

# **Policy and Finance Committee**

## **Financial Report Pack**

**17<sup>th</sup> September 2024**

**Committee Meeting: Policy and Finance**

**Report of:** Town Clerk

**Date:** 17<sup>th</sup> September 2024

**Subject:** Lists of payments and receipts, Income & Expenditure for the period 1<sup>st</sup> 31<sup>st</sup> May 2024.

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Please see associated documents;

ITEM 6 - P and F 17/09/24 - FINANCIAL REPORTS PACK – 01 APRIL 2024 TO 31 MAY 24

## Current/Reserve Account

Receipts received between 01/04/2024 and 30/04/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		<b>Banked: 02/04/2024</b>	<b>72.50</b>						
		Sales Recpts Page 2605	72.50	72.50		100			Sales Recpts Page 2605
		<b>Banked: 02/04/2024</b>	<b>36.00</b>						
		Sales Recpts Page 2606	36.00	36.00		100			Sales Recpts Page 2606
		<b>Banked: 02/04/2024</b>	<b>43.00</b>						
		Sales Recpts Page 2607	43.00	43.00		100			Sales Recpts Page 2607
		<b>Banked: 02/04/2024</b>	<b>120.00</b>						
		Sales Recpts Page 2608	120.00	120.00		100			Sales Recpts Page 2608
		<b>Banked: 02/04/2024</b>	<b>192.60</b>						
		Sales Recpts Page 2609	192.60	192.60		100			Sales Recpts Page 2609
		<b>Banked: 02/04/2024</b>	<b>92.44</b>						
		S Wrobel	92.44			1020	201	92.44	Allotment rent – A 18
		<b>Banked: 02/04/2024</b>	<b>49.85</b>						
		M Gregory	49.85			1020	201	49.85	Allotment rent – OA 26
		<b>Banked: 02/04/2024</b>	<b>19.32</b>						
		B Hamilton	19.32			1020	201	19.32	Allotment rent – A 28
		<b>Banked: 02/04/2024</b>	<b>54.86</b>						
		L Winterflood	54.86			1020	201	54.86	Allotment rent – OA 3
		<b>Banked: 02/04/2024</b>	<b>61.53</b>						
		C Stoneham	61.53			1020	201	61.53	Allotment rent – A 10
		<b>Banked: 02/04/2024</b>	<b>47.38</b>						
		T Brook	47.38			1020	201	47.38	Allotment rent – OA 20
		<b>Banked: 02/04/2024</b>	<b>40.48</b>						
		R Doe	40.48			1020	201	40.48	Allotment rent – A 1
		<b>Banked: 02/04/2024</b>	<b>34.96</b>						
		M Crump	34.96			1020	201	34.96	Allotment rent – A 11
		<b>Banked: 02/04/2024</b>	<b>360.00</b>						
		P Tijou & S Curtis	360.00			1010	105	360.00	Payt for civil marriage, 11/4/24
		<b>Banked: 02/04/2024</b>	<b>52.90</b>						
		A Bliss (A Karoly)	52.90			1020	201	52.90	Allotment rent – OA 12
		<b>Banked: 02/04/2024</b>	<b>174.00</b>						
		L Mercer	174.00			1000	201	174.00	Cemetery
		<b>Banked: 03/04/2024</b>	<b>129.00</b>						
		Sales Recpts Page 2610	129.00	129.00		100			Sales Recpts Page 2610
		<b>Banked: 03/04/2024</b>	<b>140.25</b>						
		Sales Recpts Page 2611	140.25	140.25		100			Sales Recpts Page 2611
		<b>Subtotal Carried Forward:</b>	<b>1,721.07</b>	<b>733.35</b>	<b>0.00</b>			<b>987.72</b>	

## Current/Reserve Account

Receipts received between 01/04/2024 and 30/04/2024

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	<b>Banked: 03/04/2024</b>	<b>66.79</b>						
	L Butler-King	66.79			1020	201	66.79	Allotment rent – OA 39
	<b>Banked: 03/04/2024</b>	<b>60.95</b>						
	J Woodhams	60.95			1020	201	60.95	Allotment rent – OA 5
	<b>Banked: 03/04/2024</b>	<b>26.50</b>						
	J Hellings	26.50			1020	201	26.50	Allotment rent – A 13
	<b>Banked: 03/04/2024</b>	<b>90.25</b>						
	C Dixon	90.25			1020	201	90.25	Allotment rent – A 40
	<b>Banked: 04/04/2024</b>	<b>79.00</b>						
	Sales Recpts Page 2612	79.00	79.00		100			Sales Recpts Page 2612
	<b>Banked: 04/04/2024</b>	<b>18.92</b>						
	Z Clark	18.92			1020	201	18.92	Allotment rent – OA 33
	<b>Banked: 04/04/2024</b>	<b>101.57</b>						
	D Woerndl	101.57			1020	201	101.57	Allotment rent – OA 25
	<b>Banked: 05/04/2024</b>	<b>98.75</b>						
	Sales Recpts Page 2613	98.75	98.75		100			Sales Recpts Page 2613
	<b>Banked: 05/04/2024</b>	<b>10.49</b>						
	A Warner	10.49			1020	201	10.49	Allotment rent – OA 22
	<b>Banked: 05/04/2024</b>	<b>110.68</b>						
	E West	110.68			1020	201	110.68	Allotment rent – OA 9
	<b>Banked: 05/04/2024</b>	<b>27.60</b>						
	M Figg	27.60			1020	201	27.60	Allotment rent – OA 6
	<b>Banked: 05/04/2024</b>	<b>384.75</b>						
	Monastery of the Vistation	384.75			9002	900	384.75	(¼) Maint. nuns' burial area
	<b>Banked: 08/04/2024</b>	<b>25.88</b>						
	S Harris	25.88			1020	201	25.88	Allotment rent – OA 8
	<b>Banked: 08/04/2024</b>	<b>28.75</b>						
	C Schor	28.75			1020	201	28.75	Allotment rent – OA 10
	<b>Banked: 08/04/2024</b>	<b>19.50</b>						
	V Wojciuchova	19.50			1020	201	19.50	Allotment rent – OA 38
	<b>Banked: 08/04/2024</b>	<b>26.86</b>						
	P Martin	26.86			1020	201	26.86	Allotment rent – OA 19
	<b>Banked: 08/04/2024</b>	<b>32.20</b>						
	C Roche	32.20			1020	201	32.20	Allotment rent – A 32
	<b>Banked: 08/04/2024</b>	<b>51.24</b>						
	C Young	51.24			1020	201	51.24	Allotment rent – OA 13
	<b>Subtotal Carried Forward:</b>	<b>2,981.75</b>	<b>177.75</b>	<b>0.00</b>			<b>2,070.65</b>	

