

TRUSTEES OF SANDWICH TOLL BRIDGE FUND - STATEMENT OF INCOME & EXPENDITURE

INCOME	<u>@31/01/17</u>	<u>@31/01/16</u>
Balance Brought Forward @ 1st April	£25,815.36	£28,594.69
2013-14 cheque written off	£0.00	£4.50
Quilter Cheviot - funds drawn down	£20,000.00	£32,165.74
Guildhall Hire Charges	£39,851.92	£33,950.70
Tours	£638.00	£290.00
Guildhall Maintenance contribution DDC	£7,951.94	£7,978.74
Sale of Town Guides to TIC and Museum and Quay	£32.00	£136.00
Property Rent (incl. Insurance Contribution)	£9,519.20	£4,205.65
Investment Income	£44,055.85	£42,158.47
Guildhall Carpark	£31,786.32	£25,344.55
Market Rent & Rates (Thursday)	£2,241.91	£626.81
Market Electricity Contribution (Thursday)	£20.00	£120.00
Saturday Farmers Market	£2,505.00	£180.00
Other Forecourt Income	£315.00	£515.00
Rights of Way	£270.00	£270.00
VAT reclaim	£11,477.61	£7,718.42
Reimbursement from the Museum for cheques written out by STBF	£406.92	£0.00
Members Grant - re benches in No Name Street	£1,408.00	£0.00
Magna Carta stock sold to the Museum	£536.70	£0.00
Magna Carta stock sold to the TIC	£50.00	£748.70
Books Sold to TIC	£130.00	£0.00
Books Sold to Museum	£50.00	£0.00
Quayside Players ticket income received	£912.00	£0.00
Council tax refund due to overpayment - Fishergate	£1,600.93	£0.00
Refund of insurance overpayment	£226.69	£0.00
Loan repayment installment - Tennis Club	£1,000.00	£0.00
KCC Section 106 Grant for Museum Development	£12,453.82	£0.00
Repayment from STC - re BT invoice paid from STBF in error	£0.00	£225.00
Magna Carta Exhibition - Grant from KCC	£0.00	£2,000.00
Magna Carta Souvenir Sales	£0.00	£2,886.90
Magna Carta - contribution	£0.00	£100.00
CCTV charges transferred back to STC	£0.00	£1,706.38
Reserves accessed for Magna Carta Project	£0.00	£27,834.26
Reserves accessed for loan to Sandwich Lawn Tennis Club	£0.00	£10,000.00
Refund of overpayment - fire extinguisher maintenance	£0.00	£564.05
Credit adjustment - K Laundry, relating to 14/15 invoice	£0.00	£4.48
TOTAL	<u>£215,255.17</u>	<u>£230,329.04</u>
 EXPENDITURE		
VAT	£7,865.24	£11,632.56
Guildhall Salaries (incl. Civic Wedding & Pension)	£51,749.76	£58,164.64
Repair & Maintenance	£14,560.11	£17,292.42
Heat, Light, Water and Rates	£13,517.82	£22,720.35
Insurance & Other	£22,128.76	£14,218.81
Rented Property Insurance	£5,178.28	£4,786.72
Other Insurances (ie Liability & Slander)	£411.77	£397.88
Bridge Fund Pensions	£1,629.27	£1,807.79
General Admin & Office Exp. incl. telephone & Peninsula	£1,887.32	£5,154.06
Parking Permits	£684.59	£598.89
Admin Salaries	£37,017.19	£33,463.65
Grant to Gazen Salts Nature Reserve	£0.00	£1,000.00
Grants Donations Gifts	£5,900.00	£5,940.00
Bank Charges	£261.68	£670.48
Staff Training	£176.00	£298.00
Cancelled Wedding & Returned Deposits	£2,000.00	£700.00
Fishergate	£660.52	£2,698.33
Maintenance of Properties	£182.50	£0.00
Pheonix Centre Youth Grant	£5,150.00	£5,150.00
Streetside (Refurbishment of Skate Park)	£1,500.00	£0.00
Health & Safety Consultants	£300.37	£547.00
Guildhall Promotion	£100.00	£195.00

Forecourt Christmas Tree	£90.00	£90.00
Paid by STBF on behalf of Museum a/c (to be reimbursed by the Museum)	£340.92	£0.00
Two benches with memorial plaques for No Name Street	£1,375.00	£0.00
Interpretation and Design Services for Guildhall Museum	£2,000.00	£0.00
Interim professional services to carry out Guildhall Building Appraisal	£6,134.00	£0.00
Traffic Cones for use outside the Guildhall	£0.00	£37.26
Energy Certificate	£0.00	£180.00
Loan to Sandwich Lawn Tennis Club / legal charges	£0.00	£10,125.00
Valuation of Magna Carta and Charter of the Forest	£0.00	£250.00
Safety Boots for the Caretakers	£0.00	£43.98
3 - year licence for wedding ceremonies	£0.00	£1,650.00
Magna Carta exhibition	£0.00	£27,834.26
Balance at Bank as per Bank Reconciliation	£32,454.07	£2,681.96
TOTAL	£215,255.17	£230,329.04

Bank Reconciliation

Current a/c	£55,620.64	£21,939.61
Outstanding Cheques	£23,166.57	£19,257.65
TOTAL	£32,454.07	£2,681.96

OUTSTANDING CHEQUES

124 T. Duda (Window cleaning - Guildhall)	£324.86	
153 Kevin Cook (Reimbursement for brackets, rope and refreshments for Guildhall, plus replacement of cable and electrical converters used for the Forecourt)	£73.64	
154 Southern Water (Water charges - Guildhall)	£343.13	
156 Guardian Security & Fire Ltd (Annual charges for CCTV)	£337.20	
157 T Duda (Window cleaning)	£162.29	
158 Kent County Council (Toll Bridge pension recharge)	£181.03	
159 Temple Lifts Limited (Lift maintenance)	£659.33	
160 K Laundry (Laundry services)	£28.72	
161 McCabe Ford Williams (Audit of 2015-16 TBF accounts)	£1,200.00	
163 Viridor Waste Management Limited (Recycling service)	£44.34	
164 Dawn Wilson (Return of wedding room hire fees - cancelled wedding on 05/08/17)	£705.00	
165 Sandwich Town Council (Refund of December and January payroll and Peninsula Services)	£18,684.26	
166 Philip Dunn (Reimbursement - refreshments for Guildhall and cost of medical advice sought)	£28.85	
167 Leslie Theoff (Return of wedding damage deposit - ceremony on 24/01/17)	£50.00	
168 Stand Fast Burglar Alarm Co (East Kent) Ltd (Engineer's attendance to reconnect fire alarm to alarm control panel)	£54.00	
169 Kent County Council (PEAT testing)	£289.92	
178 Sandwich Town Council		£8,657.55
183 HC Slingsby PLC		£44.71
186 Sandwich Town Council		£8,270.98
188 Pilgrims Hospices in East Kent		£250.00
189 Temple Lifts Ltd		£640.13
190 Kent County Council		£181.03
191 K Laundry Ltd		£34.85
193 Viridor Waste Management Ltd		£42.66
195 Chubb Fire & Security Ltd		£301.74
197 Archant		£234.00
198 Dover District Council		£216.00
200 Wyman Electrical Limited		£144.00
201 Mr D Adams		£50.00
202 Dover District Council		£190.00
TOTAL	£23,166.57	£19,257.65