

Agenda Item - Financial Management March 2024

Payments to be approved this month:

Ref	Payee & Details	Amount
1730	Jackie Bennetts - Clerk Pay	£ 488.95
1731	David Cole - Lengthsman Pay	£ 792.00
1732	Jake Cook - Litter Picker fee	£ 44.00
1733	Mark Williams - re-imburement Timber for play park	£ 24.60
1735	Princetown Community Centre Room Hire Dec 24 - June 24 INV 41/23	£ 100.00
		£ 1,449.55

Bank Reconciliation:

The monthly bank reconciliation has been completed and is correct. Access to internet banking allows Clerk to check between statements. Monthly report is therefore correct to 20/03/24

Significant Changes: none

Outstanding Cheques: none

Outstanding Income: none

Invoices to be issued: INV 011/23 Duchy Grass Cutting £1218.00

Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: (2023-24) £ 888.74

Lengthsman: David Cole has recorded 18hrs this month, as agreed at the last meeting to complete the Play Park actions. David has been paid his normal 40 hours, plus 20 additional hours to cover work on the Play Park. Balance owing is 56.5 hours, either taken by working less hours in coming months, or paid, possibly over the next three months to minimise Tax/Ni liability.

Play Park Repairs: Expenditure as shown over page - balance of £44.47 remaining, plus vat to be reclaimed of £389.29. Grass seed will be bought once weather warms up.

Vision Zero South West Road Safety Partnership Grant: Remaining £742.96 to be spent on improved signage on the B3212. VAT 2022/23 claimed back £566.95 is ringfenced to VZSW, road safety initiatives. Total available £ 1310 held in Allocated Reserves.

Funding Applications or Opportunities:

Other applications will be progressed when funding suitable funding streams are identified for the projects below.

- a. Bench seats and a 'chat bench' in Princetown village centre.
- b. Better footpath signposting before Station Cottages.
- c. Replacement of Defibs
- d. Replacement of Play Equipment in Play Park

Report of Accounts:

End of Month Report of Accounts			March 2024				
Report of Accounts	To Date	Forecast to year end	Expenditure (ex VAT)	Budget 2023-24	Expenditure To Date (ex vat)	Forecast to end March	Variance at end of March
Brought Forward 1/4/23	£ 31,038.86		Litter Picking	£ 568.00	£ 570.86	£ 570.86	£ (2.86)
Income			Lengthsman	£ 6,250.00	£ 6,336.00	£ 6,336.00	£ (86.00)
Precept	£ 17,995.00	£ 17,995.00	Grasscutting	£ 910.00	£ 647.33	£ 636.50	£ 273.50
Grass Cutting & Lengthsman	£ 1,048.18	£ 1,925.00	Dog Bins	£ 380.00	£ 318.24	£ 318.24	£ 61.76
VAT reclaim 2022/23	£ 1,175.16	£ 1,175.16	Play Area	£ 1,925.00	£ 1,880.53	£ 1,880.53	£ 44.47
Other	£ 599.00	£ 599.00	Running Costs	£ 1,457.00	£ 629.17	£ 629.17	£ 827.83
Total	£20,817.34	£21,694.16	Cemetery (Reserve)	£ 365.00	£ 365.00	£ 365.00	£ -
			Improve & Repair	£ 300.00	£ 494.38	£ 494.38	£ (194.38)
			VZSW Project (reserves £130)	£ -	£ -	£ -	£ -
Bank Reconciliation	To Date		Tools & equipment	£ -	£ -	£ -	£ -
Cash in Bank as on 21/03/24	£31,859.44		Donations with Powers	£ 150.00	£ 75.00	£ 75.00	£ 75.00
Plus Outstanding Income	£0.00		Section 137	£ 95.00	£ 98.98	£ 98.98	£ (3.98)
Less Outstanding Cheques	£0.00		Tidy Princetown (Reserve)	£ 180.00	£ 171.80	£ 171.80	£ 8.20
Less spend this month	£1,449.55		Coronation (Reserve)	£ 1,000.00	£ 788.95	£ 788.95	£ 211.05
Balance carried forward	£30,409.89		Fees	£ 1,067.00	£ 1,018.56	£ 1,055.47	£ 11.53
			Admin Costs	£ 1,160.00	£ 1,545.50	£ 1,076.55	£ 83.45
			Clerk's Pay	£ 5,507.60	£ 5,632.07	£ 6,139.65	£ (632.05)
			Training	£ 150.00	£ 46.59	£ -	£ 150.00
			Total	£21,464.60	£ 20,618.96	£ 20,637.08	£ 827.52
			Notes				
			Bank reconciliation correct as of	20/03/2024			
Annual Budget Reconciliation	To Date	To Year End					
Brought Forward 1/4/23	£31,038.66	£31,038.66					
Total Income	£20,817.34	£21,694.16					
Total Expenditure (ex VAT)	£20,618.96	£21,464.60					
Allocated Reserves	£12,191.45	£10,646.45	<i>Agreed Expenditure Carried forward</i>				
General Reserve 1/4/23	£18,847.21	£20,392.21	<i>Mower service</i> £700.00				
Balance carried forward	£198.38	£229.56	<i>Additional Dog Waste Bin</i> £280.00				
			<i>VAT to be reclaimed for 2023-24</i> £888.74				
Reserves Held by the Parish Council			Dartmoor Forest PC:				
Allocated:	Start of Year	Transfer In	Transfers Out	Balance	Used for King's Coronation Celebrations in 2023		
Platinum Jubilee/King's Coronation	£1,000.00		£1,000.00	£0.00			
Skate Park	£500.00			£500.00			
Speed Reduction & Animal Safety	£1,336.45			£1,336.45	Dartmoor Forest PC:		
Contested Election	£2,500.00			£2,500.00	Speedwatch funds		
Grass cutting equipment	£5,000.00			£5,000.00			
VZSW vat reclaim & underspend		£1,310.00		£1,310.00			
Tree Work Postbridge Cemetery		£365.00	£365.00	£0.00			
Tidy Princetown Planters		£180.00	£180.00	£0.00			
	£10,336.45	£1,855.00	£1,545.00	£10,646.45			
Unallocated:							
General Reserve at start of year	£18,847.21	Expected at end of year		£20,392.21			
Assets Held by the Parish Council			Total £101,672				
Playground Equipment	£63,486		Tools and Other Equipment	£6,021			
Community Assets	£20,165		Miscellaneous	£602			
Information Systems Equipment	£843		CCTV System	£4,275			
VZSW Grant Resources	£6,280						

