

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held in the Council Chamber, Municipal Buildings, The Moor, Falmouth on Monday 26th November 2018 at 7.00pm.

Present: Councillors R J O'Shea (Chairman), B M A Ross (Vice-Chairman), R J Bonney, G G Chappel, L D Coley, S D Eva, G F Evans CC MBE, A J Gillett, A J Jewell CC, M T McCarthy CC, P A Minson, A Parker, J C Robinson, D W Saunby CC and J M Spargo.

In Attendance: A M Williams	(Town Clerk)
R N Thomas	(Finance Officer)
J Proud	(Finance Assistant)
Dr R Wood	(Grant Applicant)

F6153 APOLOGIES

An apology for absence was received and approved from Councillor Morgan (ill).

F6154 INTERESTS

None received.

F6155 MINUTES

It was proposed by Councillor Ross, seconded by Councillor Gillett and

RESOLVED that the Part I minutes of the meeting held on 15th October 2018 be confirmed as a correct record of the proceedings and signed by the Chair.

F6156 GRANT APPLICATIONS

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

RESOLVED that the grant application by Cornwall Hospice Care be deferred to enable the applicant to attend.

It was proposed by Councillor Eva, seconded by Councillor Ross and

RESOLVED that pursuant to Sections 1-8 of the Localism Act 2011, Cruse Bereavement Care in Cornwall be granted £500 to support Falmouth adults who have been bereaved.

It was noted that the Falmouth Classics annual grant was not due for renewal as requested by the applicant and that it should continue as an annual grant. The letters of thanks from grant recipients Cornwall Animal Hospital (£500) and Fitta Tikka Club (£500) were duly noted as was the 2018/19 grant schedule.

F6157 RISK ASSESSMENT

The Town Clerk reported that the Staff Health and Safety Committee would meet in January 2019 as per the Council's advisers recommendation.

F6158 DATA PROTECTION

The Council's registration as a Tier 2 Council with the Information Commissioners Office was duly noted. As was the proposed exemption for elected members fees. The Council reiterated that it would not register individual Councillors as data controllers.

F6159 INTERNAL AUDIT 2018/19

It was proposed by Councillor Ross, seconded by Councillor Minson and

RESOLVED that

- (i) the Interim Internal Audit Report be noted and the Council's response as attached
- (ii) Hudson Accounting be appointed as the Council's Internal Auditor as per the letter of engagement for the 2018/19-2020/21 financial years
- (iii) the 2018/19 Internal Audit fee of £1,125 be approved for payment.

F6160 DRAFT BUDGET 2019/20 AND PRECEPT CALL

The Chairman reported that no further Councillor requests had been made via the agreed Committee process and he recommended the draft budget (attached) for approval, to enable the Council to set its precept on 10th December 2018 to meet the deadline to notify the Council Tax Billing Authority by 31st December 2018. The Town Clerk and Finance Officer recommended the draft budget for approval.

It was proposed by Councillor Minson, seconded by Councillor Eva and

RESOLVED that consideration of the matter be deferred and the Chairman to call a Special Meeting of the Committee to approve the 2019/20 budget to enable the Council to determine its precept on 10th December 2018.

A Motion by Councillor Eva, seconded by Councillor Jewell that the matter be deferred to the next full meeting of the Committee was lost.

F6161 CORNWALL COUNCIL DRAFT BUDGET 2019/20

The Cornwall Council proposed tax rise of 3.99% in 2019/20 including £70 million of savings generated by income and different working methods was duly noted.

F6162 CCLA – THE LOCAL AUTHORITIES PROPERTY FUND

The statement of account and market report for October 2018 was duly noted.

F6163 ENVIRONMENTAL EDUCATION AND ENFORCEMENT

The report of the Council's Environmental Education and Enforcement Officer (EEEE) reviewing service and multi-agency working that demonstrated 'repeat' offending/call-outs had been reduced to negligible levels was duly noted and the Committee thanked the EEEO for his efforts.

F6164 NATIONAL ASSOCIATION OF LOCAL COUNCILS

(1) Business Rates – Public Conveniences

The Council noted the proposed legislative changes to allow local Councils mandatory business rates relief on public toilets, however resolved to maintain the Sustainable Communities Act appeal until such time.

(2) Large Councils Committee (LLC)

Councillor Ross reported that he had been elected to serve the LLC and his first meeting would be on 11th January 2019.

(3) 2019/20 Fees

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

RESOLVED that the Council notes the fee increase, with a cap of £1,780 for large Councils and to renew its membership when due.

(4) Model Standing Orders

It was proposed by Councillor O'Shea, seconded by Councillor Minson and

RESOLVED that the Cornwall Association of Local Councils recommended variations to the model template Standing Orders as appropriate be incorporated by the Council in its Standing Order review.

(5) Making Tax Digital

The new requirement and the fact the Council already complied was duly noted.

(6) Councillor Training

The Council supported the implementation of a national member development scheme which it was noted reflected the current requirements of the Council.

F6165 TRAFFIC REGULATION ORDER (TRO) – DIVERS CAR PARK, PENDENNIS

Councillor Evans reported that these parking restrictions (0000 hours to 0600 hours) were being implemented. The Town Clerk was instructed to request the local Electoral Division Members to ensure there was adequate enforcement from Cornwall Council at those times.

F6166 BOWLY PLAY AREA

The replacement bench had been well received by site users.

F6167 MEMORIAL AT FALMOUTH CEMETERY

The Town Clerk reported a request to undertake remediation to the Creese memorial (lost on The Titanic) at Falmouth Cemetery, the estimated cost of the works was £1,340 plus VAT.

It was proposed by Councillor Minson, seconded by Councillor Eva and

RESOLVED that the Council does not undertake the memorial repair.

F6168 BUDGET MONITORING

It was proposed by Councillor Minson, seconded by Councillor O'Shea and

RESOLVED that the 2018/19 budget monitoring report be approved. (attached)

F6169 ACCOUNTS AND PETTY CASH

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

RESOLVED that the Accounts and Petty Cash Schedules for October 2018 (attached) be approved.

F6170 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Minson, seconded by Councillor Bonney and

RESOLVED that the press and public be excluded from the meeting in the public interest for the following business as it involves the consideration of property, funding and contractual matters.



HUDSON ACCOUNTING LTD.
INTERIM INTERNAL AUDIT REPORT:
TO THE MEMBERS OF FALMOUTH TOWN COUNCIL
YEAR ENDED 31ST MARCH 2019

ISSUE DATE: 12/11/2018
ISSUED TO: TOWN CLERK & FINANCE OFFICER
STATUS: DRAFT

INTRODUCTION:

Internal auditing is an independent, objective assurance activity designed to improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

Scope:

The scope of the audit covers, as a minimum, the areas included in the Internal Audit Report contained in the Annual Governance & Accountability Return and the Transparency Code.

Any areas not covered at this interim stage will be included later in the year or during the final audit activity.

Approach:

Audit work is carried out in line with the Chartered Institute of Public Finance and Accountancy's

Internal Audit Standards and guidance issued by the National Association of Local Councils.

Where applicable we have included reference to 'proper practice' and the associated guidance as laid out in 'Governance & Accountability for Smaller Authorities in England' which is applicable to financial years from 1st April 2017.

Selective testing was carried out and the relevant policies, procedures and controls were reviewed. Visits were made to the Council's offices on 6th & 7th November 2018 and information was requested prior to the visits.

GENERAL COMMENTS:

We would like to thank the staff for their assistance and co-operation during the course of the audit.

The matters raised in this report are only those which came to our attention during our internal audit work and are not necessarily a comprehensive statement of all the weaknesses that exist, or of all the improvements that may be required.

In giving our internal audit opinion, it should be noted that assurance can never be absolute. The most that the internal audit service can provide is a reasonable assurance that there are no major weaknesses in risk management, governance and control processes. The audit does not guarantee that the accounting records are free from fraud or error.

We have provided a table of audit recommendations that allow for the Council's response which can be used as an ongoing monitoring tool. We would be grateful if, in due course, it is completed and returned to us.

AUDIT COMMENTARY:

Items in **bold text** within the body of the report represent our findings in respect of the application of controls, text in *italics* represent suggested actions that fall short of being a formal recommendation or do not necessarily pertain to the application of internal controls.

Previous Recommendations

The Council responds positively to recommendation made and the latest position is included in the attached Internal Audit Response Record.

Accounts

The accounts are maintained on SAGE accounting software; they were up to date and appeared free from material errors.

Financial Regulations

Financial Regulations were last reviewed in May 2018 and the new Model Standing Orders were recommended for adoption in September,

Payments

A sample of payments was tested to establish whether the spending decision, procurement process, certification and approval for payment were in line with Financial Regulations as well as ensuring that payments were supported by invoices, VAT was correctly accounted for and payment controls were applied.

Authority to spend:

Purchase orders are now routinely used where appropriate and the Council has a scheme of delegation in place.

Procurement:

There are still examples where the issues flagged in our 2017/18 interim report continue to occur, particularly in respect of compliance with the Contracts Regulations, thus those recommendations remain valid and we will continue to review.

Payment:

Payments were supported by invoices, were certified by the relevant spending officer prior to being passed for payment and were included on payment schedules reported to Members.

Other payment related controls were consistently applied.

VAT:

VAT had been accurately recorded.

Risk

Risk Assessment:

The Council's Risk Management Strategy & Policy were reviewed and approved in April 2018, Minute F6032 refers.

The Financial & Operational risk assessment has yet to be reviewed this year. The Council's advisors have undertaken the health & safety risk assessment which was noted at the June Finance Committee meeting.

Insurance:

Statutory and motor insurances are in place and the Fidelity Guarantee is adequate at £2

million.

GDPR:

Data Protection, Privacy and Document Retention Policies have all been approved by Council.

Budgets

Setting:

The budget and precept for 2018/19 was set following the production of detailed estimates and was properly approved at Full Council.

Our previous recommendation regarding reserve levels should be addressed as part of the 2019/20 budget setting process.

Monitoring:

One monitoring report covering the first two quarters has been produced, however budget information has been accurately input into the accounting system which should ensure that the requirement to monitor at least quarterly is easily achieved going forward.

Income

Precept:

The precept payment received is in accord with that set by the Council.

Gallery:

Gallery income is reconciled to till receipts, promptly banked and accurately posted to the accounting system.

Library:

Gallery income is reconciled to system prints, promptly banked and accurately posted to the accounting system.

Burials:

Burial income is accurately charged and the relevant documentation retained.

Burial registers have been completed and the relevant permits and certificates issued.

Payroll

2018/19 pay award:

The 2018/19 national pay award has been accurately applied.

The Council has recognised the need to realign its grading system and individual spinal column points to reflect the changes that will be implemented in April 2019.

New Starters:

Council approved the recruitment of new employees and contracts of employment have been issued.

Re-gradings:

Re-gradings or changes in employment conditions are approved by the Staffing Committee and have been accurately applied.

Tax, NI & Pensions:

Tax, NI and pension deductions have been properly applied (in most cases) and paid to the relevant authority in a timely manner. Pension deductions had not been amended to reflect changes agreed in respect of two members of staff, these will now be done.

Casual Labour:

There are a small number of individuals that are paid on the receipt of e-mails detailing hours worked rather than proper invoices.

Regardless of the format of the payment request the employment status of contractors in certain circumstances is an area of risk for Councils.

Proper practice guidance states that: *Authorities should pay particular attention to situations where contractors are engaged to carry out the authority's services. Occasions may arise when contractors cease to be self-employed and become employees for tax purposes.*

Authorities should refer to HMRC's Employment Status Indicator Tool for further information.

As part of risk management arrangements, written confirmation should be sought from HMRC to ensure that payments for services are being correctly treated; otherwise authorities may find themselves with unexpected and significant liabilities to pay income tax and employers NIC.

To ensure compliance it is recommended that:

Recommendation 1

The employment status of those individuals referred to is assessed using the HMRC Employment Indicator Tool and that HMRC are contacted, if deemed necessary, to ensure that the treatment is correct.

Bank Reconciliations

Bank reconciliations are carried out weekly and are reviewed as part of the Member checking regime.

