

SWANAGE TOWN COUNCIL

Statement of Cash Balance as at 31st October 2021

	£ p	£ p
Balance in Hand at 01/04/2021		£512,973.11 Cr
As per reconciliation dated 30/09/2021	£2,545,916.71 Cr	
Income during October	£278,781.08 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- September	£532.33 Cr	
Less - Outstanding receipts - October	£2,839.38 Dr	£2,822,390.74 Cr
Less payments made:		
As per Reconciliation dated 30/09/2021	£1,433,364.60 Dr	
Schedule 7 payments dated 31/10/2021	£252,432.12 Dr	
Movement of Cash-Investment	£456,045.94 Dr	£2,141,842.66 Dr
		£1,193,521.19 Cr
Balance at Bank		
Current Account		£109,116.82 Cr
Deposit Account		£1,084,404.37 Cr
		£1,193,521.19 Cr
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- Gilts		£456,045.94
		£1,206,045.94

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 31st October 2021

Prepared by Alison Spencer

Dated: 5th November 2021

Certified by Martin Ayres

Dated: 5th November 2021

SWANAGE TOWN COUNCIL

Statement of Cash Balance as at 30th November 2021

	£ p	£ p
Balance in Hand at 01/04/2021		£512,973.11 Cr
As per reconciliation dated 31/10/2021	£2,822,390.74 Cr	
Income during November	£66,536.54 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- October	£2,839.38 Cr	
Less - Outstanding receipts - November	£1,458.36 Dr	£2,890,308.30 Cr
Less payments made:		
As per Reconciliation dated 31/10/2021	£2,141,842.66 Dr	
Schedule 8 payments dated 30/11/2021	£180,177.84 Dr	
Movement of Cash-Investment	£0.00 Dr	£2,322,020.50 Dr
		£1,081,260.91 Cr
Balance at Bank		
Current Account		£26,847.92 Cr
Deposit Account		£1,054,412.99 Cr
		£1,081,260.91 Cr
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- Gilts		£456,045.94
		£1,206,045.94

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 30th November 2021

Prepared by Alison Spencer

Dated: 2nd December 2021

Certified by Martin Ayres

Dated: 2nd December 2021

SWANAGE TOWN COUNCIL

Year Ending 31st March, 2022

Payment schedule reported to Council - 13th December 2021

Schedule 7.:

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**SEVEN HUNDRED AND EIGHT THOUSAND FOUR HUNDRED AND SEVENTY
EIGHT POUNDS AND SIX PENCE**

.....(£708,478.06).....

Swanage Town Council Schedule of Payments - Month 7

Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details		Payment Total
11/10/2021	Barclaycard Merchant Services	001884330921	30/09/2021	Barclaycard Terminal Hire - September		75.76
01/10/2021	Dorset Council:	300690505	01/10/2021	Rates - October		15,764.00
14/10/2021	First Data	520334510615636/Sep21	30/09/2021	TIC - Card Payment Service Charges - September		103.41
11/10/2021	Lloyds Bank PLC	352457658	13/09/2021	Bank Charges	457.35	
14/10/2021		540436505892703/Sep21	30/09/2021	Cardnet Charges - September	515.72	
25/10/2021		353021290	05/10/2021	Bank Charges	79.40	1,052.47
11/10/2021	Paytek Admin Services Ltd (First)	MI/3042448/03	01/10/2021	First Payment Service Charges - September		200.35
12/10/2021	Pitney Bowes Finance Ltd	BL06265203	07/10/2021	Franking Machine Hire - TH - Q3		53.76
29/10/2021	Purchase Power	BI499042	14/10/2021	TH - Postage - Meter Reset		208.00
18/10/2021	Sage (UK) Ltd	INV13205594	01/10/2021	Sage Accounts - October	247.80	
18/10/2021		INV13205594	01/10/2021	Sage Payroll - October	206.10	453.90
25/10/2021	Total Gas & Power	249414610/21	12/10/2021	Gas - TH Annex - September	63.77	
28/10/2021		249414621/21	12/10/2021	Gas - TIC - September	45.73	
28/10/2021		249414600/21	12/10/2021	Gas - Depot - September	35.44	
28/10/2021		249414632/21	12/10/2021	Gas - TH - September	80.81	225.75
01/10/2021	water2business	2058487182	24/08/2021	Water - July	657.99	
01/10/2021		2058594105	24/08/2021	Water - August	29.82	
01/10/2021		2058512840	27/08/2021	Water - H1	2,615.43	
01/10/2021		2058583935	02/09/2021	Water - August	5,448.66	
01/10/2021		2058647727	14/09/2021	Water - H1	664.01	9,415.91
Total of Direct Debit & Standing Orders						27,553.31

Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details		Payment Total
18/10/2021	Charge Card Transactions	Z7064667	02/09/2021	ICO - Registration Fee		60.00
Total of Chargecard payments						60.00

Investments - Cash Movements

Date	Name	Inv Ref	Inv Date	Details		Payment Total
21/10/2021	UK Govt	transfer	21/10/2021	UK Govt - Gilts		456,045.94
Total of Investments						456,045.94

BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details		Payment Total
29/10/2021	3D Displays Ltd	SQ-110609	26/10/2021	TIC - Display Stands		140.60
12/10/2021	A.B.A. Groundcare	125582	28/09/2021	Mower - Repairs	159.06	
12/10/2021		125583	28/09/2021	Mower - Repairs	231.10	
12/10/2021		125584	28/09/2021	Mower - Repairs	374.41	764.57
29/10/2021	Ace Office Environments Ltd.	01026063	11/10/2021	TH - Stationery		23.09
29/10/2021	Amberwood Graphics	4135	11/10/2021	TIC - Publications For Retail		64.50
29/10/2021	Apogee Corporation Ltd	1238654	04/08/2021	Olivetti - Toner Delivery Charge	9.00	
12/10/2021		1251167	17/09/2021	Toshiba 3555 - Toner Delivery Charge	9.00	
12/10/2021		1254508	28/09/2021	TH - Copier Hire - October	374.09	
12/10/2021		1254508	28/09/2021	Copy Plan - September	305.37	
12/10/2021		1254046	28/09/2021	Olivetti Copy Plan - September	49.68	
29/10/2021		1257059	12/10/2021	Olivetti - Toner Delivery Charge	9.00	
29/10/2021		1260255	22/10/2021	Toshiba 2555 - Toner Delivery Charge	9.00	
29/10/2021		1260261	22/10/2021	Toshiba 2555 - Toner Delivery Charge	9.00	
29/10/2021		1261378	27/10/2021	Olivetti Copy Plan - October	68.29	
29/10/2021		1262421	27/10/2021	Copier Hire - November	407.75	
29/10/2021		1262421	27/10/2021	Copy Plan - October	363.35	1,613.53
12/10/2021	AquAid (Southcoast)	395348	30/09/2021	Depot - Drinking Water		53.94
29/10/2021	Aster Group	SINV415527	07/10/2021	Telecare Quarterly Fee - Q3		94.21
12/10/2021	Avalon Software (UK) Ltd	190076	30/09/2021	Avalon - Additional Server Capacity		65.00
12/10/2021	BIPCOM	INV-5362	01/10/2021	Telephone Services		3.00
29/10/2021	Blacknoll Construction Ltd	11128	30/09/2021	Wall Repair - Rabling Road	2,898.00	
29/10/2021		11129	30/09/2021	Door Repair - Beach Huts	1,396.81	4,294.81
29/10/2021	Broxap Ltd	INV281539	13/10/2021	Depot - 50L Bin		108.00
12/10/2021	Central Southern Security Ltd	180172	08/09/2021	TH - Fire Alarm Service	218.40	
12/10/2021		180172	08/09/2021	BG - Fire Alarm Service	73.20	
12/10/2021		180172	08/09/2021	TIC - Fire Alarm Service	73.20	
12/10/2021		180172	08/09/2021	Depot - Fire Alarm Service	266.40	
29/10/2021		180348	14/10/2021	Depot - Batttery For Alarm	30.00	661.20
29/10/2021	Charlie's Tasty Treats	0011	08/10/2021	TIC - Goods For Retail		60.00
12/10/2021	C G Ltd	46327	30/09/2021	Q1/Q2 Car Parking Settlement	33,214.88	
12/10/2021		46327	30/09/2021	Q1/Q2 Car Parking Settlement	23,391.52	56,606.40
29/10/2021	DAPTC	INV-0404	02/08/2021	Code Of Conduct Training		100.00
12/10/2021	Steve Darrington	BR 21002	04/10/2021	Agency Sales - Swanage Blues Festival		820.00
29/10/2021	Dorset County Pension Fund	Month 7 Payroll	20/10/2021	Month 7 Pension Contributions	14,498.04	
29/10/2021		Month 7 Payroll	20/10/2021	Month 7 CAYS Contributions	195.50	14,693.54

