

Agenda Item - Financial Management September 2024

Payments to be approved this month:

Ref	Payee & Details	Amount	BACS amount
1805	David Cole Expenses -September (BACs payemnt is less £1 to balance overpayment from July)	£ 40.00	765.00
1806	David Cole - Lengthsman Pay plus 15hrs contracting from 2024/25	£ 726.00	
1807	Jackie Bennetts - Clerks pay September	£ 488.95	995.41
1808	Jackie Bennetts - Clerks Expenses - Magnolia Pain & A5 laminating pouches Echo Strimmer	£ 506.46	
1809	Jake Cook - Litter Picker fee September	£ 46.00	
1810	Mark Williams - re-imburement Timber for play park & acrylic, sealant and wood for bus shelter	£ 166.18	
1811	Hazel Williams - LOVE - re-imburement for compost	£ 9.59	
1812	Postbridge Village Hall Room Hire 24 Sept £10per hour	£ 20.00	

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 19/09/24

Significant Changes: none

Outstanding Income: 011/24 – Duchy of Cornwall – Tor Gate House £ 720.00

Invoices to be issued: 012-24 DCC Highways Urban Grass Cutting £ 130.00

013/24 – Football Pitch Cut £ 60.31

014/24 – Churchyard Cuts £ 77.84

Outstanding Payments/Liabilities: none

Risks: none

VAT to be Claimed: (2023-24: £ 888.74) 2024-25: £ 476.67

Annual Governance and Accountability Review (AGAR) External Audit has been completed with no comments/actions.

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

Total hours worked 2024/25 = 236 out of 480.

Balance of hours is therefore 244 remaining to end March 2025.

He has also worked 8 hours this month on contracting work: Football Pitch and Churchyard.

David has therefore worked at total of 91 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 61 hrs which will be paid over October, November, December.

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: £363.70 ex vat (£57.16 vat to be reclaimed).

Balance £236.30

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



Devon County Council
Accounts Payable Processing
Room 180, County Hall
Topsham Road
Exeter, EX2 4QD

By email to accounts payable-mailbox@devon.gov.uk

24 September 2024

Dear Sir or Madam

Subject – Invoice 012/24 Urban Grass Cutting 2024/25

Order no: 30143105
Net total £ 130.00

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

Please note change of contact details at top of page.
Please update your contact details with name and address of the current Clerk.
(The Purchase order had a previous Clerk's address despite requesting the contact details were updated on last year's invoice)

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: 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

24 September 2024

Dear Allen

Subject – Invoice 13/24 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 13/24

To cut grass on Princetown Football Field	17/9	£60.31
	TOTAL	£ 60.31

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



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

24 September 2024

Dear Hazel and Gregg

Subject – Invoice 14/24 Grass Cutting Prinetown 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 14/24

To cut grass in Prinetown Churchyard

31/8	£38.92
18/9	£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

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

Jackie Bennetts
Clerk to Dartmoor Forest Parish Council