	201	Council Offices	222.49	
4198	PWMRG CIC Grant (Interim)	204	Wannock Office	33,950.00	
4220	General Maintenance	302	Recreation Grounds	9,248.67	
4223	Grounds Maintenance	302	Recreation Grounds	1,509.40	
4238	Litter Bins	302	Recreation Grounds	2,750.34	
4239	Speed Indicator Device	302	Recreation Grounds	6,030.00	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4241	Dog Bins	302	Recreation Grounds	650.00	
4242	Playground Equipment	302	Recreation Grounds	301.76	
4243	Safety Inspections	302	Recreation Grounds	895.25	
4256	Urban grasscutting	303	Highways	7,178.44	
4258	Flower Beds	303	Highways	4,342.65	
4259	Council Gardens - office	303	Highways	65.00	
4272	Allotments - water	304	Allotments	276.78	
4273	Allotment - rent of land Gosfo	304	Allotments	180.00	
4280	Street Light - energy	305	Street Lighting		28,300.00

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4281	Street Light - Maint contract	305	Street Lighting	6,235.88	
4282	St Light - works/impro/maint	305	Street Lighting	4,523.75	
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership		363.04
4500	Toilets High St - Cleaning	205	High Street Toilets	730.50	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,000.00	
6000	Transfer from EMR	101	Employee costs		4,090.00
6000	Transfer from EMR	102	Administration		6,265.90
6000	Transfer from EMR	103	Town Councillors		623.68
6000	Transfer from EMR	302	Recreation Grounds		73,465.23
6001	Transfer to EMR	102	Administration	6,538.45	
6001	Transfer to EMR	301	Town Centre and Community Safe	519.44	
6001	Transfer to EMR	304	Allotments	50.00	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	2,755.84	
8060	Misc Resolved Gen Reserves & c	102	Administration	1,500.00	
8060	Misc Resolved Gen Reserves & c	104	General Administration	450.00	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	62,671.23	
8060	Misc Resolved Gen Reserves & c	304	Allotments	1,364.18	
			Trial Balance Totals :	**1,227,189.46**	**1,227,189.46**
			Difference	**0.00**	

[redacted]

Polegate Town Council

Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
320	Council Office Mntce Fund	22,115.00		22,115.00
322	Town Election/Poll/Referendum	16,657.00		16,657.00
324	Elections Fund	26,683.87	-5,710.90	20,972.97
328	Office IT Equipment Reserve	897.00		897.00
331	Brightling Reserve	8,514.21		8,514.21
334	Town Focal Enhancemt Reserve	592.20		592.20
335	Street Lights Reserve	96,914.31		96,914.31
338	Hailsham Beds Reserve	1,398.54		1,398.54
339	Office Alterations Reserve	19,899.75		19,899.75
341	Staff - Consultant/Temporary	8,325.55	-4,090.00	4,235.55
342	S106 funds	244,147.25		244,147.25
344	Play Equipment	12,000.00	-7,800.00	4,200.00
346	Neighbourhood Plan	15,000.00		15,000.00
347	CCTV reserve	0.00	519.44	519.44
348	Consultation/Newsletter	1,003.00	-555.00	448.00
349	CIL funds	139,029.22	-53,096.78	85,932.44
350	Picnic Benches	788.00		788.00
351	Skate Park	9,346.00		9,346.00
352	Overtime	2,275.27		2,275.27
353	Polegate Community Library	51,000.00		51,000.00
354	New air con unit	1,220.00		1,220.00
355	Christmas Lights (new)	1,750.00		1,750.00
356	Bins	5,250.00		5,250.00
358	VAS (SID)	10,299.60	-6,030.00	4,269.60
359	Land purchase car park	100.00		100.00
360	Land Purchase open space	40,100.00		40,100.00
361	Allotment unreturned deposits	875.00	150.00	1,025.00
362	emr training courses	2,476.00		2,476.00
364	Changing Places Toilet Maint	3,884.35		3,884.35
365	Mayors residual fund	623.68	-623.68	0.00
		743,164.80	**-77,236.92**	**665,927.88**

BARCLAYS

30 August 2024

THE OFFICIALS
POLEGATE TOWN COUNCIL
COUNCIL OFFICE
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 30 August 2024

Business Current Accounts

Business Current Account Statement [redacted]	£50,000.00

Business Savings Accounts

Business Premium Account [redacted]	£594,617.33
Business Premium Account [redacted]	£130,479.86

This is the end of your account summary.

2/7

24318 00002 F1VI570A 2 of 7

NatWest

00032789/00062215/385 B 0050648-O001-0
MRS JOANNE OGNJANOVIC
POLEGATE TOWN COUNCIL
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

Business Reserve Account

Summary	
Statement Date	30 AUG 2024
Period Covered	02 AUG 2024 to 30 AUG 2024
Previous Balance	£87,048.49
Paid In	£103.74
Withdrawn	£0.00
New Balance	£87,152.23
BIC	[redacted]
IBAN	[redacted]

Welcome to your NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at **www.natwest.com**
If you have changed your address or telephone number please let us know.
Interest rate: 1.45% Gross / 1.46% AER

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
02 AUG 2024	BROUGHT FORWARD			87,048.49
30 AUG	Interest 30AUG GRS 47542470	103.74	1010	87,152.23

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

13522 054637 0157 E 38500

Polegate Town Council
Polegate Town Council
High Street
Polegate
East Sussex
BN26 6AL