12/10/2021	Dorset Council	1801121438	29/09/2021	Rent - Land Adj. Swanage Rail	2.00	
12/10/2021		2800282170	30/09/2021	North Beach Hut - Asbestos Survey	300.00	
29/10/2021		2800285538	13/10/2021	SID Posts	907.20	
29/10/2021		2800285768	20/10/2021	Contribution - Durlston Community Bus 2021	3,000.00	4,209.20
12/10/2021	Dorset Waste Partnership	2800282369	04/10/2021	Depot - Recycling Collection - September	18.40	
12/10/2021		2800284071	04/10/2021	BG - Recycling Collection - September	10.00	28.40
29/10/2021	Eagle Plant	BOU2727898	31/08/2021	Container - KGF - August	84.48	
29/10/2021		BOU2739164	30/09/2021	Container - KGF - September	84.48	168.96
29/10/2021	Eco Control Solutions Ltd	56516	13/10/2021	Control Programme - Final Visit 2021		720.00
12/10/2021	Environment Agency	2172817	24/09/2021	Swanage Bay Pollution Investigation (1977259)		252.00
12/10/2021	Fernhill Wholesale	7060	04/10/2021	TIC - Goods For Retail	66.96	
12/10/2021		7060	04/10/2021	TIC - Publications For Retail	64.80	131.76
12/10/2021	Field Honey Farms	00003907	23/09/2021	TIC - Food For Retail		40.00
12/10/2021	Fireline Ltd	75522	27/09/2021	Depot - Fire Safety Checks	118.02	
12/10/2021		75523	27/09/2021	Godlingston - Fire Safety Checks	40.07	
12/10/2021		75524	27/09/2021	Depot - Fire Safety Checks	143.29	
12/10/2021		75525	27/09/2021	BG - Fire Safety Checks	82.15	
12/10/2021		75526	27/09/2021	Boat Park - Fire Safety Checks	40.07	
12/10/2021		75527	28/09/2021	TH - Fire Safety Checks	449.73	
12/10/2021		75528	28/09/2021	TIC - Fire Safety Checks	73.33	
29/10/2021		75929	18/10/2021	Fire Risk Assessments	1,002.00	1,948.66
12/10/2021	Four County Services Ltd.	59175	04/10/2021	Additional Call Costs - Depot - Q2	35.92	
12/10/2021		59175	04/10/2021	Additional Call Costs - TIC - Q2	208.80	
29/10/2021		59193	10/10/2021	Depot - IT Services	331.20	
29/10/2021		59198	10/10/2021	Depot - IT Services	283.66	
29/10/2021		59199	10/10/2021	TIC - IT Services	418.57	
29/10/2021		59200	10/10/2021	TH - IT Services	657.06	
29/10/2021		59222	12/10/2021	Additional Call Costs - TH - Q2	40.15	
29/10/2021		59304	21/10/2021	E-mail Management	42.00	
29/10/2021		59307	21/10/2021	PC & Monitors	1,408.28	3,425.64
12/10/2021	G4S Cash Solutions (UK) Ltd	80157868	30/09/2021	Cash Processing Services - September		1,211.05
12/10/2021	GH Print Management	6147	07/10/2021	BG - Flag Spike		21.00
29/10/2021	Greenham Trading Ltd.	04/358608	04/10/2021	Depot - General Materials/Equipment	106.14	
29/10/2021		04/358786	05/10/2021	Depot - General Materials/Equipment	28.80	
29/10/2021		04/358612	12/10/2021	Depot - Fire Signage	107.16	242.10
29/10/2021	D.A.A. Halsgrove	300987	21/10/2021	TIC - Publications For Retail		62.32
12/10/2021	Hardy Signs	108040	20/09/2021	Main Beach - Signage		63.54
12/10/2021	A.R. Harris & Son	30370	28/09/2021	Fishermens Huts - Electrical Repairs	48.00	
12/10/2021		30412	04/10/2021	Pevelil Toilets - Electrical Repairs	30.00	
12/10/2021		30418	05/10/2021	Heritage Toilets - Electrical Checks	48.00	
29/10/2021		30458	13/10/2021	Burlington Chine Toilets - Electrical Services	30.00	
29/10/2021		30512	23/10/2021	Bandstand - Electrical Works	36.00	192.00
07/10/2021	HendyBournemouth	12046868	07/10/2021	HJ18 NVP Service		975.60
29/10/2021	HMRC	Month 7 Payroll	20/10/2021	PAYE & NI - Month 7		13,750.39
12/10/2021	Inst. of Cemetery & Crematorium M	14048	05/10/2021	Garden Of Peace Training		96.00
29/10/2021	Impact (Boston) Ltd	111-094461	21/10/2021	Car Park Tickets		576.58
12/10/2021	J.D. Facilities Ltd	INV-0981	01/10/2021	Cleaning - TIC	294.34	
12/10/2021		INV-0996	01/10/2021	Cleaning - TH	499.20	
12/10/2021		INV-0997	01/10/2021	Cleaning - Depot	197.59	
12/10/2021		INV-0998	01/10/2021	Deep Clean - Depot	230.62	
12/10/2021		INV-0999	01/10/2021	Cleaning - Toilets	6,438.20	7,659.95
12/10/2021	JustPark	SWAN-2021-09	30/09/2021	JustPark Fees - September		501.40
29/10/2021	Lily's Produce	40	22/09/2021	TIC - Food For Retail	88.00	
29/10/2021		41	06/10/2021	TIC - Food For Retail	148.20	
29/10/2021		42	06/10/2021	TIC - Food For Retail	264.70	500.90
12/10/2021	Metric Group Ltd.	C60702	30/09/2021	Aslan - October		192.00
29/10/2021	S. Moores	184802	07/10/2021	TIC - Food For Retail	70.80	
29/10/2021		184815	07/10/2021	TIC - Food For Retail	37.04	
29/10/2021		184922	14/10/2021	TIC - Food For Retail	87.85	195.69
29/10/2021	Nat. Association of Local Councils	2031415399	11/10/2021	Training		77.27
12/10/2021	National Express	360020210930	30/09/2021	Agency Sales - September		77.32
12/10/2021	Newlands Training Ltd	7112	03/10/2021	Brushcutter Training		432.00
12/10/2021	Nixons Hardware Ltd	120641	10/09/2021	TIC - Sundries	6.09	
12/10/2021		120663	17/09/2021	Depot - Fuses	4.04	10.13
29/10/2021	P.J. Notley Ltd.	4075	21/10/2021	Window Cleaning - TIC - Q2		48.00
12/10/2021	N Power Ltd	LGWLV668	25/09/2021	Electricity - August	52.74	
12/10/2021		LGWLV669	25/09/2021	Electricity - August	36.04	88.78
29/10/2021	Octopress Printers Ltd	00006777	15/10/2021	Leaflets - Artisans On The Beach	202.00	
29/10/2021		00006780	20/10/2021	Leaflets - Christmas In Swanage	170.00	372.00
20/10/2021	Swanage Town Council	Month 7 Payroll	20/10/2021	Net Wages-Month 7		48,745.23
29/10/2021	Purbeck Gazette	17456	18/10/2021	Advertisement - St Marks Meeting	162.60	
29/10/2021		17456	18/10/2021	Advertisement - Remembrance Day	162.60	325.20
29/10/2021	Royal British Legion	TCE08 2021	27/10/2021	Donation - Remembrance Day Poppy Wreath		25.00
12/10/2021	R U Secure Systems	130594	04/10/2021	CCTV - Maintenance		141.60
12/10/2021	The Swanage School	SI-826	28/09/2021	Hall Hire - Council Meeting (13/09/2021)		63.88

