Agenda Item - Financial Management April 2024

Payments to be approved this month:

		Payment Authorisation Sheet	Meeting:		
				BACS	
Ref	Date	Payee & Details	Amount	amount	
1735	02/04/24	West Devon Bourogh Council - Cemetery Rates April 24 - Sept 24	109.56		
1736	04/04/24	West Devon Bourogh Council - Dog bin emptying 4 bins fortnightly winter 2023/24	190.94		
1737	11/04/24	Transfer to Lloyds Savings Account	10000.00		
1742	23/04/2024	Jackie Bennetts - Clerk Pay	488.95	498.97	
1743	00/01/1900	L/1900 Jackie Bennetts Clerk Expenses Plot makers B61 (Amazon		- 30.37	
1744	23/04/2024	David Cole - Lengthsman Pay	726.00		
1745	23/04/2024	Jake Cook - Litter Picker fee	46.00		
1746	23/04/2024	RoSPA Play Safety - Annual Inspection fee	141.60		
1747	23/04/2024	DALC (NALC & DALC Affiliation fee and service charge)	423.54		
1748	23/04/2024	EB Champernowne - Plants - LOVE Project	174.19		
1749	23/04/2024	Re-imbursing Cllr M Wiliams - Compost for LOVE	19.18		
1750	23/04/2024	Re-imbursing Cllr H Williams - Compast and Troughs LOVE	55.99		

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 20/04/24

Significant Changes: £10,000 deposited in Savings Account (95 day notice)

Outstanding Cheques: none

Outstanding Income: none

<u>Invoices to be issued</u>: 001/24 – Football Pitch Cut £ 60.31

002/24 – Churchyard Cut £ 38.92

Outstanding Payments/Liabilities: none

Risks: none

<u>VAT to be Claimed</u>: (2023-24:£ 888.74) 2024-25: 143.18

<u>Annual Governance and Accountability Review (AGAR)</u> needs to be submitted by end of June at latest. Internal Audit needs to take place and be signed off by end May.

Insurance Policy Renewal: due 1st June Premium quoted as £560.07 (increased from £485.27 2023)

Lengthsman: David Cole has recorded 21 hours this month on DFPC tasks.

Total hours worked 2024/25 = 21 out of 480.

Balance of hours is therefore 459 remaining to end March 2025.

He has worked additional 6.5 hours on contracting work Football Pitch and Churchyard.

David has been paid his normal 40 hours, plus 15 additional hours to cover Pitch and Churchyard cutting 2023/24 remaining balance of 41.5hrs will be paid over next 3 months. As agreed 26/04/24

<u>LOVE Project:</u> Income £250 Expenditure to date: £249.36 (inc £41.56 vat to be reclaimed) see over for detail.

<u>Play Park Repairs:</u> Balance of £44.47 carried forward from 2023/4, plus vat to be reclaimed of £389.29. Grass seed will be bought once weather warms up.

