

Annual Governance and Accountability Return 2018/19 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2018/19

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with Proper Practices.
2. The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:
 - The annual internal audit report is completed by the authority's internal auditor.
 - Sections 1 and 2 are to be completed and approved by the authority.
 - Section 3 is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published **before 1 July 2019**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both):
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2019
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2018/19

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the review and is able to give an opinion on the limited assurance review, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on a publicly accessible website:

Before 1 July 2019 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2018/19**, approved and signed, page 4
- **Section 2 - Accounting Statements 2018/19**, approved and signed, page 5

Not later than 30 September 2019 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 & 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2018/19

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the Annual Governance and Accountability Return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Where amendments are made by the authority to the AGAR after it has been approved by the authority and before it has been reviewed by the external auditor, the Chairman and RFO should initial the amendments and if necessary republish the amended AGAR and recommence the period for the exercise of public rights. If the Annual Governance and Accountability Return contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the annual internal audit report if possible prior to approving the annual governance statement and before approving the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before returning it to the external auditor by email or post (not both).
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2018) equals the balance brought forward in the current year (Box 1 of 2019).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the period for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets it **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority **must** publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2019**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', is an explanation provided?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations from last year to this year been provided?	✓	
	Has the bank reconciliation as at 31 March 2019 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk*

Annual Internal Audit Report 2018/19

Macclesfield Town Council

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2019.

The internal audit for 2018/19 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	N/A	no petty cash held	
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. IF the authority certified itself as exempt from a limited assurance review in 2017/18, it met the exemption criteria and correctly declared itself exempt. (<i>"Not Covered" should only be ticked where the authority had a limited assurance review of its 2017/18 AGAR</i>)			✓
L. During summer 2018 this authority has correctly provided the proper opportunity for the exercise of public rights in accordance with the requirements of the Accounts and Audit Regulations.			Not applicable ✓
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable ✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

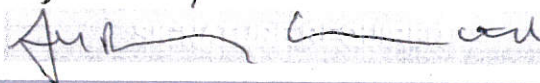
Date(s) internal audit undertaken

Name of person who carried out the internal audit

17/04/2019, 24/1/2019

JDH BUSINESS SERVICES LTD

Signature of person who carried out the internal audit



Date

17/04/2019.

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

Macclesfield Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2019, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets should be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

13/05/2019

and recorded as minute reference:

MTC 1305 2019

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk



Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

WWW.MACCLESFIELD-TC.GOV.UK

Section 2 – Accounting Statements 2018/19 for

MACEFIELD TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	729836	869285	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	695369	724793	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	6394	9324	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	116303	137229	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	446011	572726	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	869285	893447	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	819417	819658	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	69075	139527	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2019 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

16/04/2019

I confirm that these Accounting Statements were approved by this authority on this date:

13/05/2019

as recorded in minute reference:

MTC 1305 2019

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor Report and Certificate 2018/19

In respect of

Macclesfield Town Council

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2018/19

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2018/19

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2019.

*We do not certify completion because:

External Auditor Name

External Auditor Signature

SIGNATURE REQUIRED

Date

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

ANNUAL RETURN - ENGLAND

FOR THE YEAR ENDED 31 MARCH 2019

Macclesfield Town Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Peter Turner

Date

23/4/19

I confirm that these accounts are approved by the Council and recorded as council minute reference

[Signature]

Dated

13/5/19

Signed on behalf of the above Council (Chair)

Date

Last Year £

This Year £

General Notes for Guidance

1	Balances brought forward	729,836	869,285	Total balances & reserves at the beginning of the year as recorded in the Financial Records
2	Annual Precept	695,369	724,793	Total amount of Precept income received in the year
3	Total other receipts	6,394	9,324	Total income or receipts as recorded in the cashbook minus the Precept
4	Staff costs	116,303	137,229	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses
5	Loan interest/Capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on borrowings
6	Total other payments	446,011	572,726	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)
7	Balances carried forward	869,285	893,447	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8	Total Cash & Investments	819,417	819,658	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March
9	Total Fixed Assets	69,075	139,527	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register
10	Total Borrowings	0	0	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 2;
- * Bank Reconciliation as at 31 March

Working details for ANNUAL RETURN - Year ended 31 March 2019

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
1	724,836	431,710	310	0	General Reserves
1	5,000	5,000	330	0	Committed - Capital Asset Fund
1	0	2,000	340	0	Committed - Election Costs
1	0	42,490	350	0	Committed - Allotments
1	0	100,000	360	0	Committed - Public Convs
1	0	122,180	370	0	Committed - Economic Dev
1	0	15,000	380	0	Committed - Street Furniture
1	0	150,905	400	0	Committed - Investment
1	Balances brought forward	729,836	869,285	Total balances & reserves at the beginning of the year as recorded in the Financial Records	
2	695,369	724,793	1176	101	Precept
2	Annual Precept	695,369	724,793	Total amount of Precept income received in the year	
3	5,000	5,000	1001	104	Income - Bookings
3	1,394	4,324	1007	101	Income - Interest
3	Total other receipts	6,394	9,324	Total income or receipts as recorded in the cashbook minus the Precept	
4	113,303	134,229	4000	101	Wages & Salaries
4	3,000	3,000	4012	102	Mayors Allowance
4	Staff costs	116,303	137,229	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses	
5	Loan interest/Capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on borrowings	
6	8,500	8,500	4005	101	Rent & Utilities
6	1,649	1,830	4010	101	Photocopier
6	733	513	4011	101	Travel/Expenses
6	4,906	7,494	4013	102	Civic Events
6	2,115	1,725	4014	101	Training
6	980	828	4015	101	Postage
6	827	2,874	4016	101	IT
6	679	890	4017	101	Advertising
6	13,196	14,930	4018	101	Communications
6	2,598	1,357	4019	101	Equipment
6	2,014	1,994	4020	101	Audit Fee
6	2,355	1,850	4021	101	Accountancy Support
6	2,269	2,259	4022	101	Legal & Professional
6	1,970	2,357	4022	103	Legal & Professional
6	1,785	0	4022	104	Legal & Professional
6	0	436	4022	105	Legal & Professional
6	2,924	1,680	4023	101	HR & H&S Support
6	2,172	1,941	4024	101	Subscriptions
6	3,075	3,737	4025	101	Insurance
6	1,886	1,636	4026	101	Stationary

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Working details for ANNUAL RETURN - Year ended 31 March 2019

		<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>		<u>Code Description</u>
6		795	396	4027	101	Catering
6		240	315	4028	101	Bank Charges
6		2,932	3,911	4029	101	Room Hire
6		0	0	4030	101	Repairs
6		0	2,230	4031	104	Other Expenses
6		0	350	4031	105	Other Expenses
6		9,392	8,432	4033	113	Planning Committee
6		324	0	4039	104	Utility Costs
6		38,450	33,179	4050	115	Christmas Lights Installation
6		747	0	4051	115	Christmas Lights Renewals
6		9,141	8,010	4052	115	Christmas Lights Switch On
6		31,450	32,299	4053	107	CCTV
6		171	0	4055	107	Capital Asset Management Fund
6		29,252	9,525	4057	108	Community Delivery
6		3,944	9,428	4058	107	Remembrance
6		20,000	31,061	4059	108	Citizens Advice Bureau
6		5,000	7,500	4060	108	Barnaby Festival
6		13,851	14,758	4061	107	Public Realm
6		30,001	41,169	4062	107	Floral Displays
6		14,950	18,462	4063	107	Youth Street Activity
6		0	100,000	4064	107	Play Equipment
6		14,945	17,423	4065	107	Projects & Events
6		29,431	11,320	4066	107	Community Policing/Enforcement
6		52,508	39,905	4068	112	Other Grants & Donations
6		23,184	11,624	4069	108	Move More Macclesfield
6		864	797	4070	108	Town Crier
6		57,806	71,469	4075	114	Macclesfield Project Investment
6		0	3,170	4077	107	Silk Friendship
6		0	3,000	4078	107	Visitor Information Centre
6		0	14,659	4079	107	Tourism Promotion
6		0	4,495	4081	107	Town Centre Wifi
6		0	15,008	4082	113	Supplementary Planning Docs
6	Total other payments	446,011	572,726	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)		
7	Balances carried forward	869,285	893,447	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]		
8		316,423	12,341	200	0	Current Bank A/c
8		502,994	807,318	201	0	CCLA Deposit
8	Total Cash & Investments	819,417	819,658	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March		
9		69,075	139,527	9	0	Total Fixed Assets
9	Total Fixed Assets	69,075	139,527	The recorded current book value at 31 March of all tangible fixed assets as recorded in the asset register		
10	Total	0	0	The outstanding capital balances as at 31 March of all loans from third		

