

Our Ref: NAO 107/2021/36
Your Ref:

31 August 2021

The Mayor and Executive Secretary
Marsaxlokk Local Council
Marsaxlokk

Dear Sir/Madam,

**AUDIT REPORT and FINANCIAL STATEMENTS
YEAR ENDING 31 DECEMBER 2020**

In terms of Section P2.06 (c.02) of the Local Councils (Audit) Procedures 2006, I am forwarding a copy of the Audit Report and Financial Statements, together with the Management Letter for the financial year ending 31 December 2020.

After seeking the Local Council's approval, you are kindly requested to submit your response to the Director (Monitoring & Support) Local Government Division, the Local Government Auditor, and to this Office as stipulated in Section P2.06 (d) of the same Procedures, by not later than six weeks following receipt of this letter.

Yours faithfully,



Tanya Mercieca
Asst. Auditor General

Encls.

The Mayor
Marsaxlokk Local Council
2, Triq Vittorjo Cassar,
Marsaxlokk MXK 1051

Grant Thornton
Fort Business Centre, Level 2
Triq L-Intornjatur, Zone 1
Central Business District
Birkirkara CBD 1050
Malta

T +356 20931000

www.grantthornton.com.mt

Our ref MB/mf/96921

19th August 2021

Dear Sir,

Financial statements for the year ended 31 December 2020

During the course of our audit for the year ended 31 December 2020 we have reviewed the accounting system and procedures operated by your council. We have also reviewed the operations of the council and how they conform with the Local Councils Act, 1993, the Financial Regulations issued in terms of this Act, and with the supplementary Financial Procedures. We set out in this report the more important points that arose as a result of our review.

1 Previous management letter

1.1 Custodial receipts

We have again noted instances where the council failed to deposit general/ custodial receipts on a timely basis (refer to note 3.7).

1.2 Councillors' allowance

We are pleased to note that no issues have been encountered with respect to councillors' allowance.

1.3 Payment of overtime

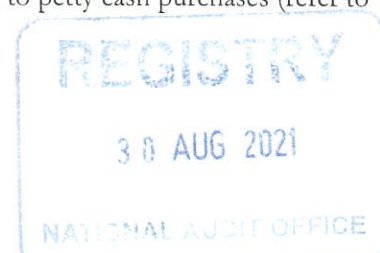
We have not come across any irregularities with respect to the payment of overtime.

1.4 Payment of FSS and NI

We did not note any shortcomings with respect to the payments of FSS and NI.

1.5 Petty cash purchases

We have again noted a shortcoming with respect to petty cash purchases (refer to note 5.1).



- 1.6 Reimbursement**
We did not encounter any issues with respect to reimbursements of expenditure during the year under review.
- 1.7 Insurance policy document**
The council's assets are still not being appropriately insured (refer to note 5.3).
- 1.8 Personal accident insurance**
We are pleased to note that only one insurance policy was paid during the year.
- 1.9 Procurement procedures**
We have again noted shortcomings in procurement procedures (refer to note 5.10).
- 1.10 Expired contract**
The council is still making use of an expired tender (refer to note 5.13).
- 1.11 Upkeep of fixed asset register**
The fixed asset register still does not include all necessary information (refer to note 6.1).
- 1.12 Tagging of fixed assets**
The council is still not tagging its fixed assets (refer to note 6.4).
- 1.13 Reconciliation of financial statements to fixed asset register**
We are pleased to note that the issue with respect to the differences between the financial statements and fixed asset register has been rectified.
- 1.14 Additions to fixed assets**
We have once again encountered shortcomings with respect to additions to fixed assets (refer to notes 6.6, 6.8 and 6.10).
- 1.15 Overdue receivables**
We have again noted long overdue receivables in the debtors' list (refer to note 7.3).
- 1.16 Trade receivable**
We noted a discrepancy between a debtor balance in the books of account and the debtor's confirmation reply (refer to note 7.5).
- 1.17 Garnishee order**
The garnishee order is still recorded in the books of account (refer to note 7.9).
- 1.18 Pre-regional LES debtors**
We have once again noted an issue with respect to pre-regional LES debtors (refer to note 7.1).
- 1.19 Suppliers' statements**
The council still did not obtain suppliers' statements from all suppliers (refer to note 8.1).

1.20 Accrued legal expenses

The council did not obtain the final judgement for the pending court case thus legal expenses have been left with accruals (refer to note 8.5).

1.21 Electronic website

The council's electronic site is not updated in accordance with the Local Council Procedures (refer to note 10.1).