The Council's INTERNAL AUDIT RESPONSE RECORD — FALMOUTH TOWN COUNCIL — INTERIM 2018/19

No	Recommendation	Management Response	Timescale/ Responsibility	Follow Up (for auditor use)
INTERIM REPORT 2018/19				
1	The employment status of those individuals referred to is assessed using the HMRC Employment Indicator Tool and that HMRC are contacted, if deemed necessary, to ensure that the treatment is correct.			
FINAL REPORT 2017/18				
1	The options for increasing the number of signatories required or electronic banking is investigated with a view to increasing it and including Members. Any change should be reflected in Financial Regulations.	The Council's bankers have changed the way that they require authorisation of electronic payments with the implementation of two factor verification run through their Key-Code App. Officers now provide Councillors with a printed copy of the digital transaction to check and sign before the payment is made. It is not proposed to include Councillors in the digital processing system.	Complete	Closed
2	A risk based assessment of the adequacy of the Council's 'free reserves' is undertaken and a policy on the minimum and maximum level agreed. The level and relative importance of each earmarked reserve is robustly reviewed to assess their adequacy and necessity and that they are adjusted accordingly; either between themselves or with the general reserve. Any remaining inadequacy of free reserves when viewed against the agreed policy should be addressed as part of the 2019/20 budget setting process.	Agreed – A review of earmarked reserves will be undertaken as part of the budget setting process for 2019/20 and funds set aside to increase the Council's free reserves	April 2019	Test at year-end
3	The Council's asset register is reviewed and updated to ensure it meets the requirements laid down as 'proper practice' in 'Governance & Accountability for Smaller Authorities'	Agreed and this will be worked on as time allows.	April 2019	Test at year-end

No	Recommendation	Management Response	Timescale/ Responsibility	Follow Up (for auditor use)
1	Procedures should be put in place to ensure that all officers and any external advisors are aware of the requirements of both Financial Regulations and the Public Procurement Regulations 2015 and that they are adhered to.	Service Managers to sign off for receipt and adherence to Financial Regulations and relevant policies	31 st March 2018 Town Clerk and Finance Officer	Ongoing monitoring
2	If Financial Regulations are not to be followed in respect of a particular purchase this approach should be approved by Members, Financial Regulations suspended, if required, and the reasons for so doing noted.	Agreed. Chair and Vice-Chair of F&GP Committee apprised of requirement and will ensure compliance.	5 th February 2018 Chair & Vice-Chair of F&GP Committee	Ongoing monitoring
4	A review of existing service delivery arrangements is undertaken and market testing is introduced unless there are compelling reasons otherwise.	Agreed. All new procurement and procurement renewals will be market tested. NB the Council had two arrangements with suppliers where it was beneficial to maintain that in terms of continuity and safeguarding expediency.	5 th February 2018 Service Heads	Ongoing monitoring
5	A written procedure is produced and enshrined in Financial Regulations in respect of changes to supplier details requiring the written authorisation of at least officers or Members and that the random checking of supplier bank details is included in the Member internal control checking activity.	Agreed. See 5.11 in Draft Financial Regulations	31 st March 2018 Finance Officer	Minute F6002 – Control implemented Ongoing monitoring
8	Sufficient resources are allocated or prioritised to ensure that budget monitoring is carried out in a timely manner and at least quarterly, as required by Financial Regulations. Budgets should be entered onto the financial management system which should radically improve the speed at which reports can be produced.	Agreed.	31 st March 2018 Finance Officer (and actioned during year end preparation 1 st April – 31 st May 2018)	Report produced by Q2 – see Interim Report 2018/19

INTERNAL AUDIT RESPONSE RECORD — FALMOUTH TOWN COUNCIL — INTERIM 2017/18

No	Recommendation	Management Response	Timescale/ Responsibility	Follow Up (for auditor use)
FINAL REPORT 2016/17				
1	Full compliance with the Transparency Code is achieved as soon as possible and the information contained in the Model Publication Scheme is also published.	Agreed (F4972) but will revisit this to confirm statutory compliance. Website content currently being revised and	31 st March 2018 Town Clerk and Finance Officer	Test year-end 2018/19
INTERIM REPORT 2016/17				
1	Procedure manuals should be produced for all systems.	Agreed	Ongoing. Service Heads. As workloads permit.	Ongoing monitoring

**LETTER OF ENGAGEMENT FOR INTERNAL AUDIT SERVICES
BETWEEN HUDSON ACCOUNTING LTD. & FALMOUTH TOWN
COUNCIL**

Background:

All local councils are required, by the Accounts & Audit Regulations, to maintain an adequate and effective system of internal audit of their accounting records and control systems. In addition an internal auditor must sign off the relevant part of the Annual Governance & Accountability Return.

Scope of the Work:

Internal audit work is carried out in accordance with proper practice guidance issued by the National Association of Local Councils (NALC) in their publication *Governance & Accountability for Local Councils* and will cover, as a minimum, all areas required to be signed off on the Annual Governance & Accountability Return.

Period of Engagement:

The Engagement is for the 2018/19 – 2020/21 financial years.

Deliverables:

Comprehensive audit testing, reporting and completion of the internal auditors report on the Annual Governance & Accountability Return.

Continuity Cover:

There are no formal procedures in place for the continuity of the practice should I become unable to work due to illness, temporary or permanent incapacity, or death.

Reporting lines:

Reports will be addressed to the Members of the Council.

Timetable:

Interim internal audit (where provided) work will usually take place between October and December and year-end internal audit work will be completed to allow submission of the Annual Governance & Accountability Return in line with the Councils reporting deadlines.

Fees:

For this engagement we will charge £2,250 per annum.

Anti-Money Laundering Regulations:

We are registered with HMRC under the Money Laundering Regulations.

Professional Indemnity Insurance:

We hold professional indemnity insurance cover to a limit of £50,000. The professional indemnity insurer is Trafalgar Insurance Company Limited, The Lloyds Building, 12 Leadenhall Street, London, EC3V 1LP.

Data Protection:

It is inevitable, in order to satisfy your statutory duty in respect of internal audit arrangements, that we will access personal data you have obtained from your employees, clients and suppliers and we assume that you have disclosed this possibility as part of your own GDPR arrangements.

We will only use such data as part of our control testing regime and will not disclose such data to third parties.

We will securely store such data whether held electronically or as a hard copy and will destroy it once the audit work has been completed.

SIGNED ON BEHALF OF:

HUDSON ACCOUNTING LTD:

S. P. Hudson

FALMOUTH TOWN COUNCIL

DATED: 12/11/2018

Directors: Steve Hudson BA (Hons), C.P.F.A.

Company Registration: 6935832 (England & Wales)

Registered Office: Brynmor, St. Ives Road, Carbis Bay, St. Ives, Cornwall, TR26 2SF

FALMOUTH TOWN COUNCIL BUDGET 2019/20

INCOME - Summary

MINUTE

	ACTUAL 2017/18 £	BUDGET 2018/19 £	FORECAST 2018/19 £	BUDGET 2019/20 £
Corporate Services	9,601	9,550	9,330	9,550
Town Management Services	7,251	6,403	8,862	8,239
Cultural Services	108,079	93,390	85,867	93,232
General Council Services	97,412	84,000	53,538	54,282
Cemetery Services	52,961	42,694	41,808	42,808
Buildings - Municipal and Other	58,694	92,300	37,007	68,234
Parks and Open Spaces	3,210	3,350	44,152	1,655
Allotments	2,194	2,345	2,361	2,408
Seats/Shelters/Footpaths	343	243	1,971	243
Town Maintenance Service	1,845	5,500	14,040	5,500
Joint Funding Initiatives	0	0	-	0
Council Tax Support Grant Funding	100,596	81,184	81,184	72,839
TOTAL	442,186	420,959	380,120	358,990
PWLB	0			0
Precept	1,695,575	1,762,398	1,762,398	2,021,645
TOTAL INCOME	2,137,761	2,183,357	2,142,518	2,380,635

FALMOUTH TOWN COUNCIL BUDGET 2019/20

EXPENDITURE - Summary

MINUTE

	ACTUAL 2017/18 £	BUDGET 2018/19 £	FORECAST 2018/19 £	BUDGET 2019/20 £
Corporate Services	435,021	463,680	524,490	517,999
Town Management Services	91,990	33,650	32,868	34,253
Cultural Services	392,960	395,123	415,749	410,269
General Council Services	326,745	246,325	285,645	243,626
Cemetery Services	57,806	57,737	91,447	55,592
Town Maintenance Team	274,815	301,265	289,190	301,428
Buildings - Municipal	128,534	124,028	78,857	118,275
Buildings - Toilets	134,421	80,297	67,958	73,641
Buildings - Fomer PO	375,453	157,101	294,406	158,001
Parks and Open Spaces - Trescobeas	1,583	8,300	427	5,000
Parks and Open Spaces - Kimberley	39,257	38,450	33,107	33,331
Parks and Open Spaces - Trelawney	456	1,350	8,248	1,350
Parks and Open Spaces - Dracaena	48,483	26,000	18,437	20,000
Allotments - Swanvale and Wodehouse	28,579	2,500	238	1,500
Seats/Shelters/Footpaths	546	10,650	25,180	7,000
Cemeteries - Jewish and Other	12,474	6,000	4,507	2,000
Other Sites - WH/WS/BC etc	0	900	2,959	900
General Reserves Adjustment				150,000
Capital Expenditure	100,332	230,000	250,666	246,470
Bad Debts	100			
TOTAL	2,449,557	2,183,357	2,424,378	2,380,635
Income	442,186	420,959	380,120	358,990
other - EMR/Adjustments/Loans				
Sub Total	2,007,371	1,762,398	2,044,258	2,021,645
Precept	1,695,575	1,762,398	1,762,398	2,021,645
Reserves Required	(311,796)	0	(281,860)	150,000
General Reserves	179,701	162,522	162,522	111,218
EMR	863,532	568,916	568,916	338,360
Budget surplus/deficit	(311,796)		(281,860)	150,000
Total funds held	731,437	731,438	449,578	599,578
Forecast Closing EMR	568,916		338,360	338,360
Forecast Closing GR	162,522		111,218	261,218
Expenditure per month	204,130		202,032	198,386
Projected monthly holding	3.58		2.23	3.02
Projected monthly holding (GR only)	0.80		0.55	1.32

FALMOUTH TOWN COUNCIL BUDGET 2019/20

Analysis of Budget Setting

INCOME

Summary Details of Income

	Budget 2018/19	Forecast 2018/19	Draft Budget 2019/20	Details
Corporate Services	9,550.00	9,329.96	9,550	
Town Management	6,403.00	8,239.26	8,239	
Cultural Services	93,390.00	85,867.45	93,232	
General Council	84,000.00	53,538.34	54,282	
Cemetery Services	42,694.00	41,807.84	42,808	
Buildings - Municipal and Other	92,300.00	37,007.02	68,234	
Parks and Open Spaces	3,350.00	44,151.50	1,655	
Allotments	2,345.00	2,360.67	2,408	
Seats/Shelters/Footpaths	243.00	1,971.46	243	
TMT	5,500.00	14,040.00	5,500	
Suspense Account	0.00	622.50	-	
Local Council Support Grant	81,184.24	81,184.24	72,839	
TOTAL	420,959.24	380,120.22	358,990	
Precept	1,762,397.85	1,762,397.85	2,021,645	
PWLB	0.00	-	0	
TOTAL INCOME	2,183,357.09	2,142,518.07	2,380,635	

Falmouth Town Council - 2019/20

Analysis of Budget Setting

Corporate Services

	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details
Officers Salaries	260,764.72	303,955.49	307,808.53	adjusted to reflect salaries projection without any scale changes
Postage/Petty Cash	2,500.00	2,280.95	2,250.00	Reduced by 10% - reduced use of postage
Telephone	7,300.00	8,687.69	7,300.00	Retained - costs for 2018/19 included overuse of data
Printing/Stationery/Copier	4,700.00	6,040.35	5,985.00	Adjusted to reflect forecasted use in 2018/19
Publications	50.00	1,135.35	50.00	Adjusted to reflect forecast expenditure during 2018/19
Advertising	3,700.00	1,466.60	2,150.00	Reduced as Council uses alternative means of advertising where possible
Computer Maintenance and Support	48,000.00	63,997.32	62,000.00	Increased to reflect expenditure
Subscriptions	10,800.00	19,498.37	15,000.00	Adjusted to reflect GDPR requirements and professional subs
Insurance	9,800.00	11,774.78	12,010.28	Increased to reflect expenditure + 2%
Professional and Legal Fees etc. (includes agency)	20,000.00	23,022.69	20,000.00	Retained
Conference/Seminars and Training	13,250.00	9,053.69	9,000.00	Reduced to reflect costs incurred 2018/19
Audit Fees	5,000.00	1,687.50	4,500.00	Retained but reduced
Bank Charges	1,200.00	1,146.18	1,200.00	Retained
Miscellaneous inc H&S	11,000.00	5,127.99	5,200.00	Reduced to reflect costs incurred 2018/19
Loan Interest	65,615.39	65,615.39	63,544.80	Loan Interest
	463,680.11	524,490.31	517,998.61	
	Capital	Capital	Capital	
IT Capital expenditure	5,000.00	4,985.12	5,000.00	Retained to allow for additional IT requirements
	5,000.00	4,985.12	5,000.00	

Town Management Services

	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details	
Events Support	30,150.00	29,407.34	30,753.00	Retained with 2% uplift for inflation	INC FW
Operational Budget	3,500.00	3,460.31	3,500.00	Retained at existing levels - additional street cleaning etc	
	33,650.00	32,867.65	34,253.00		

Cultural Services

	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details
Salaries	270,861.14	288,770.76	289,108.79	adjusted to reflect salaries projection without scale changes
Postage/Petty Cash	6,155.00	11,477.72	11,500.00	Increased to reflect costs of re combined services
Stationery/Photocopier				
Telephone				
Publications/Subscriptions inc Newsletters	17,717.00	16,042.83	17,717.00	Retained
Storeroom Materials	500.00	81.23	500.00	Retain at existing levels
Printing/Artwork	4,200.00	4,176.90	4,200.00	Retained

Publicity/Marketing	10,000.00	3,858.75	5,500.00	Reduced as alternative method of community have been used to reduce costs
Insurance	10,710.00	10,666.48	10,924.20	Retained with 2% uplift
Exhibition/Preview Costs	21,253.74	20,692.80	21,678.81	Retained with 2% uplift as some exp shown is added value and cover by funding
Staff Travel Expenses	1,800.00	113.70	850.00	Reduced to reflect savings on forecast
Provision of Youth Services and educational outreach Workshops/Misc.	22,500.00	20,595.30	21,000.00	Retained - provision of outreach youth support workder DC also EMR for education
Materials and consumables	16,885.89	13,050.50	13,050.50	Reduced to reflect reduction in costs
Photography/Repro Fees	490.00	106.14	490.00	Retained
Stock/Resale Items	750.00	139.50	750.00	Retained
Conservation - Works of Art	8,500.00	7,749.50	8,500.00	Retained
Externally Funded Projects	2,800.00	5,701.43	4,500.00	Increased to reflect expenditure during 2018/19
	-	12,525.25	-	Funded by way of external grants
	395,122.77	415,748.77	410,269.30	Percentage Increase on Total Budget
Cultural Services Capital Expenditure	Capital	Capital	Capital	
Equipment and Acquisitions	8,500.00	30,250.00	8,500.00	Retained to enable match funding and in policy purchases
	8,500.00	30,250.00	8,500.00	

