

Agenda Item - Financial Management September 2025

Payments to be approved this month:

Ref	Meeting	Payee	Details	Amount
1964	06.Sept	Lloyds Bank	Monthly Service Charge 10/07 to 9/08	£ 4.25
1965	06.Sept	HMRC	PAYE to Sept 2025	£ 96.72
1966	06.Sept	Princetown Community	Room Hire Sept25 to March 26	£ 140.00
1967	06.Sept	PKF Littlejohn	External Audit Fee	£ 252.00
1968	06.Sept	Jackie Bennetts	Expenses - mileage - Postbridge 20miles	£ 9.00
1969	06.Sept	Jackie Bennetts	Clerk Pay (plus back pay for pay award April 2025)	£ 728.70
1970	06.Sept	David Cole	Lengthsman Pay + Contracting work	£ 658.13
1971	06.Sept	David Cole	Lengthsman Expenses	£ 40.00
1972	06.Sept	Gary Easton	Expenses - Postbridge notice board	£ 22.49

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 18/09/2025

Significant Changes: none

Outstanding Income: none

Invoices to be issued: 04/25 Princetown Football Pitch £67.70
05/25 Princetown Church Yard £ 41.88
06/25 A Young Cemetery Fees £250.00 (includes Grave digger fee £100 to be paid by DFPC)

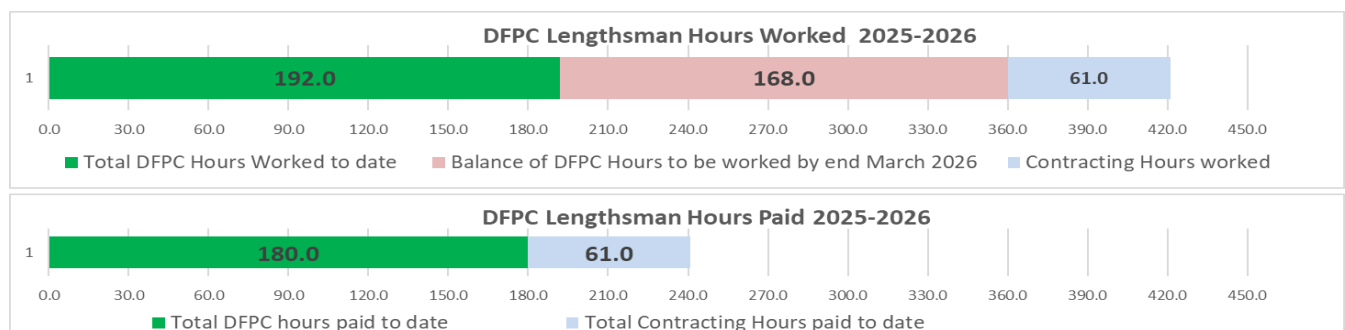
Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: 2025-26: £ 449.44 to date

Lengthsman:

David Cole reported he has worked 30.0 hours on Parish tasks 20th August to 19th September. David has worked a total of 13.5 Contracting hours in August. He has been paid 30 DFPC hours and 13.5 Contracting hours in August 2025.



LOVE Project:

2025/26	LOVE Project			£1,016.40	£813.13	£18.28	£203.27	23/09/2025
				Income	Expenditure incl vat	VAT to claim	Balance	Date

The Plot-Community Garden Project:

2025/26	The PLOT - Community Garden			£1,906.23	£ 615.59	£69.21	£1,290.64	23/09/2025
				Income	Expenditure incl vat	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 September 2025