12/10/2021	Society of Local Council Clerks	MEM236033-1	01/10/2021	SLCC - Members Subscription 2021/22	410.00	
12/10/2021		BK203659-1	01/10/2021	Planning System Reform Training	36.00	446.00
12/10/2021	Door Controls Direct	LY844217	28/09/2021	Beach Huts - Replacement Keys x 3		40.99
12/10/2021	Sports Facility Planning & Design Ltd	408	03/09/2021	BG - Tennis Court Surface Report		986.64
12/10/2021	St. Michaels Garage	S 20420	27/09/2021	HF63 XZA - MOT	54.85	
12/10/2021		S 20420	27/09/2021	HF63 XZA - Service/Repairs	447.45	
12/10/2021		2078	30/09/2021	Vehicle Fuel - September	644.08	1,146.38
12/10/2021	Suez Recycling & Recovery UK Ltd	32425325	30/09/2021	Waste Disposal - September		1,212.00
29/10/2021	Suttle Stone Quarries	110932	27/09/2021	Godlingston - Materials	161.10	
29/10/2021		89610	18/10/2021	Allotments - Stone For Wall	35.00	196.10
12/10/2021	Suttle Projects Ltd	SP20210908	29/09/2021	Stone Quay Repair		40,251.29
12/10/2021	Swanage News	1284/Sep21	25/09/2021	Newspapers - September		31.60
29/10/2021	Swanage Tyres and Tuning Ltd	21692	26/08/2021	HJ18 NVP - Repairs		162.96
12/10/2021	Telefonica O2 UK Ltd	00317619	24/09/2021	SIM Charges - September		345.60
29/10/2021	Terminator Control Ltd	2564	15/10/2021	Pest Control Services - KGF		75.00
12/10/2021	TGMS	SI-9980	30/09/2021	Professional Fees - Godlingston Extension		2,400.00
29/10/2021	Tor Mark Press	16708	19/10/2021	TIC - Publications For Retail		110.10
12/10/2021	Travis Perkins	9292 AMA633	22/09/2021	Depot - Equipment	33.03	
12/10/2021		9292 AMB105	01/10/2021	Depot - General Materials & Equipment	73.72	
29/10/2021		9292 AMB579	12/10/2021	Peveril Point - Materials	(4.20)	
29/10/2021		9292 AMB223	05/10/2021	Peveril Point - Materials	25.82	
29/10/2021		9292 AMB258	06/10/2021	Peveril Point - Materials	12.43	
29/10/2021		9292 AMB316	07/10/2021	Peveril Point - Materials	3.11	
29/10/2021		9292 AMB449	11/10/2021	Peveril Point - Guttering	79.60	
29/10/2021		9292 AMB540	12/10/2021	Peveril Point - Guttering	12.33	
29/10/2021		9292 AMB712	14/10/2021	Depot - General Materials/Equipment	35.09	270.93
12/10/2021	Treasure Trails Partners	R21130332	04/10/2021	TIC - Publications For Retail		119.20
12/10/2021	UK Printed Mugs	UKPM2110279	08/10/2021	TIC - Goods For Retail		245.16
29/10/2021	Third Party Payments	Month 7 Payroll	20/10/2021	Month 7 Third Party Payments		494.06
12/10/2021	Wessex Grounds Services	WGS 9496	24/09/2021	Depot - Management Services	2,880.00	
29/10/2021		WGS 9575	08/10/2021	Depot - Management Services	2,160.00	5,040.00
29/10/2021	Westmade Ltd	1007783	15/10/2021	Depot - Water Heater Repair	93.60	
29/10/2021		1007784	15/10/2021	Depot - Garage Water Pressure Repair	230.48	324.08
12/10/2021	Wilkswood Farm Ltd	6-2021	30/09/2021	Beach Raking - September	1,728.00	
12/10/2021		6-2021	30/09/2021	Seaweed Disposal - September	1,320.00	3,048.00
29/10/2021	Woodlands Nursery (Dorset) Ltd	7824T	30/09/2021	Winter Bedding Plants		134.78
Total of BACS/CHAPS Payments						224,818.81