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Working details for ANNUAL RETURN - Year ended 31 March 2019

<u>Last Year £</u>	<u>This Year £</u>	<u>Code and Centre</u>	<u>Code Description</u>
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Borrowings

parties (usually PWLB)

Macclesfield Town Council

Bank - Cash and Investment Reconciliation as at 1 March 2019

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2019	Current Bank Account	41,902.20
31/03/2019	CCLA Deposit	807,317.50

849,219.70

Unpresented Payments

29,561.66

819,658.04

Receipts not on Bank Statement

0.00

Closing Balance

819,658.04

All Cash & Bank Accounts

1	Current Bank A/c	12,340.54
2	CCLA Deposit	807,317.50
3	Investment Reserve Account	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 819,658.04 <hr/>

Macclesfield Town Council

Income and Expenditure Account for Year Ended 31 March 2019

31st March 2018		31 March 2019
	Operating Income	
696,763	Administration	729,117
5,000	Weston Community Centre	5,000
701,763	Total Income	734,117
	Running Costs	
165,241	Administration	187,324
7,906	Civic	10,494
1,970	Allotments	2,357
2,109	Weston Community Centre	2,230
0	Public Conveniences	786
138,744	Projects & Events	270,183
78,300	Community Delivery	60,507
52,508	Grants & Donations	39,905
9,392	Planning Committee	23,440
57,806	Other Operational Costs	71,469
48,338	Christmas Lights	41,190
562,314	Total Expenditure	709,885
	General Fund Analysis	
724,836	Opening Balance	431,710
701,763	Plus : Income for Year	734,117
1,426,599		1,165,827
562,314	Less : Expenditure for Year	709,885
864,285		455,942
124,845	Transfers TO / FROM Reserves	(66,357)
739,440	Closing Balance	522,299

Macclesfield Town Council

Supporting Reserves Reconciliation for ANNUAL RETURN 1 March 2019

Explains the difference between boxes 7 & 8 on the Annual Return

<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
	Total Reserves	854,680.70	893,446.96
105	VAT Control A/c	51,543.73	75,533.92
	Less Total Debtors	51,543.73	75,533.92
510	Accruals	1,675.00	1,745.00
	Plus Total Creditors	1,675.00	1,745.00
	Equals Total Cash and Bank Accounts	804,811.97	819,658.04
200	Current Bank A/c	316,422.88	12,340.54
201	CCLA Deposit	502,993.66	807,317.50
	Total Cash and Bank Accounts	819,416.54	819,658.04

Detailed Balance Sheet - Excluding Stock Movement

Month 12 Date 31/03/2019

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
105	VAT Control A/c	75,534	
200	Current Bank A/c	12,341	
201	CCLA Deposit	807,318	
	Total Current Assets		895,192
<u>Current Liabilities</u>			
510	Accruals	1,745	
	Total Current Liabilities		1,745
	Net Current Assets		893,447
	Total Assets less Current Liabilities		893,447
<u>Represented by :-</u>			
300	Current Year Fund	90,519	
310	General Reserves	431,710	
330	Committed - Capital Asset Fund	5,000	
340	Committed - Election Costs	4,000	
350	Committed - Allotments	40,133	
360	Committed - Public Convs	109,000	
370	Committed - Economic Dev	122,180	
380	Committed - Street Furniture	15,000	
400	Committed - Investment	75,905	
	Total Equity		893,447

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Committed - Xmas Lights	0.00		0.00
330 Committed - Capital Asset Fund	5,000.00		5,000.00
340 Committed - Election Costs	2,000.00	2,000.00	4,000.00
350 Committed - Allotments	42,490.00	-2,357.00	40,133.00
360 Committed - Public Convs	100,000.00	9,000.00	109,000.00
370 Committed - Economic Dev	122,180.00		122,180.00
380 Committed - Street Furniture	15,000.00		15,000.00
400 Committed - Investment	150,905.00	-75,000.00	75,905.00
	437,575.00	-66,357.00	371,218.00

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
105	VAT Control A/c			75,533.92	
200	Current Bank A/c			12,340.54	
201	CCLA Deposit			807,317.50	
310	General Reserves				431,710.27
330	Committed - Capital Asset Fund				5,000.00
340	Committed - Election Costs				4,000.00
350	Committed - Allotments				40,133.00
360	Committed - Public Convs				109,000.00
370	Committed - Economic Dev				122,180.00
380	Committed - Street Furniture				15,000.00
400	Committed - Investment				75,905.00
510	Accruals				1,745.00
1001	Income - Bookings	104	Weston Community Centre		5,000.00
1007	Income - Interest	101	Administration		4,323.84
1176	Precept	101	Administration		724,793.00
4000	Wages & Salaries	101	Administration	134,229.19	
4005	Rent & Utilities	101	Administration	8,500.00	
4010	Photocopier	101	Administration	1,830.31	
4011	Travel/Expenses	101	Administration	512.89	
4012	Mayors Allowance	102	Civic	3,000.00	
4013	Civic Events	102	Civic	7,493.93	
4014	Training	101	Administration	1,725.00	
4015	Postage	101	Administration	827.70	
4016	IT	101	Administration	2,874.23	
4017	Advertising	101	Administration	890.00	
4018	Communications	101	Administration	14,930.31	
4019	Equipment	101	Administration	1,356.70	
4020	Audit Fee	101	Administration	1,994.00	
4021	Accountancy Support	101	Administration	1,850.00	
4022	Legal & Professional	101	Administration	2,258.99	
4022	Legal & Professional	103	Allotments	2,357.00	
4022	Legal & Professional	105	Public Conveniences	436.00	
4023	HR & H&S Support	101	Administration	1,680.00	
4024	Subscriptions	101	Administration	1,940.58	
4025	Insurance	101	Administration	3,736.96	
4026	Stationary	101	Administration	1,636.46	
4027	Catering	101	Administration	395.89	
4028	Bank Charges	101	Administration	314.69	
4029	Room Hire	101	Administration	3,910.50	
4030	Repairs	101	Administration		0.03
4031	Other Expenses	104	Weston Community Centre	2,229.99	
4031	Other Expenses	105	Public Conveniences	350.00	