1.22 Uploading of management letter and other documents

We have noted that the council has uploaded the management letter on its website. May we remind the council that the GDPR requirements includes restrictions on transmitting/ publishing information regarding personal data (refer to note 10.3).

1.23 Meeting regulations

We have again encountered instances where the meetings lasted more than 3 hours (refer to note 11.1).

1.24 Schedule of payments

We did not encounter shortcomings with respect to schedules of payments.

1.25 Capital commitments

We are pleased to note that the council rectified the issue in relation to capital commitments during the year.

2 Joint committee

2.1 We noted that the Zejtun Joint Committee, of which Marsaxlokk Local Council formed part up to 31 August 2011, has provided audited financial statements for the year ended 31 December 2014.

2.2 The reserves of the committee at that date amount to €840,665. We were unable to determine whether the council is entitled to receive any further income from the Joint Committee. As a result, our audit report has been qualified.

2.3 Nevertheless, we recommend that the council raises this issue with the Department for Local Government and ensures that the joint committee is liquidated and that the council receives any further income that may be due to it.

3 Income

Other Government Income

3.1 During our audit fieldwork, we noted that the council received a reimbursement of €1,000 for Christmas decorations from Regjun Xlokk during December 2020. In the unaudited financial statements, the council included accrued income of €800 with respect to the same grant. Upon receipt of the grant the council failed to reverse the accrued income and account for the actual amount received as income. To this end we have proposed an audit adjustment to reverse the accrued income. This was approved by the council and incorporated in the final set of the financial statements.

3.2 We recommend that the council correctly accounts for reimbursements received and accrued income.

- 3.3 The council has received an amount of €4,000 during December 2020 in relation to the LC Care Project. It was noted that these funds were not utilised by 31 December 2020 and therefore such amounts should have been allocated to the deferred income account. We have proposed an adjustment with respect to this and the council has included this adjustment in the final set of the financial statements.
- 3.4 We recommend that the council adheres to the accrual basis of accounting and that income received is recorded in the appropriate accounting period. Thus income is reported accurately in the financial statements.

General Income

- 3.5 We came across instances where the council failed to deposit its income received on a timely basis. Examples are:

Description	Receipt number	Receipt date	Deposit date	€
Permit	7201	30.01.2020	06.02.2020	30.00
Permit	7436	18.03.2020	27.03.2020	15.00
Permit	7504	27.04.2020	04.05.2020	10.00
Permit	7552	25.05.2020	29.05.2020	10.00
Permit	7621	24.06.2020	30.06.2020	10.00
Permit	7751	24.08.2020	28.08.2020	10.00
Permit	7804	11.09.2020	18.09.2020	10.00
Permit	7857	10.10.2020	16.10.2020	15.00
Permit	8001	29.12.2020	04.01.2021	10.00

- 3.6 The above is in contravention of the relevant regulations. Moreover, leaving cash and cheques on the premises can raise security issues.

Custodial receipts

- 3.7 We came across instances where the council failed to deposit custodial receipts on a timely basis. Examples are:

Description	Receipt number	Receipt date	Deposit date	€
Lands department	927096	15.06.2020	22.06.2020	19.34
Lands department	932081	17.07.2020	24.07.2020	88.50

- 3.8 We strongly recommend that the council adheres to the Procedures and deposits cash collected from custodial receipts at least twice weekly.

4 Payroll

Reconciliation of wages between FS5s and books of account

- 4.1 During the audit we noted a small discrepancy of €24.03 being unreconciled from the wages accounts to the personal emoluments found in the FS5 forms submitted to the Commissioner for Revenue (refer to appendix 1).
- 4.2 The council should ensure that all FSS forms agree to the payroll expenditure in the accounts. Furthermore, the council must ensure that amounts payable to the Commissioner for Revenue are correctly declared.

5 Expenditure

Petty cash purchases

- 5.1 During the year under review we noted that the petty cash lists prepared by the council do not include details of the nominal account to which the expenses were allocated.
- 5.2 To this end, it is suggested that the council facilitates approval of petty cash expenditure by providing an analysis of all petty cash expenses and allocating the monthly total of each category of expense to the correct account.