<i>BACS supplier payment issued 7th October 2021</i>	975.60
<i>BACS supplier payments issued 12th October 2021</i>	125,572.05
<i>BACS payroll payments issued 20th October 2021</i>	48,745.23
<i>BACS supplier payments issued 29th October 2021</i>	49,525.93
	224,818.81

Total of Payments 708,478.06

SWANAGE TOWN COUNCIL

Year Ending 31st March, 2022

Payment schedule reported to Council - 13th December 2021

Schedule 8:

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**ONE HUNDRED AND EIGHTY THOUSAND, ONE HUNDRED AND SEVENTY SEVEN
POUNDS AND EIGHTY FOUR PENCE**

.....(£180,177.84).....

Swanage Town Council Schedule of Payments - Month 8

Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details	Payment Total
10/11/2021	Barclaycard Merchant Services	001884331021	31/10/2021	Barclaycard Terminal Hire - October	75.76
01/11/2021	Dorset Council: Revenues & Benefits	300690505	01/11/2021	Rates - November	15,764.00
12/11/2021	First Data	520334510615636/Oct2	31/10/2021	TIC - Card Payment Service Charges - October	603.70
15/11/2021	Green Energy (UK) Ltd	52032976	03/11/2021	Gas - Depot - October	75.68
15/11/2021		52033079	03/11/2021	Gas - TIC - October	75.68
15/11/2021		52033082	03/11/2021	Gas - TH Annex - October	119.71
15/11/2021		52033084	03/11/2021	Gas - TH - October	204.84
15/11/2021	Lloyds Bank PLC	354842555	12/10/2021	Bank Charges	405.68
12/11/2021		540436505892703/Oct2	31/10/2021	Cardnet Charges - October	333.63
23/11/2021		355410547	05/11/2021	Bank Charges	93.60
10/11/2021	Paytek Admin Services Ltd (First)	MI/3088722/03	01/11/2021	First Payment Service Charges - October	200.35
08/11/2021	Pitney Bowes Finance Ltd	BL06272784	27/10/2021	Franking Machine Hire - TIC - Q3	127.74
29/11/2021	Purchase Power	BI570434	14/11/2021	TH - Postage Charge	1.10
16/11/2021	Sage (UK) Ltd	INV13393583	01/11/2021	Sage Accounts - November	247.80
16/11/2021		INV13393583	01/11/2021	Sage Payroll - November	206.10
01/11/2021	water2business	2058683733	22/09/2021	Water - H1	1,365.10
01/11/2021		2058744780	01/10/2021	Water - September	2,233.00
Total of Direct Debit & Standing Orders					22,133.47

Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details	Payment Total
15/11/2021	Charge Card Transactions	1216 3792 2554 0547	04/10/2021	HF63 XZA - Vehicle Tax	277.50
15/11/2021		1216 3816 4682 3353	04/10/2021	HJ69 LCV - Vehicle Tax	277.50
15/11/2021		UQHP9268-U271910160	16/10/2021	Architect Convert Plan	15.00
15/11/2021	Hendy Group Ltd	42046618	05/10/2021	HJ69 KYY - Service	359.77
15/11/2021		42047115	12/10/2021	HJ69 LCV - Service	421.00
Total of Chargecard payments					1,350.77

BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details	Payment Total
30/11/2021	Ace Office Environments Ltd.	01029026	08/11/2021	TH - Stationery	67.08
30/11/2021		01029663	15/11/2021	TH - Stationery	32.95
30/11/2021		01029905	15/11/2021	TIC - Retail Packaging	69.60
30/11/2021		01030547	22/11/2021	Depot - Stationery	275.70
08/11/2021	Anglebury Press Ltd	INV-108187	29/10/2021	Artisans On The Beach - Advertising	176.40
08/11/2021	Apogee Corporation Ltd	1263068	01/11/2021	Toshiba 3555 - Toner Delivery Charge	9.00
30/11/2021		1269227	26/11/2021	Olivetti Copy Plan - November	40.07
30/11/2021		1270146	26/11/2021	TH - Copier Hire - December	156.83
30/11/2021		1270146	26/11/2021	TIC - Copier Hire - December	156.83
30/11/2021		1270146	26/11/2021	Depot - Copier Hire - December	94.09
30/11/2021		1270146	26/11/2021	Toshiba 3555 Copy Plan - November	240.47
30/11/2021		1270146	26/11/2021	Toshiba 2555 Copy Plan - November	74.82
30/11/2021					772.11
08/11/2021	AquAid (Southcoast)	397415	31/10/2021	Depot - Drinking Water/Sanitisation - October	80.34
30/11/2021	Arlingclose Ltd.	ACF 2678	11/11/2021	Treasury Advisory Services - 2021/22	12,000.00
08/11/2021	BIPCOM	INV-5430	01/11/2021	Telephone Services	3.05
30/11/2021	Central Southern Security Ltd	180912	18/10/2021	TH - Alarm Callout	54.00
08/11/2021		180680	19/10/2021	Depot - Alarm Callout	78.00
08/11/2021	Darkin Miller Ltd	673	29/10/2021	Internal Audit Services - October	1,232.66
30/11/2021		681	26/11/2021	Internal Audit Services - November	1,052.58
30/11/2021	Dorset County Pension Fund	Month 8 Payroll	19/11/2021	Month 8 Pension Contributions	13,821.53
30/11/2021		Month 8 Payroll	19/11/2021	Month 8 CAYS Contributions	195.50
08/11/2021	Eagle Plant	BOU2752932	31/10/2021	Secure Storage Container - KGF - October	80.64
30/11/2021	Emmanuel Baptist Church	1018	15/11/2021	Hall Hire - Meeting (11/11/2021)	30.00
30/11/2021	Fernhill Wholesale	7114	18/11/2021	TIC - Publications For Retail	295.65
30/11/2021		7114	18/11/2021	TIC - Goods For Retail	59.18
30/11/2021	Field Honey Farms	00003993	23/11/2021	TIC - Food For Retail	44.10
08/11/2021	Four County Services Ltd.	59386	30/10/2021	TIC - IT Accessories	24.12
30/11/2021		59444	10/11/2021	Depot - IT Services	283.66
30/11/2021		59445	10/11/2021	TIC - IT Services	430.57
30/11/2021		59446	10/11/2021	TH - IT Services	657.06
30/11/2021		59551	21/11/2021	E-mail Management	42.00
30/11/2021	G45 Cash Solutions (UK) Ltd	2021103946	31/10/2021	Cash Collection Services - October	1,573.75
30/11/2021	Greenham Trading Ltd.	04/362193	01/11/2021	Depot - General Materials & Equipment	444.00
30/11/2021		04/364113	16/11/2021	Market - Chain Barriers	369.31
08/11/2021	Hardy Signs	107873	25/05/2021	Signage - Slipway/Boat Park	1,113.37
08/11/2021		107903	17/06/2021	Signage - Peveril Point	514.98
30/11/2021	Hendy Group Ltd	42049682	22/11/2021	HJ70 ZLE - Service	159.00
30/11/2021	HMRC	Month 8 Payroll	19/11/2021	PAYE & NI - Month 8	13,421.87
02/11/2021		HMRC VAT	02/11/2021	HMRC VAT Sept Qtr	38,459.95

