

Agenda Item - Financial Management August 2024

Payments to be approved this month:

Ref	Payee & Details	Amount	BACS amount
1794	David Cole Expenses -August	£ 60.00	786.00
1795	David Cole - Lengthsman Pay plus 15hrs contracting from 2024/25	£ 726.00	
1796	Jackie Bennetts - Clerks pay August	£ 488.95	496.94
1797	Jackie Bennetts - Clerks Expenses - Gloves for litter picker 14/8	£ 7.99	
1798	Jake Cook - Litter Picker fee July	£ 46.00	
1799	Hazel Williams - LOVE - re-imburement for plants	£ 42.95	
1800	DALC INV 5872 - Training - Mark Williams £36.00	£ 36.00	
1801	INV 057 Mark Hutchins Grave Digger for BB5 (B Martin)	£ 100.00	
1802	Duchy of Cornwall - INV 177200 Play Park Rent 25.03.24> 28.09.24	£ 48.00	
		Total	£ 1,555.89

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 20/08/24

Significant Changes: none

Outstanding Income:

Invoices to be issued: 009/24 – Football Pitch Cut £ 120.62
010/24 – Churchyard Cuts £ 93.41
011/24 – Duchy of Cornwall – Tor Gate House £ 720.00

Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: (2023-24: £ 888.74) 2024-25: £ 367.29

Annual Governance and Accountability Review (AGAR) AGAR has been received by external auditors, so just waiting for sign off.

Lengthsman: David Cole has recorded 41hours this month on DFPC tasks.
Total hours worked 2024/25 = 192 out of 480.
Balance of hours is therefore 288 remaining to end March 2025.

He has also worked 43.5 hours this month on contracting work: Football Pitch, Churchyard and Duchy Tor Gate House.

David has therefore worked at total of 83 Contracting hours in 2024/5.

David has been paid his normal 40 hours, plus 15 additional hours to cover contracting work in 2024/25. Balance owing is 68hrs which will be paid over September, October, November.

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 grant, £100 match funded from DFPC, plus £400 sponsorship.

Expenditure to date: £355.71 ex vat (£55.56 vat to be reclaimed).

Balance £244.29

Funding Applications or Opportunities:

Other applications will be progressed when 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
- e. Picnic benches for Play Park

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

27 August 2024

Dear Allen

Subject – Invoice 09/24 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 09/24

To cut grass on Princetown Football Field	1/8	£60.31
	21/8	£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
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

27 August 2024

Dear Hazel and Gregg

Subject – Invoice 10/24 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 10/24

To cut grass in Princetown Churchyard			
	1/8		£38.92
	17/8		£38.92
		TOTAL	£ 77.84

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
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

Mark Butler
Estate Warden
Duchy of Cornwall
Tavistock Road
Princetown, PL20 6QF

By email to mbutler@duchyofcornwall.org

27 August 2024

Dear Mark

Subject – Invoice 11/24 Grass Cutting Princetown Churchyard

Thank you for asking Dartmoor Forest Parish Council to cut the grass at Tor Gate, as confirmed in the email 5/8/24.

When contracting out the Lengthsman's services the Council seeks to keep charges to a minimum whilst covering the cost of his time, fuel and wear and tear on the machinery used.

Invoice 11/24

To cut grass at Tor Gate August 2024		£720.00
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We do not charge 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

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

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council