Continued over page

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4033	Planning Committee	113	Planning Committee	8,432.00	
4050	Christmas Lights Installation	115	Christmas Lights	33,179.47	
4052	Christmas Lights Switch On	115	Christmas Lights	8,010.09	
4053	CCTV	107	Projects & Events	32,299.15	
4057	Community Delivery	108	Community Delivery	9,525.49	
4058	Remembrance	107	Projects & Events	9,427.67	
4059	Citizens Advice Bureau	108	Community Delivery	31,061.00	
4060	Barnaby Festival	108	Community Delivery	7,500.00	
4061	Public Realm	107	Projects & Events	14,757.81	
4062	Floral Displays	107	Projects & Events	41,169.08	
4063	Youth Street Activity	107	Projects & Events	18,461.79	
4064	Play Equipment	107	Projects & Events	100,000.00	
4065	Projects & Events	107	Projects & Events	17,423.18	
4066	Community Policing/Enforcement	107	Projects & Events	11,319.94	
4068	Other Grants & Donations	112	Grants & Donations	39,905.27	
4069	Move More Macclesfield	108	Community Delivery	11,623.96	
4070	Town Crier	108	Community Delivery	797.03	
4075	Macclesfield Project Investmen	114	Other Operational Costs	71,469.00	
4077	Silk Friendship	107	Projects & Events	3,170.00	
4078	Visitor Information Centre	107	Projects & Events	3,000.00	
4079	Tourism Promotion	107	Projects & Events	14,659.03	
4081	Town Centre Wifi	107	Projects & Events	4,495.00	
4082	Supplementary Planning Docs	113	Planning Committee	15,007.90	
5000	Transfers to Committed Reserve			11,000.00	
5001	Transfers from reserves				77,357.00
Trial Balance Totals :				1,616,147.14	1,616,147.14
Difference				0.00	

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Administration							
1007 Income - Interest	490	4,324	0	(4,324)			0.0%
1176 Precept	0	724,793	724,793	0			100.0%
Administration :- Income	490	729,117	724,793	(4,324)			100.6%
4000 Wages & Salaries	222	134,229	144,982	10,753		10,753	92.6%
4005 Rent & Utilities	0	8,500	8,500	0		0	100.0%
4010 Photocopier	220	1,830	2,000	170		170	91.5%
4011 Travel/Expenses	0	513	750	237		237	68.4%
4014 Training	0	1,725	2,000	275		275	86.3%
4015 Postage	0	828	750	(78)		(78)	110.4%
4016 IT	0	2,874	2,500	(374)		(374)	115.0%
4017 Advertising	0	890	1,000	110		110	89.0%
4018 Communications	6,266	14,930	15,000	70		70	99.5%
4019 Equipment	79	1,357	1,500	143		143	90.4%
4020 Audit Fee	0	1,994	3,000	1,006		1,006	66.5%
4021 Accountancy Support	70	1,850	2,500	650		650	74.0%
4022 Legal & Professional	0	2,259	1,000	(1,259)		(1,259)	225.9%
4023 HR & H&S Support	0	1,680	1,800	120		120	93.3%
4024 Subscriptions	86	1,941	2,000	59		59	97.0%
4025 Insurance	0	3,737	4,000	263		263	93.4%
4026 Stationary	586	1,636	2,000	364		364	81.8%
4027 Catering	0	396	750	354		354	52.8%
4028 Bank Charges	20	315	1,200	885		885	26.2%
4029 Room Hire	1,822	3,911	3,500	(411)		(411)	111.7%
4030 Repairs	0	(0)	0	0		0	0.0%
4080 Election Costs	0	0	2,000	2,000		2,000	0.0%
Administration :- Indirect Expenditure	9,371	187,394	202,732	15,338	0	15,338	92.4%
Movement to/(from) Gen Reserve	(8,882)	541,722					
102 Civic							
4012 Mayors Allowance	0	3,000	3,000	0		0	100.0%
4013 Civic Events	580	7,494	7,500	6		6	99.9%
Civic :- Indirect Expenditure	580	10,494	10,500	6	0	6	99.9%
Movement to/(from) Gen Reserve	(580)	(10,494)					
103 Allotments							
4022 Legal & Professional	0	2,357	0	(2,357)		(2,357)	0.0%
Allotments :- Indirect Expenditure	0	2,357	0	(2,357)	0	(2,357)	
Movement to/(from) Gen Reserve	0	(2,357)					

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
104 Weston Community Centre							
1001 Income - Bookings	0	5,000	5,000	0			100.0%
Weston Community Centre :- Income	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>			<u>100.0%</u>
4031 Other Expenses	0	2,230	2,500	270		270	89.2%
Weston Community Centre :- Indirect Expenditure	<u>0</u>	<u>2,230</u>	<u>2,500</u>	<u>270</u>	<u>0</u>	<u>270</u>	<u>89.2%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>2,770</u>					
105 Public Conveniences							
4022 Legal & Professional	436	436	0	(436)		(436)	0.0%
4031 Other Expenses	116	350	10,000	9,650		9,650	3.5%
Public Conveniences :- Indirect Expenditure	<u>552</u>	<u>786</u>	<u>10,000</u>	<u>9,214</u>	<u>0</u>	<u>9,214</u>	<u>7.9%</u>
Movement to/(from) Gen Reserve	<u>(552)</u>	<u>(786)</u>					
107 Projects & Events							
4053 CCTV	0	32,299	32,500	201		201	99.4%
4058 Remembrance	0	9,428	9,000	(428)		(428)	104.8%
4061 Public Realm	0	14,758	15,000	242		242	98.4%
4062 Floral Displays	0	41,169	40,000	(1,169)		(1,169)	102.9%
4063 Youth Street Activity	450	18,462	30,000	11,538		11,538	61.5%
4064 Play Equipment	0	100,000	25,000	(75,000)		(75,000)	400.0%
4065 Projects & Events	1,855	17,423	17,500	77		77	99.6%
4066 Community Policing/Enforcement	0	11,320	40,000	28,680		28,680	28.3%
4077 Silk Friendship	1,900	3,170	3,000	(170)		(170)	105.7%
4078 Visitor Information Centre	(276)	3,000	3,000	0		0	100.0%
4079 Tourism Promotion	0	14,659	15,000	341		341	97.7%
4081 Town Centre Wifi	549	4,495	5,500	1,005		1,005	81.7%
Projects & Events :- Indirect Expenditure	<u>4,478</u>	<u>270,183</u>	<u>235,500</u>	<u>(34,683)</u>	<u>0</u>	<u>(34,683)</u>	<u>114.7%</u>
Movement to/(from) Gen Reserve	<u>(4,478)</u>	<u>(270,183)</u>					
108 Community Delivery							
4057 Community Delivery	3,412	9,525	10,000	475		475	95.3%
4059 Citizens Advice Bureau	0	31,061	31,061	0		0	100.0%
4060 Barnaby Festival	0	7,500	7,500	0		0	100.0%
4069 Move More Macclesfield	1,901	11,624	15,000	3,376		3,376	77.5%
4070 Town Crier	297	797	1,000	203		203	79.7%
Community Delivery :- Indirect Expenditure	<u>5,609</u>	<u>60,507</u>	<u>64,561</u>	<u>4,054</u>	<u>0</u>	<u>4,054</u>	<u>93.7%</u>
Movement to/(from) Gen Reserve	<u>(5,609)</u>	<u>(60,507)</u>					