General Council Services

	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details
Town Plaques/Souvenirs	950.00	3,078.98	1,200.00	Increased slightly however not to the level used during 2018/19
Repairs - Civic Regalia	500.00	187.50	500.00	Retained
Seasonal festivities and storage	26,500.00	47,349.56	27,500.00	Increased as areas covered increased
Mayor's Allowance	7,000.00	6,901.79	7,000.00	Retained
Community Chest Councillors	4,000.00	4,025.00	4,000.00	Retained at previous level
Twinning	1,500.00	-	1,500.00	Maintained
Macebearer's Fees	800.00	900.00	800.00	Retained at existing levels
Civic Expenses - Misc./Services/Licenses	5,250.00	5,448.42	5,250.00	Reduced slightly to reflect forecast for 2017
Election Expenses	5,000.00	-	5,000.00	Retained budget held of one election
War Memorials	800.00	222.26	800.00	Retained
Traffic Management	25,000.00	25,059.78	25,000.00	Reduced - costs to enhance and support town traffic management
Tourism	10,500.00	8,000.00	10,500.00	Retained
Joint funding	48,841.11	15,981.29	36,181.29	Budget adjusted to reflect 2018/19 costs + additional for 2019/20 works
Grants	31,350.00	31,350.00	31,350.00	Retained at existing levels
Town Enhancements	22,750.00	37,937.22	22,750.00	Retained
CCTV	23,984.28	32,695.17	32,695.17	Adjusted to reflect 2018/19 levels and additional requirements
Hanging Baskets	19,600.00	18,137.50	19,600.00	Retained at 2018/19 levels
The Moor	12,000.00	48,370.46	12,000.00	Retained but not at 2018/19 levels as these include surfacing works to council markets etc
	246,325.39	285,644.90	243,626.46	
	Capital	Capital	Capital	
Rolling programme of replacement of lighting/infrastructure	5,000.00	5,000.00	5,000.00	Retained
Town Capital Budget	5,000.00	-	1,000.00	Reduced
	10,000.00	5,000.00	6,000.00	

Cemetery Services

	2018/19	2018/19	2019/20
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Printing/Insurance/Phones	550.00	3,143.40	2,112.00	Increased to reflect exp at reduced level	
Repairs/Replacements	10,000.00	9,649.51	7,500.00	Reduced	
Trees/Tree Surgery	6,500.00	1,603.88	2,500.00	Reduced as majority of larger tree works complete	
Electricity	3,660.36	2,978.93	3,038.50	Adjusted but with inflation increase	inc mortuary
Rates/Water/Council Tax	9,043.44	12,458.72	12,707.89	Adjusted to reflect costing for 2018/19 + 2%	
Dog Notices/Bins	650.00	-	400.00	Retained small budget to facilitate this	
Building and Infrastructure Repairs	4,500.00	13,362.46	4,500.00	Retained at 18/19 levels as major works completed during 2018/19	alternated yearly works
Grounds Maintenance	12,830.45	37,778.09	12,830.45	Retained at 18/19 levels as major works completed during 2018/19	
Miscellaneous	7,502.66	9,011.28	7,502.66	Retained	
Cemetery and Burial Project Work	1,500.00	1,460.30	1,500.00	Retain a small budget to facilitate this further	EMR also held
Acquisition of New Land	1,000.00	-	1,000.00	Retain a small budget to facilitate this further	
	57,736.91	91,446.55	55,591.50		
	Capital	Capital	Capital		
New Cemetery Site	-	-	-	EMR held	
Other Capital Site Improvements	12,500.00	11,104.00	5,000.00	Held to facilitate site improvements	
	12,500.00	11,104.00	5,000.00		
	Capital	Capital	Capital		
Town Maintenance Team					
Salaries	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details	
PPE and workwear	279,267.54	259,711.76	277,427.85	adjusted to reflect salaries projection - no scale changes	inc add small value to super
Plant and Vehicle Costs	4,797.89	1,643.27	2,500.00	Reduced budget levels to reflect expenditure 18/19	
Materials and Supplies - general	8,000.00	13,553.22	8,000.00	Retained at 2018 levels	some replaced 2017
Equipment - under £300	4,000.00	3,617.15	4,000.00	Retained	
Repairs and Renewals	1,000.00	998.57	1,000.00	Retained	
Misc. - licenses and on costs	3,000.00	3,980.55	4,000.00	Increased to reflect additional levels of equipment required	
Contractor Costs	1,200.00	5,230.40	4,500.00	Increased to reflect additional levels of equipment required	
	-	455.39			
	301,265.43	289,190.28	301,427.85	Percentage Increase on Total Budget	
	Capital	Capital	Capital		
Plant and Machinery	5,000.00	4,860.00	5,000.00	Set to facilitate unscheduled replacements	GM and other services
	5,000.00	4,860.00	5,000.00		
	Capital	Capital	Capital		
Buildings- Municipal					
Repairs & Renewals	Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details	
Cleaning Costs - contract and other	35,000.00	6,999.18	35,000.00	Retained as works will be required to windows and walls	Inc some window works
Business/Water Rates	18,666.93	16,689.93	16,689.93	Adjusted to reflect 2018/19 exp	INC GF /CS
Utilities - E and G	40,516.40	38,947.32	38,947.32	adjusted to reflect forecast	INC GF/CS
Alarm and Amplification System	18,213.00	10,771.63	18,213.00	Retained to incorporate full building costs	
Consumables and misc (inc telephone)	3,900.00	223.93	2,000.00	major replacement works in 2018/19 so small fund held for unforeseen adds	
CCTV and Security	3,872.98	4,624.89	4,624.89	adjusted to reflect forecast	
	3,859.00	600.00	2,800.00	Retained but reduced - inc off site monitoring for alarms inc lift	INC GF area and external
	124,028.31	78,856.88	118,275.14	Percentage Increase on Total Budget	
	Capital	Capital	Capital		
MNB Capital works	40,000.00	-	40,000	Pointing works external	GM and other services
	40,000.00	-	40,000		

Building - Toilets

Rates and Water Rates and other utilities
Utilities (G&E)
Contractor Cleaning Costs
Repairs and Refurbishments
Misc. - facilities management and waste etc.
Consumables
Telephones - inc employee welfare

Budget	Forecast	Proposed	Details
2018/19	2018/19	2019/20	
27,179.73	22,954.61	23,413.68	Adjusted to reflect 2018 forecast + 2%
4,900.00	4,610.01	4,900.00	Retained
8,145.43	4,920.60	4,920.60	Adjusted to reflect 2018 forecast - holiday cover etc
16,000.00	13,673.72	16,000.00	Reduced but includes further replacements and refurbishments
1,566.86	1,961.39	1,961.39	Retained at higher level to reflect expenditure
22,004.98	19,837.83	22,445.08	Retained at 2018 level with 2% uplift
500.00	-	-	Removed costs included elsewhere
80,297.00	67,958.15	73,640.74	Percentage Increase on Total Budget

Buildings - Former PO

NDBR and Water Rates
Other Utilities G&E
Repairs and Refurbishments
Repairs - Shared
General and Misc
Cleaning
PWLb - repayments
MNB Capital works

Budget	Forecast	Proposed	Details
2018/19	2018/19	2019/20	
44,635.20	67,814.75	45,527.90	Adjusted to reflect expenditure +2% - NB forecast includes add area now let NDBR over £37k
5,100.00	2,654.25	5,100.00	Retained
40,000.00	138,634.47	20,000.00	Figure set to assist with additional works after building refurbishment complete
2,500.00	4,421.18	4,421.18	adjusted to reflect expenditure
2,700.00	11,842.11	11,842.11	Adjusted to reflect changing uses within the building
7,167.02	14,040.30	14,040.30	Set to allow for building cleaning
54,999.19	54,999.19	57,069.78	Retained
157,101.41	294,406.24	158,001.27	Percentage Increase on Total Budget
Capital	Capital	Capital	
-	-	53,470	Fit out of main function room inc flooring and tables/chairs etc
-	-	53,470	Blind for Back Office

Parks and Open Space - Trescobears

Forestry/Drainage
Equipment/Insurance/Misc
Maintenance
Improvements

Budget	Forecast	Proposed	Details
2018/19	2018/19	2019/20	
1,000.00	-	1,000.00	Retained
2,500.00	56.25	1,500.00	Retained at reduced levels
2,500.00	370.89	1,500.00	Retained at reduced levels
400.00	-	1,000.00	Retained at reduced levels
6,400.00	427.14	5,000.00	Percentage Increase on Total Budget
Capital	Capital	Capital	
2,500.00	-	1,000.00	Retained a nominal amount to assist with any future planning
2,500.00	-	1,000.00	

Trescobears Capital Provision
Capital Project works - to assist with grant funding bids

Parks and Open Space - Kimberley

Rates and Water Rates
Insurance
Plants/bedding and GM works
Dog Fouling/Signs
Tree Surgery/Forestry Survey
Property Maintenance / R&R and Other
Utilities EGT

Budget	Forecast	Proposed	Details setting Budget
2018/19	2018/19	2019/20	
3,599.78	3,237.38	3,302.12	adjusted to reflect forecast + 2%
1,950.00	1,204.98	1,229.08	Reduced to reflect forecast + 2%
19,700.00	16,423.52	15,600.00	Retained at reduced level
3,000.00	-	3,000.00	Retained yto enable signage update
2,500.00	-	2,500.00	Retained
4,500.00	4,060.46	4,500.00	Retained - works to lodge capital
2,200.00	1,930.01	2,200.00	Retained

Project Works	inc play repairs	General to support park projects	Percentage Increase on Total Budget	lodge/stage/play and other
		1,000.00	6,250.74	1,000.00
		38,449.78	33,107.08	33,331.20
Capital Project works		Capital	Capital	Capital
		10,000.00	70,809.50	20,000.00
		10,000.00	70,809.50	20,000.00
				Potential works to lodge

Parks and Open Space - Trelawney

Repairs & Fencing	500.00	2,509.10	500.00	Retained at nominal level as works completed in 2018/2012
Site Costs - Ins/Misc etc	850.00	5,738.40	850.00	Retained at reduced level
	1,350.00	8,247.50	1,350.00	
Capital Works	-	-	-	

Parks and Open Space - Dracaena

Pitch works inc marking etc	4,000.00	3,213.41	4,000.00	Retained
Repairs and Renewals	7,500.00	6,055.66	7,500.00	Retained at current levels
Horticultural - verge and tree works	12,000.00	8,000.00	8,000.00	Reduced
Play and skatepark etc	2,500.00	1,168.04	500.00	Retained to provide funding for skatepark replacements and other play elements
	26,000.00	18,437.11	20,000.00	Percentage Increase on Total Budget
	Capital	Capital	Capital	
Capital works	25,000.00	25,000.00	100,000.00	Skatepark contribution
	25,000.00	25,000.00	100,000.00	

Allotments Budget

Repairs and tree works etc	2,500.00	237.66	1,500.00	Retained at reduced levels
	2,500.00	237.66	1,500.00	Percentage Increase on Total Budget
	Capital	Capital	Capital	
Capital works	-	-	1,000.00	Small balance for potential works
	-	-	1,000.00	

Seats/Shelters/Footpaths Budget

Public Seats - Repairs etc.	5,000.00	3,284.72	2,500.00	Retained to assist with gorilla gardening and bench repairs
Shelter Cleaning	150.00	-	500.00	Retain nominal amount slight increase on previous years
Shelter Repairs	4,000.00	8,859.10	2,500.00	Retained but at reduced level as works completed in 2018
Footpaths	1,500.00	13,036.59	1,500.00	Retained nominal amount pending possible works
	10,650.00	25,180.41	7,000.00	
	Capital	Capital	Capital	
Capital works	1,500.00	-	1,500.00	Retained
	1,500.00	-	1,500.00	

Cemeteries - Other

Facilitate the Conservation Management Plan
Repairs under SAMC

Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details
5,000.00	4,506.66	1,000.00	Provide additional support towards works
1,000.00	-	1,000.00	as above
6,000.00	4,506.66	2,000.00	

Other Sites

Webber Hill and Street
Others

Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details
150.00	-	150.00	Undertaken by FTC in house
750.00	2,958.76	750.00	Nominal to assist on other sites
900.00	2,958.76	900.00	
Capital	Capital	Capital	
5,000.00	-	-	
5,000.00	-	-	

Notes

Capital works

Capital Works

Office Equipment
CS Capital - Equipment and Acquisitions
Street Furniture and Shelters
Kimberley Park
Cemetery
Trescobars
Xmas Lights
TMT Equipment
Dracaena Skatpark
Allotments Wodehouse/Swanvale
Town Other Expenditure and Civic Items
Buildings PO/MB Conservatory etc