Insurance policy document

- 5.3 During our audit we identified the below discrepancies between the asset insurance cover and net book value of assets in the prior year audited financial statements:

Asset	Sum insured €	NBV in books of account €
Office furniture and fittings	8,955	14,969
Electronic and office equipment	9,230	7,405
Plant and machinery	2,492	1,169
Total	20,677	23,543

- 5.4 It is evident that some of the fixed assets are not appropriately insured. May we advise the council to perform at least an annual review of its insurance policy in order to ensure that the council's insurance coverage is in line with current legislation. Furthermore, we also noted that the council is insuring property in the open amounting to €203,979. This is in breach of Directive 3/2017 which states that community assets should not be insured.
- 5.5 Directive 3/2017 and Legal Notice 269 of 2017 state that the council must ensure that administrative offices, including all the furniture and office machinery are insured by a 'buildings and content' insurance. The insurance shall cover fire, theft and damage due to natural events. Circular 33/2016 also states that the insurance policy should be based on the net book value of assets included in the last audited financial statements. However, we recommend that the insurance at least covers the replacement value for assets.
- 5.6 We noted that the combined insurance policy has employer's liability for employee wages of €91,380. Employee wages and salaries for the year amount to €108,802. To this end, the council is under insured.
- 5.7 May we remind the council to update the insurance cover on a regular basis in order to ensure that the cover is in line with reporting figures.

Health Insurance

- 5.8 The council did not provide us with the health insurance policy for the year under review. We were unable to determine which persons are included in the health insurance scheme.
- 5.9 We recommend that the council ensures that current council members and employees are insured with the council if they wish to be part of the scheme. Furthermore, the council should file insurance documents to ensure that they can easily be traced.

Procurement procedures

5.10 Our testing on cheque payments revealed the below irregularities:

Supplier	Details	€	Notes
Peter Vella	Plastering works and repair of ceiling	2,280.00	a
Headstart Technology Ltd	Redbox VR5 (library project)	3,349.00	a
Leon Promotions	Carnival activity 2020	1,500.00	a
Caruana Aluminium Systems Ltd	Aluminium works	480.00	a
SRF Handaq Ltd	Road marking paint	104.00	a
ISPY	Installation of CCTV camera	2,579.13	a
Patrick Ellul	Gypsum works	490.00	a
FGP Ltd	Works on barrier Parish Square	3,620.00	b

- a) Payment vouchers were not signed by the mayor
 b) Only one quotation obtained

5.11 In accordance with the Procurement Guidelines 2017 issued by the Department for Local Government the council should obtain at least three signed quotations for purchases exceeding €50 up to €5,000 unless, for purchases exceeding €50 but not €500, a direct order approved by the Executive Secretary is issued.

5.12 We recommend that the payment vouchers are reviewed for accuracy and jointly signed by the mayor and the executive secretary to serve as evidence that these have been duly approved by the council.

Expired contract

5.13 During the prior year we had noted that the council was using services provided by Nexos Street Lighting for street lighting in the locality of Marsaxlokk even though the contract had expired.

We were also notified by the council that the tender will be issued at regional level. To date of the audit fieldwork no tender has been issued.

5.14 We would like to remind the council that the Procurement Guidelines 2017 issued by the Department for Local Government state that the council should start preparing for a new call for tenders ahead of the expiry date of existing contracts for those expenditure exceeding €10,000. May we also remind the council that, purchases equal to or above €5,000 but below €10,000 should be supported by a call for quotations issued through ePPS system.

Contracts manager

5.15 We noted that during the year under review the council did not issue a call for quotations/tender in accordance with the Procurement Guidelines 2017 to appoint a contracts manager. This is not in line with Directive 03/2019.

5.16 Directive 03/2019 states that the council had to appoint a contracts manager by 31 December 2019.

6 Fixed assets

Upkeep of fixed asset register

- 6.1 During the audit fieldwork we noted that assets in the fixed asset register had generic names such as shelving, toroq 2000, 7 street lights and pump.
- 6.2 As pointed out in our prior years' management letters, the fixed asset register must at least include the following details:
- i. Supplier details
 - ii. Asset description
 - iii. Invoice number
 - iv. Amount
 - v. Invoice date
 - vi. Asset tag code (where applicable)
 - vii. Location of asset
 - viii. Depreciation and rates
 - ix. Grants received
- 6.3 We suggest that the council updates its fixed asset register, classification and categorises assets appropriately. This will ensure the appropriate treatment of depreciation and grants and hence net book value. It will also enable identification of the assets concerned and thus the council can maintain control over its assets by carrying out physical inspections.

Tagging of fixed assets

- 6.4 We noted that the council's fixed assets are not tagged, where applicable.
- 6.5 Assets should be tagged, where applicable, and referenced to the fixed asset register in accordance with the Local Councils (Financial) Procedures, 1996. This would enable the council to identify the assets and verify their physical existence and condition.