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
112 Grants & Donations							
4067 S137 Grants	0	0	40,000	40,000		40,000	0.0%
4068 Other Grants & Donations	8,913	39,905	0	(39,905)		(39,905)	0.0%
Grants & Donations :- Indirect Expenditure	<u>8,913</u>	<u>39,905</u>	<u>40,000</u>	<u>95</u>	<u>0</u>	<u>95</u>	<u>99.8%</u>
Movement to/(from) Gen Reserve	<u>(8,913)</u>	<u>(39,905)</u>					
113 Planning Committee							
4033 Planning Committee	72	8,432	10,000	1,568		1,568	84.3%
4082 Supplementary Planning Docs	0	15,008	25,000	9,992		9,992	60.0%
Planning Committee :- Indirect Expenditure	<u>72</u>	<u>23,440</u>	<u>35,000</u>	<u>11,560</u>	<u>0</u>	<u>11,560</u>	<u>67.0%</u>
Movement to/(from) Gen Reserve	<u>(72)</u>	<u>(23,440)</u>					
114 Other Operational Costs							
4075 Macclesfield Project Investmen	15,429	71,469	74,000	2,531		2,531	96.6%
Other Operational Costs :- Indirect Expenditure	<u>15,429</u>	<u>71,469</u>	<u>74,000</u>	<u>2,531</u>	<u>0</u>	<u>2,531</u>	<u>96.6%</u>
Movement to/(from) Gen Reserve	<u>(15,429)</u>	<u>(71,469)</u>					
115 Christmas Lights							
4031 Other Expenses	0	0	55,000	55,000		55,000	0.0%
4050 Christmas Lights Installation	0	33,179	0	(33,179)		(33,179)	0.0%
4052 Christmas Lights Switch On	498	8,010	0	(8,010)		(8,010)	0.0%
Christmas Lights :- Indirect Expenditure	<u>498</u>	<u>41,190</u>	<u>55,000</u>	<u>13,810</u>	<u>0</u>	<u>13,810</u>	<u>74.9%</u>
Movement to/(from) Gen Reserve	<u>(498)</u>	<u>(41,190)</u>					
Grand Totals:- Income	490	734,117	729,793	(4,324)			100.6%
Expenditure	45,502	709,955	729,793	19,838	0	19,838	97.3%
Net Income over Expenditure	<u>(45,013)</u>	<u>24,162</u>	<u>0</u>	<u>(24,162)</u>			
Movement to/(from) Gen Reserve	<u>(45,013)</u>	<u>24,162</u>					

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
Cashbook				
12/04/2018	727 1731 38	Promoting Macclesfield	Macclesfield Town Council	2,243.20
12/04/2018	159 2413 07	Youth Activity Scheme	Macclesfield Town Council	43.00
12/04/2018	775 8152 93	Festoon lights timer repairs	Macclesfield Town Council	62.00
12/04/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
12/04/2018	974 8030 00	Tablecloths	Macclesfield Town Council	50.46
16/04/2018		Mobile	Macclesfield Town Council	5.33
19/04/2018	548 2571 25	Frames & Display Equipment	Macclesfield Town Council	12.99
19/04/2018	155 8470 44	Benches - weston	Macclesfield Town Council	250.01
19/04/2018	157 3643 52	Engraving	Macclesfield Town Council	10.00
30/04/2018	313 4836 72	Photocopies	Macclesfield Town Council	22.74
01/05/2018	851 6455 18	Tourism Marketing Fees	Macclesfield Town Council	900.00
01/05/2018	716 3404 56	3 Tier Planters	Macclesfield Town Council	653.40
01/05/2018	126 6416 75	Barrier PLanters	Macclesfield Town Council	917.91
01/05/2018	183 7795 54	Civic Sunday	Macclesfield Town Council	105.00
01/05/2018	993 4130 08	Portable PA	Macclesfield Town Council	24.83
01/05/2018	974 1781 87	Event Training	Macclesfield Town Council	80.00
01/05/2018	971 8374 83	Pipe & Drum Barriers	Macclesfield Town Council	79.00
01/05/2018	232 0035 71	Welly Walk	Macclesfield Town Council	120.00
14/05/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
15/05/2018		Mobile	Macclesfield Town Council	5.33
17/05/2018	536 1533 57	Office Supplies	Macclesfield Town Council	27.13
17/05/2018	971 8374 83	MTFC Parade Barriers	Macclesfield Town Council	62.00
17/05/2018	851 6455 18	Training	Macclesfield Town Council	39.80
17/05/2018	564 5539 16	St George's Day 1st Aid	Macclesfield Town Council	46.00
17/05/2018	996 9702 43	IT Back up	Macclesfield Town Council	60.00
17/05/2018	145 1939 60	Brick Project III	Macclesfield Town Council	66.84
25/05/2018	473 4560 37	MTFC Parade	Macclesfield Town Council	22.28
25/05/2018	851 6455 18	Marketing Cheshire	Macclesfield Town Council	140.20
25/05/2018	924 3779 02	GDPR Online training	Macclesfield Town Council	130.00
25/05/2018	158 0936 46	Bench repairs	Macclesfield Town Council	63.75
25/05/2018	442 3346 65	Brick Project III	Macclesfield Town Council	10.14
25/05/2018	946 0464 16	Brick Project III	Macclesfield Town Council	10.14
25/05/2018	672 5237 29	Brick Project III	Macclesfield Town Council	8.93
25/05/2018	183 7795 54	Catering	Macclesfield Town Council	518.75
25/05/2018	431 6359 60	Printing	Macclesfield Town Council	424.40
25/05/2018	199 9266 28	Wifi Install	Macclesfield Town Council	3,099.50
25/05/2018	727 1731 38	See Macclesfield	Macclesfield Town Council	1,121.60
25/05/2018	771 7444 12	Internal Audit	Macclesfield Town Council	138.80

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
31/05/2018	313 4836 72	Copies	Macclesfield Town Council	26.42
01/06/2018	442 3346 65	Error	Macclesfield Town Council	-2.32
01/06/2018	158 0936 46	Addl	Macclesfield Town Council	0.01
12/06/2018	183 7795 54	Civic presentation	Macclesfield Town Council	8.00
12/06/2018	775 2464 07	Temp archive support	Macclesfield Town Council	47.55
12/06/2018	564 5539 16	1st Aid cover	Macclesfield Town Council	18.40
12/06/2018	974 8030 00	Park Run boiler	Macclesfield Town Council	17.99
12/06/2018	536 1533 57	stamps and stationary	Macclesfield Town Council	6.86
12/06/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
15/06/2018		Mobile	Macclesfield Town Council	5.33
27/06/2018	178 1914 79	Recycling Bins	Macclesfield Town Council	372.76
27/06/2018	694 8999 35	Park Run	Macclesfield Town Council	36.88
27/06/2018	431 6359 60	Printing	Macclesfield Town Council	73.20
27/06/2018	757 6651 87	PAT	Macclesfield Town Council	6.44
27/06/2018	775 2464 07	Archive temp	Macclesfield Town Council	31.70
27/06/2018	536 1533 57	Paper	Macclesfield Town Council	14.86
27/06/2018	232 5555 75	Materials	Macclesfield Town Council	16.76
27/06/2018	157 3643 52	Engraving	Macclesfield Town Council	13.33
29/06/2018	313 4836 72	Copies	Macclesfield Town Council	19.39
01/07/2018	727 1731 38	Kenyons	Macclesfield Town Council	120.00
01/07/2018		Error re Kenyons/Tipi	Macclesfield Town Council	-120.00
05/07/2018	275 9518 57	Masterplanning	Macclesfield Town Council	1,672.00
05/07/2018	775 2464 07	Asset assesments	Macclesfield Town Council	61.82
05/07/2018	199 9266 28	Town Centre Wifi	Macclesfield Town Council	76.70
05/07/2018	974 1781 87	Traffic training	Macclesfield Town Council	144.00
05/07/2018	727 1731 38	Cycle maps	Macclesfield Town Council	220.00
05/07/2018	945 0920 22	Town Centre plans	Macclesfield Town Council	128.00
12/07/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
16/07/2018		Mobile	Macclesfield Town Council	5.33
17/07/2018	536 1533 57	Stationary & Postage	Macclesfield Town Council	6.39
17/07/2018	639 2373 22	Office 360 Licences	Macclesfield Town Council	208.80
17/07/2018	741 1333 72	Lights connection	Macclesfield Town Council	27.10
17/07/2018	431 6359 60	Printing	Macclesfield Town Council	38.20
17/07/2018	970 7793 74	Access ramps	Macclesfield Town Council	50.20
17/07/2018	182 0866 50	Dog bag dispensers	Macclesfield Town Council	148.42
31/07/2018	313 4836 72	Copies	Macclesfield Town Council	19.22
31/07/2018	199 9266 28	Wifi	Macclesfield Town Council	76.70
02/08/2018	183 7795 54	Catering 3 events	Macclesfield Town Council	215.00
02/08/2018	232 5555 75	Materials	Macclesfield Town Council	11.44
02/08/2018	915 8727 94	Christmas Lights Switch on	Macclesfield Town Council	94.00