## Current/Reserve Account

Receipts received between 01/04/2024 and 30/04/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		<b>Banked: 08/04/2024</b>	<b>66.00</b>						
		R A Brooks & Son	66.00			1000	201	66.00	Cemetery
		<b>Banked: 08/04/2024</b>	<b>29.00</b>						
		D Beaton	29.00			1020	201	29.00	Allotment rent – OA 14
		<b>Banked: 08/04/2024</b>	<b>36.00</b>						
		Sales Recpts Page 2617	36.00	36.00		100			Sales Recpts Page 2617
		<b>Banked: 08/04/2024</b>	<b>30.03</b>						
		J Hack	30.03			1020	201	30.03	Allotment rent – A 27
		<b>Banked: 08/04/2024</b>	<b>38.64</b>						
		L Begum	38.64			1020	201	38.64	Allotment rent – A 29
		<b>Banked: 08/04/2024</b>	<b>10.00</b>						
		P Tijou & S Curtis	10.00			1010	105	10.00	Payt for civil marriage, 11/4/24
		<b>Banked: 09/04/2024</b>	<b>87.00</b>						
		Sales Recpts Page 2614	87.00	87.00		100			Sales Recpts Page 2614
		<b>Banked: 09/04/2024</b>	<b>30.00</b>						
		D Clark & H McAdam	30.00			1010	105	30.00	Dep. for civil marriage, 30/5/24
		<b>Banked: 10/04/2024</b>	<b>30.48</b>						
		C Edwards	30.48			1020	201	30.48	Allotment rent – OA 4
		<b>Banked: 10/04/2024</b>	<b>28.15</b>						
		E Whitnall	28.15			1020	201	28.15	Allotment rent – A 21
		<b>Banked: 10/04/2024</b>	<b>102.92</b>						
		Receipts by card	102.92			1020	201	55.00	S Russell/ Allotment rent – A 34
						1020	201	10.63	N Strutt/ Allotment rent – A 4
						1020	201	39.10	D Allen/ Allotment rent – A 35
						4235	110	-1.81	Worldpay transaction fee
		<b>Banked: 11/04/2024</b>	<b>51.35</b>						
		B Sheil	51.35			1020	201	51.35	Allotment rent – A 22
		<b>Banked: 12/04/2024</b>	<b>43.00</b>						
		Sales Recpts Page 2615	43.00	43.00		100			Sales Recpts Page 2615
		<b>Banked: 12/04/2024</b>	<b>141.22</b>						
		G & E Jones	141.22			1020	201	141.22	Allotment rent – A 24
		<b>Banked: 15/04/2024</b>	<b>55.43</b>						
		O Francis	55.43			1020	201	55.43	Allotment rent – OA 2
		<b>Subtotal Carried Forward:</b>	<b>3,760.97</b>	<b>166.00</b>	<b>0.00</b>			<b>2,683.87</b>	

## Current/Reserve Account

Receipts received between 01/04/2024 and 30/04/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		<b>Banked: 15/04/2024</b>	<b>27.75</b>						
		K Goldsmith	27.75			1020	201	27.75	Allotment rent – OA 28
		<b>Banked: 15/04/2024</b>	<b>16.93</b>						
		R La Corbiniere	16.93			1020	201	16.93	Allotment rent – OA 27
		<b>Banked: 16/04/2024</b>	<b>51.52</b>						
		E Popistas	51.52			1020	201	51.52	Allotment rent – A 21
		<b>Banked: 16/04/2024</b>	<b>36.80</b>						
		A Schofield	36.80			1020	201	36.80	Allotment rent – OA 25
		<b>Banked: 16/04/2024</b>	<b>48.30</b>						
		L Wells	48.30			1020	201	48.30	Allotment rent – A 30
		<b>Banked: 17/04/2024</b>	<b>10,357.01</b>						
		HM Revenue & Customs	10,357.01			105		10,357.01	VAT reimbursement to 30/9/23
		<b>Banked: 19/04/2024</b>	<b>30.48</b>						
		I Chisholm	30.48			1020	201	30.48	Allotment rent – OA 40
		<b>Banked: 19/04/2024</b>	<b>85.00</b>						
		S Darby	85.00			1020	201	85.00	Allotment rent – OA 15
		<b>Banked: 19/04/2024</b>	<b>1,996.00</b>						
		Paul Masson Funerals Ltd	1,996.00			1000	201	1,996.00	Cemetery
		<b>Banked: 22/04/2024</b>	<b>120.00</b>						
		Downsview Monumental Company	120.00			1000	201	120.00	Cemetery
		<b>Banked: 22/04/2024</b>	<b>653.00</b>						
		Heathfield Funeral Service	653.00			1000	201	653.00	Cemetery
		<b>Banked: 22/04/2024</b>	<b>169.57</b>						
		S Gilson (receipt by card)	169.57			1000 4235	201 110	174.00	Cemetery -4.43 Worldpay transaction fee
		<b>Banked: 23/04/2024</b>	<b>765.00</b>						
		Sales Recpts Page 2616	765.00	765.00		100			Sales Recpts Page 2616
		<b>Banked: 24/04/2024</b>	<b>19.50</b>						
		S Greig	19.50			1020	201	19.50	Allotment rent – OA 34
		<b>Banked: 24/04/2024</b>	<b>169.20</b>						
		Summerhill Lane Allotment Assoc.	169.20			1020	201	169.20	Annual rent – SL1-24
100953		<b>Banked: 25/04/2024</b>	<b>979.07</b>						
100953		Manual Pay-In	979.07			1000 100 1020 1020 1020 1000	201 201 201 201 201 201	185.00	Cemetery Sales Recpts Page 2620 131.65 Radford/ Allotment rent – OA 32 10.63 S Tapp/ Allotment rent – A 3 60.00 S Russell/ Allotment rent – A 34 174.00 Cemetery
		<b>Subtotal Carried Forward:</b>	<b>19,286.10</b>	<b>924.00</b>	<b>0.00</b>			<b>17,026.21</b>	

## Current/Reserve Account

Receipts received between 01/04/2024 and 30/04/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
						4025	107	64.66	Motor ins. credit 1-31/3/24
						1020	201	125.53	R Fox/ Allotment rent - OA 1
						1020	201	64.88	P Reader/Allotment rent OA 44
						4301	201	3.72	Cemetery
		<b>Banked: 29/04/2024</b>	<b>118.29</b>						
		J Calderon-Sanetra	118.29			1020	201	118.29	Allotment rent - A 15
		<b>Banked: 29/04/2024</b>	<b>40.59</b>						
		M Singson	40.59			1020	201	40.59	Allotment rent - OA 23
		<b>Banked: 29/04/2024</b>	<b>47.00</b>						
		J Taliga	47.00			1020	201	47.00	Allotment rent - OA 24
		<b>Banked: 29/04/2024</b>	<b>109.94</b>						
		S Monk	109.94			1020	201	109.94	Allotment rent - A 6
		<b>Banked: 29/04/2024</b>	<b>23.02</b>						
		S Varughese	23.02			1020	201	23.02	Allotment rent - A 26
		<b>Banked: 29/04/2024</b>	<b>183.50</b>						
		Receipts by card	183.50			1000	201	82.50	Cemetery
						1020	201	70.10	P Hickman/Allotment rent OA 16
						1020	201	34.33	P Costello/ Allotment rent - A 14
						4235	110	-3.43	Worldpay transaction fee
		<b>Banked: 30/04/2024</b>	<b>434,790.00</b>						
		Mid Sussex District Council	434,790.00			1176	107	434,790.00	1 <sup>st</sup> ½year precept
		<b>Banked: 30/04/2024</b>	<b>231.19</b>						
		NatWest	231.19			1190	110	231.19	Reserve A/c interest Apr-24
		<b>Banked: 30/04/2024</b>	<b>264.00</b>						
		Sales Recpts Page 2618	264.00	264.00		100			Sales Recpts Page 2618
		<b>Banked: 30/04/2024</b>	<b>31.44</b>						
		W Humphrey	31.44			1020	201	31.44	Allotment rent - A 5
		<b>Banked: 30/04/2024</b>	<b>357.25</b>						
		Sales Recpts Page 2619	357.25	357.25		100			Sales Recpts Page 2619
		<b>Banked: 30/04/2024</b>	<b>12,362.85</b>						
		HM Revenue & Customs	12,362.85			105		12,362.85	VAT reimbursement to 31/12/23
		<b>Banked: 30/04/2024</b>	<b>29.65</b>						
		A Zorlu (receipt by card)	29.65			1020	201	30.13	Allotment rent - A 9
						4235	110	-0.48	Worldpay transaction fee
		<b>Total Receipts:</b>	<b>467,874.82</b>	<b>2,622.35</b>	<b>0.00</b>			<b>465,252.47</b>	