Additions to fixed assets

- 6.6 Our testing on fixed asset additions revealed the below irregularities for the following fixed asset additions:

Supplier	Details	€	Notes
C-Planet IT Solutions	Computers Vostro 15-inch	989.90	(a)
Construct Furniture	2 doors	760.00	(a)
Edric Micallef	Decorative wall	182.90	(b)

- (a) The council obtained only 1 quotation.
- (b) The council failed to obtain quotations.

- 6.7 We re-iterate our recommendation that in accordance with the Procurement Guidelines 2017 issued by the Department for Local Government the council should obtain at least three signed quotations for purchases exceeding €50 up to €5,000 unless, for purchases exceeding €50 but not €500, a direct order approved by the Executive Secretary is issued.
- 6.8 Whilst testing additions we came across repairs made to the Parish Square barrier amounting to €3,620. This was erroneously capitalised instead of written off to profit and loss. We have proposed an adjustment to write off this expense. A

further adjustment was proposed to reverse depreciation of €301.65 charged on this expense. The council has amended the financial statements to include our adjustments.

- 6.9 We recommend that the council properly distinguishes between capital expenditure and revenue expenditure in line with IAS 16. Revenue expenditure should be immediately written off to the income statement.
- 6.10 During the year under review, we have also noted that an amount of €28,115.06 was capitalised with respect to the Urban Greening scheme. We reviewed the amount capitalised and noted that items include plants, soil, cleaning of areas and shifting of trees which should have been expensed. The total of such expenses amount to €13,382.68 and we have therefore proposed an adjustment to write off this amount. Furthermore, included with this adjustment is the re-classification of the related grant from assets to income. The audited financial statements of the council reflect this adjustment.
- 6.11 We reiterate our recommendation that the council properly distinguishes between capital expenditure and revenue expenditure in line with IAS 16. Revenue expenditure should be immediately written off to the income statement.

7 Receivables

Pre-regional LES debtors

- 7.1 In our testing on LES debtors, we obtained report 622 generated from the Loqus system and found that tribunal pending payments as at 31 December 2020 were €99,360.93. The council had passed an entry of €49,890.63 against LES debtors to agree the books with the LES report. We have proposed an adjustment to reverse the entry passed by the council as there is uncertainty as to whether the LES reports are correct. This adjustment has been correctly incorporated in the audited set of the financial statements.
- 7.2 We would like to remind the council that it is the council's responsibility to investigate these differences and refer them to Loqus.

Overdue receivables

- 7.3 Whilst reviewing receivables we noted the following overdue balances which were not provided for in the books of account:

	€
WasteServ Malta Ltd (refer to note 7.5)	8,471.82
Commissioner of Police	540.91
South East Region	218.98
South Region	136.09
	<u>9,367.80</u>

Upon further investigation it was noted that the amount due from the Commissioner of Police of €540.91 was settled on 15 March 2021.

- 7.4 We would like to once again recommend that the council pursues these debtors by sending reminders for the long overdue amounts and establishes whether the amounts recorded in the council's books of account are correct.

Trade receivable

- 7.5 We identified a difference between a third-party confirmation and the debtors' list provided by the council, namely:

Debtor	Balance in books of account €	Balance confirmed by debtor €	Difference €
WasteServ Malta Ltd	17,689.12	9,217.30	8,471.82

The council is issuing invoices on a monthly basis to WasteServ Malta Ltd for the reimbursement of organic waste collection. We have obtained a statement from WasteServ dated 31 December 2020. Upon further investigation we noted that the difference in the balance is partially related to the overdue balances not recorded by WasteServ and partially to the November invoice. The following are the reconciling invoices; SI10/19, SI14/19, SI38, SI02 amounting to €2,311.14, €2,669.28, €1,815.53 and €1,675.87 respectively.

- 7.6 We recommend that the council matches any pending invoices with the receipts from the debtor and reconciles the difference. The council should prepare regular reconciliation of amounts due to promptly highlight any differences.

Income from LESA administration fees

- 7.7 When testing invoices issued to LESA for administration fees on contravention amounts collected, we determined that the invoice for the month of December was not issued within the prescribed time.
- 7.8 In light of the above, we recommend that the council complies with memo 91/2011 and issues an invoice within one week from the end of the month in which the collections were made and remitted to the council.