Account Summary	
Opening Balance	87,524.22
Payments In	144.21
Payments Out	0.00
Closing Balance	87,668.43

Interest Rate - Valid as at end date of the statement period
1.96% AER

International Bank Account Number
[redacted]
Branch Identifier Code
[redacted]

13 July to 12 August 2024

Account Name
Polegate Town Council

Sortcode	Account Number	Sheet Number
[redacted]	[redacted]	58

1/1

Your Business Money Manager details

Date		Payment type and details	Paid out	Paid in	Balance
12 Jul 24		**BALANCE BROUGHT FORWARD**			**87,524.22**
12 Aug 24	CR	GROSS INTEREST TO 11AUG2024	1010	144.21 ✓	87,668.43
12 Aug 24		**BALANCE CARRIED FORWARD**			**87,668.43**

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 1 - Current/Business Premium

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	31/08/2024		50,000.00
Business Premium Account	31/08/2024		594,617.33
			644,617.33

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		644,617.33

Unpresented Receipts (Plus)		
	0.00	
		0.00
		644,617.33

Balance per Cash Book is :- 644,617.33

Difference is :- 0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Tracker Account	31/08/2024		130,479.86
			130,479.86

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		130,479.86

Unpresented Receipts (Plus)		
	0.00	
		0.00
		130,479.86
	Balance per Cash Book is :-	**130,479.86**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page	Balances
Petty Cash Account	31/08/2024		200.00
			200.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		200.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		200.00

Balance per Cash Book is :-	**200.00**
Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Polegate Town Council

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page	Balances
Salaries Control	31/08/2024		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	**0.00**
	Difference is :-	**0.00**

Signatory 1:
Name .... Signed .... Date ....

Signatory 2:
Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
HSBC deposit Account	31/08/2024		87,668.43
			87,668.43

Unpresented Payments (Minus)

	Amount	
	0.00	
		0.00
		87,668.43

Unpresented Receipts (Plus)

	Amount	
	0.00	
		0.00
		87,668.43

Balance per Cash Book is :- **87,668.43**

Difference is :- **0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Natwest Reserve Account	31/08/2024		87,152.23
			87,152.23

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		87,152.23

Unpresented Receipts (Plus)		
	0.00	
		0.00
		87,152.23
	Balance per Cash Book is :-	**87,152.23**
	Difference is :-	**0.00**

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Polegate Town Council

Summary Income & Expenditure by Budget Heading 31/08/2024

Month No: 5

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Employee costs	Income	26	130	3,481	3,351			3.7%
	Expenditure	9,579	65,399	206,552	141,153	2,398	138,756	32.8%
	Net Income over Expenditure	(9,553)	(65,269)	(203,071)	(137,802)			
	plus Transfer from EMR	0	4,090					
	less Transfer to EMR	0	0					
	Movement to/(from) Gen Reserve	(9,553)	(61,179)					
	Grand Totals:- Income	**26**	**130**	**3,481**	**3,351**			**3.7%**
	Expenditure	**9,579**	**65,399**	**206,552**	**141,153**	**2,398**	**138,756**	**32.8%**
	Net Income over Expenditure	**(9,553)**	**(65,269)**	**(203,071)**	**(137,802)**			
	plus Transfer from EMR	**0**	**4,090**					
	less Transfer to EMR	**0**	**0**					
	Movement to/(from) Gen Reserve	**(9,553)**	**(61,179)**					

Detailed Income & Expenditure by Budget Heading 31/08/2024

Month No: 5 **Cost Centre Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Administration								
1009	Bank Loyalty Discount	13	61	170	109			35.8%	
1060	Miscellaneous Income	0	6,551	0	(6,551)			0.0%	6,538
	Administration :- Income	**14**	**6,612**	**170**	**(6,442)**			**3889.5%**	**6,538**
4010	Internal Auditor	0	(276)	500	776		776	(55.3%)	
4030	Postage	0	0	300	300		300	0.0%	
4031	Stationery	8	345	1,500	1,155		1,155	23.0%	
4032	Photocopier copy charges	0	784	1,500	716		716	52.2%	
4035	Computer consumables	0	35	300	265		265	11.7%	
4036	Office IT equip't inc antiviru	25	124	700	577		577	17.6%	
4037	Website	14	170	350	180		180	48.5%	
4039	Legal fees	1,100	1,635	5,000	3,365		3,365	32.7%	
4040	Audit Fees (external audit)	0	0	1,600	1,600		1,600	0.0%	
4043	Insurance Premiums	0	6,300	6,000	(300)		(300)	105.0%	
4044	Insurance Tree Survey	0	655	1,000	345		345	65.5%	
4045	Subscriptions	38	2,926	3,600	674		674	81.3%	
4046	Publications	185	185	300	115		115	61.5%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	0	1,500	1,500		1,500	0.0%	
4050	Town Council Elections	0	5,711	4,000	(1,711)		(1,711)	142.8%	5,711
4053	Refreshments	0	0	250	250		250	0.0%	
4056	Bank/Barclaycard charges	52	246	1,000	754		754	24.6%	
4059	First Aid	0	0	150	150		150	0.0%	
4062	Newsletter Production	0	200	500	300		300	40.0%	555
4063	Hire of Halls	0	32	300	268		268	10.8%	
4069	Office telephones	70	354	1,000	646		646	35.4%	
4070	Broadband/Internet	34	172	500	328		328	34.5%	
4071	IT Services incl backups	293	1,580	3,500	1,920		1,920	45.1%	
4072	IT costs office 365	202	952	2,200	1,248		1,248	43.3%	
4073	IT reserve for new machines	0	367	700	333	360	(27)	103.8%	
8060	Misc Resolved Gen Reserves & c	0	1,500	0	(1,500)		(1,500)	0.0%	
	Administration :- Indirect Expenditure	**2,021**	**23,995**	**38,400**	**14,405**	**360**	**14,045**	**63.4%**	**6,266**
	Net Income over Expenditure	**(2,008)**	**(17,382)**	**(38,230)**	**(20,848)**				
6000	plus Transfer from EMR	0	6,266						
6001	less Transfer to EMR	0	6,538						
	Movement to/(from) Gen Reserve	**(2,008)**	**(17,655)**						