## Current/Reserve Account

Receipts received between 01/05/2024 and 31/05/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		<b>Banked: 01/05/2024</b>	<b>29.58</b>						
		B Babu	29.58			1020	201	29.58	Allotment rent – OA 18
		<b>Banked: 01/05/2024</b>	<b>57.96</b>						
		G Newman	57.96			1020	201	57.96	Allotment rent – A 12
		<b>Banked: 01/05/2024</b>	<b>653.00</b>						
		R A Brooks & Son	653.00			1000	201	653.00	Cemetery
		<b>Banked: 01/05/2024</b>	<b>115.50</b>						
		R A Brooks & Son	115.50			1000	201	115.50	Cemetery
		<b>Banked: 01/05/2024</b>	<b>29.88</b>						
		R Dore (receipt by card)	29.88			1020 4235	201 110	30.43 -0.55	Allotment rent – OA 7 Worldpay transaction fee
		<b>Banked: 02/05/2024</b>	<b>128.00</b>						
		R A Brooks & Son	128.00			1000	201	128.00	Cemetery
		<b>Banked: 02/05/2024</b>	<b>24.84</b>						
		J Whiley	24.84			1020	201	24.84	Allotment rent – OA 30
		<b>Banked: 02/05/2024</b>	<b>20.89</b>						
		R Munro (receipt by card)	20.89			1020 4235	201 110	21.25 -0.36	Allotment rent – OA 41 Worldpay transaction fee
		<b>Banked: 03/05/2024</b>	<b>53.13</b>						
		A Damane	53.13			1020	201	53.13	Allotment rent – A 17
		<b>Banked: 03/05/2024</b>	<b>370.00</b>						
		D Lepadatu & N Walker	370.00			1010	105	370.00	Bal. for civil marriage, 11/5/24
		<b>Banked: 07/05/2024</b>	<b>46.00</b>						
		Sales Recpts Page 2621	46.00	46.00		100			Sales Recpts Page 2621
		<b>Banked: 07/05/2024</b>	<b>38.50</b>						
		Sales Recpts Page 2622	38.50	38.50		100			Sales Recpts Page 2622
		<b>Banked: 07/05/2024</b>	<b>57.75</b>						
		Sales Recpts Page 2623	57.75	57.75		100			Sales Recpts Page 2623
		<b>Banked: 07/05/2024</b>	<b>186.00</b>						
		Sales Recpts Page 2624	186.00	186.00		100			Sales Recpts Page 2624
		<b>Banked: 07/05/2024</b>	<b>30.37</b>						
		J Winspear	30.37			1020	201	30.37	Allotment rent – A 7
		<b>Banked: 07/05/2024</b>	<b>60.68</b>						
		A Hasan	60.68			1020	201	60.68	Allotment rent – A 8
		<b>Banked: 07/05/2024</b>	<b>71.00</b>						
		R A Brooks & Son	71.00			1000	201	71.00	Cemetery
		<b>Subtotal Carried Forward:</b>	<b>1,973.08</b>	<b>328.25</b>	<b>0.00</b>			<b>1,644.83</b>	



## Current/Reserve Account

Receipts received between 01/05/2024 and 31/05/2024

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	<b>Banked: 07/05/2024</b>	<b>174.00</b>						
	Sales Recpts Page 2625	174.00	174.00		100			Sales Recpts Page 2625
	<b>Banked: 08/05/2024</b>	<b>28.22</b>						
	N Rapley-Hawkins	28.22			1020	201	28.22	Allotment rent – OA 36
	<b>Banked: 08/05/2024</b>	<b>138.00</b>						
	Sales Recpts Page 2626	138.00	138.00		100			Sales Recpts Page 2626
	<b>Banked: 08/05/2024</b>	<b>57.36</b>						
	W & W Miller-Hudson (receipt by card)	57.36			1020 4235	201 110	58.24 -0.88	Allotment rent – OA 31 Worldpay transaction fee
	<b>Banked: 09/05/2024</b>	<b>46.00</b>						
	Sales Recpts Page 2627	46.00	46.00		100			Sales Recpts Page 2627
	<b>Banked: 09/05/2024</b>	<b>80.00</b>						
	Sales Recpts Page 2628	80.00	80.00		100			Sales Recpts Page 2628
	<b>Banked: 09/05/2024</b>	<b>124.00</b>						
	M & L Hazelgrove (re M Fletcher)	124.00			1000	201	124.00	Cemetery
	<b>Banked: 09/05/2024</b>	<b>59.52</b>						
	A Lawes	59.52			1020 4235	201 110	60.49 -0.97	Allotment rent – A 19 Worldpay transaction fee
	<b>Banked: 10/05/2024</b>	<b>163.25</b>						
	Sales Recpts Page 2629	163.25	163.25		100			Sales Recpts Page 2629
	<b>Banked: 13/05/2024</b>	<b>121.44</b>						
	S Buche (D & S Egginton)	121.44			1020	201	121.44	Allotment rent – A 36
	<b>Banked: 14/05/2024</b>	<b>310.62</b>						
	S Inglesfield	310.62			4005	107	310.62	Reimb. return flight to Salzburg
	<b>Banked: 14/05/2024</b>	<b>147.46</b>						
	S Inglesfield	147.46			4005	107	147.46	Reimb. return flight to Salzburg
	<b>Banked: 14/05/2024</b>	<b>61.41</b>						
	N Dupiano	61.41			1020	201	61.41	Allotment rent – OA 11
	<b>Banked: 14/05/2024</b>	<b>62.24</b>						
	S Iles	62.24			1020	201	62.24	Allotment rent – A 39
	<b>Banked: 16/05/2024</b>	<b>55.69</b>						
	M Wilcock	55.69			1020	201	55.69	Allotment rent – OA 42
	<b>Banked: 17/05/2024</b>	<b>56.03</b>						
	S Pankhurst	56.03			1020	201	56.03	Allotment rent – A 31
MISC.(114)	<b>Banked: 17/05/2024</b>	<b>400.00</b>						
	Burgess Hill Town Council	400.00			4000	107	400.00	Contrib. secretaryship MSATC
	<b>Subtotal Carried Forward:</b>	<b>4,058.32</b>	<b>601.25</b>	<b>0.00</b>			<b>3,128.82</b>	

## Current/Reserve Account

Receipts received between 01/05/2024 and 31/05/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Banked: <b>20/05/2024</b>	<b>77.50</b>						
		Sales Recpts Page 2630	77.50	77.50		100			Sales Recpts Page 2630
		Banked: <b>20/05/2024</b>	<b>46.00</b>						
		Sales Recpts Page 2632	46.00	46.00		100			Sales Recpts Page 2632
		Banked: <b>21/05/2024</b>	<b>297.00</b>						
		Sales Recpts Page 2631	297.00	297.00		100			Sales Recpts Page 2631
		Banked: <b>21/05/2024</b>	<b>59.62</b>						
		R Pickett	59.62			1020	201	59.62	Allotment rent – OA 17
MISC.(113)		Banked: <b>21/05/2024</b>	<b>400.00</b>						
		East Grinstead Town Council	400.00			4000	107	400.00	Contrib. secretaryship MSATC
		Banked: <b>21/05/2024</b>	<b>400.00</b>						
		D Clark & H McAdam	400.00			1010	105	370.00	Payt for civil marriage, 30/5/24
		Banked: <b>21/05/2024</b>	<b>19.89</b>						
		V Vavilova	19.89			1020	201	20.24	Allotment rent – A 2
						4235	110	-0.35	Worldpay transaction fee
		Banked: <b>22/05/2024</b>	<b>6,694.71</b>						
		Mid Sussex District Council	6,694.71			9036	900	6,694.71	Street nameplate SLA 2024/25
		Banked: <b>22/05/2024</b>	<b>35.00</b>						
		A&D Coffee Ltd/ Cafe2U Mid Sussex	35.00			4430	210	35.00	Spring into Summer fee – SS(1)
		Banked: <b>23/05/2024</b>	<b>52.62</b>						
		C Kahatapitya Gamaralalage	52.62			1020	201	52.62	Allotment rent – A27
		Banked: <b>23/05/2024</b>	<b>35.00</b>						
		S Evans/ Sheva Jewellery & Wellbeing	35.00			4430	210	35.00	Spring into Summer fee – SS(F)
		Banked: <b>24/05/2024</b>	<b>35.00</b>						
		S Weight/ To The Moon	35.00			4430	210	35.00	Spring into Summer fee - SS(20)
		Banked: <b>24/05/2024</b>	<b>1,343.00</b>						
		R A Brooks & Son	1,343.00			1000	201	1,343.00	Cemetery
		Banked: <b>24/05/2024</b>	<b>124.00</b>						
		R A Brooks & Son	124.00			1000	201	124.00	Cemetery
		Banked: <b>24/05/2024</b>	<b>35.00</b>						
		PQ Academy	35.00			4430	210	35.00	Spring into Summer fee – SS(B)
		Banked: <b>28/05/2024</b>	<b>109.28</b>						
		S Hack	109.28			1020	201	109.28	Allotment rent – A 23
		Banked: <b>28/05/2024</b>	<b>35.00</b>						
		<b>Subtotal Carried Forward:</b>	<b>13,826.94</b>	<b>420.50</b>	<b>0.00</b>			<b>12,441.94</b>	