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
07/08/2018	998 9701 33	Junior Park Run	Macclesfield Town Council	500.00
07/08/2018	974 8030 00	Table	Macclesfield Town Council	9.99
07/08/2018	548 2571 25	Ballot boxes	Macclesfield Town Council	92.98
07/08/2018	849 1126 21	Tree of light candles	Macclesfield Town Council	65.50
08/08/2018	945 0920 22	Room hire	Macclesfield Town Council	28.80
13/08/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
15/08/2018		Mobile	Macclesfield Town Council	5.33
16/08/2018	275 9518 57	Master planning	Macclesfield Town Council	700.00
16/08/2018	477 0981 09	Tree of light candles	Macclesfield Town Council	32.70
16/08/2018	431 6359 60	Printing	Macclesfield Town Council	34.40
16/08/2018	536 1533 57	Stationery	Macclesfield Town Council	6.18
16/08/2018	992 0641 09	HR & H&S Support Subs	Macclesfield Town Council	336.00
20/08/2018	536 1533 57	Stationery	Macclesfield Town Council	9.79
29/08/2018	431 6359 60	Printing	Macclesfield Town Council	36.20
29/08/2018	116 4008 52	Distribution	Macclesfield Town Council	162.40
31/08/2018	313 4836 72	Copies	Macclesfield Town Council	10.05
31/08/2018	199 9266 28	Wifi	Macclesfield Town Council	76.70
31/08/2018	727 1731 38	Duplicate entry April 2018	Macclesfield Town Council	-2,243.20
31/08/2018	159 2413 07	Duplicate April 2018	Macclesfield Town Council	43.00
31/08/2018	159 2413 07	Duplicate * 2	Macclesfield Town Council	-86.00
12/09/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
17/09/2018		Mobile	Macclesfield Town Council	5.33
19/09/2018	536 1533 57	Stationary	Macclesfield Town Council	7.20
19/09/2018	298 8805 82	Printing	Macclesfield Town Council	52.40
19/09/2018	440 4982 50	External Audit Fees	Macclesfield Town Council	260.00
19/09/2018	727 1731 38	MTB Trails	Macclesfield Town Council	52.50
25/09/2018	536 1533 57	Stationery	Macclesfield Town Council	15.38
28/09/2018	313 4836 72	Copies	Macclesfield Town Council	20.38
28/09/2018	199926628	Wifi	Macclesfield Town Council	76.70
11/10/2018	298 8805 82	Printing	Macclesfield Town Council	11.00
11/10/2018	431 6359 60	Printing	Macclesfield Town Council	84.40
11/10/2018	232 0035 71	Welly Walk Event	Macclesfield Town Council	206.03
11/10/2018		Training	Macclesfield Town Council	21.00
11/10/2018	536 1533 57	Stationery	Macclesfield Town Council	21.76
11/10/2018	116 4008 52	Distribution	Macclesfield Town Council	24.00
11/10/2018	178 1914 79	Floral Displays & 4 new benches	Macclesfield Town Council	8,715.42
11/10/2018	138 1798 83	Welly Walk Event	Macclesfield Town Council	229.00
12/10/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
15/10/2018		Mobile	Macclesfield Town Council	5.33
23/10/2018	116 4008 52	Advertising	Macclesfield Town Council	80.00

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
23/10/2018	126 6416 75	Planter inserts	Macclesfield Town Council	311.76
23/10/2018	945 0920 22	CCTV & Room Hire	Macclesfield Town Council	6,459.83
23/10/2018	775 8152 93	Christmas Lights safety	Macclesfield Town Council	180.00
23/10/2018	178 1914 79	Dog waste bag dispensers	Macclesfield Town Council	74.06
23/10/2018	536 1533 57	stationery	Macclesfield Town Council	7.98
25/10/2018	207 8538 51	Hall Gr and High St Play Areas	Macclesfield Town Council	20,000.00
31/10/2018	313 4836 72	Copies	Macclesfield Town Council	29.27
31/10/2018	199926628	Wifi	Macclesfield Town Council	76.70
01/11/2018	536 1533 57	Stationery	Macclesfield Town Council	6.55
01/11/2018	564 5539 16	Event 1st Aid cover	Macclesfield Town Council	46.00
01/11/2018	920 9508 27	Accounts compliance software	Macclesfield Town Council	129.60
12/11/2018	891 7527 83	training	Macclesfield Town Council	14.00
12/11/2018	431 6359 60	Printing	Macclesfield Town Council	38.00
12/11/2018	639 2373 22	Licence	Macclesfield Town Council	7.04
12/11/2018	915 8727 94	Remembrance Screen & PA	Macclesfield Town Council	495.97
12/11/2018	945 0920 22	IT Support & Art Project	Macclesfield Town Council	282.00
12/11/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
15/11/2018		Mobile	Macclesfield Town Council	0.53
16/11/2018	536 1533 57	Printer paper	Macclesfield Town Council	7.98
16/11/2018	351 9904 40	Cllr name Badges	Macclesfield Town Council	17.69
16/11/2018	419 5711 43	Cards	Macclesfield Town Council	13.00
16/11/2018	996 9702 43	PT PC	Macclesfield Town Council	60.00
21/11/2018		Mobile	Macclesfield Town Council	-1.54
22/11/2018	945 0920 22	VIC Contribution & Planning Ap	Macclesfield Town Council	655.20
22/11/2018	775 8152 93	Christmas Lights Installations	Macclesfield Town Council	4,250.00
22/11/2018	199926628	Geosense footfall infrastru	Macclesfield Town Council	600.00
22/11/2018	280 4465 58	Accountancy Support	Macclesfield Town Council	356.00
22/11/2018	536 1533 57	Stamps	Macclesfield Town Council	0.58
22/11/2018	672 0423 57	Remembrance Dinner	Macclesfield Town Council	213.33
22/11/2018	308 0023 55	Lights Switch On Display	Macclesfield Town Council	400.00
22/11/2018	915 8727 94	Switch on & tree of Light	Macclesfield Town Council	443.84
22/11/2018	431 6359 60	Carol Concert print	Macclesfield Town Council	19.20
22/11/2018	693 6456 89	WW1 Memorials installation	Macclesfield Town Council	573.00
22/11/2018	178 1914 79	Bins & Benches	Macclesfield Town Council	183.31
30/11/2018	313 4836 72	Copies	Macclesfield Town Council	14.81
30/11/2018	199926628	Wifi	Macclesfield Town Council	76.70
05/12/2018	915 8727 94	Tree of Light	Macclesfield Town Council	12.00
10/12/2018	775 8152 93	Christmas Lights part install	Macclesfield Town Council	744.60
10/12/2018	709 7963 86	Marshalls & Security Switch on	Macclesfield Town Council	190.46
10/12/2018	431 6359 60	Street Sports flyers	Macclesfield Town Council	31.20