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103	Town Councillors								
1060	Miscellaneous Income	0	350	0	(350)			0.0%	
	Town Councillors :- Income	**0**	**350**	**0**	**(350)**				**0**
4090	Councillors' allowances	0	(936)	7,300	8,236		8,236	(12.8%)	
4091	Councillors' expenses	24	67	600	533		533	11.2%	
4092	Councillors' training	0	95	1,000	905		905	9.5%	
4093	Mayor's allowance Civic Duties	0	737	2,000	1,263	30	1,233	38.4%	624
4097	Civic Event	439	439	1,000	561		561	43.9%	
	Town Councillors :- Indirect Expenditure	**463**	**402**	**11,900**	**11,498**	**30**	**11,468**	**3.6%**	**624**
	Net Income over Expenditure	**(463)**	**(52)**	**(11,900)**	**(11,848)**				
6000	plus Transfer from EMR	0	624						
	Movement to/(from) Gen Reserve	**(463)**	**572**						
104	General Administration								
1010	Investment Income	248	4,194	3,500	(694)			119.8%	
1076	Precept	0	226,448	445,227	218,779			50.9%	
	General Administration :- Income	**248**	**230,642**	**448,727**	**218,085**			**51.4%**	**0**
4100	Grants to other Organisations	0	0	1,000	1,000		1,000	0.0%	
4103	Public Info event(s)	0	0	1,000	1,000		1,000	0.0%	
4104	Events	334	484	1,500	1,016		1,016	32.2%	
4105	Finance Software	0	1,143	1,800	657		657	63.5%	
8060	Misc Resolved Gen Reserves & c	0	450	0	(450)	1,361	(1,811)	0.0%	
	General Administration :- Indirect Expenditure	**334**	**2,076**	**5,300**	**3,224**	**1,361**	**1,863**	**64.9%**	**0**
	Net Income over Expenditure	**(86)**	**228,565**	**443,427**	**214,862**				
201	Council Offices								
1060	Miscellaneous Income	0	176	0	(176)			0.0%	
	Council Offices :- Income	**0**	**176**	**0**	**(176)**				**0**
4004	Cleaning contract ex staff	0	300	1,500	1,200		1,200	20.0%	
4130	Council Tax	749	3,740	9,000	5,260		5,260	41.6%	
4131	Electricity	168	2,004	4,000	1,996		1,996	50.1%	
4132	Water charges	41	272	400	128		128	68.0%	
4133	Sewerage	0	55	550	495		495	10.1%	
4136	Photocopier - lease	0	0	1,500	1,500		1,500	0.0%	
4139	Window Cleaning	25	100	360	260		260	27.8%	
4140	Alarm Maintenance	279	329	500	171		171	65.8%	

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4141	Fire Precautions	0	0	440	440		440	0.0%	
4142	Other Maintenance	0	0	1,000	1,000		1,000	0.0%	
4146	Other Office Equipment	0	73	1,400	1,327		1,327	5.2%	
4154	Housekeeping San bins 49 & gar	4	6	380	374		374	1.5%	
4155	Refuse Collecting	71	313	1,300	987		987	24.1%	
4162	PWLB - Capital	0	2,564	5,202	2,638		2,638	49.3%	
4163	PWLB- Interest	0	222	375	153		153	59.3%	
	Council Offices :- Indirect Expenditure	**1,337**	**9,979**	**27,907**	**17,928**	**0**	**17,928**	**35.8%**	**0**
	Net Income over Expenditure	**(1,337)**	**(9,803)**	**(27,907)**	**(18,104)**				
202	51 High Street								
4170	51 High Street - expenditure	0	0	800	800		800	0.0%	
	51 High Street :- Indirect Expenditure	**0**	**0**	**800**	**800**	**0**	**800**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(800)**	**(800)**				
203	The Pavilion								
1030	Rental Income-Pavilion	0	2,734	1,200	(1,534)			227.9%	
	The Pavilion :- Income	**0**	**2,734**	**1,200**	**(1,534)**			**227.9%**	**0**
	Net Income	**0**	**2,734**	**1,200**	**(1,534)**				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	0	33,950	33,950	0		0	100.0%	
	Wannock Office :- Indirect Expenditure	**0**	**33,950**	**33,950**	**0**	**0**	**0**	**100.0%**	**0**
	Net Expenditure	**0**	**(33,950)**	**(33,950)**	**0**				
205	High Street Toilets								
1035	High St Toilets Community Sche	338	676	1,234	558			54.8%	
	High Street Toilets :- Income	**338**	**676**	**1,234**	**558**			**54.8%**	**0**
4500	Toilets High St - Cleaning	683	1,413	11,500	10,087		10,087	12.3%	
4501	Toilets High St - Maintenance	0	2,000	2,000	0		0	100.0%	
4504	Toilets High St - Other	0	0	450	450		450	0.0%	
4506	Toilets High St - Vandalism	0	0	350	350		350	0.0%	
	High Street Toilets :- Indirect Expenditure	**683**	**3,413**	**14,300**	**10,887**	**0**	**10,887**	**23.9%**	**0**
	Net Income over Expenditure	**(344)**	**(2,737)**	**(13,066)**	**(10,329)**				

