

CR1 – APRIL 2019

Cash Movements

1. Total bank balances at the end of April 2019 amounted to £666,016. This is approximately £54,071 higher than at the same period last year.
2. The Council opened its new bank account with Unity Trust Bank in April 2019. A deposit of £500 was made and a few transactions have been trialed to test the new procedures. Officers are currently awaiting the final transfer over of all Direct Debits, Standing Orders and the main balance from the HSBC, before the new account becomes fully operational.
3. The Council opened an account with The Public Sector Deposit Fund in January 2017 in order to obtain better rates of interest on deposit:
 - £60,000 was transferred into the current account in April 2019
 - The balance on account at the end of April 2019 was £508,516
4. The Council has also invested £66,484 of funds with the Local Authorities Property Fund. This will be a long term investment of funds and the last quarter's dividend was £709.64

Debtor Days Outstanding

Debtor days were 9.80 at the end of April 2019. This is well ahead of the Council's target of 30 days. There is still one bad debtor from March, who has made communication to apologise for the delay and to assure officers that payment will be with us soon.

Creditor Days Outstanding

Creditor days were 18.13 at the end of April 2019. These figures are within the target of 30 days and reflect the Council's ongoing commitment to pay local suppliers within their individual payment terms.

SCHEDULE OF CHEQUE PAYMENTS AND ONLINE PAYMENTS: APRIL 2019

Scheduled Payments (excluding Non-Cheque Payments and other payments) for this period totalled:

CHEQUE - APRIL 2019	£40,692.44
ONLINE - APRIL 2019	£164.31

Total	£40,856.75
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April 2019

CASH REPORT

MOVEMENT IN BANK ACCOUNTS

The position as at 30 April 2019 is set out below. All balances have been confirmed by reconciliation with bank statements.

Transaction	Current Account	Unity Trust Bank Account	Public Sector Deposit Account	Local Authorities Property Fund	Total
	£	£		£	£
Balance:					
31 March 2019	59,575	-	568,516	66,484	694,575
Receipts					
Interest	1,077				1,077
Precept					-
Grants or VAT refunds	36,666				36,666
Other	13,051	144			13,195
Cancelled / (Bounced Cheque)	430				430
External payments					
Cheque / Online Payments	(40,692)	(164)			(40,857)
Non - Cheque Payments	(39,570)				(39,570)
Transfers between accounts:					
Inwards	60,000	500			60,500
Outwards			(60,000)		(60,000)
Balances:					
30 April 2019	90,536	480	508,516	66,484	666,016
Balances at start of financial year	59,575	-	568,516	66,484	694,575

DEBTOR AGEING

	Apr-19	Mar-19	Feb-19	Pre-Feb	Prepaid amounts	Total debtors
Value	3,040.80	754.00		300.00	-	4,094.80
	74.26%	18.41%	0.00%	7.33%	0.00%	100.00%

MONTHLY STATISTICS ON DEBTOR DAYS AND SUPPLIER DAYS OUTSTANDING

	Debtors		Suppliers	
	Value	Days	Value	Days
March 2019	3,902.90	9.18	30,041.78	22.99
April 2019	4,094.80	9.80	24,906.13	18.13
May 2019				
June 2019				
July 2019				
August 2019				
September 2019				
October 2019				
November 2019				
December 2019				
January 2020				
February 2020				
March 2020				