Dartmoor Forest Parish Council					
Accounts September 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			£ 128.92		to 01/09/25
Income 2025-6			£ 24,071.26		
Expenditure 2025-6				-£13,026.60	
Balance to be carried forward		£ 43,332.57			Includes Savings Account
Reconciliation					
Balance Current Account as on 19/09/25		£ 34,781.80			
Balance Savings Account as on 01/09/25		£ 10,502.06			
Plus outstanding income this month		£ -			
Less Expenditure this month		£ 1,951.29			
Balance to c/f		£ 43,332.57		£ -	Variance
Income	Predicted	Actual to date			Notes
Precept	£ 19,462.00	£ 19,462.00			
Grass Cutting & Lengthsman	£ 2,390.00	£ 1,464.57			Contracted grass cutting Duchy, Highways,
Cemetery Fees		£ 108.00			Plot B62,
Other - Donations/Funding etc		£ 110.00			Lloyds Complaint Compensation
The Plot		£ 252.00			Funding achieved
LOVE Project	£ 500.00	£ 800.00			Donations received
VAT reclaim 2024-25		£ 1,874.69			
VAT reclaim 2025-26	£ 1,000.00				
	£23,352.00	£24,071.26			
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	£ 22.15	£ 752.85	
Lengthsman Pay	£ 7,480.00	£ 7,480.00	£ 3,661.32	£ 3,818.68	£1000 anticipated to come from Contracting income Pitch & Churchyard
Grasscutting	£ 450.00	£ 450.00	£ 216.42	£ 233.58	
Dog Bins	£ 395.00	£ 395.00	£ 190.94	£ 204.06	
Play Area	£ 1,246.00	£ 1,246.00	£ 348.52	£ 897.48	
Running Costs	£ 600.00	£ 600.00	£ 299.17	£ 300.83	
Cemetery	£ 400.00	£ 400.00	£ 7.51	£ 392.49	£400 to build reserve for Maintenance and Tree work
Improve & Repair	£ 848.00	£ 848.00	£ 296.21	£ 551.79	£250 to build reserve to replace Defibs
VZSW Project (reserves £1309)	£ -	£ 1,309.00	£ -	£ 1,309.00	
Tools & equipment	£ -	£ -	£ -	£ -	
Donations with Powers	£ -	£ -	£ 75.00	-£ 75.00	
Section 137	£ 30.00	£ 30.00	£ 24.99	£ 5.01	
Tidy Princetown	£ -	£ -	£ -	£ -	
LOVE Project	£ 500.00	£ 1,016.40	£ 794.85	£ 221.55	Actual budget = c/f from 2024/5 plus donations received
The Plot		£ 1,906.23	£ 541.38	£ 1,364.85	Actual budget = c/f from 2024/5 plus funding received
Fees	£ 1,205.00	£ 1,205.00	£ 780.45	£ 424.55	
Admin Costs	£ 1,501.00	£ 1,501.00	£ 1,110.12	£ 390.88	
Clerk's Pay	£ 7,248.24	£ 7,248.24	£ 3,865.95	£ 3,382.29	
HMRC PAYE	£ 523.20	£ 523.20	£ 342.18	£ 181.02	
Training	£ 150.00	£ 150.00	£ -	£ 150.00	
Reserve Transfer	£ -	£ 773.14	£ -	£ 773.14	CCTV donation & linterest earned
VAT Paid			£ 449.44	-£ 449.44	Vat to be claimed in March 2026
Total	£ 23,351.44	£ 27,856.21	£ 13,026.60	£ 14,829.61	
Reserves Held by the Parish Council 2025-2026	Start of Year	Transfer In	Transfers Out	Balance	Notes
Allocated:					
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 by DFPC
Contested Election	£ 2,500.00			£ 2,500.00	in case of contested election to cover WDBC charges
Grass cutting equipment	£ 5,000.00			£ 5,000.00	to replace equipment if required
VZSW (vat reclaim & underspend)	£ 1,309.00			£ 1,309.00	for additional signage on B3312
Cemetery Maintenance & Tree Work		£ 400.00		£ 1.00	to build reserve for Maintenance and Tree work
Defib replacement		£ 250.00		£ 250.00	to build reserve to replace Defibs
Charity Shop Donation for CCTV		£ 400.00		£ 400.00	For additional CCTV cameras on school - no longer going ahead.
LOVE		£ 216.40	£ 216.40	£ -	b/f from 2024.25
The PLOT		£ 1,654.23	£ 1,654.23	£ -	b/f from 2024.25
Interest Earned on Savings Account		£ 373.14	£ 75.00	£ 298.14	Postbridge Village Hall Donation 06/25
	£ 10,645.45	£ 3,293.77	£ 1,945.63	£ 11,594.59	
Unallocated:					
General Reserve at start of year	£ 21,513.54		End of year	£ 31,737.98	Includes £10,000 held in Savings Account
Assets Held by the Parish Council					Notes
Playground Equipment	£ 67,485.63				
Community Assets	£ 19,754.46				
Information Systems Equipment	£ 843.34				
VZSW Grant Resources	£ 6,280.20				see asset sheet for details of each category
Tools and Other Equipment	£ 7,344.06				
CCTV System	£ 4,275.34				
Miscellaneous	£ 601.71				
Total	£ 106,584.74				