Continued over page

Detailed Income & Expenditure by Budget Heading 31/08/2024

Month No: 5 **Cost Centre Report**

Code		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301	Town Centre and Community Safe								
1060	Miscellaneous Income	0	519	0	(519)			0.0%	519
	Town Centre and Community Safe :- Income	**0**	**519**	**0**	**(519)**				**519**
4201	CCTV costs	0	0	5,500	5,500	3,449	2,051	62.7%	
4202	Defibrillators	0	0	1,500	1,500		1,500	0.0%	
4203	Defib replace savings	0	0	2,000	2,000		2,000	0.0%	
	Town Centre and Community Safe :- Indirect Expenditure	**0**	**0**	**9,000**	**9,000**	**3,449**	**5,551**	**38.3%**	**0**
	Net Income over Expenditure	**0**	**519**	**(9,000)**	**(9,519)**				
6001	less Transfer to EMR	0	519						
	Movement to/(from) Gen Reserve	**0**	**0**						
302	Recreation Grounds								
1020	Hire Fees-Recreation Ground	0	(1,200)	0	1,200			0.0%	
1022	Brightling Road lease	0	0	120	120			0.0%	
	Recreation Grounds :- Income	**0**	**(1,200)**	**120**	**1,320**			**(1000.0**	**0**
4220	General Maintenance	5,603	14,852	13,000	(1,852)	4,150	(6,002)	146.2%	7,800
4223	Grounds Maintenance	523	2,033	4,500	2,467		2,467	45.2%	
4230	Skate Park	0	0	3,000	3,000	329	2,671	11.0%	
4238	Litter Bins	0	2,750	7,300	4,550		4,550	37.7%	
4239	Speed Indicator Device	275	6,305	0	(6,305)	825	(7,130)	0.0%	6,030
4240	Oakleaf Lease Charges	0	170	170	0		0	100.0%	
4241	Dog Bins	0	650	2,860	2,210		2,210	22.7%	
4242	Playground Equipment	0	302	2,000	1,698		1,698	15.1%	
4243	Safety Inspections	45	940	1,500	560	360	200	86.7%	
8060	Misc Resolved Gen Reserves & c	3,609	66,280	0	(66,280)	50	(66,330)	0.0%	59,635
	Recreation Grounds :- Indirect Expenditure	**10,056**	**94,282**	**34,330**	**(59,952)**	**5,714**	**(65,666)**	**291.3%**	**73,465**
	Net Income over Expenditure	**(10,056)**	**(95,482)**	**(34,210)**	**61,272**				
6000	plus Transfer from EMR	0	73,465						
	Movement to/(from) Gen Reserve	**(10,056)**	**(22,017)**						
303	Highways								
1051	Urban Grasscutting Income	0	4,048	4,048	0			100.0%	
	Highways :- Income	**0**	**4,048**	**4,048**	**0**			**100.0%**	**0**
4256	Urban grasscutting	1,866	9,045	27,500	18,455		18,455	32.9%	
4258	Flower Beds	967	5,310	7,500	2,190		2,190	70.8%	

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4259	Council Gardens - office	0	65	1,000	935	137	798	20.2%	
4263	Bulb Planting	0	0	1,000	1,000	999	1	99.9%	
4264	SID/VAS maintenance moving	0	0	1,100	1,100		1,100	0.0%	
	Highways :- Indirect Expenditure	**2,834**	**14,420**	**38,100**	**23,680**	**1,136**	**22,544**	**40.8%**	**0**
	Net Income over Expenditure	**(2,834)**	**(10,372)**	**(34,052)**	**(23,680)**				
304	Allotments								
1070	Allotment Fees	0	65	2,500	2,435			2.6%	
1072	Gosford Way Allotments	13	25	175	150			14.3%	
1073	Allotment Deposit Retained	100	150	0	(150)			0.0%	150
	Allotments :- Income	**113**	**240**	**2,675**	**2,435**			**9.0%**	**150**
4270	Allotments - maintenance	0	0	700	700		700	0.0%	
4271	Allotments - improvements	0	0	700	700		700	0.0%	
4272	Allotments - water	95	372	1,000	628		628	37.2%	
4273	Allotment - rent of land Gosfo	0	180	175	(5)		(5)	102.9%	
4274	Allotment Grounds maintenance	0	0	700	700		700	0.0%	
8060	Misc Resolved Gen Reserves & c	0	1,364	0	(1,364)		(1,364)	0.0%	
	Allotments :- Indirect Expenditure	**95**	**1,916**	**3,275**	**1,359**	**0**	**1,359**	**58.5%**	**0**
	Net Income over Expenditure	**17**	**(1,677)**	**(600)**	**1,077**				
6001	less Transfer to EMR	100	150						
	Movement to/(from) Gen Reserve	**(83)**	**(1,827)**						
305	Street Lighting								
1060	Miscellaneous Income	0	1,670	0	(1,670)			0.0%	
	Street Lighting :- Income	**0**	**1,670**	**0**	**(1,670)**				**0**
4280	Street Light - energy	0	(28,300)	9,600	37,900		37,900	(294.8%)	
4281	Street Light - Maint contract	0	6,236	10,400	4,164		4,164	60.0%	
4282	St Light - works/impro/maint	83	4,606	9,000	4,394		4,394	51.2%	
4286	Christmas decorations	0	0	14,000	14,000		14,000	0.0%	
	Street Lighting :- Indirect Expenditure	**83**	**(17,458)**	**43,000**	**60,458**	**0**	**60,458**	**(40.6%)**	**0**
	Net Income over Expenditure	**(83)**	**19,128**	**(43,000)**	**(62,128)**				
306	Prize and Prize Giving								
4096	Remembrance Wreath	0	46	60	14		14	76.4%	
	Prize and Prize Giving :- Indirect Expenditure	**0**	**46**	**60**	**14**	**0**	**14**	**76.4%**	**0**
	Net Expenditure	**0**	**(46)**	**(60)**	**(14)**				