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
12/12/2018	313 4836 72	Lease	Macclesfield Town Council	6.99
14/12/2018	916 6391 08	WW1 Memorials repair	Macclesfield Town Council	117.60
14/12/2018	536 1533 57	Stationery	Macclesfield Town Council	18.35
14/12/2018	970 7793 74	Road signage	Macclesfield Town Council	90.47
19/12/2018	564 5539 16	1st Aid Switch on	Macclesfield Town Council	41.40
19/12/2018	178 1914 79	Switch on mkt stalls	Macclesfield Town Council	68.00
19/12/2018	183 7795 54	Event catering	Macclesfield Town Council	236.20
31/12/2018	313 4836 72	Copies	Macclesfield Town Council	37.28
31/12/2018	199926628	WiFi	Macclesfield Town Council	109.70
14/01/2019	313 4836 72	Lease	Macclesfield Town Council	6.99
16/01/2019	564 5539 16	event 1st Aid	Macclesfield Town Council	138.40
16/01/2019	178 1914 79	Dog waste bags dispensers	Macclesfield Town Council	167.13
16/01/2019	972 5296 86	Shop Local Promo	Macclesfield Town Council	58.00
16/01/2019	775 8152 93	Christmas Lights take down	Macclesfield Town Council	768.40
16/01/2019	536 1533 57	Stationery	Macclesfield Town Council	5.09
16/01/2019	757 6651 87	Christmas Tree Lights	Macclesfield Town Council	38.02
16/01/2019	727 1731 38	Tourism Promotion	Macclesfield Town Council	90.00
16/01/2019	924 3779 02	GDPR Training	Macclesfield Town Council	130.00
16/01/2019	536 1533 57	Paper	Macclesfield Town Council	8.58
23/01/2019	727 1731 38	Tourism Promotion	Macclesfield Town Council	1,360.00
23/01/2019	178 1914 79	Town centre recycling	Macclesfield Town Council	201.44
23/01/2019	993 4130 08	Park Run PAs	Macclesfield Town Council	60.67
23/01/2019	771 7444 12	GDPR Compliance Services	Macclesfield Town Council	300.00
30/01/2019	298 8805 82	Printing	Macclesfield Town Council	110.80
30/01/2019	536 1533 57	paper and stamps	Macclesfield Town Council	5.90
30/01/2019	178 1914 79	Town Centre Christmas Trees	Macclesfield Town Council	627.77
30/01/2019	431 6359 60	Printing	Macclesfield Town Council	73.60
30/01/2019	145 9351 54	Wood for bird boxes	Macclesfield Town Council	41.44
30/01/2019	232 5555 75	Fixings for bird boxes	Macclesfield Town Council	7.48
30/01/2019	893 0244 19	Planning Policy Consultation	Macclesfield Town Council	2,301.58
30/01/2019		Civic event expenses	Macclesfield Town Council	10.05
31/01/2019	313 4836 72	Copies	Macclesfield Town Council	7.84
31/01/2019	199926628	Wifi	Macclesfield Town Council	109.70
01/02/2019	924 3779 02	GDPR Online Training clear dup	Macclesfield Town Council	-130.00
01/02/2019	727 1731 38	Tourism Promotion replace cheq	Macclesfield Town Council	-1,360.00
07/02/2019	183 7795 54	Volunteer Thanks event	Macclesfield Town Council	184.50
07/02/2019	928 7858 59	Allotment transfer legals	Macclesfield Town Council	150.00
12/02/2019	313 4836 72	Lease	Macclesfield Town Council	6.99
14/02/2019	431 6359 60	Printing	Macclesfield Town Council	26.00
14/02/2019	727 1731 38	Tourism promotion	Macclesfield Town Council	1,360.00

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
21/02/2019	178 1914 79	dog foul dispensers	Macclesfield Town Council	173.60
21/02/2019	928 7858 59	Land legal services	Macclesfield Town Council	386.00
21/02/2019	232 5555 75	Auger	Macclesfield Town Council	7.83
21/02/2019	536 1533 57	stationery	Macclesfield Town Council	9.29
26/02/2019	243 2928 64	Town Crier Competition	Macclesfield Town Council	97.50
28/02/2019	178 1914 79	emptying recyc bins town cntre	Macclesfield Town Council	176.94
28/02/2019	564 5539 16	Chinese New Year	Macclesfield Town Council	24.00
28/02/2019	727 1731 38	Tourism promotion 2019/20	Macclesfield Town Council	1,335.00
28/02/2019	193 5736 73	Youth Summit	Macclesfield Town Council	22.61
28/02/2019	536 1533 57	stationery	Macclesfield Town Council	6.12
28/02/2019	313 4836 72	Copies	Macclesfield Town Council	37.71
28/02/2019	199926628	Wifi	Macclesfield Town Council	109.70
05/03/2019	232 5555 75	materials and tools	Macclesfield Town Council	4.28
05/03/2019	234292864	Town Crier Competition	Macclesfield Town Council	25.42
11/03/2019	193 5736 73	Youth Summit	Macclesfield Town Council	22.61
11/03/2019	431 6359 60	Printing	Macclesfield Town Council	44.00
11/03/2019	158 2000 93	Memorial TRee	Macclesfield Town Council	25.53
11/03/2019	193 5736 73	Reverse re youth summit	Macclesfield Town Council	-22.57
12/03/2019	775 2464 07	Temp - highways reports	Macclesfield Town Council	44.38
12/03/2019	313 4836 72	Lease	Macclesfield Town Council	6.99
15/03/2019		Refund of overcharge	Macclesfield Town Council	-55.20
18/03/2019	178 1914 79	Planting for community project	Macclesfield Town Council	41.50
18/03/2019	4998 0524 17	Virus protection	Macclesfield Town Council	5.94
18/03/2019	431 6359 60	Safety flyer	Macclesfield Town Council	19.60
18/03/2019	232 5555 75	Litter Pickers & HiVis	Macclesfield Town Council	59.28
21/03/2019	928 7858 59	Legals for Public Toilet	Macclesfield Town Council	86.00
21/03/2019	945 0920 22	Room Hire & Printing	Macclesfield Town Council	249.86
21/03/2019	536 1533 57	Stationery	Macclesfield Town Council	29.38
21/03/2019	217 5419 12	Ranger Van Decals	Macclesfield Town Council	90.00
21/03/2019	217 5419 12	Reverse re van decals	Macclesfield Town Council	-90.00
27/03/2019	217 9152 61	Frames for certificates	Macclesfield Town Council	10.83
27/03/2019	121 2930 14	Membership subs	Macclesfield Town Council	11.20
27/03/2019	431 6359 60	Printing	Macclesfield Town Council	83.60
27/03/2019	945 0920 22	CCTV and room hiree	Macclesfield Town Council	1,106.60
27/03/2019	178 1914 79	Groundworks	Macclesfield Town Council	346.12
29/03/2019	593 6078 06	Ranger Van	Macclesfield Town Council	90.00
29/03/2019	296 3120 96	OS Mapping licence	Macclesfield Town Council	270.00
29/03/2019	536 1533 57	Stationery	Macclesfield Town Council	10.39
29/03/2019	536 1533 57	Stationery	Macclesfield Town Council	17.35
29/03/2019	126 6416 75	Project planters	Macclesfield Town Council	296.89

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
29/03/2019	178 1914 79	Benches Weston	Macclesfield Town Council	380.91
29/03/2019	313 4836 72	Copies	Macclesfield Town Council	37.11
29/03/2019	199926628	Wifi	Macclesfield Town Council	109.70
Total VAT Detail from Cashbook				75,613.92

I
(Full name in BLOCK LETTERS)

am claiming a refund of seventy five thousand, six hundred and thirteen pounds and 92 pence
(Pounds in words pence in figures)

£ 75,613.92

which is the VAT charged on goods and services bought for non-business activities. *The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under paragraph 5.5 of Notice 749 (April 2002).

The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim.

Signature Date
(Designated responsible officer)

*Delete as appropriate

Data Protection Act 1998

HM Revenue & Customs collects information in order to administer the taxes for which it is responsible (such as VAT, insurance premium tax, excise duties, air passenger duty, landfill tax), and for detecting and preventing crime.

Where the law permits we may also get information about you from third parties, or give information to them, for example in order to check its accuracy, prevent or detect crime or protect public funds in other ways. These third parties may include the police, other government departments and agencies.