Garnishee order

- 7.9 As noted in our previous management letter, other debtors include the amount of €2,808.36 with respect to a garnishee order dated 2008. The latter was served on the council by Dr Gaetano. During the audit for the year ended 31 December 2017, the executive secretary informed us that it was released by the Joint Committee in 2014. If the garnishee order was released, it should have been adjusted for in the council's books of account.
- 7.10 We strongly advise the council to investigate the matter and verify whether the garnishee order was released. Once established and supported by documentary evidence, the council should adjust its books of account.

8 Trade and other payables

Suppliers' statements

- 8.1 During the course of our audit we noted that the council did not manage to obtain monthly suppliers' statements for all suppliers.
- 8.2 We again recommend that the council obtains monthly statements from all suppliers in order to ensure proper recording of creditors in the council's ledgers. This will highlight any discrepancies between amounts recorded in the ledger and amounts in suppliers' statements.

Long-outstanding creditors

- 8.3 The council's creditors' list includes a long overdue balance of €4,586.93 due to Wasteserv Malta Ltd.
- 8.4 We recommend that the council reviews this amount and, either settles it if still due, or else reverse it after having obtained approval from the council. Furthermore, decisions and discussions regarding this balance should be minuted during the council meetings.

Accrued expenses

- 8.5 In 2018 we noted that the council's list of accruals includes €17,381 in relation to legal expenses. We were informed that the council had a court case dating back to 2013. The parties involved are Mr Derek Fenech, Mr Jason Carabott, Enemalta Corporation and Marsaxlokk Local Council. The court case was filed due to a traffic accident which took place in Marsaxlokk. On 16 October 2018 the court decision stated that the total damage of €52,142 should be equally divided by Mr Fenech, Mr Carabott and Marsaxlokk Local Council. The council has filed an appeal in court. However, the final judgement has still not been given. In 2019 and 2020, we have again noted that the accrual for legal expenses is still included in the accruals list. The council informed us that the final judgement was not given. Thus, the accrual will be carried forward until the final judgement.
- 8.6 We advise the council to review this amount after the final judgement has been received and reflect the decision in the books of account.
- 8.7 During accruals' testing we identified that the council recorded an accrual amounting to €1,706.72 in relation to the upkeep and maintenance of soft areas for the month of December 2020. However, we noted that the invoice was dated 30 December 2020. To this end, we have proposed an audit adjustment to reclassify the amount to creditors. The adjustment was correctly included in the audited financial statements.
- 8.8 We also recommend that the council distinguishes between accruals and creditors to correctly disclose liabilities in the financial statements.

Deferred Income

- 8.9 During our testing on the deferred income account, we noted that an amount of €1,884.94 out of the total funds of €30,000 received for the Urban Greening scheme, has still not been utilised by 31 December 2020. The council has taken the full amount of €30,000 against the cost of the asset. We have proposed an audit adjustment to include the unutilised funds with deferred income as this has been incorrectly reversed. Our audit adjustment was approved and incorporated in the final set of the financial statements.
- 8.10 In accordance with instructions received from the NAO and IAS 20, grants received should be recognised as income to match the costs which they are intended to compensate.

9 Financial statements

Presentation of financial statements

- 9.1 The following shortcomings were also identified in the unaudited financial statements of the council:
- i. The amount included in the unaudited financial statements for 'open skips and 'bins on wheels' did not agree to the books of account. The council passed a reclassification of €94.40 between the two expense categories in the unaudited financial statements. However, this was not reflected in the books of account. We have proposed an audit adjustment to reclassify the amounts to agree with financial statements.
 - ii. The amount included in the unaudited financial statements for the 'hire of transport' and 'maintenance of vehicles' did not agree to the books of account. The council passed a reclassification of €1,958.72 between the two expense categories in the unaudited financial statements. We have proposed an audit adjustment to reclassify the amounts to agree with the financial statements.
- 9.2 We recommend that the council gives more attention to the preparation of the financial statements.

Groupings

- 9.3 We also noted that expenses were not being classified consistently from year to year. The council has updated the financial statements to reflect the correct groupings.
- 9.4 We recommend that the classification of expenses is applied consistently to enhance the comparability of financial statements with previous years.