Malvern Town Council
Cheque Payment Schedule
5 April 2019

ID No.	Date	Supplier Name	Cheque Payments	Description
203593	05/04/2019	ALL ABOUT MAGAZINES	523.80	Advert for Malvern Peaks Challenge in aid of the Mayoral Charity Sight Concern
203594	05/04/2019	BRITISH TELECOMMUNICATIONS PLC	958.29	Telephone, internet and line charges at 28-30 Belle Vue, Victoria Park and Cemetery
203595	05/04/2019	BRITISH GAS	261.86	Electricity charges Lower Howsell 2/9/18 - 1/12/19 - £23.16 Electricity charges Cemetery 3/1/19 - 2/3/19 - £204.73 Electricity charges Link Church Clock 22/12/18 - 28/3/19 - £33.97
203596	05/04/2019	E W COMMERCIAL PUBLICATIONS	350.00	Printing of 10,000 copies of the MTC Spring Newsletters
203597	05/04/2019	HEART OF ENGLAND IN BLOOM	20.00	2 x tickets for Bloom Spring Seminar
203598	05/04/2019	JANET FINCH	33.00	Organist fees funeral 12/1/17 (Organist was told to bill after 3 funerals, only did one and now moving away)
203599	05/04/2019	LITE	18,000.00	New Christmas Lights for Great Malvern as agreed by Full Council 6/3/19
203600	05/04/2019	PURCHASE POWER	100.00	£100 credit for the franking machine
203601	05/04/2019	PURPLE TOOL AND PLANT HIRE	360.00	Hire of a digger for 1 week at Station Gardens and Lansdowne Crescent and 2 days at Rose Bank Gardens as part of path edging works
203602	05/04/2019	ROCK CHOIR (HELEN JONES)	100.00	Performance at the Christmas Charity Concert - 15/12/18
203603	05/04/2019	RON SMITH & CO LTD	1,504.08	5 new strimmers and stimmer heads (agreed as part of budget re-forecast)
203604	05/04/2019	SCREWFIX (TRADE UK)	24.18	Boxes of screws for the Cemetery and Rose Bank Gardens
203605	05/04/2019	WATER PLUS LTD	1,175.13	Water charges Victoria Park 16/12/18 - 15/3/19 - £1078.32 Water charges Shop Belle Vue 26/12/18 - 26/3/19 - £96.81
203606	05/04/2019	TECHNICAL COMPUTER SERVICES LTD	109.47	New anti glare monitor for the Finance Officer
203607	05/04/2019	C J TINKLER	500.00	Mapping works for referendum version of the Neighbourhood Plan - funding provided by Malvern Hills District Council
203608	05/04/2019	TRAVIS PERKINS TRADING COMPANY LTD	34.92	Manhole cover for Dukes Meadow
203609	05/04/2019	CHRISTINE WELLS	33.00	Organist fees funeral - 10/1/19

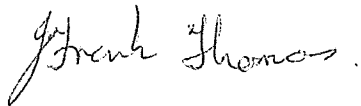
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Malvern Town Council
Cheque Payment Schedule
5 April 2019

ID No.	Date	Supplier Name	Cheque Payments	Description
203610	05/04/2019	UNISON	116.40	Payment of Unison deductions for Operations Team Member (1/4/18 - 31/3/19)
203611	05/04/2019	MALVERN HILLS DISTRICT BRASS BAND	293.77	Share of ticket sales for a performance at the Christmas Charity Concert in Priory Church 15/12/18
203612	05/04/2019	MALVERN TOWN COUNCIL	500.00	Initial deposit cheque made payable to "Malvern Town Council" for new bank account with Unity Trust Bank

Total Cheque Payments:	24,997.90
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Malvern Town Council
Cheque Payment Schedule
12 April 2019