08/11/2021	Holme Nurseries Ltd	101494	10/05/2021	Summer Bedding Plants	631.72	
08/11/2021		101494	18/05/2021	Summer Bedding Plants	616.37	1,248.09
30/11/2021	Mr Ian C Fleming	002	03/11/2021	Rights Of Way Survey		83.05
08/11/2021	Jurassic Coast Trust	INV-1329	27/10/2021	TIC - Publications For Retail		126.75
08/11/2021	J.D. Facilities Ltd	INV-1014	01/11/2021	Cleaning - Toilets	6,438.20	
08/11/2021		INV-1015	01/11/2021	Cleaning - TH	499.20	
08/11/2021		INV-1016	01/11/2021	Cleaning - TIC	294.34	
08/11/2021		INV-1017	01/11/2021	Cleaning - Depot	197.59	
08/11/2021		INV-1018	01/11/2021	Deep Clean - Depot	230.62	7,659.95
30/11/2021	Lily's Produce	43	15/11/2021	TIC - Food For Retail		125.00
30/11/2021	D. & P. Lovell Ltd.	L4975	11/11/2021	Digger Hire - September	369.60	
30/11/2021		L4976	11/11/2021	Digger Hire - October	352.80	
30/11/2021		L4977	11/11/2021	Digger Hire - November	369.60	1,092.00
30/11/2021	Lyreco UK Limited	6290278348	31/10/2021	TIC - Stationery	131.59	
30/11/2021		6290278348	31/10/2021	TIC - Printer	105.52	237.11
30/11/2021	Maintain UK Drains Limited	INV-32033	08/11/2021	North Beach - Drainage Survey		270.00
08/11/2021	Metric Group Ltd.	C60971	01/11/2021	Aslan - November		192.00
30/11/2021	S. Moores	185235	29/10/2021	TIC - Food For Retail		121.44
08/11/2021	National Express	J60020211031	31/10/2021	Agency Sales - October		47.23
30/11/2021	Norfolk County Council	1570563	09/11/2021	Legal Fees - October		171.84
19/11/2021	Swanage Town Council	Month 8 Payroll	19/11/2021	Net Wages-Month 8		43,924.66
08/11/2021	Pear Technology Services Ltd	132088	28/10/2021	Pear Technical Support - 2021/22		342.00
30/11/2021	Personnel Hygiene Service	68687886	16/11/2021	Hygiene Services		2,052.33
30/11/2021	Pipefix	133758	23/11/2021	Water Leak Repair		1,400.70
30/11/2021	Purbeck Gazette	17530	25/11/2021	Christmas Cards - Advert	162.60	
30/11/2021		17530	25/11/2021	Artisans On The Beach - Advert	324.18	486.78
30/11/2021	Purbeck Media Group	INV-1429	28/10/2021	Market Attendant - Uniform	105.84	
30/11/2021		INV-1500	19/11/2021	Enforcement Officer - Uniform	37.44	143.28
30/11/2021	RM Liquid Disposal Ltd	60201	15/11/2021	Depot - Drain Clearance	234.00	
30/11/2021		60334	24/11/2021	Depot - Drain Clearance	174.00	408.00
30/11/2021	Rural Services Partnership Limited	RMTG/21/130	25/11/2021	Rural Market Town Group Membership 2021/22		75.00
30/11/2021	The Swanage School	SI-886	04/11/2021	Hall Hire - Council Meeting (01/11/2021)		91.25
30/11/2021	Sportshall Markings Ltd	13453	10/11/2021	Line Marking		750.00
30/11/2021	Spaldings (UK) Ltd.	SI-2728095	02/11/2021	Depot - General Materials & Equipment	141.60	
30/11/2021		SI-2730764	12/11/2021	Depot - General Materials & Equipment	88.79	230.39
08/11/2021	St. Michaels Garage	2138	31/10/2021	Vehicle Fuel - October	631.25	
30/11/2021		S 20729	01/11/2021	HJ18 EHX - Repairs	101.88	733.13
30/11/2021	Swanage Tyres and Tuning Ltd	22501	09/11/2021	HJ69 KYY - Tyre Repair		18.00
08/11/2021	South West Coast Path Association	2021-0615	25/10/2021	TIC - Publications For Retail		170.00
08/11/2021	Telefonica O2 UK Ltd	03113588	24/10/2021	SIM Charges - October		346.88
30/11/2021	TGMS	SI-10053	31/10/2021	Professional Fees - Godlingston Extension		936.00
08/11/2021	Travis Perkins	9292 AMB951	20/10/2021	Main Beach Toilets - Repairs (Materials)	119.86	
08/11/2021		9292 AMB996	20/10/2021	Shore Road Bungalows - Repairs (Materials)	12.72	
08/11/2021		9292 AMC185	25/10/2021	BG - Repairs (Materials)	7.90	
30/11/2021		9292 AMC496	01/11/2021	Depot - General Materials & Equipment	24.18	
30/11/2021		9292 AMC538	02/11/2021	Depot - General Materials & Equipment	48.03	
30/11/2021		9292 AMC778	05/11/2021	Godlingston - Materials	2.05	
30/11/2021		9292 AMC809	05/11/2021	Shore Road Bungalows - Repairs (Materials)	1,984.10	
30/11/2021		9292 AMC813	05/11/2021	Godlingston - Materials	254.45	
30/11/2021		9292 AMC859	08/11/2021	Toilets - Drain Rods	66.14	2,519.43
30/11/2021	UK Printed Mugs	UKPM2111296	23/11/2021	TIC - Goods For Retail		494.04
30/11/2021	Third Party Payments	Month 8 Payroll	19/11/2021	Month 8 Third Party Payments		482.56
30/11/2021	Wessex Grounds Services	WGS 9675	29/10/2021	Depot - Management Services		1,800.00
Total of BACS/CHAPS Payments						156,693.60

<u>HMRC VAT payment issued 2nd November 2021</u>	38,459.95
<u>BACS supplier payments issued 8th November 2021</u>	14,217.19
<u>BACS payroll payments issued 19th November 2021</u>	43,924.66
<u>BACS supplier payments issued 30th November 2021</u>	60,091.80
	156,693.60