## Current/Reserve Account

Receipts received between 01/05/2024 and 31/05/2024

## Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Hannah Miall/ Miall's Ice Cream & Sorbet	35.00			4430	210	35.00	Spring into Summer fee – SS(C)
		<b>Banked: 28/05/2024</b>	<b>35.00</b>						
		Shadow Cakes	35.00			4430	210	35.00	Spring into Summer fee – SS(D)
		<b>Banked: 29/05/2024</b>	<b>35.00</b>						
		S Bewsey/ The Cookie Pod	35.00			4430	210	35.00	Spring into Summer fee – SS(G)
		<b>Banked: 30/05/2024</b>	<b>35.00</b>						
		P Weeks/ Pup's Pantry	35.00			4430	210	35.00	Spring into Summer fee - SS(12)
SPONS(SS1)		<b>Banked: 31/05/2024</b>	<b>250.00</b>						
		Gatwick Airport	250.00			4430	210	250.00	Sponsor – 'Spring into Summer'
SPONS(SS2)		<b>Banked: 31/05/2024</b>	<b>500.00</b>						
		PSP Homes	500.00			4430	210	500.00	Sponsor – 'Spring into Summer'
		<b>Banked: 31/05/2024</b>	<b>667.32</b>						
		NatWest	667.32			1190	110	667.32	Reserve A/c interest May-24
		<b>Banked: 31/05/2024</b>	<b>750.00</b>						
		Scholefield: The People Consultancy	750.00			1030	201	250.00	Spons. Dolphin Rd flower bed
						1056	110	500.00	Sponsor – Mayor's charity event
		<b>Total Receipts:</b>	<b>16,099.26</b>	<b>1,350.00</b>	<b>0.00</b>			<b>14,749.26</b>	

10/09/2024

11:35

Haywards Heath Town Council

Cashbook 2

CCLA Public Sector Deposit Fund

Receipts received between 01/04/2024 and 31/05/2024

Nominal Ledger Analysis

Receipt	Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		<b>Banked: 30/04/2024</b>	<b>1,825.69</b>						
		CCLA Investment Management	1,825.69			1190	110	1,825.69	Income reinvestment
		<b>Banked: 31/05/2024</b>	<b>2,160.44</b>						
		CCLA Investment Management	2,160.44			1190	110	2,160.44	Income reinvestment
		<b>Total Receipts:</b>	<b>3,986.13</b>	<b>0.00</b>	<b>0.00</b>			<b>3,986.13</b>	

## Current/Reserve Account

## List of Payments made between 01/04/2024 and 30/04/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/04/2024	MSDC	DDR	508.84		Non-domestic rates – depot
01/04/2024	MSDC	DDR	3,873.00		Non-domestic rates – Town Hall
01/04/2024	MSDC	DDR	356.90		Non-domestic rates – cemetery
02/04/2024	Active House Ltd	EBP4326	1,000.00		Contrib. to Mid Sussex Marathon Weekend
02/04/2024	Trustees RNS Clarke Will Trust	EBP4330	1,132.30		Depot rent Apr-24
02/04/2024	South East Business Systems Ltd	DDR	44.76		Data encryption service (monthly)
02/04/2024	South East Business Systems Ltd	DDR	47.91		M/soft 365: 2x Bus. Basic + 2x Bus. Std (monthly)
02/04/2024	South East Business Systems Ltd	DDR	67.81		Remote data & system back-up (monthly)
02/04/2024	South East Business Systems Ltd	DDR	253.07		IT system rental (monthly)
02/04/2024	Balcombe Pest Control Ltd	EBP4327	98.40		Inspection of bait points at Oathall Ave allotments
02/04/2024	Amadeus	EBP4328	64.22		A4 paper & office equipment/supplies
02/04/2024	Jewson Ltd	EBP4329	25.77		Screwdriving bit set, 2 buckets & 5 cutting discs
03/04/2024	Valda Energy Ltd	DDR	1,449.54		Electricity & gas charges 16/3–15/4/24
03/04/2024	SSE Electricity	DDR	445.88		Street lighting energy Feb-24
04/04/2024	RAM Tracking	DDR	18.00		Vehicle tracking (x 2) 28/3–27/4/24
05/04/2024	SLCC Enterprises Ltd	EBP4331	180.00		3-part community events course for staff member
09/04/2024	Truloo Event Management Ltd	EBP4336	275.00		50% dep. for hire of 5 toilets for D-Day event, 6/6
09/04/2024	Truloo Event Management Ltd	EBP4337	350.00		50% dep. for hire of 8 toilets for Town Day, 14/9
09/04/2024	IPS Fire and Security	EBP4335	1,362.34		Maint. access control, CCTV & fire systems
09/04/2024	F Goddard & Sons Ltd	EBP4332	96.00		To attend to blocked WC at A/Lane allotments
09/04/2024	Keep Britain Tidy	EBP4333	442.80		Green Flag application for Muster Green
09/04/2024	Storewatch.co.uk Ltd	EBP4334	1,402.86		Community Warden service 1–31/1/24
10/04/2024	Worldpay	DDR	73.23		Terminal rental, misc. & txn chgs Apr-24
10/04/2024	Mercedes-Benz Finance	DDR	411.91		Lease repayment instalment for e-van Apr-24
15/04/2024	NatWest	DDR	34.40		Bankline charges Mar-24
15/04/2024	Mercedes-Benz Vans	DDR	15.00		Service contract charge for e-van Apr-24
16/04/2024	Bentswood Hub CIC	EBP4345	2,973.25		1 <sup>st</sup> quarter payment for youth services SLA
16/04/2024	Sage Software Ltd	DDR	152.40		Payroll subscription Apr-24
16/04/2024	MSDC	EBP4339	626.75		Ground rent 1/4–30/6/24
16/04/2024	Balcombe Pest Control Ltd	EBP4340	98.40		Inspection of bait points at Oathall Ave allotments
16/04/2024	Haywards Heath Business Assoc.	EBP4341	1,000.00		Grant (Min. 85, P & F 8/4/24)
16/04/2024	SOS Systems Ltd	EBP4342	182.28		Black & colour copy chgs 4/3–4/4/24
16/04/2024	Arthur J Gallagher Insurance Brokers	EBP4344	1,038.74		To increase insurance cover for Town Hall
16/04/2024	KPS Contractors Ltd	EBP4338	1,118.20		Burials 29-Feb & Mar-24
16/04/2024	Cardinus Risk Management	EBP4343	1,098.00		Reinstatement Cost Assessment for Town Hall
17/04/2024	Castle Water Ltd	DDR	40.18		Water bill 1–31/3/24 – America Lane allotments
17/04/2024	NatWest onecard	DDR	2,078.47		HHTC credit card transactions Mar-24
18/04/2024	Castle Water Ltd	DDR	10.55		Water bill 1–31/3/24 – Comm. Sq roundabout
18/04/2024	Castle Water Ltd	DDR	8.27		Water bill 1–31/3/24 – cemetery
22/04/2024	Vodafone Ltd	DDR	55.80		Mobile phone bill Apr-24
24/04/2024	C J Thorne & Co Ltd	EBP4346	5,782.80		50% payt for clearance of bank at allotment site
24/04/2024	Ford Lease	DDR	9,400.91		Initial rental invoice for new Ford Transit truck
26/04/2024	Salaries	DDR/ EBP4347	23,615.81		Apr-24
26/04/2024	Scottish Water Business Stream	DDR	116.75		Waste water chgs 12/1–11/4/24 – Town Hall
29/04/2024	Fastnet International Ltd	DDR	75.59		Broadband Internet & website hosting Apr-24
29/04/2024	WSALC Limited	EBP4348	3,572.39		2024/25 subscriptions to WSALC & NALC