Budget 2018/19	Forecast 2018/19	Proposed 2019/20	Details	Retained
5,000.00	4,985.12	5,000.00		
8,500.00	30,250.00	8,500.00	Retained	
1,500.00	-	1,500.00	Retained	
10,000.00	70,809.50	20,000.00	Lodge/Paths/Staging and TT works	
12,500.00	11,104.00	5,000.00	Ongoing Capital to include possible changes to access for swanpool site	
2,500.00	-	1,000.00	Funds to assist with additional capital works	
5,000.00	5,000.00	5,000.00	Infrastructure replacement as required	
5,000.00	4,860.00	5,000.00	Capital funding to assist with service enhancements	
30,000.00	25,000.00	100,000.00		
5,000.00	-	1,000.00		
5,000.00	-	1,000.00		
140,000.00	98,657.60	93,470.00		
230,000.00	250,666.22	246,470.00		

Key

HLF Heritage Lottery Fund
TM Town Management
LMP Local Maintenance Partnership
CC Cornwall Council
IS Information Service (CC)
CTSG Council Tax Support Grant
J&C Jewish and Congregationalists
TMT Town Maintenance Team (FTC)
TM Town Management
FW Falmouth Week

EMR	Ear-marked Reserve
WP(w)	Western Power (works)
VIC	Visitor Information Centre
RM	Reach Maintenance
NP	Neighbourhood Plan
SLA	Service Level Agreement
AM	Asset Management
DM	Deputy Mayor
EO	Environmental Officer
CS	Cultural Services
GM	Ground Maintenance
GF	Ground Floor
ND8R	Non-domestic Business Rates

COUNCIL TAX ANALYSIS

Falmouth

Precept for 2018-2019

1,762,397.85

Divided by the taxbase 2018-2019

6,947.40

Equals : Band D Council Tax 2018/19

253.68

For 2019-2020:

Proposed precept for 2019- 2020

2,021,645.09

Divided by the taxbase 2019-20 (not confirmed)

7,137.49

Equals : Band D Council Tax 2019-2020

283.24

Proposed Increased - Falmouth Town Council

	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Parish Council Precept 2018-2019	169.12	197.31	225.49	253.68	310.05	366.43	422.80	507.36
As a proportion of Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
Proposed precept for 2019 - 2020	188.83	220.30	251.77	283.24	346.18	409.12	472.07	566.48
Annual increase (£) for 2019-2020 (75% Scheme)	19.71	22.99	26.28	29.56	36.13	42.69	49.27	59.12
Annual increase (%) for 2019-2020 (75% Scheme)	11.65%	11.65%	11.65%	11.65%	11.65%	11.65%	11.65%	11.65%
Increase weekly	0.38	0.44	0.51	0.57	0.69	0.82	0.95	1.14
Increase monthly	1.64	1.92	2.19	2.46	3.01	3.56	4.11	4.93

FALMOUTH TOWN COUNCIL

2018/19

SUMMARY

INCOME

Corporate Services
Cultural Services
General Council
Town Management Services
Cemetery Services inc J&C
Buildings - Municipal and Other
Parks and Open Spaces
Allotments
Seats/Shelters/Footpaths
TMT
Council Tax Support Grant Funding
Precept
TOTAL (Revenue & Capital)

ACTUAL April-Nov	FORECAST Dec-March	TOTAL YEAR
6,635	3,317	9,952
40,635	45,233	85,867
41,119	12,420	53,538
6,826	1,413	8,239
27,872	13,936	41,808
29,766	7,241	37,007
1,357	42,795	44,152
2,361	0	2,361
1,971	0	1,971
12,840	1,200	14,040
81,184	0	81,184
1,762,398	0	1,762,398
2,014,963	127,555	2,142,518

EXPENDITURE:

Corporate Services
Town Management Services
Cultural Services
General Council Services
Cemetery Services
Town Maintenance Team
Buildings - Municipal
Buildings - Toilets
Buildings - Former PO
Parks and Open Spaces - Trescobeas
Parks and Open Spaces - Kimberley
Parks and Open Spaces - Trelawney
Parks and Open Space - Dracaena inc Skatepark
Allotments
Seats/Shelters/Footpaths
Cemeteries Other
Other Sites - Webber Street etc
Capital
Bad Debts
TOTAL (Revenue & Capital)

338,978	185,512	524,490
20,578	12,289	32,868
285,234	130,515	415,749
170,473	115,172	285,645
51,177	40,269	91,447
192,794	96,397	289,190
34,813	44,044	78,857
45,305	22,653	67,958
186,850	107,556	294,406
1,991	996	2,987
20,827	12,281	33,107
7,598	650	8,248
2,048	16,389	18,437
(8,262)	8,500	238
24,680	500	25,180
7	4,500	4,507
2,759	200	2,959
86,866	163,800	250,666
0	0	0
1,464,715	962,223	2,426,938

Opening General Fund
Opening Earmarked Reserves

Forecast Income
Less forecast expenditure
Forecast closing general reserves
Forecast closing earmarked reserves

162,522
568,916
731,438
2,142,518
(2,426,938)
108,658
338,360
447,018

TOTAL BUDGET	Over/(Under) Budget
9,550	402.46
93,390	(7,522.55)
84,000	(30,461.67)
6,403	1,836.26
42,694	(886.17)
92,300	(55,292.99)
3,350	40,801.50
2,345	15.67
243	1,728.46
5,500	8,540.00
81,184	0.00
1,762,398	0.00
2,183,357	(40,839.03)
463,680	60,810.19
33,650	(782.35)
395,123	20,625.99
246,325	39,319.51
57,737	33,709.64
301,265	(12,075.15)
124,028	(45,171.44)
80,297	(12,338.85)
157,101	137,304.83
8,300	(5,312.83)
38,450	(5,342.71)
1,350	6,897.50
26,000	(7,562.90)
2,500	(2,262.34)
10,650	14,530.41
6,000	(1,493.34)
900	2,058.76
230,000	20,666.22
0	0.00
2,183,357	243,581.16

Falmouth Town Council - 2018/19

CORPORATE SERVICES

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Officers Salaries	202,637	101,318	303,955.49	260,765	-43,191
Postage/Petty Cash	1,521	760	2,280.95	2,500	219
Telephone	5,792	2,896	8,687.69	7,300	-1,388
Printing/Stationery/Copier	4,027	2,013	6,040.35	4,700	-1,340
Publications	757	378	1,135.35	50	-1,085
Advertising	978	489	1,466.60	3,700	2,233
IT - maintenance/monitoring and software	42,665	21,332	63,997.32	48,000	-15,997
Subscriptions	12,999	6,499	19,498.37	10,800	-8,698
Insurance	7,850	3,925	11,774.78	9,800	-1,975
Legal Fees etc. (includes agency costs)	15,348	7,674	23,022.69	20,000	-3,023
Conference/Seminars and Training	6,036	3,018	9,053.69	13,250	4,196
Audit Fees	1,125	563	1,687.50	5,000	3,313
Bank Charges	764	382	1,146.18	1,200	54
Miscellaneous inc H&S	3,419	1,709	5,127.99	11,000	5,872
Loan Interest	33,062	32,554	65,615.39	65,615	0
	338,978	185,512	524,490.31	463,680	-60,810
IT Capital expenditure	4,985	0	4,985.12	5,000	15
	4,985	0	4,985.12	5,000	15
Income					
Misc Inc Suspense Ac	2192	1,096	3,287.30	1,950	-1,337
Bank Interest	4,443	2,222	6,665.16	7,600	935
	6,635	3,317	9,952.46	9,550	-402
COST OF SERVICE	337,329	182,194	519,522.97	459,130	-60,393

TOWN MANAGEMENT SERVICES

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Events Support	19,605	9,802	29,407.34	30150	743
Operational Budget	974	2,487	3,460.31	3500	40
	20,578	12,289	32,867.65	33,650	782
Income					
	6,826	1,413	8,239.26	6,403	- 1,836
	6,826	1,413	8,239.26	6,403	- 1,836
COST OF SERVICE	13,752	10,876	24,628.39	27,247	2,619

CULTURAL SERVICES

Expenditure

Salaries
Postage/stationery/copying/telephones
Publications/Subscriptions
Storeroom Materials
Printing/Artwork
Publicity/Marketing
Insurance
Exhibition/Preview Costs
Travel/Accommodation/Transportation
Workshops/Misc.
Materials
Photography/Repro Fees
Stock/Resale Items
Conservation - Works of Art
Education/Outreach inc youth provision
Externally Funded Projects

Cultural Services Capital Expenditure

CS Equipment
Acquisitions both funded and unfunded

Income

Misc Sales/Income inc lib
Commission
Donations
Sponsorship/Grants/SW Arts
Fees and Workshop Income
Grants - Capital/Projects

COST OF SERVICE

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
192,514	96,257	288,770.76	270,861	-17,910
7,652	3,826	11,477.72	6,155	-5,323
4,029	12,014	16,042.83	17,717	1,674
54	27	81.23	500	419
2,118	2,059	4,176.90	4,200	23
2,573	1,286	3,858.75	10,000	6,141
10,666	0	10,666.48	10,710	44
13,795	6,898	20,692.80	21,254	561
76	38	113.70	1,800	1,686
8,700	4,350	13,050.50	16,886	3,835
71	35	106.14	490	384
93	47	139.50	750	611
5,166	2,583	7,749.50	8,500	751
5,181	520	5,701.43	2,800	-2,901
20,020	575	20,595.30	22,500	1,905
12,525	0	12,525.25	-	-12,525
285,234	130,515	415,748.77	395,123	-20,626
	14,000	14,000.00	3,500	- 10,500
16,250	0	16,250.00	5,000	- 11,250
16,250	14,000	30,250.00	8,500	- 21,750
21,946	10,973	32,918.46	30,000	-2,918
1,875	938	2,813.18	5,090	2,277
10,169	1,000	11,169.00	6,500	-4,669
6,000	1,000	7,000.00	40,000	33,000
645	322	966.81	1,800	833
0	31,000	31,000.00	10,000	-21,000
40,635	45,233	85,867.45	93,390	7,523
260,849	99,282	360,131.32	310,233	-49,899

GENERAL COUNCIL SERVICES

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Town Plaques/Souvenirs	2,053	1,026	3,078.98	950	-2,129
Repairs - Civic Regalia	125	63	187.50	500	313
Festival Fund	31,566	15,783	47,349.56	26,500	-20,850
Mayor's Allowance	5,357	1,545	6,901.79	7,000	98
Community Chest Councillors	1,850	2,175	4,025.00	4,000	-25
Twinning	-	0	-	1,500	1,500
Macebearer's Fees	600	300	900.00	800	-100
Civic Expenses - Misc./Services/Licenses	3,632	1,816	5,448.42	5,250	-198
Election Expenses	-	0	-	5,000	5,000
War Memorials	148	74	222.26	800	578
Traffic Management	40	25,020	25,059.78	25,000	-60
Tourism and Community	-	8,000	8,000.00	10,500	2,500
Joint funding (and project works)	10,654	5,327	15,981.29	48,841	32,860
Grants	22,975	8,375	31,350.00	31,350	0
Town Enhancements	25,291	12,646	37,937.22	22,750	-15,187
CCTV	21,797	10,898	32,695.17	23,984	-8,711
Hanging Baskets	12,138	6,000	18,137.50	19,600	1,463
The Moor	32,247	16,123	48,370.46	12,000	-36,370
	170,473	115,172	285,644.90	246,325	-39,320

General Council Capital

Rolling programme of replacement of lighting/infrastructure	5,000	0	5,000.00	5,000	-
Town Capital Budget		0	-	5,000	5,000
	5,000	0	5,000.00	10,000	5,000

Income

Donation - Xmas Lights	10,768	3,000	13,768.03	15,000	1,232
Misc inc civic	3,058	1,529	4,586.76	10,500	5,913
Use of Moor	14,011	1,250	15,261.10	14,000	-1,261
Active Partnerships and joint funding	3,760	1,880	5,639.99	24,000	18,360
Project Grant Funding	9,522	4,761	14,282.46	20,500	6,218
	41,119	12,420	53,538.34	84,000	30,462

COST OF SERVICE

	134,354	102,752	237,106.57	172,325	-64,781
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CEMETERY SERVICES

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Expenditure					
Printing/Insurance/Phones	2,096	1,048	3,143.40	550	-2,593
Repairs/Replacements	1,100	8,550	9,649.51	10,000	350
Trees/Tree Surgery	1,069	535	1,603.88	6,500	4,896
Electricity	1,986	993	2,978.93	3,660	681
Rates/Water/Council Tax	8,306	4,153	12,458.72	9,043	-3,415
Dog Notices/Bins	-	0	-	650	650
Building and Infrastructure Repairs	5,575	7,787	13,362.46	4,500	-8,862
Grounds and General Site Maintenance	29,078	8,700	37,778.09	12,830	-24,948
Miscellaneous	6,008	3,004	9,011.28	7,503	-1,509
Cemetery and Burial Project Work	-	4,040	1,460.30	1,500	40
Acquisition of New Land	-	0	-	1,000	1,000
	51,177	40,269	91,446.55	57,737	-33,710
Cemeteries Capital					
New Cemetery Site		0	-	-	-
Other Capital Site Improvements	1,104	10,000	11,104.00	12,500	1,396
	1,104	10,000	11,104.00	12,500	1,396
Income					
Cemetery Fees	27,872	13,936	41,807.84	41,694	-114
	27,872	13,936	41,807.84	25,880	-114
COST OF SERVICE	24,409	36,333	60,742.71	44,357	-32,200