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Detailed Income & Expenditure by Budget Heading 31/08/2024

Month No: 5 **Cost Centre Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
307	The Polegate Partnership								
1040	SponsorFlower Beds Hailsham Rd	0	0	1,000	1,000			0.0%	
	The Polegate Partnership :- Income	**0**	**0**	**1,000**	**1,000**			**0.0%**	**0**
4306	Replace Hailsham Rd Beds	0	0	450	450		450	0.0%	
4307	Hailsham Flowers Maintenance	225	(138)	550	688		688	(25.1%)	
	The Polegate Partnership :- Indirect Expenditure	**225**	**(138)**	**1,000**	**1,138**	**0**	**1,138**	**(13.8%)**	**0**
	Net Income over Expenditure	**(225)**	**138**	**0**	**(138)**				
401	The Planning Committee								
4320	Planning Committee - Halls	0	0	250	250		250	0.0%	
	The Planning Committee :- Indirect Expenditure	**0**	**0**	**250**	**250**	**0**	**250**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(250)**	**(250)**				
701	The Retired								
7001	The Retired	0	0	1,000	1,000		1,000	0.0%	
	The Retired :- Indirect Expenditure	**0**	**0**	**1,000**	**1,000**	**0**	**1,000**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(1,000)**	**(1,000)**				
	Grand Totals:- Income	**712**	**246,467**	**459,174**	**212,707**			**53.7%**	
	Expenditure	**18,130**	**166,883**	**262,572**	**95,689**	**12,051**	**83,638**	**68.1%**	
	Net Income over Expenditure	**(17,418)**	**79,585**	**196,602**	**117,017**				
	plus Transfer from EMR	**0**	**80,355**						
	less Transfer to EMR	**100**	**7,208**						
	Movement to/(from) Gen Reserve	**(17,518)**	**152,731**						

A/c Code 4091 Councillors' expenses — **Annual Budget** 600

Centre 103 Town Councillors — **Committed** 0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Balance Brought Forward Month 4	**42.95**	
5	29/07/2024	DDUNBAR	Purchase Ledger	Opening new play area	3.15	
5	29/07/2024	DDUNBAR	Purchase Ledger	Scout Camp	3.15	
5	29/07/2024	DDUNBAR	Purchase Ledger	Sussex Mayors Assoc	9.00	
5	29/07/2024	DDUNBAR	Purchase Ledger	Civic Reception	9.00	
		Account	**Councillors' expenses**	**Account Totals**	**67.25**	**0.00**
		Centre	**Town Councillors**	**Net Balance Month 5**	**67.25**	