Continued on Page 2

## Current/Reserve Account

## List of Payments made between 01/04/2024 and 30/04/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/04/2024	NatWest	DDR	28.69		Account service charge 2-28/3/24
30/04/2024	Castle Water Ltd	DDR	40.18		Water bill 1-31/3/24 - Town Hall
30/04/2024	Castle Water Ltd	DDR	26.70		Water bill 1-31/3/24 - Oathall Avenue allotments
30/04/2024	Focus Group	DDR	114.04		Line rentals & calls Apr-24
30/04/2024	Rialtas Business Solutions Ltd	EBP4349	1,998.00		1 year's a/cs & bookings software support
		<b>Total Payments</b>	<b>69,283.09</b>		

## Current/Reserve Account

## List of Payments made between 01/05/2024 and 31/05/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/05/2024	MSDC	DDR	507.00		Non-domestic rates – depot
01/05/2024	MSDC	DDR	3,877.00		Non-domestic rates – Town Hall
01/05/2024	MSDC	DDR	354.00		Non-domestic rates – cemetery
01/05/2024	HMRC Cumbernauld	EBP4363	6,905.33		Tax & NI Apr-24
01/05/2024	SSE Electricity	DDR	477.94		Street lighting energy Mar-24
01/05/2024	Public Works Loan Board	DDR	4,326.00		Loan repayment instalment
01/05/2024	Streetlights	EBP4350	1,793.04		Street lighting maint. contract Apr–Jun '24
01/05/2024	Golden Awards	EBP4351	168.00		7 engraved glass plaques for Community Awards
01/05/2024	Blachere Illumination UK Ltd	EBP4352	8,541.74		1 <sup>st</sup> payment for festive lighting display '24/25
01/05/2024	Trustees RNS Clarke Will Trust	EBP4353	1,132.30		Depot rent May-24
01/05/2024	The Society of Local Council Clerks	EBP4354	244.00		Annual membership fee for Committee Clerk
01/05/2024	South East Business Systems Ltd	EBP4355	300.96		To top up hours under IT support Agreement
01/05/2024	West Sussex County Council	EBP4356	5,575.87		Pension contributions Apr-24
01/05/2024	Tudor Environmental	EBP4357	312.98		2.5kg of wild flower seed mixes
01/05/2024	StarBrite Chemicals Ltd	EBP4358	213.11		Cleaning supplies, hand towels & 12 toilet rolls
01/05/2024	J Salisbury Tree Surgery	EBP4359	2,520.00		Muster Green – dismantle diseased lime & clear
01/05/2024	David Ogilvie Engineering Ltd	EBP4360	1,741.20		90L litter bin & 7x 90L replacement bin liners
01/05/2024	Cox Skips	EBP4361	753.48		2x 6yd <sup>3</sup> skips to dispose of sundry waste
01/05/2024	South & South East in Bloom	EBP4362	405.00		2024 entry fees for 3 categories
01/05/2024	Main Street Signs Ltd	EBP4364	306.24		4 street nameplates
01/05/2024	Fuzion 4 Ltd	EBP4365	217.20		Depot intruder alarm: maint. renewal + new battery
01/05/2024	Parkers MOT, Tyre & Service Centre	EBP4366	26.40		Puncture repair to e-van
01/05/2024	South East Business Systems Ltd	DDR	44.76		Data encryption service (monthly)
01/05/2024	South East Business Systems Ltd	DDR	47.91		M/soft 365: 2x Bus. Basic + 2x Bus. Std (monthly)
01/05/2024	South East Business Systems Ltd	DDR	67.81		Remote data & system back-up (monthly)
01/05/2024	South East Business Systems Ltd	DDR	253.07		IT system rental (monthly)
01/05/2024	Storewatch.co.uk Ltd	EBP4367	1,225.80		Community Warden service 1–29/2/24
01/05/2024	PEAC (UK) Ltd	EBP4368	219.60		Photocopier rental 12/5–11/8/24
01/05/2024	Flynn & Flo Productions Ltd	EBP4369	1,458.00		The Spinettes – performance at D-Day event, 6/6
01/05/2024	SOS Systems Ltd	EBP4371	11.82		Delivery charge for printer toner
02/05/2024	RAM Tracking	DDR	18.00		Vehicle tracking (x 2) 28/4–27/5/24
07/05/2024	Valda Energy Ltd	DDR	885.17		Electricity & gas charges 16/4–15/5/24
08/05/2024	Worldpay	DDR	45.33		Terminal rental, misc. & txn chgs May-24
08/05/2024	Fairy Dust Events	EBP4370	30.00		Dep. for balloon modelling at Xmas Fest., 23/11
08/05/2024	Scottish Water Business Stream	DDR	26.88		Waste water chgs 20/1–19/4/24 – cemetery
08/05/2024	Storewatch.co.uk Ltd	EBP4372	871.68		Community Warden service 1–31/3/24
08/05/2024	Lemonade Print Group Ltd	EBP4373	453.00		To print 100x Annual Report A5 booklets
10/05/2024	Mercedes-Benz Finance	DDR	411.91		Lease repayment instalment for e-van May-24
10/05/2024	Jewson Ltd	EBP4376	144.89		5 drill bits, 7 angle brackets, nuts, bolts & screws
13/05/2024	Joogleberry	EBP4375	630.00		50% dep for 'Xmas Trees' duo at Xmas Fest, 23/11
13/05/2024	Ernest Doe & Sons Ltd	EBP4374	22.00		For groundsmen: 3 pairs of work gloves
30/05/2024	Bintems Crazy Golf	EBP4397	299.00		Crazy golf for Spring into Summer, 2/6
15/05/2024	NatWest	DDR	16.00		Bankline charges Apr-24
15/05/2024	Mercedes-Benz Vans	DDR	15.00		Service contract charge for e-van May-24
16/05/2024	Wilson Carpentry & Construction	EBP4377	425.00		Deposit for renovation works to Town Hall portico
16/05/2024	Sage Software Ltd	DDR	152.40		Payroll subscription May-24
16/05/2024	Castle Water Ltd	DDR	432.21		Water bill 1–30/4/24 – America Lane allotments