	Expenditure ex vat	Balance	VAT to claim
2023/24 Budget - Play Park	£1,925.00		£389.29
Playsafe RoSPA Inspection	£ 132.00	£ 1,793.00	
Duchy of Cornwall Inv 167629 Rent Play Park Apr 23>Sept 23	£ 35.00	£ 1,758.00	£ 7.00
Jackie Bennetts - Clerks Expenses: No Dogs in Park signs	£ 10.38	£ 1,747.62	£ 2.07
Cllr Williams - Re-imbursing for Postcrete x 3, Wooden posts x4 for Play Park repairs	£ 102.37	£ 1,645.25	£ 20.47
Jackie Bennetts - Clerk Expenses: Agregate, matting (pegs & ties), silicon sealant, topsoil	£ 1,521.37	£ 123.88	£ 343.87
Cllr Williams - Re-imbursing for sealant gun, screws	£ 23.91	£ 99.97	£ 4.78
Duchy of Cornwall Inv 172374 Rent Play Park Oct 23 > Mar 24	£ 35.00	£ 64.97	£ 7.00
Mark Williams - re-imburement Timber for play park	£ 20.50	£ 44.47	£ 4.10

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
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Duchy of Cornwall
Princetown
Yelverton
Devon
PL20 6QF

20 March 2024

Subject: DFPC INVOICE 011/23 - GRASS CUTTING DUCHY OF CORNWALL AREAS

Thank you for asking Dartmoor Forest Parish Council to cut grass at agreed locations within the Parish. As agreed, the charge has been uplifted by the current rate of inflation (CPI average over past 12 months 6.7%) over the charge made for the 2022 season (£1142).

Invoice 011/23

To cut grass at agreed locations in the Parish during the 2023 season £1218.00

Yours sincerely

A handwritten signature in cursive script that reads "Jackie Bennetts".

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council

Payment Details:

Bank:	Lloyds Bank, Fore Street, Okehampton EX20 1HJ
Account Holder:	Dartmoor Forest Parish Council
Sort Code:	30-96-23
Account Number:	00741473
Payment:	Within 30 days