

Agenda Item - Financial Management May 2025

Payments to be approved this month:

Payment Authorisation Sheet				Meeting:	27th May 20
Ref	Date	Payee	Details	Amount	BACS amount
1901	May	Lloyds Bank	Monthly Service Charge	£ 4.25	DD 18/05/25
1902	May	Jackie Bennetts	Clerks Expenses - Defib Pads Paeds (Venville) 30/04/25	£ 132.00	£ 821.97
1903	May	Jackie Bennetts	Clerks Expenses - VE Day 80 - Poppy Wreath 29/04/25	£ 24.99	
1904	May	Jackie Bennetts	Clerks Expenses - VE Day 80 Memorial Plaque 09/04/25	£ 35.00	
1905	May	Jackie Bennetts	Clerks Expenses - Black Fountain Pen (Burial Records)	£ 2.49	
1906	May	Jackie Bennetts	Clerk Pay	£ 627.49	
1907	May	Hazel Williams	Expenses - LOVE Plant pots	£ 24.95	£ 280.91
1908	May	Hazel Williams	Expenses - Play Park - Teak Oil	£ 26.98	
1909	May	Hazel Williams	Expenses - LOVE Planters wooden	£ 209.98	
1910	May	Hazel Williams	Expenses -LOVE compost	£ 19.00	
1911	May	David Cole	Lengthsman Pay	£ 453.88	£ 546.86
1912	May	David Cole	Lengthsman Expenses	£ 60.00	
1890	April	David Cole	Lengthsman Expenses (Payment not made in April - Bank error)	£ 32.98	
1913	May	Zurich Insurance	Premium 2025/26 Policy No YLL-2720446883	£ 582.86	£ 582.86
1914	May	Don Agnew	Internal Audit 2024/25	£ 50.00	£ 50.00
1915	May	Joanna Glover	Expenses -PLOT - plant labels- Lawsons	£ 5.50	£ 115.65
1916	May	Joanna Glover	Expenses -PLOT - compost/labels- mole	£ 25.99	
1917	May	Joanna Glover	Expenses -PLOT - plants- Plym garden centre	£ 7.98	
1918	May	Joanna Glover	Expenses - LOVE - compost - mole	£ 41.98	
1919	May	Joanna Glover	Expenses - LOVE - timber.tinhay	£ 34.20	
			Total	£ 2,402.50	£ 2,398.25

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 20/05/25

Significant Changes: none

Outstanding Income: none

Invoices to be issued: none

Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: 2025-26: £ 181.61 to date

Lengthsman:

David Cole reported he has worked 39 hours on Parish tasks in May (to 20th).

Total hours worked 2025/26 to 20th May = 57 out of 360. (Balance 303 hrs to end March 2026)

He has been paid 30 hours in May 2025.

David has worked a total of 12 Contracting hours in 2025/65 to be paid in June.

LOVE Project: Balance

2024/25	LOVE Project		£941.40	£379.41	£16.86	£561.99	27-May
			Income	Expenditure incl vat	VAT to claim	Balance	Date

The Plot-Community Garden Project:

2025/26	The PLOT - Community Garden	£1,886.33	£ 390.97	£32.61	£1,495.36	27/05/2025
		Income	Expenditure	VAT to claim	Balance	Date

Vision Zero South West Road Safety Partnership Grant: 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:

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

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

Report of Accounts - Month May 2025

Dartmoor Forest Parish Council					
Accounts May 2025					
Summary		Balance	Income to date	Expenditure to date incl vat	Notes
Carried forward from 2024-2026	£	32,158.99			Includes £10,373.14 in Savings Account
Interest Earned 2025-6			£ 27.09		
Income 2025-6			£13,895.80		
Expenditure 2025-6				-£5,006.16	
Balance to be carried forward	£	41,075.72			Includes Savings Account
Reconciliation					
Balance Current Account as on 20/05/25	£	33,077.99			
Balance Savings Account as on 01/05/25	£	10,400.23			
Plus outstanding income this month	£	-			
Less Expenditure this month	£	2,402.50			
Balance to c/f	£	41,075.72		£ -	Variance
Income	Predicted	Actual to date			Notes
Precept	£ 19,462.00	£ 9,731.00			
Grass Cutting & Lengthsman	£ 2,390.00	£ 1,313.11			Contracted grass cutting Duchy, Highways,
Cemetery Fees		£ -			
Other - Donations/Funding etc		£ -			
The Plot		£ 252.00			
LOVE Project	£ 500.00	£ 725.00			Funding achieved
VAT reclaim 2024-25		£ 1,874.69			Donations received
VAT reclaim 2025-26	£ 1,000.00				
	£23,352.00	£13,895.80			
Expenditure (ex VAT)	Original Precept Budget	Actual Budget	Expenditure (ex vat) to date	Variance	Explanation of differences between Original and Actual budget and any over/underspend
Litter Picking	£ 775.00	£ 775.00	£ -	£ 775.00	
Lengthsman Pay	£ 7,702.00	£ 7,702.00	£ 907.76	£ 6,794.24	£1000 anticipated to come from Contracting income Pitch & Churchyard
Grasscutting	£ 450.00	£ 450.00	£ 82.99	£ 367.01	
Dog Bins	£ 395.00	£ 395.00	£ 190.94	£ 204.06	
Play Area	£ 1,246.00	£ 1,246.00	£ 156.64	£ 1,089.36	
Running Costs	£ 600.00	£ 600.00	£ 139.17	£ 460.83	
Cemetery	£ 400.00	£ 400.00	£ -	£ 400.00	£400 to build reserve for Maintenance and Tree work
Improve & Repair	£ 848.00	£ 848.00	£ 18.97	£ 829.03	£250 to build reserve to replace Defibs
VZSW Project (reserves £1309)	£ -	£ 1,309.00	£ -	£ 1,309.00	
Tools & equipment	£ -	£ -	£ -	£ -	
Donations with Powers	£ -	£ -	£ -	£ -	
Section 137	£ 30.00	£ 30.00	£ 24.99	£ 5.01	
Tidy Princetown	£ -	£ -	£ -	£ -	
LOVE Project	£ 500.00	£ 941.40	£ 362.55	£ 578.85	Actual budget = c/f from 2024/5 plus donations received
The Plot		£ 1,886.33	£ 358.36	£ 1,527.97	Actual budget = c/f from 2024/5 plus funding received
Fees	£ 1,205.00	£ 1,205.00	£ 551.06	£ 653.94	
Admin Costs	£ 1,501.00	£ 1,501.00	£ 776.14	£ 724.86	
Clerk's Pay	£ 7,549.00	£ 7,549.00	£ 1,254.98	£ 6,294.02	
Training	£ 150.00	£ 150.00	£ -	£ 150.00	
Reserve Transfer	£ -	£ 773.14	£ -	£ 773.14	CCTV donation & interest earned
VAT Paid			£ 181.61	-£ 181.61	Vat to be claimed in March 2026
Total	£ 23,351.00	£ 27,760.87	£ 5,006.16	£ 22,754.71	
Reserves Held by the Parish Council 2025-2026					
Allocated:	Start of Year	Transfer In	Transfers Out	Balance	Notes
Skate Park	£ 500.00			£ 500.00	Could this be transferred back to General?
Speed Reduction & Animal Safety	£ 1,336.45			£ 1,336.45	Speedwatch funds held
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	
Cemetery Maintenance & Tree Work		£ 400.00		£ 400.00	
Defib replacement		£ 250.00		£ 250.00	
Charity Shop Donation for CCTV		£ 400.00		£ 400.00	
LOVE		£ 216.40	£ 216.40	£ -	
The PLOT		£ 1,634.33	£ 1,634.33	£ -	
Interest Earned on Savings Account		£ 373.14		£ 373.14	To 31/03/25
	£ 10,645.45	£ 3,273.87	£ 1,850.73	£ 12,068.59	
Unallocated:					
General Reserve at start of year	£ 21,513.54		End of year	£ 29,007.13	Includes £10,000 held in Savings Account
Assets Held by the Parish Council					Notes
Playground Equipment	£ 67,485.63				see asset sheet for details of each category
Community Assets	£ 19,754.46				
Information Systems Equipment	£ 843.34				
VZSW Grant Resources	£ 6,280.20				
Tools and Other Equipment	£ 7,344.06				
CCTV System	£ 4,275.34				
Miscellaneous	£ 601.71				
Total	£ 106,584.74				