TOWN MAINTENANCE TEAM

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Expenditure					
Salaries	173,141	86,571	259,711.76	279,268	19,556
PPE and workwear	1,096	548	1,643.27	4,798	3,155
Plant and Vehicle Costs	9,035	4,518	13,553.22	8,000	-5,553
Materials and Supplies - general	2,411	1,206	3,617.15	4,000	383
Equipment - under £300	666	333	998.57	1,000	1
Repairs and Renewals	2,654	1,327	3,980.55	3,000	-981
Misc. - licenses/phones/roundabouts	3,487	1,743	5,230.40	1,200	-4,030
Contractor Costs	304	152	455.39	-	-455
	192,794	96,397	289,190.28	301,265	12,075
Town Maintenance Team Capital					
Plant/Machinery and Vehicles	60	4,800	4,860.00	5,000	140
	60	4,800	4,860.00	5,000	140
Income					
	12,840	1,200	14,040.00	5,500	- 8,540
	12,840	1,200	14,040.00	5,500	-8,540
COST OF SERVICE	180,014	99,997	280,010.28	300,765	20,755

BUILDINGS - MUNICIPAL and OTHER**Expenditure**

Repairs & Renewals
 Cleaning Costs - contract and other
 Business/Water Rates
 Utilities - E and G
 Alarm and Amplification System
 Consumables and misc (inc telephone)
 CCTV Security System

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
4,666	2,333	6,999.18	35,000	28,001
11,127	5,563	16,689.93	18,667	1,977
15,965	22,982	38,947.32	40,516	1,569
3,848	6,924	10,771.63	18,213	7,441
-	4,276	223.93	3,900	3,676
3,083	1,542	4,624.89	3,873	-752
400	200	600.00	3,859	3,259
34,813	44,044	78,856.88	124,028	45,171
Buildings - Municipal Capital				
-	0	-	40,000	40,000
-	0	-	40,000	40,000
Income				
Rent - Lodge/Cemetery)	0	-	9,800	9,800
Rent - MB)	0	-	6,000	6,000
Rent - Other)	11,432	5,716	17,148.68	1,500
	11,432	5,716	17,300	-15,649
				151
COST OF SERVICE	23,380	38,328	61,708.20	146,728
				85,020

BUILDINGS - TOILETS**Expenditure**

Rates and Water Rates and other utilities
 Utilities (G&E)
 Contractor Cleaning Costs
 Repairs and Refurbishments
 Misc. - facilities management and waste etc.
 Consumables
 Telephones - inc employee welfare

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
15,303	7,652	22,954.61	27,180	4,225
3,073	1,537	4,610.01	4,900	290
3,280	1,640	4,920.60	8,145	3,225
9,116	4,558	13,673.72	16,000	2,326
1,308	654	1,961.39	1,567	-395
13,225	6,613	19,837.83	22,005	2,167
	0	-	500	500
45,305	22,653	67,958.15	80,297	12,339
Buildings - Toilets Capital				
	0	-	-	-
-	0	-	-	-
Income				
Rent - Other	0	0	0	0
	0	0	0	0
COST OF SERVICE	45,305	22,653	67,958.15	80,297
				12,339

BUILDINGS - FORMER PO**Expenditure**

NDBR and Water Rates
 Other Utilities G&E
 Repairs and Refurbishments
 Repairs - Shared
 Other costs inc misc
 Cleaning
 PWLB - repayments

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
45,210	22,605	67,814.75	44,635	-23,180
1,770	885	2,654.25	5,100	2,446
92,423	46,211	138,634.47	40,000	-98,634
2,947	1,474	4,421.18	2,500	-1,921
7,895	3,947	11,842.11	2,700	-9,142
9,360	4,680	14,040.30	7,167	-6,873
27,246	27,754	54,999.19	54,999	0
186,850	107,556	294,406.24	157,101	-137,305
Buildings - Former PO Capital				
58,658	40,000	98,657.60	100,000	1,342
58,658	40,000	98,657.60	100,000	1,342
Income				
Rent - PO	15,492	1,500	16,992.00	75,000
Misc	2,841	25	2,866.34	0
	18,333	1,525	19,858.34	75,000
COST OF SERVICE	227,174	146,031	373,205.50	182,101
				-191,104

PARKS AND OPEN SPACES - TRESCOBEAS

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Forestry/Drainage	-	0	-	1,000	1,000
Equipment/Insurance/Misc	1,707	853	2,560.04	1,900	-660
Maintenance	38	19	56.25	2,500	2,444
General Maintenance	247	124	370.89	2,500	2,129
Project Works	-	0	-	400	400
	1,991	996	2,987.18	8,300	5,313
Trescobeas Capital Provision					
Capital Project	-	0	-	2,500	2,500
	0	0	-	2,500	2,500
Income					
Trescobeas	-	0	-	-	-
	0	0	-	-	-
COST OF SERVICE	1,991	996	2,987.18	10,800	7,813

PARKS AND OPEN SPACES - KIMBERLEY

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Rates and Water Rates	2,158	1,079	3,237.38	3,600	362
Insurance	1,205	0	1,204.98	1,950	745
General Park maintenance Inc Plants	10,949	5,475	16,423.52	19,700	3,276
Dog Fouling/Signs	-	0	-	3,000	3,000
Tree Surgery/Forestry Survey		0	-	2,500	2,500
Property Maintenance / R&R and Other	1,060	3,000	4,060.46	4,500	440
Utilities EGT	1,287	643	1,930.01	2,200	270
Project Works inc play repairs	4,167	2,084	6,250.74	1,000	-5,251
	20,827	12,281	33,107.08	38,450	5,343
Kimberley Capital Works					
Capital Project works	810	70,000	70,809.50	10,000	- 60,810
	810	70,000	70,809.50	10,000	- 60,810
Income					
Kimberley	767	36,000	36,766.50	750	- 36,017
	767	36,000	36,766.50	750	- 36,017
COST OF SERVICE	20,870	46,281	67,150.08	47,700	-19,450

PARKS AND OPEN SPACES - TRELAWNEY

Expenditure

	Actual	Forecast	Total	Budget	Y/E Forecast
	Apr - Nov	Dec - Mar			
Repairs & Fencing	2,359	150	2,509.10	500	-2,009
Miscellaneous - locking of gates etc. ins	5,238	500	5,738.40	850	-4,888
	7,598	650	8,247.50	1,350	-6,898
Trelawney Capital Works					
Capital Works	-	0	-	0	-
	-	-	-	0	-
Income					
Trelawney	-	6,500	6,500.00	-	- 6,500
	-	6,500	6,500.00	-	- 6,500
COST OF SERVICE	7,598	-5,850	1,747.50	1,350	-398

PARKS AND OPEN SPACES - DRACAENA

Expenditure

Pitch works inc marking etc
Repairs and Renewals
Horticultural - verge and tree
Skatepark

Dracaena Capital Works

Skatepark

Income

Dracaena inc Skatepark

COST OF SERVICE

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
713	2,500	3,213.41	4,000	787
556	5,500	6,055.66	7,500	1,444
-	8,000	8,000.00	12,000	4,000
779	389	1,168.04	2,500	1,332
2,048	16,389	18,437.11	26,000	7,563
	25,000	25,000.00	25,000	-
-	25,000	25,000.00	25,000	-
590	295	885.00	2,600	1,715
590	295	885.00	2,600	1,715
1,458	41,094	42,552.11	48,400	5,848

ALLOTMENTS

Expenditure

Repairs and tree works etc

Allotment Capital Works

Income

Rents

COST OF SERVICE

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
- 8,262	8,500	237.66	2,500	2,262
-8,262	8,500	237.66	2,500	2,262
-	0	-	-	0
-	-	-	-	0
2,361	0	2,360.67	2,345	-16
2,361	0	2,360.67	2,345	-16
-10,623	8,500	- 2,123.01	155	2,278

SEATS/SHELTERS/FOOTPATHS ETC

Expenditure

Public Seats - Repairs etc.
Shelter Cleaning
Shelter Repairs
Footpaths

Seats etc - Capital works

Income

Local Partnership Maintenance

COST OF SERVICE

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
3,285	0	3,284.72	5,000	1,715
	0	-	150	150
8,809	50	8,859.10	4,000	-4,859
12,587	450	13,036.59	1,500	-11,537
24,680	500	25,180.41	10,650	- 14,530
-	0	-	1,500	1,500
-	-	-	1,500	1,500
1,971	0	1,971.46	243	-1,728
1,971	0	1,971.46	243	-1,728
22,709	500	23,208.95	11,907	-11,302

CEMETERIES OTHER

Expenditure

Facilitate the Conservation Management Plan
Repairs under SAMC

Cemeteries Other Capital Works

Contribution to HLF grant works

Income

Cemetery J&C

COST OF SERVICE

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
7	4,500	4,506.66	5000	493
	0	-	1,000	1,000
7	4,500	4,506.66	6,000	1,493
-	0	-	-	-
	-	-	-	-
0	0	-	1,000	-1,000
-	0	-	1,000	-1,000
7	4,500	4,506.66	5,000	2,493

OTHER SITES Non FTC owned

Expenditure

Webber Hill/Street - Bells Court etxc

Others

Other Sites Capital Works

Income

COST OF SERVICE

Actual	Forecast	Total	Budget	
Apr - Nov	Dec - Mar			
	0	-	150	150
2,759	200	2,958.76	750	-2,209
2,759	200	2,958.76	900	-2,059
	0	-	5,000	5,000
	-	-	5,000	5,000
	0			
-	0	-	-	-
2,759	200	2,958.76	5,900	2,941

CAPITAL WORKS

Expenditure

Office Equipment

CS Capital - Equipment and Acquisitions

Street Furniture and Shelters

Kimberley Park

Cemetery

Trescobeeas

Xmas Lights

Dracaena

Parks and Gardens Other sites

Allotments

TMT Equipment

Town and Civic Expenditure

Buildings Capital Works

Actual	Forecast	Total	Budget	Y/E Forecast
Apr - Nov	Dec - Mar			
4,985	-	4,985.12	5,000	15
16,250	14,000	30,250.00	8,500	-21,750
-	-	-	1,500	1,500
810	70,000	70,809.50	10,000	-60,810
1,104	10,000	11,104.00	12,500	1,396
-	-	-	2,500	2,500
5,000	-	5,000.00	5,000	0
-	25,000	25,000.00	25,000	0
-		-	5,000	5,000
-	-	-	5,000	5,000
60	4,800	4,860.00	5,000	140
			5,000	
58,658	40,000	98,657.60	140,000	41,342
86,866	163,800	250,666.22	230,000	-25,666

FALMOUTH TOWN COUNCIL - EARMARKED RESERVES

	Opening Balance 1st April 2018	Released	Proposed Additions @ Year End	Closing Balance as at 31st March 18
EMR				
Cemetery site acquisition	44,608.00			44,608.00
Cemetery site development	50,000.00			50,000.00
Cemetery J&C support for Friends and CMP	31,650.00			31,650.00
				-
Cultural Services Reserves				
1 General	34,084.00	20,000.00		14,084.00
3 £13073 - Falmouth Education Charity	22,166.29			22,166.29
				-
General Council and Corporate				
GBHS BID/FTC/GBHS	4,350.00	4,350.00		-
Town Enhancements Reserve inc environment	2,001.40	2,001.40		-
Councillor Community Chest Projects FTC	5,801.75	1,250.00	1,000.00	5,551.75
Councillor Community Chest Projects CC	1,550.00			1,550.00
Events Reserve INC CIC funds	15,000.00	5,000.00		10,000.00
Plant	15,000.00	5,000.00		10,000.00
CCTV Replacement Camera Reserve	6,000.00			6,000.00
CC	75,000.00	7,500.00		67,500.00
				-
Buildings Municipal Solar				
CS building development	50,000.00			50,000.00
PO building development	100,450.00	100,450.00		-
				-
Dracaena Site Improvement				
new skatepark project	250.00			250.00
				-
Trescobeas future works and CC contributions	5,000.00			5,000.00
				-
Kimberley Park - Various	50,000.00	30,000.00		20,000.00
				-
Committed Reserves Various Projects	56,004.21	56,004.21		-
				-
	568,915.65	- 231,555.61	1,000.00	338,360.04
Balance at Year End	- 294,616.56			338,360.04
Movement @ YE				- 230,555.61