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 07508 330873

Email: clerk@dartmoorforestparishcouncil.gov.uk Website: www.dartmoorforestparishcouncil.gov.uk



Ray Moule
Princetown Football Club
By e-mail to: raymoule67@gmail.com



9th September 2025

Dear Ray

Subject – Invoice 04/25 Grass Cutting Princetown Football Field

Thank you for asking Dartmoor Forest Parish Council to cut the football field. As a valuable local community organisation, we have restricted our charges to the absolute minimum to recover our variable costs only. These are the Parish Groundsman's time and the cost of the petrol.

Parish Groundsman 4 hours labour: £60.52
Fuel (based on average consumption) & equipment charge (25p per hour) £ 7.18

Invoice 04/25

To cut grass on Princetown Football Field 05/09/25

TOTAL £ 67.70 no vat

Payment Details:

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

Yours sincerely

Jackie Bennetts

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 07508 330873

Email: clerk@dartmoorforestparishcouncil.gov.uk

Website: www.dartmoorforestparishcouncil.gov.uk

Princetown Churchyard Maintenance Fund
By e-mail hazeljanetwilliams@gmail.com and
greggmanning1@outlook.com

23 September 2025

Dear Hazel and Gregg

Invoice 05/25 Grass Cutting Princetown Churchyard

Thank you for asking Dartmoor Forest Parish Council to cut the Churchyard. As a valuable local community organisation, we have restricted our charges to the absolute minimum to recover our variable costs only. These are the Parish Groundsman's time and the cost of the petrol.

Parish Groundsman 2.5 hours labour: £15.13 x 2.5 = £37.82

Petrol & wear'n'tear on machinery (based on average consumption): £ 4.06

Invoice 05/25

To cut grass in Princetown Churchyard 07/09/2025 £41.88

TOTAL £ 41.88

Payment Details:

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

Yours sincerely

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

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 07508 330873

Email: clerk@dartmoorforestparishcouncil.gov.uk Website: www.dartmoorforestparishcouncil.gov.uk

Mr Anthony (Joe) Young

[Redacted address]

By email: [Redacted email address]

02 September 2025

Dear Mr Young

**INV 06/25 Fees for the interment of the ashes of Nadia Young at Postbridge Cemetery,
20th September 2025**

As we have discussed on the phone in recent conversations, I confirm the date for the interment of you late wife, Nadia's ashes at 2.30pm on Saturday 20th September 2025.

I have spoken with Mark Hutchins, who will dig the plot in readiness on the 20th and fill in afterwards. The stone masons have today confirmed the memorial stone is now in the correct place.

As I explained, I will be in attendance on the day to ensure that you and your family have privacy and are not disturbed by anyone else visiting the Cemetery while you are there. I will be there from 2pm.

Fees:

Burial of cremated remains in burial ground	£ 75.00
Fee for erection of Boulder Style monument	£ 75.00
Fee payable to Grave Digger (Mark Hutchins to invoice DFPC)	£100.00
Total Amount Payable	£250.00

(All fees are exclusive of VAT and are calculated on the basis that Nadia Young was a previous resident of Postbridge at the time of her death.)

Please use the reference: 'BB2 Young' when making the payment.

Payment Details:

Bank:	Lloyds Bank, Fore Street, Okehampton
Account Holder:	Dartmoor Forest Parish Council
Sort Code:	30-96-23
Account Number:	00741473

I look forward to meeting you and your family later in the month.

Yours sincerely

Jackie Bennetts

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council