

Agenda Item - Financial Management July 2024

Payments to be approved this month:

Ref	Payee & Details	Amount	BACS amount
1781	David Cole Expenses -July	£ 61.01	740.81
1782	David Cole - Lengthsman Pay plus 11.5hrs contracting from 2022/23 (Balance Ohrs)	£ 679.80	
1783	Jackie Bennetts - Clerks pay July	£ 488.95	508.94
1784	Jackie Bennetts - Clerks Expenses -	£ 19.99	
1785	Jake Cook - Litter Picker fee July	£ 46.00	
1786	DM Payroll Services Ltd INV 3458	£ 132.00	
1787	Glasdon Ltd Dog Waste Bin	£ 350.29	
		Total £ 1,778.04	

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 20/07/24

Significant Changes: none

Outstanding Income:

Invoices to be issued: 007/24 – Football Pitch Cut £ 120.62

008/24 – Churchyard Cuts £ 93.41

Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: (2023-24: £ 888.74) 2024-25: £ 314.97

Annual Governance and Accountability Review (AGAR) **AGAR has been sent to external auditors.**

Lengthsman: David Cole has recorded 44 hours this month on DFPC tasks.

Total hours worked 2024/25 = 151 out of 480.

Balance of hours is therefore 329 remaining to end March 2025.

He has also worked 12 hours this month on contracting work: Football Pitch and Churchyard. David has therefore worked at total of 39.5 Contracting hours in 2024/5, which will be paid in August, September, October.

David has been paid his normal 40 hours, plus 11.5 additional hours to cover Pitch and Churchyard cutting 2023/24 clearing the balance to zero. As agreed 26/04/24

Play Park Repairs: 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.

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.

LOVE Project:

Income: £600 made up of £100 WDBC gran, £100 match funded from DFPC, plus £400 sponsorship

Expenditure to date: £312.76 ex vat (£56.56 vat to be reclaimed) see below for detail.

Balance £287.24

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			July 2024			
Report of Accounts	To Date	Forecast to year end	Budget 2023-24	Expenditure To Date (ex vat)	Forecast to end March	Variance at end of March
Brought Forward 1/4/24	£ 31,859.44					
Income			Expenditure (ex VAT)			
Precept	£ 9,267.50	£ 18,535.00	£ 602.00	£ 206.48	£ 592.98	£ 9.02
Grass Cutting & Lengthsman	£ 1,416.16	£ 3,672.00	£ 7,102.00	£ 2,857.80	£ 7,081.80	£ 20.20
VAT reclaim 2023/24	£ -	£ 888.74	£ 700.00	£ 151.70	£ 182.02	£ 517.98
Other	£ 460.00	£ 460.00	£ 393.00	£ 159.12	£ 350.06	£ 42.94
LOVE Project	£ 500.00	£ 500.00	£ 1,925.00	£ 163.77	£ 276.52	£ 1,648.48
Total	£11,643.66	£24,055.74	£ 890.00	£ 376.45	£ 430.50	£ 459.50
				£ 8.36	£ 10.06	£ (10.06)
			£ 450.00	£ 291.91	£ 350.29	£ 99.71
			£ -	£ -	£ -	£ -
			£ -	£ -	£ -	£ -
			£ 150.00	£ -	£ 75.00	£ 75.00
			£ 100.00	£ -	£ 100.00	£ -
				£ -	£ -	£ -
			£ 500.00	£ 312.76	£ 368.32	£ 131.68
			£ 1,005.00	£ 659.57	£ 1,175.10	£ (170.10)
			£ 1,292.00	£ 644.07	£ 1,194.63	£ 97.37
			£ 6,145.00	£ 1,955.80	£ 5,867.40	£ 277.60
			£ 135.00	£ 45.00	£ 54.00	£ 81.00
					£-341.97	
			£ 21,389.00	£ 7,832.79	£ 17,766.71	£ 3,280.32
Bank Reconciliation						
Cash in Bank as on 20/07/24	£25,932.29					
Savings Account as at 23 July		£ 10,113.53				
Plus Outstanding Income						
Less Outstanding Cheques	£0.00					
Less spend this month	£1,778.04					
Balance carried forward	£34,267.78					
Annual Budget Reconciliation	To Date	To Year End	Notes			
Brought Forward 1/4/24	£31,859.44	£31,859.44	Bank reconciliation correct as of 20/07/2024			
Total Income	£11,643.66	£24,055.74				
Total Expenditure (ex VAT)	£7,832.79	£21,047.03	Agreed Expenditure Carried forward			
Allocated Reserves	£12,886.01	£11,079.21	Mower service £700.00			
General Reserve 1/4/24	£18,973.43	£20,780.23	Additional Dog Waste Bin £280.00			
			VAT to be reclaimed for 2023-24 £884.00			
Balance carried forward	£3,810.87	£3,008.71	VAT to be reclaimed for 2024-25 £341.97			
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>		
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		433.76		£433.76		
Mower Service		£700.00	£700.00	£0.00		
Dog Waste Bin		£261.00	£261.00	£0.00		
David Cole - additional hours		£745.80	£745.80	£0.00		
LOVE Project		£100.00	£100.00	£0.00		
	£10,645.45	£2,240.56	£1,806.80	£11,079.21		
<u>Unallocated:</u>						
General Reserve at start of year	£18,973.43		Expected at end of year	£20,780.23		
Assets Held by the Parish Council						
			Total	£101,671.66		
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					

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 01822 859104

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

Allen Lewis
Chairman - Princetown Football Club
By e-mail to redrum347@hotmail.com

23 July 2024

Dear Allen

Subject – Invoice 07/24 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 07/24

To cut grass on Princetown Football Field	26/6		£60.31
	17/7		£60.31
		TOTAL	£ 120.62

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

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council

Dartmoor Forest Parish Council



Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 01822 859104

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 July 2024

Dear Hazel and Gregg

Subject – Invoice 08/24 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: £13.20 x 2.5 = £33.00

Petrol (based on average consumption): £ 5.92

Invoice 08/24

To cut grass in Princetown Churchyard			
Additional strimming pathway through graves	26 June		£54.49
	17 July		£38.92
		TOTAL	<u>£ 93.41</u>

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