FALMOUTH TOWN COUNCIL

Month Oct-18
Meeting Date 26/11/2018

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
DD	Cornwall Council - Business rates October 2018 - PO Building	18/19PO1602	2,157.00	2,157.00	-	2,157.00
DD	Cornwall Council - Business rates October 2018 - Art Gallery	18/19PO1603	1,274.00	1,274.00	-	1,274.00
DD	Cornwall Council - Business rates October 2018 - PO Building 1st Floor	18/19PO1604	914.00	914.00	-	914.00
DD	Cornwall Council - Business rates October 2018 - Municipal Building	18/19PO1605	670.00	670.00	-	670.00
DD	Cornwall Council - Business rates October 2018 - Grove Place toilets	18/19PO1606	420.00	420.00	-	420.00
DD	Cornwall Council - Business rates October 2018 - PO Building 2nd Floor	18/19PO1607	566.00	566.00	-	566.00
DD	Cornwall Council - Business rates October 2018 - Cemetery Pennance Rd	18/19PO1608	520.00	520.00	-	520.00
DD	Cornwall Council - Business rates October 2018 - POWP toilets	18/19PO1609	216.00	216.00	-	216.00
DD	Cornwall Council - Business rates October 2018 - Cemetery Swanpool Rd	18/19PO1610	256.00	256.00	-	256.00
DD	Cornwall Council - Business rates October 2018 - Maenporth toilets	18/19PO1611	144.00	144.00	-	144.00
DD	Cornwall Council - Business rates October 2018 - Webber Street toilets	18/19PO1612	110.00	110.00	-	110.00
DD	Cornwall Council - Business rates October 2018 - Swanpool toilets	18/19PO1613	71.00	71.00	-	71.00
DD	Cornwall Council - Business rates October 2018 - Kimberley park Lodge	18/19PO1614	212.00	212.00	-	212.00
DD	Cornwall Council - Business Rates October 2018 - Mortuary	18/19PO1615	225.00	225.00	-	225.00
DD	Cornwall Council - Business rates October 2018 - Quarry Car Park	18/19PO1616	134.00	134.00	-	134.00
DD	Cornwall Council - Business Rates October 2018 - Prezzo	18/19PO1617	4,632.00	4,632.00	-	4,632.00
	Reach Maintenance - Refurbish Oyster Man - Town Management Events	18/19PO1618	699.60	699.60	116.60	583.00
	Reach Maintenance - Christmas Lights 2018 - October instalment	18/19PO1619	4,200.00	4,200.00	700.00	3,500.00
	Total BACS		4,899.60	4,899.60	816.60	4,083.00
BACS	BG Electrical - Fault sockets/repair - Old Mortuary - Cemetery	18/19PO1620	354.00	354.00	59.00	295.00
	Fire Safety-Weekly visit-fire alarm testing-July/Aug/Sept 2018 Old PO	18/19PO1621	360.00	360.00	-	360.00
	Fire Safety- Survey/consultation/risk assessment - Old PO	18/19PO1622	195.00	195.00	-	195.00
	Total BACS		555.00	555.00		555.00
BACS	Passmore Cleaning-Cleaning-MB/Old PO/Toilet cover-supplies Sept 18	18/19PO1623	2,797.03	2,797.03	-	2,797.03
	Greenhams - Rake - Cemetery	18/19PO1624	23.34	23.34	3.89	19.45
	Greenhams - Cleaner/glass/tissue/mop -Toilets. Rake-Cemetery	18/19PO1625	134.93	134.93	22.49	112.44
	Total BACS		158.27	158.27	26.38	131.89
BACS	CALC - Chairmanship Training - 19th September 2018	18/19PO1626	330.00	330.00	55.00	275.00
17753	Classic Fire - Fire Alarm installation - North Wing Old PO	18/19PO1627	941.36	941.36	156.89	784.47
	Clearflow - Specialist cleaning 18/9/2018 Gullies - Lawn Cemetery	18/19PO1628	679.19	679.19	113.20	565.99
	Clearflow - Specialist cleaning 19/9/2018 Gullies - Kimberley Park	18/19PO1629	733.32	733.32	122.22	611.10
	Total Cheque 17754		1,412.51	1,412.51	235.42	1,177.09
17755	Cornwall Council - CCTV 16 Cameras- Oct/Nov/Dec 2018	18/19PO1630	4,813.25	4,813.25	802.21	4,011.04
17756	Dulux Decorator Centre- Paint/Brushes/Tape - Art Gallery	18/19PO1631	142.46	142.46	23.74	118.72
17757	Ian Cavill - Window Cleaning Sept - Old PO	18/19PO1632	16.00	16.00	-	16.00
	Jewsons - JCB Mini Excv 3 days hire to 21/9/2018 - Cemetery	18/19PO1633	216.00	216.00	36.00	180.00
	Jewsons - XH ST Excv 13days hire to 12/9/2018 - Cemetery	18/19PO1634	503.14	503.14	83.86	419.28
	Total Cheque 17758		719.14	719.14	119.86	599.28
17759	T J Randall-Merritt - Dance Leading - Tea Festival - Cultural	18/19PO1635	100.00	100.00	-	100.00
	Travis Perkins - Timber/Concrete - Benches - Bowly	18/19PO1636	99.16	99.16	16.53	82.63
	Travis Perkins - Evo-stik/Rawplug - Registrars - Old PO	18/19PO1637	24.26	24.26	4.04	20.22
	Total Cheque 17760		123.42	123.42	20.57	102.85
17761	Creative Edge Design-Artwork/BID Renewal Proposal	18/19PO1638	630.00	630.00	105.00	525.00
17762	PKF Littlejohn LLP-Annual Governance & Accountability Return 31/3/18	18/19PO1639	2,880.00	2,880.00	480.00	2,400.00
	J Brodie Luke-labour/plant w/end 30/9/2018- PO202 & 209-Maderia Walk	18/19PO1640	1,593.67	1,593.67	265.61	1,328.06
	J Brodie Luke-Labour/plant w/end 30/9/18-Old PO	18/19PO1641	2,745.02	2,745.02	457.50	2,287.52
	Total BACS		4,338.69	4,338.69	723.12	3,615.58
BACS	Catch Publishing -Shop stock 380380 - Art Gallery	18/19PO1642	146.90	146.90	-	146.90
BACS	Dean Earl - Labour 36hrs 2-8/10/18 Gully Toilets/Old PO	18/19PO1643	576.00	576.00	-	576.00
BACS	Eight Wire- Renewal domain name falmouthtowncouncil.co.uk to 11/2020	18/19PO1644	54.00	54.00	9.00	45.00
	Infinitus Security-Key holding/alarm response-M/B. Patrol-Prezzo	18/19PO1645	441.60	441.60	73.60	368.00
	Infinitus Security-Guard 16/9/2018 Civic Event	18/19PO1646	83.52	83.52	13.92	69.60
	Total BACS		525.12	525.12	87.52	437.60
BACS	Ni Foulkes - Labour 72hrs 24/9-5/10/18 Old PO/Training/Bowly	18/19PO1647	1,440.00	1,440.00	-	1,440.00
	Octopus-A4 Mat laminate pouches - Art Gallery	18/19PO1648	40.79	40.79	6.80	33.99
	Octopus-White A4 Cut to A5 copier paper - Admin MW	18/19PO1649	9.98	9.98	1.66	8.32
	Octopus-Petty cash vouchers - Admin	18/19PO1650	8.85	8.85	1.47	7.38
	Total BACS		59.62	59.62	9.93	49.69
BACS	Steve White - Labour 40hrs 1-5/10/18 - Maenporth Toilets	18/19PO1651	400.00	400.00	-	400.00
BACS	Tony Johns- Saturday workshops 1st and 8th September 2018-Cultural	18/19PO1652	300.00	300.00	-	300.00
	Viviane Vaux- Workshop- Automata 16/9/18 - Art Gallery	18/19PO1653	75.00	75.00	-	75.00
	Viviane Vaux- Workshop- Flora printing 16/9/18 - Kimberley Park	18/19PO1654	65.00	65.00	-	65.00
	Total BACS		140.00	140.00		140.00
17763	Simon Penna - Reimb Travel to SW in Bloom Yeovil/return	18/19PO1655	65.40	65.40	-	65.40
17764	3Lanes Transport - Delivery of work to Manchester - Art Gallery	18/19PO1656	264.00	264.00	44.00	220.00
17765	ARC Distribution - Distribution leaflets July-Dec 2018 - Cultural Service	18/19PO1657	210.00	210.00	-	210.00
	Artstat - Markers/brush/pencils - shop stock AG	18/19PO1658	112.48	112.48	18.75	93.73
	Artstat - Derwent Academy pencils refund Ref 73937 - Shop stock AG	18/19PO1659	4.01	4.01	0.67	3.34
	Total 17766		108.47	108.47	18.08	90.39
17767	Assoc of Illustrators - Hire of WIA2018 Art Works - Art Gallery	18/19PO1660	2,160.00	2,160.00	360.00	1,800.00
	Autograffiti - Supply matt graphics "Falmouth Alumni" - Art Gallery	18/19PO1661	95.52	95.52	15.92	79.60
	Autograffiti - Graphic Boxes various - Art Gallery	18/19PO1662	34.20	34.20	5.70	28.50
	Total 17768		129.72	129.72	21.62	108.10
17769	David Bertie - Half day photography - Art Gallery	18/19PO1663	250.00	250.00	-	250.00
			44,560.96	44,560.96	4,173.93	40,387.03

Finance & General Purpose Meeting
Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
17770 Cabaret Mechanical Theatre Ltd - 10copies 2nd Edition - Art Gallery	18/19PO1664	61.48	61.48	-	61.48
17771 Andrew Campbell - 12 Images - Art Gallery	18/19PO1665	258.00	258.00	-	258.00
17772 Cannon Hygiene - Medical waste Jul-Sept - M/Building	18/19PO1666	78.01	78.01	13.00	65.01
17773 Cornwall Council - CCTV Maintenance Open space - October 2018	18/19PO1667	1,188.64	1,188.64	198.11	990.53
17774 DI-Mar - Repair to Kubota (ord 55) -	18/19PO1668	107.58	107.58	17.93	89.65
17775 Cornwall College - Plants for Lawn Cemetery	18/19PO1669	122.52	122.52	20.42	102.10
17776 Cella Pike - Xmas Crackers - shop stock AG	18/19PO1670	6.00	6.00	-	6.00
Hawkins Motors - Major Service AK07SYW - Town Team	18/19PO1671	446.38	446.38	74.40	371.98
Hawkins Motors - Rocker cover gasket AK07SYW - Town Team	18/19PO1672	151.45	151.45	25.24	126.21
Total 17777		597.83	597.83	99.64	498.19
17778 Sar C Lee - 50 Hand made cards - Shop stock AG	18/19PO1673	81.25	81.25	-	81.25
17779 Moor News - Local newspapers to 6/10/2018 - Library	18/19PO1674	63.95	63.95	-	63.95
17780 PW Publishing - MyCornwall Advest Issue 50 - Cultural Services	18/19PO1675	120.00	120.00	20.00	100.00
17781 South West Play - Baby swing - Bowly	18/19PO1676	190.80	190.80	31.80	159.00
Travis Perkins -Sanding roll/green roll - North staircase Old PO	18/19PO1677	30.44	30.44	5.07	25.37
Travis Perkins -Sealant/adhesive - Window reveals Reglstrars Old PO	18/19PO1678	48.82	48.82	8.14	40.68
Travis Perkins -Polyfills/packers/Hawks/trowel - Old PO	18/19PO1679	93.11	93.11	15.52	77.59
Travis Perkins -Multifinish plaster - Old PO	18/19PO1680	100.08	100.08	16.68	83.40
Travis Perkins -Marking paint - Bowly	18/19PO1681	23.71	23.71	3.95	19.76
Travis Perkins -Ballast/Roofcyl/Seal -Bowly/ Toilets	18/19PO1682	153.19	153.19	25.53	127.66
Travis Perkins -Joint tape/unibond/bracket - Registrars PO/MP Toilet	18/19PO1683	43.37	43.37	7.23	36.14
Total 17782		492.72	492.72	82.12	410.60
17783 SUEZ Recycling/recovery-Sept 18 KP/Cem	18/19PO1684	884.78	884.78	147.46	737.32
17784 Vaughtons - Past Mayor die casts/boxes	18/19PO1685	1,372.68	1,372.68	228.78	1,143.90
17785 Royal Naval Assoc - Trefalgar Dinner Deputy Mayor+1	18/19PO1686	50.00	50.00	-	50.00
17786 CNG - Gas supply - Fixed charge Sept 18- GF Old PO (Prezzo)	18/19PO1687	136.36	136.36	6.49	129.87
BACS Spencer Grey - Labour 35.5hrs 3-10/10/2018 - Old PO	18/19PO1688	656.75	656.75	-	656.75
17787 FTC Petty Cash	18/19PO1689	218.35	218.35	-	218.35
17788 Nomix Enviro - Service 900 Lease Lance	18/19PO1690	480.00	480.00	80.00	400.00
DD CNG - Gas supply - Fixed charge Sept 18- Kimberley Park Lodge	18/19PO1691	10.52	10.52	0.50	10.02
CC Trago -Paint Sarah Scott - Art Gallery	18/19PO1692	40.61	40.61	6.77	33.84
CC Amazon - HP Ink cartridge - Admin	18/19PO1693	45.94	45.94	7.66	38.28
CC Oypla - Catering hot water boiler urn - Chapel	18/19PO1694	56.99	56.99	9.50	47.49
CC Trago - Cable ties/screwdriver/WD40- KP/Chapel/Cemetery	18/19PO1695	34.25	34.25	5.71	28.54
CC UPS - Delivery return of Wireless access point units	18/19PO1696	40.93	40.93	6.49	34.44
CC Plumbase - Valve/stopcock - Library/Old PO	18/19PO1697	30.29	30.29	5.05	25.24
CC Trago - Watering Can - upstairs Old PO	18/19PO1698	97.45	97.45	16.24	81.21
CC Safety Signs - Refuge Action you are located on building	18/19PO1699	24.84	24.84	4.14	20.70
DD BT - Mobile Services OP00124128-Regular charge Sept 18	18/19PO1700	1,319.89	1,319.89	219.98	1,099.91
DD BT - Broadband/Internet - Corporate	18/19PO1701	584.40	584.40	97.40	487.00
DD Barclaycard - Monthly charge/transactions - Sept 18	18/19PO1702	87.65	87.65	3.40	84.25
DD Asset Monitoring Solutions- FM Lite Hosting- Town Team	18/19PO1703	9.00	9.00	1.50	7.50
DD Total - Electricity Sept 18 - Chapel CofE	18/19PO1704	73.79	73.79	3.51	70.28
DD Total - Electricity Sept 18 - The Park Lodge	18/19PO1705	50.22	50.22	2.39	47.83
DD Total - Electricity - Sept 18 - Feeder Pillar o/s PO	18/19PO1706	42.56	42.56	2.03	40.53
DD Total - Electricity - Sept 18 - Chapel Non Conformist	18/19PO1707	140.44	140.44	6.69	133.75
DD Total - Electricity - Sept 18 - Feeder pillar adj the bench	18/19PO1708	53.21	53.21	2.53	50.68
DD Total - Electricity Sept 18 - M/Building Site 2	18/19PO1709	387.39	387.39	18.45	368.94
DD Total - Electricity Sept 18 - M/Building	18/19PO1710	115.38	115.38	5.50	109.88
DD Allstar - Fuel 20-21/9/2018 - Various	18/19PO1711	215.46	215.46	35.91	179.55
BACS Dean Earl - 9-15/10/18 Labour 3hrs AG/33hrs Old PO	18/19PO1712	576.00	576.00	-	576.00
BACS Keith Shanly - 2-15/10/18 - Labour 70hrs Old PO/1hr Gylly Toilets	18/19PO1713	958.50	958.50	-	958.50
BACS Steve White - 8-12/10/18 - Labour 40hrs Old PO	18/19PO1714	400.00	400.00	-	400.00
Glyn Winchester-Social media/marching-Carnival 11/8/18-Cultural Serv	18/19PO1715	70.00	70.00	-	70.00
Glyn Winchester-Baby Sessions Sept 18 - Cultural Services	18/19PO1716	210.00	210.00	-	210.00
Total BACS		280.00	280.00	-	280.00
BACS Autograffiti - Road closure for Oyster Festival	18/19PO1717	43.20	43.20	7.20	36.00
BG Electrical - 1st fix/wire toilets/corridor- 1st Floor Old PO	18/19PO1718	1,012.80	1,012.80	168.80	844.00
BG Electrical - Fault disabled toilet alarm - Gylly Toilets	18/19PO1719	192.00	192.00	32.00	160.00
Total BACS		1,204.80	1,204.80	200.80	1,004.00
BACS Dracaena Centre- Grant fund 18/19 Oct 18-March 19	18/19PO1720	10,000.00	10,000.00	-	10,000.00
BACS Eightwire - Hosting SSL www.falmouthtowncouncil.co.uk 1 year to 8/19	18/19PO1721	60.00	60.00	10.00	50.00
BACS Octopus - A4 lam pouches/AA Duracell/notebooks - Admin	18/19PO1722	43.43	43.43	7.24	36.19
Viviane Vaux - Workshop Tea Festival 23/9/18 materials C/Services	18/19PO1723	160.00	160.00	-	160.00
Viviane Vaux - Workshop Home Education 27/9/18 - C/services	18/19PO1724	60.00	60.00	-	60.00
Total BACS		220.00	220.00	-	220.00
BACS Tony Parker -Depuy Mayor duties - Travel Dartmouth return	18/19PO1725	84.60	84.60	-	84.60
BACS RTP Surveyors - Liasion re external stair escape/Building Regs etc OldPO	18/19PO1726	1,166.40	1,166.40	194.40	972.00
BACS Henrietta Boex - Reimbursement Van/Man-V Robertson- Art Gallery	18/19PO1727	40.00	40.00	-	40.00
BACS Naomi Morant - Re Travel Tqunton return- Training course-TMT	18/19PO1728	73.70	73.70	-	73.70
Total BACS		118.70	113.70	-	113.70
		70,340.50	70,340.50	6,000.67	64,339.84