ASSET LIST 4/19

AssetCode	Description	SerialNumber	Location	OriginalCost	CurrentValue	InsuranceValue	ReplacementCost
IT000001	Lenovo PC	ES11195534	Tatton Room	500	500	500	500
IT000002	Lenovo PC	ES11196133	Tatton Room	500	500	500	500
IT000003	Lenovo PC	ES11160131	Tatton Room	700	700	700	700
IT000004	Toshiba Laptop	9E052327P	Tatton Room	400	400	400	400
IT000005	Toshiba Laptop	6F112713C	Tatton Room	400	400	400	400
IT000006	Epson Light Projector	VATF560753L	Tatton Room	350	350	350	350
IT000007	Samsung Printer	ZD12BJCFA0002MF	Tatton Room	200	200	200	200
IT000008	Cannon Printer		Tatton Room	100	100	100	100
IT000009	Philips digital dictaphone		Tatton Room	100	100	100	100
FURN000001	5x Corner office desks		Tatton Room	100	100	100	0
FURN000002	5x officer chairs		Tatton Room	0	0	1250	1250
FURN000003	Meeting table and 6 chairs		Tatton Room	0	0	1000	0
FURN000004	2x file cupboards		Tatton Room	0	0	750	750
FURN000005	Catering cabinet		Tatton Room	0	0	600	600
FURN000006	Crockery glasses kettle and ancillaries		Tatton Room	150	150	150	200
FURN000007	Portrait Mayor John Staniforth		Tatton Room	200	200	200	250
CIV000001	Portrait PJ Eaton Mayor		Town Hall Vault / Archi	0	1	3000	3000
CIV000002	Portrait Abraham Bury		Town Hall Vault / Archi	0	1	3000	3000
CIV000003	Portrait TH Hambleton Mayor		Town Hall Vault / Archi	0	1	3000	3000
CIV000004	Portrait John Birchenough Mayor		Town Hall Vault / Archi	0	1	3000	3000
CIV000005	3 oak ceremonial chairs		Town Hall Vault / Archi	0	1	3000	3000
CIV000006	Portrait James Kershaw Mayor		Council Chamber	0	1	2500	2500
CIV000007	Victorian brass double inkwell		Town Hall Vault / Archi	0	1	3000	3000
CIV000008	Portrait JG Frost Mayor		Mayor's Parlour	0	1	420	420
CIV000009	Portrait William Pownall mayor		Town Hall Vault / Archi	0	1	3000	3000
CIV000010	Portrait Charles Brocklehurst		Town Hall Vault / Archi	0	1	3000	3000
CIV000011	Portrait dignitary		Town Hall Vault / Archi	0	1	3000	3000
CIV000012	Portrait dignitary with b of Macc decoration		Town Hall Vault / Archi	0	1	3000	3000
CIV000013	Cast Iron lion's mask 1890		Town Hall Vault / Archi	0	1	3000	3000
CIV000014	Copy section of Bayeux tapestry		Town Hall Vault / Archi	0	1	1000	3000
CIV000015	Framed hand written extract from Macc Courier 1823		Town Hall Vault / Archi	0	1	1500	1500
CIV000016	Phot portrait mayor 1889-90		Town Hall Vault / Archi	0	1	500	500
CIV000017	Victorian tinted photo of civic dignitary		Town Hall Vault / Archi	0	1	750	750
CIV000018	Picture F Hill & MTC officials		Town Hall Vault / Archi	0	1	400	400
CIV000019			Town Hall Vault / Archi	0	1	900	900

CIV000020 Framed Victorian photos Macc dignitaries etc	Town Hall Vault / Archi	0	1	750	750
CIV000021 Assorted engraved card plates	Town Hall Vault / Archi	0	1	1000	1000
CIV000022 32x framed and unframed photographs early 20C	Town Hall Vault / Archi	0	1	6000	6000
CIV000023 Eckernforde pewter wine jug and goblets 1961	Mayor's Parlour	0	1	500	500
CIV000024 Macclesfield Borough Charter & QEII seal	Town Hall Vault / Archi	0	1	1000	1000
CIV000025 Brass bell Macclesfield - Hasselholm Eckernforde Aug 1963	Council Chamber	0	1	750	750
CIV000026 George III brass dial Longcase Clock	Mayor's Parlour	0	1	3500	3500
CIV000027 Victorian Oak & Brass musical clock	Mayor's Parlour	0	1	8500	8500
CIV000028 Civic Wig	Town Hall Vault / Archi	0	1	400	400
CIV000029 Black Felt Top Hat	Town Hall Vault / Archi	0	1	350	350
CIV000030 Black top hat	Town Hall Vault / Archi	0	1	350	350
CIV000031 Mayoral robes	Mayor's Parlour	0	1	3500	3500
CIV000032 Deputy Mayor's Robes	Mayor's Parlour	0	1	3000	3000
CIV000033 Town Clerk's Robes	Mayor's Parlour	0	1	2500	2500
CIV000034 Mayoral bicorn hats x 3	Town Hall Vault / Archi	0	1	1500	1500
CIV000035 Top Town Challenge Cup	Mayor's Parlour	0	1	250	250
CIV000036 Best kept allotment trophy	Mayor's Parlour	0	1	1050	1050
CIV000037 Borough of Macc Golf Cup	Council Chamber	0	1	750	750
CIV000038 Small trophy	Mayor's Parlour	0	1	50	50
CIV000039 Bowling challenge cup	Mayor's Parlour	0	1	800	800
CIV000040 Macc Mayor charity dance festival silver trophy	Mayor's Parlour	0	1	550	550
CIV000041 George II silver loving cup London 1734 memory of William & Jos Mayor's Parlour	Mayor's Parlour	0	1	3800	3800
CIV000042 german plated lidded pedestal cup	Mayor's Parlour	0	1	220	220
CIV000043 Pair george V silver suace boats	Mayor's Parlour	0	1	800	800
CIV000044 Plated cocktail shaker	Mayor's Parlour	0	1	240	240
CIV000045 Modernist EPNS presentation table canelabrum	Mayor's Parlour	0	1	240	240
CIV000046 4x silver table salts	Mayor's Parlour	0	1	1600	1600
CIV000047 Macc Hon Freeman silver gilt & enamelled casket	Mayor's Parlour	0	1	8500	8500
CIV000048 Macc & Buxton Bor Coun Bowls Challenge Cup	Mayor's Parlour	0	1	540	540
CIV000049 Cased set 36 tea spoons	Mayor's Parlour	0	1	1000	1000
CIV000050 George Mellor Silver Cup	Mayor's Parlour	0	1	450	450
CIV000051 Presentation ESPN serving tray 1912	Mayor's Parlour	0	1	480	480
CIV000052 Pair George III silver sauceboats (donated GH Heath & Co Ltd)	Mayor's Parlour	0	1	2100	2100
CIV000053 pair Victorian silver 5 branch candelabra 1894	Mayor's Parlour	0	1	18000	18000
CIV000054 B of Macc silver cigar box 1936	Mayor's Parlour	0	1	1750	1750