Polegate Town Council

Cashbook 1

Current/Business Premium

Payments made between 01/08/2024 and 31/08/2024

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	A/c		£ Amount	Transaction
						Nominal Ledger Analysis			
01/08/2024	Business Stream	DIRECT DEB	95.41			4272	304	95.41	Cophall Allotment Water
01/08/2024	Business Stream	DIRECT DEB	41.07			4132	201	41.07	49/51 High St Water
05/08/2024	Barclays Bank	DIRECT DEB	52.30			4056	102	52.30	Bank Commission Charges
07/08/2024	Nest Pension Scheme	DIRECT DEB	504.72			4011	101	70.86	Nest Pension
						4000	101	146.76	Nest Pension
						4003	101	22.26	Nest Pension
						4002	101	48.54	Nest Pension
						4008	101	216.30	Nest Pension
13/08/2024	Countrymans Contractors ltd	BX423199	627.91	627.91		500			Open Spaces Cut July 24
13/08/2024	Countrymans Contractors ltd	BX423253	2,239.67	2,239.67		500			Urban Grass Cut 7
13/08/2024	Countrymans Contractors ltd	BX429321	330.00	330.00		500			Move mobil speed sign
13/08/2024	Countrymans Contractors ltd	BX429347	840.00	840.00		500			Oakleaf bark top up
13/08/2024	Countrymans Contractors ltd	BX429471	600.00	600.00		500			Bench Repair Bernard Baron Hom
13/08/2024	Mr Dan Dunbar	BX431553	9.00	9.00		500			Civic Reception
13/08/2024	Countrymans Contractors ltd	BX431719	534.00	534.00		500			Bench repair in meadow
13/08/2024	Mr Dan Dunbar	BX434435	9.00	9.00		500			Sussex Mayors Assoc
13/08/2024	Mr Dan Dunbar	BX434487	3.15	3.15		500			Scout Camp
13/08/2024	Mr Dan Dunbar	BX435927	3.15	3.15		500			Opening new play area
13/08/2024	Withers DIY	BX436361	66.51	66.51		500			Misc items
13/08/2024	Denma Cleaning Services Ltd	BX436395	819.00	819.00		500			Cleaning Services
13/08/2024	Initial Washroom Hygiene	BX437879	5.29	5.29		500			Hygiene Bins
13/08/2024	[redacted]	[redacted]				500			[redacted]
13/08/2024	[redacted]	[redacted]				500			[redacted]
13/08/2024	Streetlights	BX440715	49.50	49.50		500			Col L Blackpath
13/08/2024	Streetlights	BX440835	49.50	49.50		500			Col D Westfield Close
13/08/2024	Mulberry Local Aurhority Servi	BX441707	864.00	864.00		500			Locum support
13/08/2024	Echo Cleaning	BX442401	30.00	30.00		500			Window Cleaning
13/08/2024	Europlants Ltd	BX442428	1,160.98	1,160.98		500			Seasonal Maintenance
13/08/2024	Europlants Ltd	BX444296	212.40	212.40		500			Removal of Buxus Hedge
13/08/2024	Europlants Ltd	BX445829	57.58	57.58		500			Hailsham flower beds
13/08/2024	SME IT Solutions Ltd	BX446384	125.50	125.50		500			IT Telephone Costs
13/08/2024	SME IT Solutions Ltd	BX446427	640.66	640.66		500			IT Office Costs
13/08/2024	Ripley Ltd	BX447271	1,620.60	1,620.60		500			New stainless steel toilet pan
	Subtotal Carried Forward:		11,614.30	10,920.80	0.00			693.50	

Current/Business Premium

Payments made between 01/08/2024 and 31/08/2024

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	Nominal Ledger Analysis A/c		£ Amount	Transaction
13/08/2024	Chris Butler Archeological Ser	BX450048	1,982.70	1,982.70		500			Heritage Impact Report
13/08/2024	PCA Drama Group	BX451894	352.00	352.00		500			Summer Show
13/08/2024	ECO CLEAN SUSSEX LTD	BX452007	1,200.00	1,200.00		500			Graffiti Removal
13/08/2024	IDVerde	BX473647	1,214.40	1,214.40		500			Playground Inspections
13/08/2024	Wicksteed Leisure Ltd	BX795060	362.11	362.11		500			Bearings for Turnstile
15/08/2024	Staff Salaries Cash Book	Aug Sals	7,786.95			202		7,786.95	Aug Salary
15/08/2024	Wealden District Council	NNDR	749.00			4130	201	749.00	Payment of NNDR
16/08/2024	EDF Energy	DIRECT DEB	142.21		6.77	4131	201	135.44	Electricity 49 High St
19/08/2024	Haven Security Ltd	BX312179	334.80	334.80		500			Annual Maintenance
19/08/2024	[redacted]	[redacted]				500			[redacted]
19/08/2024	Recorra Sout East Ltd	BX314240	79.12	79.12		500			Waste Bin Collection
19/08/2024	Recorra Sout East Ltd	BX314857	5.70	5.70		500			Enviromental Compliance Charge
19/08/2024	Countrymans Contractors ltd	BX315352	1,296.00	1,296.00		500			Road Repair Brighling
19/08/2024	Countrymans Contractors ltd	BX315829	1,680.00	1,680.00		500			Oakleaf Bark Supply
19/08/2024	Surrey Hills Solicitors	BX315885	1,320.00	1,320.00		500			General Legal Advice
19/08/2024	Lewes District Council	BX321630	54.00	54.00		500			Play Park Inspections
19/08/2024	[redacted]	[redacted]				500			[redacted]
19/08/2024	St Johns Ambulance	BX324416	400.32	400.32		500			Summer Fun Day
19/08/2024	A & A Beams	BX324441	36.25	36.25		500			Refreshments for Civic Event
19/08/2024	Polegate Community Association	BX330773	38.00	38.00		500			Affliation Fee
20/08/2024	EDF Energy	DIRECT DEB	34.52		1.64	4131	201	32.88	Electricity 51 High St
27/08/2024	BarclayCard	BARCLAYCA	273.35		13.16	4046	102	184.62	SLCC Publications
						4097	103	20.00	Morrisons food deposit
						4097	103	19.24	Amazon paper cups & plates
						4031	102	7.87	Amazon A4 Diary
						4097	103	11.38	Amazon Paper Napkins
						4220	302	17.08	Wickes Plywood
28/08/2024	Advo Payroll	DIRECT DEB	609.98		101.66	4009	101	250.00	Payroll Services - Set up Cost
						4009	101	129.16	Payroll Services - July 24
	Subtotal Carried Forward:		31,605.16	21,315.65	123.23			10,037.12	

Current/Business Premium

Payments made between 01/08/2024 and 31/08/2024

Date	Payee Name	Reference	£ Total	£ Creditors	£ VAT	Nominal Ledger Analysis A/c		£ Amount	Transaction
						4009	101	129.16	Payroll Services - Aug 24
	Total Payments:		31,605.16	21,315.65	123.23			10,166.28	