ID No.	Date	Supplier Name	Cheque Payments	Description
203613	12/04/2019	A J GAMMOND	27.29	Water pipe connectors for Goodwood Road Allotments
203614	12/04/2019	ALLIANCE PAYROLL SERVICES LTD	111.80	Payroll charges - March 2019
203615	12/04/2019	THE BAND OF THE GLOUCESTERSHIRE CONSTABULARY	250.00	Bands in the Park performance July 2018 (original cheque lost)
203616	12/04/2019	BROADLEAF TREE CARE	1,670.00	Tree works at Knapp Way and Goodwood Road Allotments and removal of one large Beech Tree from next to play area at Victoria Park
203617	12/04/2019	BRITISH GAS	88.26	Electricity charges Cemetery 3/3/19 - 2/4/19
203618	12/04/2019	CHARLES PORTER	53.10	Mileage claim Operations Manager Jan, Feb and March 2019
203619	12/04/2019	BWT UK LTD	76.20	10 large bottles of water for MTC Offices and Council Chamber
203620	12/04/2019	EE	288.55	Mobile phone charges February and March 2019 - Events phone and Operations Team (February cheque reissued as original lost)
203621	12/04/2019	FUELGENIE BUSINESS ACCOUNT	345.15	Fuel account - March 2019
203622	12/04/2019	L J GOODCHAP	2,088.00	Grave digger hire - April, May and June 2019
203623	12/04/2019	ICCM	95.00	Membership of Institute of Cemetery Management 1/4/19 - 31/3/20
203624	12/04/2019	NPOWER	26.07	Electricity charges Lyttelton Well Clock 10/1/19 - 27/3/19
203625	12/04/2019	PRINCIPAL HYGIENE SYSTEMS LTD	1,434.72	Washroom services, 28-30 Belle Vue Terrace, Cemetery and Victoria Park - contract renewal 1/4/19 - 31/3/20
203626	12/04/2019	SAGE (UK) LTD	1,645.20	Annual sage maintenance cover 5/4/19 - 4/4/20
203627	12/04/2019	WATER PLUS LTD	46.97	Water charges Dukes Meadow 3/1/19 - 5/4/19 - £14.65 Water charges ground floor of rear annexe at Belle Vue 1/1/19 - 1/3/19 - £32.32
203628	12/04/2019	TREVOR BROOKE GRAB SERVICES LTD	384.00	Removal of 2 loads of soil from the Cemetery
203629	12/04/2019	V8 MEDIA	80.40	Extra features required for the new website
203630	12/04/2019	MALVERN CLEANING	904.50	Cleaning contract February and March 2019

Total Cheque Payments:	9,615.21
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Malvern Town Council
Cheque Payment Schedule
26 April 2019

ID No.	Date	Supplier Name	Cheque Payments	Description
203631	26/04/2019	ALPHA AGGREGATES LTD	551.76	Gravel to finish path edging works at Rose Bank Gardens, Lansdowne Crescent and Station Gardens
203632	26/04/2019	BRITISH GAS	471.87	Gas charges Cemetery 3/1/19 - 3/4/19 - £443.91 Electricity charges North Malvern Clock 28/6/18 - 15/4/19 - £27.96
203633	26/04/2019	THE HILLS SINGERS	150.00	Choir performance at the Mayor's Civic Service 20/4/19
203634	26/04/2019	MALVERN HILLS DISTRICT COUNCIL	1,025.57	Wheelie bin hire at 28-30 Belle Vue Terrace and Cemetery 1/4/19 - 30/6/19
203635	26/04/2019	NPOWER	786.66	Gas charges Victoria Park 26/12/18 - 11/4/19
203636	26/04/2019	SIGN RIGHT	125.04	Sponsorship plaque for Rose Bank Gardens and 2 banners advertising The Health and Wellbeing Event
203637	26/04/2019	WORCESTERSHIRE CALC	2,511.05	Annual Calc fee capped 1306 electorate and Nalc affiliation fee
203638	26/04/2019	BRITISH GAS TRADING LTD	457.38	Gas charges gas lamps 1/1/19 - 31/3/19

Total Cheque Payments:	6,079.33
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1) *J. Frank Thomas*

2) *M. Palmer*

Malvern Town Council
Online Banking Payment Schedule
26 April 2019

ID No.	Date	Supplier Name	Cheque Payments	Description
IB 1	26/04/2019	BHGS	37.00	Grass seed for Rose Bank Gardens
IB 2	26/04/2019	PURPLE TOOL AND PLANT HIRE	72.00	Hire of a digger for one day at Victoria Park
IB 3	26/04/2019	WATER PLUS LTD <i>JFT</i>	41.14	Water charges Lower Howsell 20/12/18 - 10/04/19
IB 4	26/04/2019	WATER PLUS LTD <i>JFT</i>	14.17	Water drainage charge 28-30 Belle Vue Terrace 15/1/19 - 15/4/19

Total Cheque Payments:	164.31
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1) *Frank Howes*

2) *EM Palu*