<u>Vision Zero South West Road Safety Partnership Grant</u>: Carried forward from 2022/3 £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 Repor	t of Accounts							April	202	<u>24</u>		
Report of Accounts	To Date	Forecast to year end	Expenditure (ex	(ex VAT)		Budget 2023-24		Expenditure To Date (ex vat)				ariance at end of March
Brought Forward 1/4/24	£ 31,859.44		Litter Picking		£	602.00	£	46.00	£	602.00	£	-
Income			Lengthsman			7,102.00	£	726.00	_	7,081.80	£	20.20
Precept	£ 9,267.50	£18,535.00	Grasscutting		£	700.00	£	-	£	-	£	700.00
Grass Cutting & Lengthsman	£ 1,218.00	£ 3,672.00	Dog Bins		£	393.00	£	159.12	£	350.06	£	42.94
VAT reclaim 2023/24	£ -	£ 888.74	Play Area		£	1,925.00	£	118.00	£	221.60	£	1,703.40
Other	£ -	£ -	Running Costs		£	890.00	£	-	£	-	£	890.00
LOVE Project	£ 150.00	£ 150.00	Cemetery		_		£	8.36	£	8.36	£	(8.36)
Total	£10,635.50		Improve & Repa	ir	£	450.00	£	-	£	-	£	450.00
			VZSW Project (-	£		£	_	£	
			Tools & equipm		£	_	£	_	£		£	
D. I. D	T. D. (.	0	-			450.00					_	75.00
Bank Reconciliation	To Date	Savings Acc.	Donations with	rowers	£	150.00	£	-	£	75.00	£	75.00
Cash in Bank as on 20/04/24	£30,744.89	0.40.000.00	Section 137		£	100.00	£	-	£	100.00	£	-
Savings Account		£ 10,000.00	Tidy Princetown	1			£	-	£	-	£	-
Plus Outstanding Income	£0.00		LOVE Project		£	250.00		207.80	£	249.36	£	0.64
Less Outstanding Cheques	£0.00		Fees			1,005.00	£	477.57		1,043.10	£	(38.10)
Less spend this month	£12,385.97		Admin Costs			1,292.00	£	-		1,061.23	£	230.77
Balance carried forward	£28,358.92	£38,358.92	Clerk's Pay		£	6, 145.00	£	488.95	£	5,867.40	£	277.60
			Training		£	135.00	£	-	£	-	£	135.00
			Total		£	21,139.00	£	2,231.80	£	16,659.91	£	4,479.09
Annual Budget Reconcilliation	To Date	To Year End	<u>Notes</u>									
Brought Forward 1/4/24	£31,859.44	£31,859.44	Bank reconciliati	on correct as o	f		20/0	4/024				
Total Income	£10,635.50	£23,245.74										
Total Expenditure (ex VAT)	£2,231.80	£21,139.00	Agreed Expend	iture Carried fo	orwe	ard						
Allocated Reserves	£12,886.01	£10,645.45	Mower service					£700.00				
General Reserve 1/4/24	£18,973.43	£21,213.99	Additional Dog	Waste Bin				£280.00				
			D Cole additional hours					£745.00				
			Love Project					£100.00				
Balance carried forward	£8,403.70	£2,106.74	VAT to be recla	aimed for 2023	3-24			£154.17				
Reserves Held by the Parish Cou	ıncil											
Allocated:	Start of Year	Transfer In	Transfers Out	<u>Balance</u>								
Skate Park	£500.00			£500.00								
Speed Reduction & Animal Safety	£1,336.45			£1,336.45								
Contested Election	£2,500.00			£2,500.00								
Grass cutting equipment	£5,000.00			£5,000.00								
VZSW (vat reclaim & underspend)	£1,309.00			£1,309.00								
Playpark repairs	,,555.50	433.76	433.76	£0.00								
Mower Service		£700.00	£700.00	£0.00								
Dog Waste Bin		£700.00 £261.00	£261.00	£0.00					-			
David Cole - additional hours		£745.80	£745.80	£0.00					-			
LOVE Project	C40 C4E 4E	£100.00	£100.00	£0.00					-		-	
la a ll a a a ta alt	£10,645.45	£2,240.56	£2,240.56	£10,645.45	-				-		-	
Unallocated:	040.070.10			004 040 02	-				-		-	
General Reserve at start of year	£18,973.43	Expect	ed at end of year	£21,213.99								
Assets Held by the Parish Counc	<u>il</u>				То	tal		£101,672				
Playground Equipment	£63,486		Tools and Other	r 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		VAT to claim		Balance	
Transaction no	2024/5 Budget - LOVE Project		£250.00	£207.80	,	£41.56			
1738	WDBC - Localities Funding	£	100.00	2207.00		211.00	£	100.00	
	DFPC match funding	£	100.00				£	200.00	
1740	Donation N Bennett	£	50.00				£	250.00	
1748	EB Champernowne - Plants - LOVE Project			£ 145.16	£	29.03	£	104.84	
1749	Re-imbursing Cllr M Wiliams - Compost for LOVE			£ 15.98	£	3.20	£	88.86	
1750	Re-imbursing Cllr H Williams - Compast and Troughs LOVE (awaiting vat invoice)			£ 46.66	£	9.33	£	42.20	