Polegate Town Council

Trial Balance for Month No: 5

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			6,444.52	
200	Current/Business Premium			644,617.33	
201	Tracker Account			130,479.86	
203	HSBC Deposit A/C			87,668.43	
204	NatWest deposit A/C			87,152.23	
210	Petty Cash			200.00	
310	General reserves				195,560.04
320	Council Office Mntce Fund				22,115.00
322	Town Election/Poll/Referendum				16,657.00
324	Elections Fund				20,972.97
328	Office IT Equipment Reserve				897.00
331	Brightling Reserve				8,514.21
334	Town Focal Enhancemt Reserve				592.20
335	Street Lights Reserve				96,914.31
338	Hailsham Beds Reserve				1,398.54
339	Office Alterations Reserve				19,899.75
341	Staff - Consultant/Temporary				4,235.55
342	S106 funds				244,147.25
344	Play Equipment				4,200.00
346	Neighbourhood Plan				15,000.00
347	CCTV reserve				519.44
348	Consultation/Newsletter				448.00
349	CIL funds				85,932.44
350	Picnic Benches				788.00
351	Skate Park				9,346.00
352	Overtime				2,275.27
353	Polegate Community Library				51,000.00
354	New air con unit				1,220.00
355	Christmas Lights (new)				1,750.00
356	Bins				5,250.00
358	VAS (SID)				4,269.60
359	Land purchase car park				100.00
360	Land Purchase open space				40,100.00
361	Allotment unreturned deposits				1,025.00
362	emr training courses				2,476.00
364	Changing Places Toilet Maint				3,884.35
501	Sundry Other creditors			488.45	
560	Deposits Held				4,010.00
1009	Bank Loyalty Discount	102	Administration		60.84
1010	Investment Income	104	General Administration		4,193.60
1020	Hire Fees-Recreation Ground	302	Recreation Grounds	1,200.00	
1030	Rental Income-Pavilion	203	The Pavilion		2,734.40

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A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1035	High St Toilets Community Sche	205	High Street Toilets		676.35
1042	Sponsorship Litter Picker	101	Employee costs		130.00
1051	Urban Grasscutting Income	303	Highways		4,048.00
1060	Miscellaneous Income	101	Employee costs		0.01
1060	Miscellaneous Income	102	Administration		6,551.35
1060	Miscellaneous Income	103	Town Councillors		350.00
1060	Miscellaneous Income	201	Council Offices		175.70
1060	Miscellaneous Income	301	Town Centre and Community Safe		519.44
1060	Miscellaneous Income	305	Street Lighting		1,670.00
1070	Allotment Fees	304	Allotments		64.81
1072	Gosford Way Allotments	304	Allotments		25.00
1073	Allotment Deposit Retained	304	Allotments		150.00
1076	Precept	104	General Administration		226,448.00
4000	[redacted]	101	[redacted]	[redacted]	
4002	[redacted]	101	[redacted]	[redacted]	
4003	[redacted]	101	[redacted]	[redacted]	
4004	Cleaning contract ex staff	201		300.00	
4005	[redacted]	101	[redacted]	[redacted]	
4007	NI (ER's)	101	Employee costs	3,053.01	
4008	Pension ER's contributions	101	Employee costs	1,221.09	
4009	Payroll	101	Employee costs	780.39	
4010	Internal Auditor	102	Administration		276.25
4011	[redacted]	101	[redacted]	[redacted]	
4012	[redacted]	101	[redacted]	[redacted]	
4013	[redacted]	101	[redacted]	[redacted]	
4014	Consultancy/Locum Clerk	101	Employee costs	4,722.50	
4015	[redacted]	101	[redacted]	[redacted]	
4016	Training Exps inc course fees	101	Employee costs	1,090.00	
4019	[redacted]	101	[redacted]	[redacted]	
4022	[redacted]	101	[redacted]	[redacted]	
4023	[redacted]	101	[redacted]	[redacted]	
4024	HR Contract	101	Employee costs	1,250.00	
4031	Stationery	102	Administration	345.08	
4032	Photocopier copy charges	102	Administration	783.56	
4035	Computer consumables	102	Administration	34.98	
4036	Office IT equip't inc antiviru	102	Administration	123.50	
4037	Website	102	Administration	169.90	
4039	Legal fees	102	Administration	1,635.00	
4043	Insurance Premiums	102	Administration	6,300.36	
4044	Insurance Tree Survey	102	Administration	655.00	
4045	Subscriptions	102	Administration	2,925.64	
4046	Publications	102	Administration	184.62	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4050	Town Council Elections	102	Administration	5,710.90	
4056	Bank/Barclaycard charges	102	Administration	246.30	
4062	Newsletter Production	102	Administration	200.00	
4063	Hire of Halls	102	Administration	32.25	
4069	Office telephones	102	Administration	353.51	
4070	Broadband/Internet	102	Administration	172.45	
4071	IT Services incl backups	102	Administration	1,579.63	
4072	IT costs office 365	102	Administration	951.51	
4073	IT reserve for new machines	102	Administration	366.65	
4090	Councillors' allowances	103	Town Councillors		936.00
4091	Councillors' expenses	103	Town Councillors	67.25	
4092	Councillors' training	103	Town Councillors	95.00	
4093	Mayor's allowance Civic Duties	103	Town Councillors	737.00	
4096	Remembrance Wreath	306	Prize and Prize Giving	45.83	
4097	Civic Event	103	Town Councillors	438.87	
4104	Events	104	General Administration	483.60	
4105	Finance Software	104	General Administration	1,142.70	
4130	Council Tax	201	Council Offices	3,740.00	
4131	Electricity	201	Council Offices	2,003.92	
4132	Water charges	201	Council Offices	271.84	
4133	Sewerage	201	Council Offices	55.31	
4139	Window Cleaning	201	Council Offices	100.00	
4140	Alarm Maintenance	201	Council Offices	329.00	
4146	Other Office Equipment	201	Council Offices	73.49	
4154	Housekeeping San bins 49 & gar	201	Council Offices	5.75	
4155	Refuse Collecting	201	Council Offices	312.66	
4162	PWLB - Capital	201	Council Offices	2,564.11	
4163	PWLB- Interest	201	Council Offices	222.49	
4198	PWMRG CIC Grant (Interim)	204	Wannock Office	33,950.00	
4220	General Maintenance	302	Recreation Grounds	14,851.68	
4223	Grounds Maintenance	302	Recreation Grounds	2,032.66	
4238	Litter Bins	302	Recreation Grounds	2,750.34	
4239	Speed Indicator Device	302	Recreation Grounds	6,305.00	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4241	Dog Bins	302	Recreation Grounds	650.00	
4242	Playground Equipment	302	Recreation Grounds	301.76	
4243	Safety Inspections	302	Recreation Grounds	940.25	
4256	Urban grasscutting	303	Highways	9,044.83	
4258	Flower Beds	303	Highways	5,310.13	
4259	Council Gardens - office	303	Highways	65.00	
4272	Allotments - water	304	Allotments	372.19	
4273	Allotment - rent of land Gosfo	304	Allotments	180.00	