10 Electronic website

- 10.1 We noted that the council did not upload the following documents on the website of the council within the required time frame:
- i. The council failed to upload the quarterly report for January to March, April to June, July to September, and October to December within the stipulated time frame.
 - ii. The annual administrative report for 2019 uploaded on the council's website was not noted as signed.
 - iii. The council failed to upload the financial statements for 2019, management letter and reply to the management letter within the stipulated time frame.
 - iv. The financial statements for 2019 uploaded on council website were not noted as signed.
 - v. Meeting minutes 21 and 22 were not uploaded on the website within the specified time period.
- 10.2 This contravenes the Local Councils (Financial) Procedures, 1996 which mandate specific timelines for these reports and minutes. We recommend that the council uploads all documents in pdf within the required time. Furthermore, the council

should indicate as signed all documents uploaded as confirmation that the uploaded documents have been approved and are the correct ones.

Uploading of management letter and other documents

- 10.3 During the audit fieldwork we noted that the council uploaded the 2019 management letter in accordance with Circular 21/2019.
- 10.4 We would like to remind the council of the General Data Protection Regulations as indicated in SPI7/2018. Councils should be mindful that there are restrictions on transmitting/ publishing information regarding personal data. Therefore, certain documents should be carefully scrutinised to ensure that they do not contravene GDPR prior to uploading on the website. This is also highlighted in Circular 7/2019 which states that names of third parties not directly connected with the operations of the council should not be published.
- 10.5 We therefore recommend that the council contacts the Department for clarification of this contradiction.

11 Meetings

Meeting regulations

- 11.1 During the year under review we noted that meetings 12 and 13, lasted more than three hours without obtaining the required consensus.
- 11.2 We would like to remind the council that memo 68/2009 states that the duration of council meetings shall not exceed three hours, unless consensus is obtained from all those present to extend the meeting.

Frequency of meetings

- 11.3 Whilst viewing the council minutes, we noted that the time lapse between meetings exceeded five weeks:

Council meeting	Date of meeting	Date of subsequent meeting
Meeting 13	02.03.2020	13.04.2020

- 11.4 We draw your attention to section 43(2) of the Local Councils Act which states that committee's meetings should be held at least once a month or at any other shorter intervals as the committee may decide. This period should not, however, exceed five consecutive weeks

12 Budget

- 12.1 During the audit we noted that the council failed to approve the budget within the stipulated time frame. The 2021 budget was only approved on 25 March 2021. The above is in contravention to article 56 of Local Council Act, 1996.
- 12.2 We recommend that the council prepares a budget for approval by the council not later than 15 February of each year. It is important that the council approves the budget early at the start of the year for proper financial planning and to prioritise expenditure.

Conclusion

We would like to point out that the matters dealt with in this report came to our notice during the conduct of our normal audit procedures which are primarily designed for the purpose of expressing an opinion on the financial statements of the council. In consequence our work did not encompass a detailed review of all aspects of the system and cannot be relied upon necessarily to disclose defalcation or other irregularities or to include all possible improvements in internal control that a more extensive special examination might develop.

We would like to take this opportunity to thank Mr Carmel Attard and his staff for their co-operation and assistance during the course of the audit.

Yours faithfully,



Marsaxlokk Local Council Wages Reconciliation 2020

Appendix 1

As per FS5's

Month	Gross (€)	SSC (€)
January	12,909.00	841.04
February	7,114.00	841.04
March	7,451.00	1,051.30
April	7,289.00	841.04
May	7,276.00	841.04
June	7,617.00	1,051.30
July	8,588.00	898.32
August	8,697.00	1,144.80
September	9,171.00	1,012.12
October	9,922.00	1,143.44
November	9,458.00	1,429.30
December	8,620.00	845.76
	<u>104,112.00</u>	<u>11,940.50</u>
add 1/2 of total NI	5,970.25	
Total	<u><u>110,082.25</u></u>	

As per FS7

Gross Salary	104,111.00
add 1/2 of total NI	5,970.25
Total	<u><u>110,081.25</u></u>

As per Accounts

Account No. & Name	Amount (€)
1100 Mayor honoraria	10,403.52
1105 Deputy Mayor Allowance	3,399.96
1106 Councillors Allowance	7,200.00
1150 Mayor Allowance	2,400.00
1200 Employees' Salaries/Wages	62,264.74
1201 Salary Exec Sec	14,603.00
1202 Salary - Clerical Staff	0.00
1300 Bonuses	676.80
1400 Income Supplements	811.70
1500 Social Security Cont.	5,983.77
1700 Overtime	1,057.40
	<u>108,800.89</u>
Add opening accruals	5,753.39
Less closing accruals	<u>-4,448.00</u>
	<u><u>110,106.28</u></u>
Difference	<u><u>-24.03</u></u>