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS P&P Lifts Ltd - Passenger lift works - Art Gallery Municipal Building	18/19PO1729	1,570.80	1,570.80	261.80	1,309.00
BACS Clear-flow Ltd - Sepcialist Water Jetting 4/10/18 - Toilets	18/19PO1730	132.83	132.83	22.14	110.69
17789 Andrew Campbell - Tiff images printed - Art Gallery	18/19PO1731	14.85	14.85	-	14.85
17790 Artists' Cards - Shop stock Art Gallery	18/19PO1732	199.20	199.20	33.20	166.00
17791 Biffa - Pressure washing 18/5-5/10/2018 -20wks	18/19PO1733	3,936.00	3,936.00	656.00	3,280.00
17792 Bernie The Mobile Locksmith - Sash lock & 3 keys- Kimberley Park	18/19PO1734	185.00	185.00	-	185.00
17793 Combined Book Service - Sea & Sweets booklets - shop stock AG	18/19PO1735	8.76	8.76	1.46	7.30
17794 Control Print Ltd - A6 pugwash cards - Shop Stock Art Gallery	18/19PO1736	72.00	72.00	12.00	60.00
17795 DHL International (UK) Ltd-Customs Duty/VAT Palnting donation to AG	18/19PO1737	31.00	31.00	20.00	11.00
17796 Di-Mar Garden Machinery- 5 litres 2 stroke oil - Cemetery	18/19PO1738	18.00	18.00	3.00	15.00
17797 Duluz Decorator Centre- Paint - Markey Mural - Art Gallery	18/19PO1739	488.94	488.94	81.49	407.45
Eurogarden Imports Ltd-Varlous bulb flowers for Kimberly Park	18/19PO1740	397.20	397.20	66.20	331.00
Eurogarden Imports Ltd-Various bulb flowers for Kimberly Park	18/19PO1741	52.92	52.92	8.82	44.10
Total Cheque 17798		450.12	450.12	75.02	375.10
17799 Gordon Toms - Expenses for Alumnl Exhibition - Art Gallery	18/19PO1742	43.06	43.06	-	43.06
17800 Grantham Book Service - Book/Notepads-Shop stock Art Gallery	18/19PO1743	35.54	35.54	2.72	32.82
17801 Howdens Joinery - Plywood lipped flush door - Old PO	18/19PO1744	59.98	59.98	10.00	49.98
17802 Jewson - Red Diesel - Cemetery	18/19PO1745	19.44	19.44	3.24	16.20
17803 OPUS Energy - Electricity 10/9-7/10/18 - Mortuary	18/19PO1746	27.93	27.93	1.33	26.60
17804 Shallal Dance Theatre - Shallal 2 - Christmas Show - Cultural Services	18/19PO1747	1,000.00	1,000.00	-	1,000.00
Travis Perkins - Foam/Sealant/Tape - Basement The Old PO	18/19PO1748	44.81	44.81	7.47	37.34
Travis Perkins - Flat Packers - Reglstrars Old PO	18/19PO1749	22.10	22.10	3.68	18.42
Travis Perkins - Gloves - PPE - The Old PO	18/19PO1750	21.24	21.24	3.54	17.70
Travis Perkins - Roof batten/Playwood - The Old PO	18/19PO1751	836.35	836.35	139.39	696.96
Travis Perkins - Drywall screws - Registrars Office Old PO	18/19PO1752	43.20	43.20	7.20	36.00
Travis Perkins - Accoustic roll/Vapour panel/Windowboard - Old PO	18/19PO1753	594.07	594.07	99.01	495.06
Total Cheque 17805		1,561.77	1,561.77	260.30	1,301.48
17806 Teleshore - All Weather Hydraulic fluid 5 litres	18/19PO1754	43.20	43.20	7.20	36.00
DD Datasharp - Cost of calls/Rental - billing to 30/9/2018 -Cultural Service	18/19PO1755	118.30	118.30	19.72	98.58
DD Bank of Ireland - Fee Notification 5/9-4/10/2018	18/19PO1756	16.56	16.56	-	16.56
DD EE - Phone Monthly plan -07940 037975/07944989409 CS/Admin	18/19PO1757	28.09	28.09	4.68	23.41
DD Trade- Screwfix-Bitumen sealer-Pot holes on top road Dracaena	18/19PO1758	16.99	16.99	2.83	14.16
DD Trade-B&Q- Repair Macadam-Pot holes on top road Dracaena	18/19PO1759	35.50	35.50	5.92	29.58
DD Allstar - Fuel - 1/10-11/10/18- Various departments	18/19PO1760	624.30	624.30	104.04	520.26
CC Donation BID - Source FM crowdfunder disabled access - CC A Gillet	18/19PO1761	100.00	100.00	-	100.00
CC Donation BID - Source FM crowdfunder disabled access - CC M Morgan	18/19PO1762	250.00	250.00	-	250.00
CC Donation BID-Source FM crowdfunder disabled access-PM WOA B Ross	18/19PO1763	400.00	400.00	-	400.00
CC Donation BID-Source FM crowdfunder disabled access - CC B Ross	18/19PO1764	100.00	100.00	-	100.00
CC Amazon - Single monitor stand x2 - Information Service Old PO	18/19PO1765	69.96	69.96	11.66	58.30
CC Recessed manhole covers.co.uk- Manhole cover- Trescobas	18/19PO1766	37.73	37.73	6.29	31.44
CC Trago - Padlocks/bolts - Webber Street Toilets	18/19PO1767	31.56	31.56	5.26	26.30
CC Trago - Sandtex - Paint for Toilets	18/19PO1768	29.98	29.98	5.00	24.98
CC Safer Surfacing - Brown Mulch/black crumb - 50/50 Trescobas/Kimberley P	18/19PO1769	342.00	342.00	57.00	285.00
CC DVLA - 12 months road tax - WK64 BWC - Town Team	18/19PO1770	252.50	252.50	-	252.50
Reach Maintenance-Put up/take down 6 lamp post banners-Oyster Festival	18/19PO1771	144.00	144.00	24.00	120.00
Reach Maintenance-Christmas lights to decorate Christmas bus - RG	18/19PO1772	1,200.00	1,200.00	200.00	1,000.00
Total BACS		1,344.00	1,344.00	224.00	1,120.00
CC Amazon - Puffin Book - Donna Williams Art Gallery	18/19PO1773	2.21	2.21	-	2.21
CC Amazon - Large hard Back Guest Record - Art Gallery	18/19PO1774	18.98	18.98	3.16	15.82
CC Amazon - ID Card pass badge holders - Art Gallery	18/19PO1775	20.55	20.55	-	20.55
CC Amazon - VIZ-PRO Magnetic Dry Wipe Whiteboard/flipchart- Old PO	18/19PO1776	77.98	77.98	-	77.98
CC Amazon - Flip chart pads - Old PO	18/19PO1777	25.75	25.75	4.30	21.45
CC Amazon - 5 Jac Products - Art Gallery	18/19PO1778	14.97	14.97	-	14.97
CC Aggregate Industries - Kessel Ready Mix - Bowly	18/19PO1779	69.56	69.56	11.59	57.97
CC Aggregate Industries - Kessel Ready Mix - Bowly	18/19PO1780	46.38	46.38	7.73	38.65
CC Aggregate Industries - Kessel Ready Mix - Bowly	18/19PO1781	69.56	69.56	11.59	57.97
CC Amazon - Samsung Galaxy A3 - Admincases	18/19PO1782	13.94	13.94	2.32	11.62
17807 Simon Penna - Additional flights/food - Britain In Bloom	18/19PO1783	322.00	322.00	-	322.00
DD Trade - B&Q - Opp Brackets - 1st Floor Old PO	18/19PO1784	20.40	20.40	3.40	17.00
J Brodie Luke - PO199- labour/plant w/e 7/10/18-Courtyard The Moor	18/19PO1785	6,235.30	6,235.30	1,039.22	5,196.08
J Brodie Luke - PO202/209- Labour/plant w/e 7/9/18-Maderia Walk	18/19PO1786	3,457.10	3,457.10	576.18	2,880.92
Total BACS		9,692.40	9,692.40	1,615.40	8,077.00
BACS BG Electrical - Supply/fit downlights in display cabinets - Art Gallery	18/19PO1787	357.60	357.60	59.60	298.00
BACS Datasharp - Cost of calls/Rental - billing to 17/10/2018 -CS/Admin	18/19PO1788	241.38	241.38	40.23	201.15
BACS Dean Earl - Labour 39hrs 16-22/10/18 - Old PO/Prezzo	18/19PO1789	624.00	624.00	-	624.00
BACS Nick Foulkes - Labour 38hrs 8-12/10/18 - Old PO	18/19PO1790	760.00	760.00	-	760.00
Greenham - Gloves/Sacks - Kimberley Park	18/19PO1791	187.70	187.70	31.28	156.42
Greenham - Cleaner/Tissue - Toilets	18/19PO1792	533.00	533.00	88.83	444.17
Total BACS		720.70	720.70	120.12	600.58
BACS Steve White - Labour 40hrs 15-18/10/18 - Maenporth Toilets	18/19PO1793	400.00	400.00	-	400.00
17808 Control Print - A6 postcards "Love Falmouth Volunteers"	18/19PO1794	68.40	68.40	11.40	57.00
17809 Digital ID - Fargo colour ribbon/roller/White PVC cards - Ruth T	18/19PO1795	107.22	107.22	17.87	89.35
17810 Di-Mar Garden Machinery-Kubota Asset 16) repair (o/n 56)	18/19PO1796	321.59	321.59	53.60	267.99
		98,031.96	98,031.96	9,860.27	88,171.70