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Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4280	Street Light - energy	305	Street Lighting		28,300.00
4281	Street Light - Maint contract	305	Street Lighting	6,235.88	
4282	St Light - works/impro/maint	305	Street Lighting	4,606.25	
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership		138.06
4500	Toilets High St - Cleaning	205	High Street Toilets	1,413.00	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,000.00	
6000	Transfer from EMR	101	Employee costs		4,090.00
6000	Transfer from EMR	102	Administration		6,265.90
6000	Transfer from EMR	103	Town Councillors		623.68
6000	Transfer from EMR	302	Recreation Grounds		73,465.23
6001	Transfer to EMR	102	Administration	6,538.45	
6001	Transfer to EMR	301	Town Centre and Community Safe	519.44	
6001	Transfer to EMR	304	Allotments	150.00	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	3,475.84	
8060	Misc Resolved Gen Reserves & c	102	Administration	1,500.00	
8060	Misc Resolved Gen Reserves & c	104	General Administration	450.00	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	66,280.48	
8060	Misc Resolved Gen Reserves & c	304	Allotments	1,364.18	
			Trial Balance Totals :	**1,227,390.54**	**1,227,390.54**
			Difference	**0.00**	

Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
320	Council Office Mntce Fund	22,115.00		22,115.00
322	Town Election/Poll/Referendum	16,657.00		16,657.00
324	Elections Fund	26,683.87	-5,710.90	20,972.97
328	Office IT Equipment Reserve	897.00		897.00
331	Brightling Reserve	8,514.21		8,514.21
334	Town Focal Enhancemt Reserve	592.20		592.20
335	Street Lights Reserve	96,914.31		96,914.31
338	Hailsham Beds Reserve	1,398.54		1,398.54
339	Office Alterations Reserve	19,899.75		19,899.75
341	Staff - Consultant/Temporary	8,325.55	-4,090.00	4,235.55
342	S106 funds	244,147.25		244,147.25
344	Play Equipment	12,000.00	-7,800.00	4,200.00
346	Neighbourhood Plan	15,000.00		15,000.00
347	CCTV reserve	0.00	519.44	519.44
348	Consultation/Newsletter	1,003.00	-555.00	448.00
349	CIL funds	139,029.22	-53,096.78	85,932.44
350	Picnic Benches	788.00		788.00
351	Skate Park	9,346.00		9,346.00
352	Overtime	2,275.27		2,275.27
353	Polegate Community Library	51,000.00		51,000.00
354	New air con unit	1,220.00		1,220.00
355	Christmas Lights (new)	1,750.00		1,750.00
356	Bins	5,250.00		5,250.00
358	VAS (SID)	10,299.60	-6,030.00	4,269.60
359	Land purchase car park	100.00		100.00
360	Land Purchase open space	40,100.00		40,100.00
361	Allotment unreturned deposits	875.00	150.00	1,025.00
362	emr training courses	2,476.00		2,476.00
364	Changing Places Toilet Maint	3,884.35		3,884.35
365	Mayors residual fund	623.68	-623.68	0.00
		743,164.80	**-77,236.92**	**665,927.88**

Wealden proposal for notice board along the Cuckoo trail

Unfortunately, we don't have much more detail on the information boards at present and are only looking to see whether T&PCs would be potentially interested.

Once we know whether there is interest, we will be seeking quotes for the wooden units. I would suggest they would most likely be like the following:

In terms of the location, it is likely this would need to be along the Cuckoo Trail as we will be looking to use funds from the Shared Prosperity Fund that has been earmarked to improve the wayfinding and signage along the Trail.