

Agenda Item - Financial Management August 2022

Cheques to be signed this month:

| Ref | Chq No | Date | Payee & Details | Amount |
|------|--------|------------|---|---------|
| 1558 | 1777 | 23/08/2022 | David Cole Expenses | £ tbc |
| 1559 | 1778 | 23/08/2022 | David Cole Pay | £528.00 |
| 1560 | 1779 | 23/08/2022 | Jackie Bennetts Pay | £234.65 |
| 1561 | 1780 | 23/08/2022 | Jackie Bennetts Clerk Expenses - bin bags and signs | £67.84 |
| 1562 | 1781 | 23/08/2022 | Jake Cook - litter picker fee | £40.00 |

Bank Reconciliation: The monthly bank reconciliation has been completed and is correct. Statement date 29/07/22. Access to internet banking allows Clerk to check between statements. Monthly report is therefore correct to 21/8/22

Significant Changes: none

Outstanding Cheques: none

Outstanding Income: none

Invoices to be issued: 002/22 on 23/8/22 to Princetown Football Club– Pitch cutting £ 180.93

Outstanding Payments/Liabilities: none

Grass Cutting: David Cole has been paid 40hrs this month to spread his payments equally across the financial year. This may need to be reviewed downwards, at some point during the year, in light of the DNPA grass cutting contract not being secured and the churchyard grass cutting being outside of Council powers.

Vision Zero South West Road Safety Partnership Grant Application: Remaining £742.96 to be spent on improved signage on the B3212. VAT to be claimed back £566.95 and ringfenced to VZSW, road safety initiatives.

Parishscapes Grant Fund and Other Similar Funds: No further progress to date. This will be progressed when funding suitable funding streams are identified.

- a. Bench seats and a 'chat bench' in Princetown village centre.
- b. Better footpath signposting before Station Cottages.

Risks: None

Report of Accounts:

| End of Month Report of Accounts | | | August 2022 | | |
|--|----------------------|-------------------------|---|----------------|---|
| Report of Accounts | To Date | Forecast | | To Date | Budget/Forecast |
| <u>Income</u> | | | <u>Expenditure (ex VAT)</u> | | |
| Brought Forward 1/4/22 | £ 27,900.48 | £ 27,900.48 | Litter Picking | £ 217.50 | £ 564.00 |
| Precept | £ 8,997.50 | £ 17,995.00 | Grass Cutting, Lengthsman | £ 2,876.07 | £ 8,955.00 |
| Council Tax Support Grant | £ - | £ - | Dog Bins | £ 159.12 | £ 362.00 |
| Grass Cutting & Lengthsman | £ 102.26 | £ 1,150.00 | Toilets | £ - | £ - |
| VZSW Grant | £ 6,306.21 | £ 6,306.21 | Play Area | £ 210.97 | £ 610.00 |
| Others | £ 157.00 | £ 157.00 | Running Costs | £ - | £ 760.00 |
| Total | £43,463.45 | £53,508.69 | Cemetery | £ 216.66 | £ - |
| | | | Improve & Repair | £ - | £ 350.00 |
| | | | VZSW Project | £ 5,641.95 | £ 6,306.21 |
| | | | Tools & equipment | £ 43.47 | £ - |
| | | | Donations with Powers | £ 75.00 | £ 150.00 |
| | | | Section 137 | £ 55.78 | £ 164.00 |
| | | | Fees | £ 273.00 | £ 945.00 |
| <u>Bank Reconciliation</u> | <u>To Date</u> | | Admin Costs | £ 797.93 | £ 1,650.00 |
| Cash in Bank as on 21/08/22 | £32,097.26 | | Clerk's Pay | £ 1,935.10 | £ 4,874.80 |
| Plus Outstanding Income | | | Training | £ 60.00 | £ 610.00 |
| Less Outstanding Cheques | | | Reserve Transfer | £0.00 | £0.00 |
| Less spend this month | £929.09 | | Total | £12,562.55 | £26,301.01 |
| Balance carried forward | £31,168.17 | | | | |
| | | | Dartmoor Forest PC: awaiting David Cole fuel expenses for August | | |
| | | | <u>Notes</u> | | |
| | | | Bank reconciliation correct as of | | 21/08/2022 |
| <u>Annual Budget Reconciliation</u> | <u>To Date</u> | <u>To Year End</u> | Princetown FC invoice 001/22 paid £60.31 11/08/2022 | | |
| Brought Forward 1/4/22 | £31,168.17 | £31,168.17 | | | |
| Total Income | £15,562.97 | £25,608.21 | | | |
| VAT Rebate | £999.39 | £1,779.26 | | | |
| Total Expenditure (ex VAT) | £12,562.55 | £26,301.01 | | | |
| Allocated Reserves | £10,834.45 | £10,834.45 | | | |
| General Reserve 1/4/22 | £21,899.72 | £22,899.11 | | | |
| Balance carried forward | £2,433.81 | -£1,478.93 | <i>VAT to be reclaimed at end of year</i> | | <i>£779.87</i> |
| Reserves Held by the Parish Council | | | | | |
| <u>Allocated:</u> | <u>Start of Year</u> | <u>Transfer In</u> | <u>Transfers Out</u> | <u>Balance</u> | |
| Platinum Jubilee | £0.00 | £1,000.00 | £0.00 | £1,000.00 | Dartmoor Forest PC: Speedwatch funds |
| Skate Park | £500.00 | | | £500.00 | |
| Speed Reduction & Animal Safety | £1,336.45 | | | £1,336.45 | Dartmoor Forest PC: To be ringfenced for Road Safety Initiatives |
| Contested Election | £2,432.00 | | | £2,432.00 | |
| Grass cutting equipment | £5,000.00 | | | £5,000.00 | |
| VZSW vat reclaim | | £566.00 | | £566.00 | |
| | £9,268.45 | £1,566.00 | £0.00 | £10,834.45 | |
| <u>Unallocated:</u> | | | | | |
| General Reserve at start of year | £21,899.72 | Expected at end of year | | £20,420.79 | |
| Assets Held by the Parish Council | | | | | |
| Playground Equipment | £63,485.63 | | Tools and Other Equipment | £6,520.73 | £101,120 |
| Community Assets | £19,112.71 | | Miscellaneous | £601.71 | |
| Information Systems Equipment | £843.34 | | VZSW equipment | £ 6,280.20 | |
| AED - Postbridge and Hexworthy | £ 1,600.00 | | CCTV System | £4,275.34 | |

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
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Email: clerk@dartmoorforestparishcouncil.gov.uk Website: www.dartmoorforestparishcouncil.gov.uk

Allen Lewis
Chairman - Princetown Football Club
By e-mail

23 August 2022

Dear Allen

Subject – Invoice 002/22 Grass Cutting Princetown Football Field

Thank you for asking Dartmoor Forest Parish Council to cut the football field on behalf of Princetown Football Club. 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: £13.20 x 4 = £52.80
Petrol (based on average consumption): £ 7.51

Invoice 002/22

| | |
|--|---------------|
| To cut grass on Princetown Football Field 28 July 2022 | £60.31 |
| To cut grass on Princetown Football Field 11 August 2022 | £60.31 |
| To cut grass on Princetown Football Field 18 August 2022 | £60.31 |
| TOTAL | 180.93 |

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