CIV000055	Victorian silver cake basket	Mayor's Parlour	0	1	1600	1600
CIV000056	Macclesfield Great Mace	Mayor's Parlour	0	1	110000	110000
CIV000057	Silver presentation entree dish and cover	Mayor's Parlour	0	1	2250	2250
CIV000058	Fruitbowl 1960	Mayor's Parlour	0	1	2100	2100
CIV000059	Junior singing silver cup	Mayor's Parlour	0	1	450	450
CIV000060	Mcc Closed Tennis Tournament Ladies Singles cup	Mayor's Parlour	0	1	350	350
CIV000061	Macc closed tennis tournament silver plated cup	Mayor's Parlour	0	1	120	120
CIV000062	The Commerdes Club (British Legion) commemorative cup	Mayor's Parlour	0	1	1750	1750
CIV000063	Good revivalist silver slaver	Mayor's Parlour	0	1	7500	7500
CIV000064	1610 silver mace James 1 mace	Mayor's Parlour	0	1	15000	15000
CIV000065	Macc Corp silver presentation trowl	Mayor's Parlour	0	1	1350	1350
CIV000066	B of Macc presentation silver trowel 1911	Mayor's Parlour	0	1	800	800
CIV000067	Victorian silver card tray 1878	Mayor's Parlour	0	1	1350	1350
CIV000068	Macc & Distr Closed Tennis tournament junior girls trophy	Mayor's Parlour	0	1	420	420
CIV000069	Macc Town Hall presentation silver snuff box 1863	Mayor's Parlour	0	1	640	640
CIV000070	Macc Bor silver paperknife	Mayor's Parlour	0	1	180	180
CIV000071	Chesh Regiment presentation silver rose bowl 1960	Mayor's Parlour	0	1	1500	1500
CIV000072	Victorian silver salver 1876	Mayor's Parlour	0	1	1800	1800
CIV000073	Oval serving tray 1936	Mayor's Parlour	0	1	2200	2200
CIV000074	Ronson silver plated table lighter	Mayor's Parlour	0	1	100	100
CIV000075	Bruckmann silver plated german presentation coaster	Mayor's Parlour	0	1	100	100
CIV000076	George IV silver tray 1825	Mayor's Parlour	0	1	100	100
CIV000077	William Frost & Sons Ltd Inter Mill Silver Cup 1931	Mayor's Parlour	0	1	2500	2500
CIV000078	Silver plated presentation tray	Mayor's Parlour	0	1	220	220
CIV000079	Comrades Club silver 4 piece tea service 1969	Mayor's Parlour	0	1	240	240
CIV000080	Harlequin silver 7 peice tea and coffee service	Mayor's Parlour	0	1	4200	4200
CIV000081	6 George IV silver fiddle pattern teaspoons	Mayor's Parlour	0	1	6500	6500
CIV000082	Silver plated presentation footed bowl from Macc NC USA	Mayor's Parlour	0	1	500	500
CIV000083	Edwardian silver milk jug & sugar basin 1909	Mayor's Parlour	0	1	280	280
CIV000084	George II silver coffee pot 1729	Mayor's Parlour	0	1	850	850
CIV000085	Macc Closed tennis Tournament silverplated cup for junior girls	Mayor's Parlour	0	1	8500	8500
CIV000086	Pair George III silver sauceboats 1763	Mayor's Parlour	0	1	100	100
CIV000087	Silver plated uninscribed pedestal cup	Mayor's Parlour	0	1	2800	2800
CIV000088	Pair silver ashtrays 1960	Mayor's Parlour	0	1	100	100
CIV000089	silver cigarette box 1952	Mayor's Parlour	0	1	550	550
		Mayor's Parlour	0	1	520	520

CIV000090	silver cigarette box 1959	Mayor's Parlour	0	1	640	640
CIV000091	Pair silver candlesticks 1911	Mayor's Parlour	0	1	900	900
CIV000092	Macc Mayor's dance festival perpetual silver plated trophy	Mayor's Parlour	0	1	280	280
CIV000093	Macc Advertiser silver challenge cup 1931	Mayor's Parlour	0	1	900	900
CIV000094	Presentation silver spade 1902	Mayor's Parlour	0	1	2800	2800
CIV000095	Presentation silver trowel 1911	Mayor's Parlour	0	1	900	90
CIV000096	Silver presentation spade 1886	Mayor's Parlour	0	1	2600	2600
CIV000097	Victorian silver and ivory presentation trowel 1868	Mayor's Parlour	0	1	1350	1350
CIV000098	Silver presentation plaque presented to corp of Macc	Mayor's Parlour	0	1	210	210
CIV000099	Silver presentation spade 1909	Mayor's Parlour	0	1	2800	2800
CIV000100	Silver siphon stand 1951	Mayor's Parlour	0	1	950	950
CIV000101	Mac & Dist Agricultural Soc Silver plated cp	Mayor's Parlour	0	1	100	100
CIV000102	Presentation silver table centerpiece 1851	Mayor's Parlour	0	1	14000	14000
CIV000103	Macc Borough gold & enamelled Mayoral chain and badge	Mayor's Parlour	0	1	110000	110000
CIV000104	Enamelled & silver gilt Dep Mayor consort badge and sash	Mayor's Parlour	0	1	680	680
CIV000105	Dep Mayor of Macc BC gilded badge	Mayor's Parlour	0	1	260	260
CIV000106	Macc BC dep Mayor goilt badge	Mayor's Parlour	0	1	260	260
CIV000107	Macc BC dep Mayor silver fob & Chain	Mayor's Parlour	0	1	1600	1600
CIV000108	Macc 1922 gold & enamelled presentation key	Mayor's Parlour	0	1	1800	1800
CIV000109	Macc free library diamond set key 1876	Mayor's Parlour	0	1	2100	2100
CIV000110	USA presentation gold key Macc NC USA to Macc England 1970	Mayor's Parlour	0	1	650	650
RES0001	Peavey PA and peripherals	Tatton Room	1141.58	1141.58	1200	1200
CIV000111	Mayor's Cadet Medal	Mayor's Parlour	450	450	500	500
FAC00001	Weston Community Centre	Weston Community Ce	1	1	430000	430000
RES0002	Barrier planters x 22	West Park and Highwa	2500	2500	2500	3000
RES0003	20 x Barrier Planters	West Park and Highwa	2272.9	2272.9	2272.9	2350
RES0004	20 x Post Planters	West Park and Highwa	525.25	525.25	525.25	605.25
RES0005	12 x 3 tier planters	West Park and Highwa	3900	3900	3900	3900
IT000010	Acer Desk top computer	DTSXLEK09054400BB8180C Tatton Room	670	670	670	670
RES0006	Tools incl dewalt power tools	Tatton Room	500	500	500	500
RES0007	heavy duty office equipment incl laminator staplers etc	Tatton Room	750	750	750	750
RES0008	Generator	Tatton Room	549	549	549	549
RES0009	Branded Gazebos x 2 plus weights	Tatton Room	1800	1800	1800	1800
RES0010	Town Entry Signs	Highways	2608	2608	9000	9000
CIV000112	Ceremonial Hibbert Sword	Town Hall Display	0	0	10403	10403

RES0011	Tree lights				
RES0012	10 x Flower Tower 3 Tier Black	47808	47808	50000	50000
RES0013	12 x Self Watering Barrier Basket	3150	3150	3150	3150
RES0014	Elephant Wifi/Proximity Futures	4589.55	4589.55	4589.55	0
RES0015	2 x Recycling Bins	30955	30955	0	30955
RES0016	2 x 6mm catenary cables inc clamps and tensioners	1800	1800	1800	0
RES0017	7 x Sangamo timers plus weatherproof enclosure and integral RC Highways	3230	3230	3230	0
RES0018	136 x anchor bolt fixings plus test and certificate	1773.6	1478	1478	0
RES0019	12 x light set 2 x cable 2 x 100w transformer	10200	10200	10200	0
RES0020	Strand large globe light 150Dw transformer 24v	1075	1075	1075	0
RES0021	18 x 24v LED minibulbs various colours plus 1 x 150w DC transfor	3538.8	3538.8	3538.8	0
RES0022	25 x 150cm artificial trees and 25 x minibulbs	1282	1282	1282	0
RES0023	4 x Access Ramps	2125	2125	2125	2125
RES0024	5 x Dog bag dispensers	251	251	251	251
IT000011	Lenovo Think Centre E73 PC	742	742	742	742
RES0025	Table 4ft x 2ft	300	300	300	0
RES0026	2 x Liners for 1290mm Barrier Basket	30	30	30	0
RES0027	4 x Benches plus fixing bolts	1516.8	1516.8	1516.8	0
RES0028	5 X SQUARE PLANTERS	2408	2408	2408	2408
		1484.44	1484.44	1484.44	1500

139526.92 139341.32 1003910.74 1006688.25