Continued on Page 2

## Current/Reserve Account

## List of Payments made between 01/05/2024 and 31/05/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
16/05/2024	Castle Water Ltd	DDR	6.06		Water bill 1–30/4/24 – cemetery
17/05/2024	NatWest onecard	DDR	2,407.04		HHTC credit card transactions Apr-24
20/05/2024	Mid Sussex Family Grapevine	EBP4378	370.00		½-page advert to publicize Town Day
20/05/2024	Truloo Event Management Ltd	EBP4379	275.00		50% bal. for hire of 5 toilets for D-Day event, 6/6
22/05/2024	Allstar Business Solutions	DDR	170.46		Fuel
24/05/2024	Ford Lease	DDR	854.63		Rental invoice for Ford Transit May-24
24/05/2024	Fairy Dust Events	EBP4380	30.00		Dep. for circus area at Spring into Summer, 2/6
24/05/2024	Wilson Carpentry & Construction	EBP4382	620.00		Replace lead flashing to Town Hall balcony
24/05/2024	Wilson Carpentry & Construction	EBP4382	425.00		Balance for renovation works to Town Hall portico
24/05/2024	Wilson Carpentry & Construction	EBP4382	875.00		To seal & retille Town Hall balcony
24/05/2024	Streetlights	EBP4381	99.00		To check street light diffuser at High Trees
28/05/2024	Salaries	BULK LIST PAYT	25,068.72		May-24
28/05/2024	Vodafone Ltd	DDR	56.00		Mobile phone bill May-24
28/05/2024	Fastnet International Ltd	DDR	75.59		Broadband Internet & website hosting May-24
29/05/2024	Main Street Signs Ltd	EBP4383	118.56		Street nameplate
29/05/2024	Storewatch.co.uk Ltd	EBP4384	1,573.12		Community Warden service 1–30/4/24
29/05/2024	Balcombe Pest Control Ltd	EBP4385	98.40		Inspection of bait points at Oathall Ave allotments
29/05/2024	MSDC	EBP4386	3,528.09		Reconciliation of st nameplate SLA '23/24
29/05/2024	Streetlights	EBP4387	4,608.00		To upgrade 8 st lights at Greenways to LED
29/05/2024	F Goddard & Sons Ltd	EBP4388	194.40		Fit new timed flow tap at America Lane allotments
29/05/2024	Cameron Irrigation Systems Ltd	EBP4389	351.90		Irrigation system start-up
29/05/2024	GDPR-Info Ltd	EBP4391	1,470.00		1 yr's GDPR Data Protection Officer service
29/05/2024	KPS Contractors Ltd	EBP4392	2,422.56		Burials Apr-24 & 3-May
29/05/2024	J J Glass Company	EBP4393	240.00		Replacement sealed unit for staff kitchen window
29/05/2024	Contego Safety Solutions	EBP4394	68.91		For groundsman: hi vis hoodie & pair of trousers
29/05/2024	Amadeus	EBP4395	101.70		25 reams of A4 copier paper
29/05/2024	Geosphere Ltd	EBP4396	900.00		Subscription to Parish Online 9/5/24–9/5/25
29/05/2024	Ernest Doe & Sons Ltd	EBP4390	8,761.21		Grounds maint. eqpt, parts, supplies & servicing
30/05/2024	Brenda Barratt	EBP4398	84.00		30-yr twinning anniversary gift for Traunstein
31/05/2024	NatWest	DDR	48.96		Account service charge 29/3–3/5/24
31/05/2024	HMRC Cumbernauld	EBP4399	7,191.50		Tax & NI May-24
31/05/2024	Castle Water Ltd	DDR	1.30		Water bill 1–30/4/24 – Comm. Sq roundabout
31/05/2024	SSE Electricity	DDR	462.50		Street lighting energy Apr-24
31/05/2024	Focus Group	DDR	123.19		Line rentals & calls May-24
31/05/2024	RAM Tracking	DDR	18.00		Vehicle tracking (x 2) 28/5–27/6/24
31/05/2024	Jewson Ltd	EBP4400	198.36		Various supplies for grounds maint. works
31/05/2024	Streetlights	EBP4401	99.00		To make safe street light at Franklands Village
31/05/2024	SOS Systems Ltd	EBP4402	232.72		Black & colour copy chgs 4/4–7/5/24
31/05/2024	West Sussex County Council	EBP4403	5,643.87		Pension contributions May-24
31/05/2024	South East Business Systems Ltd	DDR	44.76		Data encryption service (monthly)
31/05/2024	South East Business Systems Ltd	DDR	64.68		M/soft 365: 4x Bus. Basic + 2x Bus. Std (monthly)
31/05/2024	South East Business Systems Ltd	DDR	67.81		Remote data & system back-up (monthly)
31/05/2024	South East Business Systems Ltd	DDR	253.07		IT system rental (monthly)
31/05/2024	South East Business Systems Ltd	DDR	284.80		Remote support for quarter Jun–Aug '24
		<b>Total Payments</b>	<b>119,493.90</b>		



## Detailed Income &amp; Expenditure by Budget Heading year to 31 MAY 2024

Month No: 2

Policy &amp; Finance Committee - Tuesday, 17 September 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>101 Grounds Maintenance</b>						
4000 Salaries & National Insurance	21,539	150,950	129,411		129,411	14.3%
4001 Pension	4,545	35,505	30,960		30,960	12.8%
4500 Clothing & Footwear	75	1,175	1,100		1,100	6.4%
4510 Depot Rent	1,887	11,323	9,436		9,436	16.7%
4511 Depot Rates	1,016	5,240	4,224		4,224	19.4%
4512 Other Depot Expenses	353	5,775	5,422		5,422	6.1%
4517 Electric Vehicle	734	0	(734)		(734)	0.0%
4520 Vehicle Expenses	9,027	14,200	5,173		5,173	63.6%
4521 Fuel	364	3,090	2,726		2,726	11.8%
4530 Equipment Expenses	595	4,924	4,329		4,329	12.1%
4540 Mobile Telephones	100	596	496		496	16.8%
4550 Contingencies & Sundries	8	325	317		317	2.6%
<b>Grounds Maintenance :- Indirect Expenditure</b>	<b>40,244</b>	<b>233,103</b>	<b>192,859</b>	<b>0</b>	<b>192,859</b>	<b>17.3%</b>
<b>Net Expenditure</b>	<b>(40,244)</b>	<b>(233,103)</b>	<b>(192,859)</b>			
<b>105 Accommodation</b>						
1010 Income - Lettings	6,388	25,000	18,612			25.6%
<b>Accommodation :- Income</b>	<b>6,388</b>	<b>25,000</b>	<b>18,612</b>			<b>25.6%</b>
4000 Salaries & National Insurance	2,591	19,096	16,505		16,505	13.6%
4100 Rent	627	2,507	1,880		1,880	25.0%
4101 Rates, Water & Sewerage	7,750	38,957	31,207		31,207	19.9%
4105 Cleaning	78	630	552		552	12.4%
4160 Maintenance Building & Grounds	1,245	5,750	4,505		4,505	21.6%
4165 Cyclical Redecoration	0	1,250	1,250		1,250	0.0%
4170 Electricity	288	4,800	4,512		4,512	6.0%
4171 Gas	342	8,700	8,358		8,358	3.9%
4172 Telephone, Fax & Internet	308	2,141	1,833		1,833	14.4%
<b>Accommodation :- Indirect Expenditure</b>	<b>13,228</b>	<b>83,831</b>	<b>70,603</b>	<b>0</b>	<b>70,603</b>	<b>15.8%</b>
<b>Net Income over Expenditure</b>	<b>(6,841)</b>	<b>(58,831)</b>	<b>(51,990)</b>			
<b>107 Office &amp; Customer Service</b>						
1176 Precept	434,790	869,580	434,790			50.0%
<b>Office &amp; Customer Service :- Income</b>	<b>434,790</b>	<b>869,580</b>	<b>434,790</b>			<b>50.0%</b>
4000 Salaries & National Insurance	38,651	243,100	204,449		204,449	15.9%
4001 Pension	6,675	58,636	51,961		51,961	11.4%
4005 Travelling Expenses	365	1,200	835		835	30.5%
4009 Staff Training	0	2,500	2,500		2,500	0.0%