FALMOUTH TOWN COUNCIL

Month Oct-18

Meeting Date 26/11/2018

Finance & General Purpose Meeting

Cheque No

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
Cornwall Council - Patrolling & FPN Training-Guy B & Mike L	18/19PO1797	189.60	189.60	31.60	158.00
Cornwall Council - 7xdelegates Planning Training 11/12/18	18/19PO1798	84.00	84.00	-	84.00
Total Cheque 17811		273.60	273.60	31.60	242.00
17812 Hawkins Motors - AK07SYW - Wind wiper blade	18/19PO1799	17.80	17.80	2.97	14.83
17813 KEAP - Story Republicans - Tea Festival 23/9/2018	18/19PO1800	350.00	350.00	-	350.00
17814 Jimmy May - Skip 15/10/18 - The Moor	18/19PO1801	342.00	342.00	57.00	285.00
Meaco - 5 litre waterfresh - Art Gallery	18/19PO1802	87.00	87.00	14.50	72.50
Meaco - Annual Service Plan from 1/11/2018	18/19PO1803	804.00	804.00	134.00	670.00
Total Cheque 17815		891.00	891.00	148.50	742.50
17816 Nomix Enviro - Nomix G-Spraying and Pearl-Dracaena	18/19PO1804	707.28	707.28	117.88	589.40
17817 Purchase Power - Pitney Bowes - Postage purchased	18/19PO1805	613.00	613.00	-	613.00
17818 Quantl - Wallflowers various - Kimberley Park	18/19PO1806	713.28	713.28	118.88	594.40
17819 Stranger Ltd - Proof-reading the Falmouth BID renewal document	18/19PO1807	480.00	480.00	80.00	400.00
17820 Timberkits - T-Rex/Caterpillar Kits-Shop stock Art Gallery	18/19PO1808	130.26	130.26	21.71	108.55
17821 Travis Perkins - Ballast/Cement-Old PO. Tape-Trescobeas	18/19PO1809	43.56	43.56	7.26	36.30
BACS Curlew - Article - Abandoned vehicles - The Falmouth Packet	18/19PO1810	75.00	75.00	12.50	62.50
17822 ASDAN - Short Courses annual fee - Tamsin volunteering Cultural Service	18/19PO1811	218.40	218.40	36.40	182.00
BACS Bonhams - Purchase Charles Napier Hemy - 'A Rocky Shore' Art Gallery	18/19PO1812	16,900.00	16,900.00	650.00	16,250.00
BACS SLCC - 11th Edition Local Council Administration - Mark Williams	18/19PO1813	108.79	108.79	0.80	107.99
DD Trade - B&Q - Compost/Grit - Upstairs plants Old PO	18/19PO1814	34.92	34.92	5.82	29.10
CC Table-Tennis-Tables.co.uk - Butterfly concrete steel nets - Kimberley Park	18/19PO1815	178.00	178.00	29.66	148.34
CC Hampshire Flag Co - White flagpole Dome Top - Kimberley Park	18/19PO1816	16.76	16.76	2.79	13.97
CC Cornwall Council-Planning Application-Wedding License-M/Building	18/19PO1817	50.00	50.00	-	50.00
CC National Windscreen- New windscreen AD07SYW	18/19PO1818	154.80	154.80	25.80	129.00
CC ICO.Gov.UK - Data protection renewal fee to 26/10/19	18/19PO1819	60.00	60.00	-	60.00
CC Trago - Roller-Art Gallery Brush/paint-Municipal Building	18/19PO1820	6.87	6.87	1.15	5.73
CC Pinnacle Response Ltd - Body worn video/magnetic lanyard- Guy Bailie	18/19PO1821	396.00	396.00	66.00	330.00
CC Survey Monkey - Subscription renewal - Art Gallery	18/19PO1822	280.00	280.00	-	280.00
CC Green Flag - Renewal Town Team Vehicles	18/19PO1823	267.00	267.00	-	267.00
J Brodie Luke - Call out w/end 7/10/18 - Gylly Toilets	18/19PO1824	90.00	90.00	15.00	75.00
J Brodie Luke - Repair to Husqvarna Mower (Asset 6) - Town Team	18/19PO1825	144.44	144.44	24.07	120.37
J Brodie Luke - Cemetery Compound - fence w/end 7/10/18	18/19PO1826	109.57	109.57	18.26	91.31
Total BACS		344.01	344.01	57.34	286.68
BACS Dean Earl - Labour 16-K/P, 16-Old PO, 6xThe Moor 23-29/10/2018	18/19PO1827	608.00	608.00	-	608.00
BACS Eightwire - Addition of images to gallery - Website	18/19PO1828	72.00	72.00	12.00	60.00
BACS Gydeline - GDPR Monthly Medium sized business	18/19PO1829	180.00	180.00	30.00	150.00
BACS Intent Solutions - Setup etc Market Stalls - October	18/19PO1830	1,120.00	1,120.00	-	1,120.00
BACS Keith Shanly - Labour 18-29/10/18 57.5 hrs - Old PO	18/19PO1831	776.25	776.25	-	776.25
BACS South West Play - Repair to basket swing - Trescobeas	18/19PO1832	532.80	532.80	88.80	444.00
17836 P&S Spooner - Repairs to Automata - Kimberley Park	18/19PO1833	420.00	420.00	70.00	350.00
Steve White - Labour 32hrs-M/porth. 8hrs-Old PO 22-26/10/18	18/19PO1834	400.00	400.00	-	400.00
HMRC - PAYE October 2018	18/19PO1835	4,823.80	4,823.80	-	4,823.80
HMRC - NI - October 2018	18/19PO1836	7,722.33	7,722.33	-	7,722.33
HMRC - Student Loans October 2018	18/19PO1837	159.00	159.00	-	159.00
Total BACS		12,705.13	12,705.13	-	12,705.13
CC - Pension October 2018	18/19PO1838	11,410.57	11,410.57	-	11,410.57
CC - Pensions - additional payment 7 of 12	18/19PO1839	775.00	775.00	-	775.00
Total BACS		12,185.57	12,185.57	-	12,185.57
BACS Unison - memberships October 2018	18/19PO1840	79.20	79.20	-	79.20
BACS Standard Life - AVC Payment - October 2018	18/19PO1841	65.00	65.00	-	65.00
BACS Nursery Fees King Charles (Falmouth Mat) - October 2018	18/19PO1842	94.50	94.50	-	94.50
Artstat - Butterfly mobile for shop stock - Art Gallery	18/19PO1843	9.89	9.89	1.65	8.24
Artstat - Wallets of Black Markers - shop stock Art Gallery	18/19PO1844	64.26	64.26	10.71	53.55
Total Cheque 17823		74.15	74.15	12.36	61.79
Biffa - Remove refridgerated air con unit - Old Post office	18/19PO1845	222.00	222.00	37.00	185.00
Biffa - Trade Waste Service - Mixed recycling - Sept 18 - M/Building	18/19PO1846	34.15	34.15	5.69	28.46
Biffa - Trade Waste Service - General waste - Sept 18 - M/Building	18/19PO1847	47.18	47.18	7.86	39.32
Total Cheque 17824		303.33	303.33	50.56	252.78
17825 Mrs Amanda Crosby - Behind the Lines- shop stock Art Gallery	18/19PO1848	13.00	13.00	-	13.00
17826 DI-Mar - Repair to trottle switch to chainsaw (asset 10)- Town Team	18/19PO1849	42.00	42.00	7.00	35.00
17827 South West Water - Water/Ser=werage- 17/7-18/10/18 - Kimberly Park	18/19PO1850	7.22	7.22	1.20	6.02
17828 St Ives Steeplejacks - Gutter clearance - M/Building & Old PO	18/19PO1851	1,440.00	1,440.00	240.00	1,200.00
17829 Travis Perkins - Ballast/Cement - New base for bench - Kimberley Park	18/19PO1852	88.99	88.99	14.83	74.16
17830 Christine Yearsley - Poetry books for shop stock - Art Gallery	18/19PO1853	6.00	6.00	-	6.00
Greenham - Gloves/oil-Cemetery, Valous - Toilets	18/19PO1854	227.56	227.56	37.93	189.63
Greenham - Tissue - Toilets	18/19PO1855	395.46	395.46	65.91	329.55
Greenham - Liner - Toilets	18/19PO1856	11.80	11.80	1.97	9.83
Total BACS		634.82	634.82	105.80	529.02
BACS BG Electrical - supply/fit sonic deterrent - Municipal Building	18/19PO1857	1,638.00	1,638.00	273.00	1,365.00
17831 BHGS - Playsand/Melcourt Playpark - Kimberley Park	18/19PO1858	303.36	303.36	50.56	252.80
DD BT - Broadband/Internet - Oct 18	18/19PO1859	584.40	584.40	97.40	487.00
		156,058.01	156,058.01	12,387.83	143,670.18

FALMOUTH TOWN COUNCIL

Month Oct-18

Meeting Date 26/11/2018

Finance & General Purpose Meeting

Cheque No

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
17832 Jewson - Cultivator hire x 1 day to 16/10/18 - Kimberley Park	18/19PO1860	73.58	73.58	12.26	61.32
BACS OTS - Contract Service 367 & 363 - October 18	18/19PO1861	1,774.83	1,774.83	-	1,774.83
BACS Artist Payment -October 18 - Amanda Crago	18/19PO1862	6.50	6.50	-	6.50
BACS Artist Payment -October 18 - Deb Collinson	18/19PO1863	10.73	10.73	-	10.73
BACS Artist Payment -October 18 - Debbie Smith	18/19PO1864	9.75	9.75	-	9.75
BACS Artist Payment -October 18 - Dee Frost	18/19PO1865	32.50	32.50	-	32.50
BACS Artist Payment -October 18 - Esther Smith	18/19PO1866	123.50	123.50	-	123.50
BACS Artist Payment -October 18 - Helen James	18/19PO1867	19.50	19.50	-	19.50
BACS Artist Payment -October 18 - Helga Abb	18/19PO1868	2.93	2.93	-	2.93
BACS Artist Payment -October 18 - Ian McKay	18/19PO1869	58.50	58.50	-	58.50
BACS Artist Payment -October 18 - Jan Robson	18/19PO1870	18.20	18.20	-	18.20
BACS Artist Payment -October 18 - Jane Beecroft	18/19PO1871	37.70	37.70	-	37.70
BACS Artist Payment -October 18 - Karren Narramore	18/19PO1872	6.47	6.47	-	6.47
BACS Artist Payment -October 18 - Kirstyn Smith	18/19PO1873	61.10	61.10	-	61.10
BACS Artist Payment -October 18 - Jenny Ashford	18/19PO1874	7.80	7.80	-	7.80
BACS Artist Payment -October 18 - Lauren Avery	18/19PO1875	81.25	81.25	-	81.25
BACS Artist Payment -October 18 - Natlaie Rigby	18/19PO1876	30.55	30.55	-	30.55
BACS Artist Payment -October 18 - One & Eight (Grattons Linhay)	18/19PO1877	13.00	13.00	-	13.00
BACS Artist Payment -October 18 - Phillip Cox	18/19PO1878	9.75	9.75	-	9.75
BACS Artist Payment -October 18 - Rachel Dale	18/19PO1879	8.78	8.78	-	8.78
BACS Artist Payment -October 18 - Sophie Harding	18/19PO1880	15.60	15.60	-	15.60
BACS Artist Payment -October 18 - Sue Thompson	18/19PO1881	9.75	9.75	-	9.75
BACS Artist Payment -October 18 - Sue Bovington	18/19PO1882	29.25	29.25	-	29.25
BACS Artist Payment -October 18 - Suzie Baker	18/19PO1883	7.80	7.80	-	7.80
BACS Artist Payment -October 18 - Tiffany weller	18/19PO1884	21.45	21.45	-	21.45
BACS Artist Payment -October 18 - Wendy Newton	18/19PO1885	9.75	9.75	-	9.75
Total BACS		632.11	632.11		632.11
17833 Deborah O'Nyons - Exhibit sale "Eloise Lamorna" - Art Gallery	18/19PO1886	39.00	39.00	-	39.00
DD BT Business-Mobile Serv/Broadband R=19/8-31/12/18, U=20/7-20/10/18	18/19PO1887	870.51	870.51	145.08	725.43
DD BT Business-Mobile Serv OPO0124128 R=1/9-31/10/18, U=1-30/9/18	18/19PO1888	1,181.71	1,181.71	196.95	984.76
CC HMRC - Statutory Fines Payment	18/19PO1889	16.39	16.39	-	16.39
CC Denmans - Light bulbs - Library Municipal Building	18/19PO1890	76.68	76.68	12.78	63.90
CC Microsoft - Office 365 Business Essentials - Service 21/10-20/11/18	18/19PO1891	68.40	68.40	-	68.40
CC Microsoft - Office 365 Enterprise E3 - Service 9/10-8/11/2018	18/19PO1892	52.80	52.80	-	52.80
CC iCloud - 50gb Storage Plan - MSGJ2Y8FFS	18/19PO1893	0.79	0.79	0.13	0.66
CC Amazon - Cafedirect Medium Roast Ground Coffee - Council Chamber	18/19PO1894	40.33	40.33	6.72	33.61
17834 British Gas - Electricity - 24/7-5/10/2018 - Gylly Toilets	18/19PO1895	365.99	365.99	17.42	348.57
17835 LOOK Systems - Annual website hosting to 1/9/19	18/19PO1896	432.00	432.00	72.00	360.00
CLOSED					
		161,683.13	161,683.13	12,851.18	148,831.96

Normal Codes

Councillor

Councillor

Town Clerk

FALMOUTH LIBRARY - PETTY CASH SCHEDULE

Period: Oct/Nov 2018

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	Visitors and Staff Refreshments	Postage	Workshops	Education	Stationery	Sundry Items	Running Balance
Code	Opening Bal						VR	P	W	E	S	SI	3.03
01/10/2018	7.89		7.89	20	vr	146.97	7.89	-	-	-	-	-	150.00
16/11/2018	42.00		42.00	21	W		-	-	42.00	-	-	-	142.11
19/11/2018	7.20		7.20	22	vr		7.20	-	-	-	-	-	100.11
CLOSED			-				-	-	-	-	-	-	92.91
	57.09					57.09	15.09	-	42.00	-	-	-	92.91

Nominal Codes

5815

5804

5815

5805

5818

5818

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

DR CR
£ - #REF!
2201 - vat
5818 - NL

NB add additional NL's depending on monthly expenditure