

Salcombe Town Council

Appendix 8

Bank Reconciliation

as at 22/01/2024

Opening Balance Per Balance Sheet	575382.88
Add Income	111797.72
Less Expenses	682487.95
Closing Balance Per Balance Sheet	<u>4692.65</u>

Balance Per Bank Statement	Treasurers Current A/c	500.00	
	Bus Bank Instant	<u>4192.65</u>	
			4692.65

Add Outstanding Credits

0.00

Less Unpresented Cheques

0.00

Balance Per Closing Balance Sheet 4692.65

0.00

Prepared by RFO: [Sara Jones](#)

Date: 22/01/24

Approved by: [Mark Goodey](#)

Date of TC Meeting: 24/01/24

Date	Deposit	Interest	Withdrawal	Balance
	250000			£ 250,000.00
	250000			£ 500,000.00
12/04/2023		868.9		£ 500,868.90
01/12/2023	15000			£ 515,868.90
01/03/2024		2308.95		£ 518,177.85

Appendix 8

Prepared by RFO: Sara Jones

Approved by: Mark Goodey

Date: 22/01/24

Date of TC Meeting: 24/01/24

Salcombe Town Council

Expenses Analysis

Appendix 8

Year Ending 31st March 2024

Date	Supplier	Description	Voice Numt	VAT number	Total	VAT	Staffing Costs - General Administration							Grants			Rent & Maintenance			Capital Purchase
							Salaries & Pension	PAYE	Stationery & Sundries	Postage	Rent & Insurance	Telephone	Subscriptions	Civic Functions	Payroll	Grants	Woodlands	Repairs	Equipment	
		REPORTED AT JAN 2024 MEETING			0.00															
19/12/23	BT	Phone & Broadband		M002GA	59.94	9.99								49.95						
21/12/23	DESMOND REX LTD	OFFICE REFURB CRED		GB361588279	-270.64	-45.11														-225.53
21/12/23	RSK HI-LINE LTD2	TREE WORKS - THE BERRY			384.88	64.16														320.72
21/12/23	SALCOMBE RUGBY CLUB	GRANT			2000.00															2000.00
21/12/23	S D JONES EXPENSES	EXPENSES - £123.66			0.00															
	AMAZON	OFFICE SUPPLIES			118.26				118.26											
		POST OFFICE			5.40					5.40										
21/12/23	STAFF	WAGES			3765.58		3765.58													
21/12/23	RSK HI-LINE LTD	TREE WORKS - BONFIRE HILL ALLOTMENTS	DC2918	397835628.00	192.43	32.07														160.36
21/12/23	POLARIS ELECTRICAL	SOUND EQUIP FOR REMEMBRANCE PARADE/SERVICE			108.00	18.00							90.00							
21/12/23	PITTMAN TREES LTD	TREE WORKS - SALCOMBE ALLOTMENTS			3906.00	651.00														3255.00
21/12/23	NEST	PENSION			276.05		276.05													
21/12/23	HMRC	HMRC			705.26			705.26												
21/12/23	DART ROOFING	COUNCIL HALL ROOF REPAIR			600.00															600.00
21/12/23	CLIFF HOUSE TRUST	OFFICE - RENT	SI-1076	GB121568430	1498.50	249.75				1248.75										
21/12/23	CLIFF HOUSE TRUST	OFFICE - SERVICE CHARGE	SI-1077	GB121568430	432.10	72.02				360.08										
21/12/23	CHRISTMAS LIGHTS	GRANT			500.00															500.00
21/12/23	ACTIONWEST BUSINES	Laptop for office	154881	GB704660060	405.00	67.50														337.50
02/01/24	MASON ACCOUNTANCY	PAYROLL			30.00	5.00														25.00
01/09/2024	HM LAND REGISTRY	HM LAND REGISTRY			3.00			3.00												
15/01/24	ICO	DATA PROTECTION REGISTRATION			35.00								35.00							
16/01/24	ITWORKHOUSE	IT SUPPORT			486.05	81.01							405.04							
16/01/24	HM LAND REGISTRY	HM LAND REGISTRY			12.00			12.00												
18/01/24	BT	PHONE AND BROADBAND		M003KX	59.94	9.99							49.95							
					0.00															
	Total				15312.75	1215.38	4041.63	705.26	133.26	5.40	1608.83	99.90	440.04	90.00	25.00	2500.00	3736.08	600.00	111.97	

Salcombe Town Council

Appendix 8

Income Analysis

Year Ending 31st March 2024

Date	Description	Reserve Code	Total	VAT	Bank Interest	Civic Dinner	Precept	Rents	Town Plan	Burial Grounds	Sundries	Grants	Park & Ride
Reported at Jan 2024 meeting			0.00										
01/08/2024	THE CO-OPERATIVE 50027306 - Invoice 23/10 Internment fee JA Damerell		95.00							95.00			
01/08/2024	MUNDY AC 23/12 - Monument Grave 4/245 - Singer		450.00							450.00			
01/09/2024	Interest		7.86		7.86								
16/01/24	THE CO-OPERATIVE 50027306 - Invoice 24/01 Baxter		745.00							745.00			
			0.00										
	Total		1297.86	0.00	7.86	0.00	0.00	0.00	0.00	1290.00	0.00	0.00	0.00

check

1297.86

Date of invoices due to be paid/requiring approval	Invoice Number	Company/Recipient	Total Amount	Payment for	Date of Town Council Meeting expenditure approved by Town Council
15/12/2023	5307	DALC	36	VAT training	HR
09/01/2024	90853	Tozers	1800	Council fixed advice service retainer	Dec-23
13/01/2024	SI-1084	Cliff House Trust	1296.3	Service Charge	Ongoing regular payment
13/01/2024	SI-1085	Cliff House Trust	4495.5	Rent	Ongoing regular payment
17/01/2024	10760	IT Workhouse	486.05	IT Support	Ongoing regular payment
23/01/2024	Various	S Jones	102.03	Expenses Office supplies - 11.91 Postage - £5.00 OneBill - £29.58 Amazon - £55.54	
23/01/2024	230124	Damian Cooper	623	Mortuary Building: painting of woodwork following Heritage Preservation Ltd's work	Oct-23
Salaries/HMRC/Nest		Staff	TBA	January payroll - amount TBA pending SGW payroll HR & Staffing Committee to approve	
Total payments due			8838.88		

Plus payroll

Approved at Town Council Meeting:
24/1/24

Auth signature: [Mark Goodey](#)

Appendix 7

Mayor