## Detailed Income &amp; Expenditure by Budget Heading year to 31 MAY 2024

Month No: 2

Policy &amp; Finance Committee - Tuesday, 17 September 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4020 Printing & Stationery	1,258	3,365	2,107		2,107	37.4%
4021 Postage	170	275	105		105	61.8%
4022 Advertising	0	2,000	2,000		2,000	0.0%
4024 Office Equipment Maintenance	2,072	5,403	3,331		3,331	38.3%
4025 Insurances	974	11,325	10,351		10,351	8.6%
4027 Courses, Conferences & Pubs.	232	3,500	3,268		3,268	6.6%
4030 Subscriptions	6,548	13,774	7,226		7,226	47.5%
4050 Audit Fees	(300)	2,200	2,500		2,500	(13.6%)
4060 Replacement Fixtures/Fittings	51	3,750	3,699		3,699	1.4%
Office & Customer Service :- Indirect Expenditure	<b>56,695</b>	<b>351,028</b>	<b>294,333</b>	<b>0</b>	<b>294,333</b>	<b>16.2%</b>
<b>Net Income over Expenditure</b>	<b>378,095</b>	<b>518,552</b>	<b>140,457</b>			
<u>110 Other Expenditure</u>						
1050 Income - Other	0	2,026	2,026			0.0%
1055 Income - 22/23 Mayor's Charity	7,323	0	(7,323)			0.0%
1056 Income - 23/24 Mayor's Charity	3,950	0	(3,950)			0.0%
1190 Interest Earned	4,885	25,000	20,115			19.5%
Other Expenditure :- Income	<b>16,158</b>	<b>27,026</b>	<b>10,868</b>			<b>59.8%</b>
4200 Hospitality & Twinning	120	2,250	2,130		2,130	5.3%
4201 Grants & Subsidies	1,000	10,000	9,000		9,000	10.0%
4203 Bentswood Hub CIC/ SLA	2,973	0	(2,973)		(2,973)	0.0%
4210 Newsletters	0	7,070	7,070		7,070	0.0%
4220 Election Expenses	0	10,000	10,000		10,000	0.0%
4230 Contingencies & Sundries	43	1,025	982		982	4.2%
4235 Bank Charges	246	1,344	1,098		1,098	18.3%
4240 Mayor's Allowance	0	1,186	1,186		1,186	0.0%
4242 Members' Allowances	0	19,872	19,872		19,872	0.0%
4250 Community Facilities	0	1,869	1,869		1,869	0.0%
4251 Community Projects	0	15,000	15,000		15,000	0.0%
4252 Community Warden	1,311	21,500	20,189		20,189	6.1%
4260 Loan Capital Repayment	4,326	6,000	1,674		1,674	72.1%
4261 Loan Interest	0	2,574	2,574		2,574	0.0%
4280 Advisers' Fees	1,846	8,750	6,904		6,904	21.1%
4292 New Website	0	20,000	20,000		20,000	0.0%
Other Expenditure :- Indirect Expenditure	<b>11,865</b>	<b>128,440</b>	<b>116,575</b>	<b>0</b>	<b>116,575</b>	<b>9.2%</b>
<b>Net Income over Expenditure</b>	<b>4,293</b>	<b>(101,414)</b>	<b>(105,707)</b>			

## Detailed Income &amp; Expenditure by Budget Heading year to 31 MAY 2024

Month No: 2

Policy &amp; Finance Committee - Tuesday, 17 September 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>115 Ward Budgets</b>						
4395 Ashenground	(1,841)	2,125	3,966		3,966	(86.7%)
4396 Bentswood & Heath E & W	(2,750)	2,750	5,500		5,500	(100.0%)
4397 Franklands	(2,438)	2,438	4,876		4,876	(100.0%)
4398 North Central NE & NW	(2,438)	2,437	4,875		4,875	(100.0%)
4399 Lucastes Bolnore & Luc. Boltro	(1,160)	2,750	3,910		3,910	(42.2%)
Ward Budgets :- Indirect Expenditure	<b>(10,626)</b>	<b>12,500</b>	<b>23,126</b>	<b>0</b>	<b>23,126</b>	<b>(85.0%)</b>
<b>Net Expenditure</b>	<b>10,626</b>	<b>(12,500)</b>	<b>(23,126)</b>			
<b>120 CAPITAL</b>						
4600 CAPITAL	6,700	10,000	3,300		3,300	67.0%
CAPITAL :- Indirect Expenditure	<b>6,700</b>	<b>10,000</b>	<b>3,300</b>	<b>0</b>	<b>3,300</b>	<b>67.0%</b>
<b>Net Expenditure</b>	<b>(6,700)</b>	<b>(10,000)</b>	<b>(3,300)</b>			
<b>201 Environment</b>						
1000 Income - Cemetery	6,009	35,000	28,991			17.2%
1020 Income - Allotments	3,929	4,634	706			84.8%
1030 Income - Sponsorship	0	7,250	7,250			0.0%
Environment :- Income	<b>9,938</b>	<b>46,884</b>	<b>36,947</b>			<b>21.2%</b>
4300 Allotments	5,508	8,000	2,492		2,492	68.9%
4301 Cemetery	763	7,050	6,287		6,287	10.8%
4303 Hanging Baskets & Planters	0	4,680	4,680		4,680	0.0%
4305 Muster Green/Other Flower Beds	604	21,752	21,148		21,148	2.8%
4307 St. Wilfrid's Clock	0	200	200		200	0.0%
4313 General Maintenance/Repairs	628	4,838	4,210		4,210	13.0%
4315 Street Lighting Power & Maint.	2,016	17,750	15,734		15,734	11.4%
4316 Street Lighting Schemes	3,840	4,000	160		160	96.0%
4351 Cemetery - External Contract	2,019	17,779	15,760		15,760	11.4%
4353 Town Initiatives	0	8,072	8,072		8,072	0.0%
4355 South Road Tree Project	0	2,000	2,000		2,000	0.0%
4357 Comm./Young Enterprise Awards	422	1,500	1,078		1,078	28.1%
4358 Days Out Project	0	2,500	2,500		2,500	0.0%
4363 Environmental Projects	0	2,205	2,205		2,205	0.0%
4390 Severe Weather Contingency	0	315	315		315	0.0%
Environment :- Indirect Expenditure	<b>15,800</b>	<b>102,641</b>	<b>86,841</b>	<b>0</b>	<b>86,841</b>	<b>15.4%</b>
<b>Net Income over Expenditure</b>	<b>(5,862)</b>	<b>(55,757)</b>	<b>(49,895)</b>			

## Detailed Income &amp; Expenditure by Budget Heading year to 31 MAY 2024

Month No: 2

Policy &amp; Finance Committee - Tuesday, 17 September 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>210 Leisure &amp; Amenities</b>						
4400 Best Kept Garden/Allotment	0	971	971		971	0.0%
4405 Christmas Lights	7,118	14,900	7,782		7,782	47.8%
4406 Christmas Lights - Maintenance	0	1,500	1,500		1,500	0.0%
4430 Town Council Events	4,490	26,500	22,010		22,010	16.9%
4433 Leave No One Behind	0	2,000	2,000		2,000	0.0%
4440 Haywards Heath in Bloom	405	1,076	671		671	37.6%
<b>Leisure &amp; Amenities :- Indirect Expenditure</b>	<b>12,013</b>	<b>46,947</b>	<b>34,934</b>	<b>0</b>	<b>34,934</b>	<b>25.6%</b>
<b>Net Expenditure</b>	<b>(12,013)</b>	<b>(46,947)</b>	<b>(34,934)</b>			
<b>900 Reserve Movements</b>						
9002 Cemetery	0	30,064	30,064		30,064	0.0%
9004 Street Lighting Schemes	0	5,558	5,558		5,558	0.0%
9006 New Burial Ground	0	70,920	70,920		70,920	0.0%
9010 Christmas Lights - Maintenance	0	3,359	3,359		3,359	0.0%
9013 Town Council Events	0	14,838	14,838		14,838	0.0%
9016 Cyclical Redecoration	0	9,245	9,245		9,245	0.0%
9017 Insurances	0	3,041	3,041		3,041	0.0%
9018 Staff Training	0	4,189	4,189		4,189	0.0%
9019 Replacement Fixtures/Fittings	0	22,874	22,874		22,874	0.0%
9022 Election Expenses	0	9,509	9,509		9,509	0.0%
9023 Community Facilities	0	3,412	3,412		3,412	0.0%
9026 CAPITAL	0	54,215	54,215		54,215	0.0%
9028 Advisers' Fees	0	24,591	24,591		24,591	0.0%
9029 Graffiti/Street Scene Works	0	9,267	9,267		9,267	0.0%
9030 Severe Weather Contingency	0	3,186	3,186		3,186	0.0%
9034 Muster Green	2,100	11,039	8,939		8,939	19.0%
9036 Haywards Heath Town CIC	(2,800)	17,375	20,175		20,175	(16.1%)
9037 Community Warden	0	32,745	32,745		32,745	0.0%
9038 Roundabout Liabilities	0	2,250	2,250		2,250	0.0%
9039 Maintenance Building & Grounds	2,545	14,758	12,213		12,213	17.2%
9041 Town Development	0	5,649	5,649		5,649	0.0%
9042 CCTV	0	6,322	6,322		6,322	0.0%
9043 Fox Hill Village Sign	0	1,000	1,000		1,000	0.0%
9055 South Road Trees	0	7,564	7,564		7,564	0.0%
9058 Land Hurstwood Ln - Management	0	30,500	30,500		30,500	0.0%
9059 Speed Indicator Device (SID)	0	244	244		244	0.0%
<b>Reserve Movements :- Indirect Expenditure</b>	<b>1,845</b>	<b>397,714</b>	<b>395,869</b>	<b>0</b>	<b>395,869</b>	<b>0.5%</b>
<b>Net Expenditure</b>	<b>(1,845)</b>	<b>(397,714)</b>	<b>(395,869)</b>			