Total of Payments 180,177.84

Project	Urgency	Aims and Objectives for April 2022	Councillor Involvement
Governance			
Financial Review and budget setting for 2022/23	H	Officers have thoroughly reviewed revenue budgets; PF&PM Committee members have considered different scenarios for future financial planning; Budget agreed in January 2022 and a revised medium term financial plan is adopted.	PF&PM budget review workshop held on 8th December; PF&PM meeting to consider draft budgets scheduled for 15th December; Estimates meeting scheduled 17th January.
Complete staffing review	H	Future staffing structure agreed; job descriptions agreed; salary structure review completed; recruitment underway for priority posts.	Personnel Committee spring 2022.
Agree future plan for Ops Department	H	Advice arising from interim management considered; equipment reviewed; recruitment to management/supervisory posts at advanced stage.	Personnel Committee spring 2022.
Tender Public Conveniences Cleaning Contract	H	Tender process complete and appointed contractor ready to start.	Contract award at extraordinary Council meeting mid-February 2022.
Off-Street Parking Places Order	H	Draft order completed and timescale agreed for adoption.	Car Parking Working Party to agree schedules for revised order, spring 2022.
Lease and licence renewals & rent reviews	H	Rent reviews completed and new licences/leases in place.	Lease renewal and rent review recommendations to Council 13th December 2021.
Finalise Health & Safety Policy	H	Revised H&S Policy adopted by Council.	Report to PF&PM Committee spring 2022.
Finalise Operation London Bridge Plan	H	Plan agreed and all materials acquired.	Present to PF&PM Committee spring 2022.
Review Member and Officer Protocol	H	Protocol reviewed and revised document adopted.	Present to PF&PM Committee early 2022.
Seek to improve IT for remote meetings	H	Potential improvements for remote meetings held at the Town Hall identified and implemented.	Communications Working Party meetings early 2022.
Corporate Plan 2022-25	M	External facilitation engaged if required, corporate priorities agreed and plan adopted.	Report to PF&PM re. next steps, spring 2022
Charitable Trust Review	M	Governance arrangements reviewed and action plan identified.	Report to full Council spring 2022.
Finalise Roll-Out of Staff Handbook	M	All staff issued with handbook and revised holiday policy implemented.	Report to Personnel Committee spring 2022 depending on outcome of consultation.
Tender new Council website	L	Tender process for website fully compliant with accessibility regs at an advanced stage.	Develop brief for tender process in consultation with Communications Working Party.
Economy and Tourism			
Develop Seafrost Enhancement Scheme Phase 2	H	Project plan under development; appointment of appropriate professional advisors underway.	Capital Projects Sub-Committee to oversee development of engineering scheme spring 2022.
Seafrost Master Plan	M	External facilitation engaged if required, zoning considered and draft plan under preparation.	Initial workshop held 6th December. Working Party to meet to develop further spring 2022.
Marketing Strategy	L	Make some progress towards completing series of meetings, reviewing findings and drafting strategy ready for adoption.	Update provided to Tourism Committee, 16th November 2021. Marketing Working Party to meet spring 2022.
Sustainable Tourism Strategy	L	Plan consultation with key partners and carry out initial work on draft strategy.	Update provided to Tourism Committee, 16th November 2021.
Wellbeing (incl. Sport and Leisure)			
Continue to lobby for retention of Ambulance Car	H	Clarity obtained from CCG/SWAST re engagement process and public kept informed.	Emergency Health Services Working Party to meet once new information received from either Dorset Council or SWAST/CCG.
Seek improvements to Washpond Lane	H	Discussions concluded with St Mary's School and Dorset Council and agreement reached on what, if any, improvements can be implemented.	Meeting to be arranged with developers of neighbouring site early 2022.
Complete Football Club Lease	M	Negotiations with S&PDT concluded.	Town Council Football Club representatives to oversee progress, together with Sport, Leisure and Wellbeing Working Party.
Community Bus - confirm arrangements for 2022	M	Consult with key partners and consider funding requirements. Develop plan for future years, possibly working with volunteers.	Report to Roads & Transport Committee February 2022.
Review of Council-owned public space @ Herston	M	Public engagement completed and plan agreed for access to former St Mark's playing field.	Budget provision to be agreed by PF&PM, potential improvements to be reviewed by S,L&W Working Party and report to Council spring 2022.
Award e-bike concession	L	Legal agreement confirmed; cost apportionment agreed; planning permission obtained and concession operational by Easter 2022.	Meeting of working party Weds 24th Nov. Decisions delegated to officers in consultation with S,L&W Working Party.
Beach Gardens future plan	L	Meetings held with Bowls and Tennis Clubs and outline plan agreed, together with financial contributions. Heads of Terms for legal agreement drafted.	Meeting with S,L&W Working Party scheduled for Jan 2022.
Protect and Enhance Natural and Historic Environment			
Agree way ahead on planning policy (Neighbourhood Plan + Dorset Plan)	H	Workshops held; decision taken on Neighbourhood Plan and if approved steering group established and consultant appointed.	Meeting with DC Planning Policy Team 13th December and update to full Council. Updates to P&C Committee spring 2022.
Implement next stage of Environmental Action Plan	H	Action plan priorities identified. Consultant appointed and specification for building improvements agreed.	Environment Working Party to oversee early 2022.
Downs LNR - Progress designation	M	Downs LNR legal designation secured.	Environment Working Party to oversee early 2022.
Peveril Point WW2 Fortifications - Consultation and planning	L	Meeting arranged with interested parties and next steps agreed.	Initial discussions with Museum Working Party spring 2022.
Services, Facilities and Infrastructure			
Cemetery extension completed	H	Cemetery extension laid out, plans completed and ready for interments.	Meeting of cemetery working party held 3rd December and report to Operations Committee spring 2022.
King George's Play Area tender	H	Tender for play equipment.	Report to be considered by Full Council 13th December 2021.
Waste Management Arrangements 2022	H	Service level for summer 2022 agreed with DC and STC budget contribution and staffing levels agreed through budget setting process.	Waste Management Working Party to hold pre-season meeting spring 2022.
Town Hall services review	M	Operation of Town Hall/Police help desk reviewed and new opening hours in place; Future operation of CAB/Registration agreed.	Liaise with partners and develop report for Council spring 2022.
Public Conveniences - Determine future of Burlington Chine WCs	M	Discussions held with north beach owners and Council considered options for future operation.	Working Party met November 2021 and options to be considered by Capital Projects Sub-Committee and Operations Committee spring 2022.
Review Boat Park Operation and Procedures	M	Boat Park regulations and risk assessment reviewed and amended versions adopted by Council. Proposed improvements to be agreed.	Capital Projects Sub-Committee to consider improvements; revised regulations to Operations Committee spring 2022.

Continue to work with partners

Dorset Council - flood defence scheme
Community Land Trust - provision of local social housing
Swanage & Purbek Development Trust - football club proposals
Willdoes - youth bus proposals
Museum - extension/relocation plans
Dorset Council - Swanage parking review