## Detailed Income &amp; Expenditure by Budget Heading year to 31 MAY 2024

Month No: 2

Policy &amp; Finance Committee - Tuesday, 17 September 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	467,273	968,490	501,217			48.2%
Expenditure	147,765	1,366,204	1,218,439	0	1,218,439	10.8%
<b>Net Income over Expenditure</b>	<u>319,509</u>	<u>(397,714)</u>	<u>(717,223)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>319,509</u>					

**ITEM 7**

**Committee Meeting: Policy and Finance**

**Report of:** Town Clerk

**Date:** 17<sup>th</sup> September 2024

**Subject:** To Confirm Bank Balances and the Bank Reconciliation Statements as at 31<sup>st</sup> May 2024

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Please see financial pack for documents;

ITEM 7 - P and F 17/09/24 - FINANCIAL REPORTS PACK – 31<sup>st</sup> May 2024

**Bank Reconciliation Statement as at 31/05/2024  
for Cashbook 1 - Current/Reserve Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/05/2024		2,500.00
Reserve Account	31/05/2024		484,224.30
			<u>486,724.30</u>
<b><u>Unpresented Payments (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			486,724.30
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			486,724.30
		<b>Balance per Cash Book is :-</b>	<b>486,724.30</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 31/05/2024  
for Cashbook 2 - CCLA Public Sector Dep. Fund**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Dep Fund	31/05/2024		506,173.48
			<u>506,173.48</u>
<b><u>Unpresented Payments (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			506,173.48
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			506,173.48
		<b>Balance per Cash Book is :-</b>	<b>506,173.48</b>
		<b>Difference is :-</b>	<b>0.00</b>



Transactions from 31-MAY-2024 to 31-MAY-2024

Account name or alias HAYHTH Account number [REDACTED] Sort code [REDACTED] Account currency GBP

Debit or credit Current cleared balance [REDACTED]

Any

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
		<b>Opening balance</b>			<b>2,500.00</b>
31-May-2024	BAC	[REDACTED] FP 30/05 /24 2023, 00151181632BBHXXXZ		750.00	3,250.00
31-May-2024	BAC	[REDACTED] 3278PR HAYWARD H, FP 31/05/24 1430, 9698100503411350HC, [REDACTED]		250.00	3,500.00
31-May-2024	DPC	[REDACTED] SPON(SS2), VIA MOBILE - PYMT		500.00	4,000.00
31-May-2024		FROM [REDACTED]		13,234.52	17,234.52
31-May-2024	CHG	03MAY A/C [REDACTED]	-48.96		17,185.56
31-May-2024	EBP	HMRC CUMBERNAULD, TAX AND NI MAY24, FP 31/05/24 40, 58024453931708000N	-7,191.50		9,994.06
31-May-2024	EBP	STARK BUILDING MAT, GROUNDS MAINT EXPS, FP 31/05/24 40, 37024441078552000N	-198.36		9,795.70
31-May-2024	EBP	STREETLIGHTS, L4 FRANKLANDS VILL, FP 31/05/24 40, 23024440958250000N	-99.00		9,696.70
31-May-2024	EBP	SOS SYSTEMS LTD, MONTHLY COPY CHGS, FP 31/05/24 40, 30024502288298000N	-232.72		9,463.98
31-May-2024	EBP	WSCC PENSION FUND, PENSIONS MAY-24, FP 31/05/24 40, 04024454712731000N	-5,643.87		3,820.11
31-May-2024	D/D	FOCUS GROUP, CC1170A	-123.19		3,696.92
31-May-2024	D/D	GOCARDLESS, SEBSIT-7N7QG8Z5E2	-44.76		3,652.16
31-May-2024	D/D	GOCARDLESS, SEBSIT-7N7QG8Z5E2	-64.68		3,587.48
31-May-2024	D/D	GOCARDLESS, SEBSIT-7N7QG8Z5E2	-67.81		3,519.67
31-May-2024	D/D	GOCARDLESS, SEBSIT-7N7QG8Z5E2	-253.07		3,266.60
31-May-2024	D/D	GOCARDLESS, SEBSIT-7N7QG8Z5E2	-284.80		2,981.80
31-May-2024	D/D	CASTLE WATER LTD, SE0020419252	-1.30		2,980.50
31-May-2024	D/D	RAM TRACKING, VGT8APR	-18.00		2,962.50
31-May-2024	D/D	SSE ENERGY SUPPLY, 0042070DD00461631	-462.50		2,500.00



Closing balance

2,500.00

Printed by Andrew Sturgeon on 10-SEP-2024 at 13:07:42 BST

Page 1 of 2



Transactions from 31-MAY-2024 to 31-MAY-2024

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Totals	-14,734.52	14,734.52
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Transactions from 31-MAY-2024 to 31-MAY-2024

Account name or alias HAYHTH Account number [REDACTED] Sort code [REDACTED] Account currency GBP  
TWN CNCLZZ7

Debit or credit Current cleared balance  
Any [REDACTED]

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

The interest rate is 1.45% gross 1.46% AER.  
This is based on the balance of 31st of May 2024.

Date	Type	Transaction details	Debit	Credit	Balance
		Opening balance			496,791.50
31-May-2024	INT	31MAY GRS [REDACTED]		667.32	497,458.82
31-May-2024	TO	[REDACTED]	-13,234.52		484,224.30
		Closing balance			484,224.30
		Totals	-13,234.52	667.32	

## Statement of Account

Mr Trice  
Haywards Heath Town Council  
The Town Hall  
40 Boltro Road  
Haywards Heath  
RH16 1BA

5 June 2024

Account name: **HAYWARDS HEATH TOWN COUNCIL**  
Account number: ~~XXXXXXXXXXXX~~  
Statement period: **30/04/2024 to 31/05/2024**

### Account summary

Total valuation as at 31 May 2024	<b>£506,173.48</b>
Total valuation as at last statement at 30 April 2024	<b>£504,013.04</b>

### Holdings as at 31 May 2024

Fund name	Unit/share holdings	Price per unit/share	Value
<b>The Public Sector Deposit Fund SC4</b> GBO0B3LDFH01	506,173.4800	£1.00	£506,173.48
<b>Total value</b>			<b>£506,173.48</b>

### Transactions for the period from 30 April 2024 to 31 May 2024

#### The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/05/2024	Income Reinvestment	2,160.4400	£1.0000	£2,160.44

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk      Freephone 0800 022 3505      www.ccla.co.uk

Fund documentation is available at [www.ccla.co.uk/investments](http://www.ccla.co.uk/investments), or may be requested from our Client Services team. Telephone calls are recorded.  
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.  
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 5.21% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Apr 2024	02/05/2024	Reinvestment	£2,160.44	<del>XXXXXXXXXX</del>

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, [www.ccla.co.uk](http://www.ccla.co.uk). Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at [clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk).

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on [www.ccla.co.uk/glossary](http://www.ccla.co.uk/glossary). If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at [clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk).