

**Salcombe Town Council**

**Bank Reconciliation**

**as at 31/012024**

Opening Balance Per Balance Sheet	575382.88
Add Income	134396.72
Less Expenses	695549.79
Closing Balance Per Balance Sheet	<u>14229.81</u>

Balance Per Bank Statement	Treasurers Current A/c	501.00	
	Bus Bank Instant	<u>13728.81</u>	
			14229.81

Add Outstanding Credits

0.00

Less Unpresented Cheques

0.00

Balance Per Closing Balance Sheet 14229.81

0.00

Prepared by RFO:

Date:

Approved by

Date of TC Meeting:

Date	Deposit	Interest	Withdrawal	Balance as at 31/01/24
	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
29/01/2024			20250	£ <b>497,927.85</b>

Prepared by RFO: Sara Jones

Date: 27/02/24

Approved by: Mark Goodey

Date: 28/02/24

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
29/2/2024	-	Salaries incl pension/HMRC	TBA	Staff	
26/01/2024	7637463	John Cooke	50.37	Reimbursement for Table Builder	Jan-24
19/2/24	80	S Coast Avain Pest Control	1881.6	Gull deterrent (hawk)	Approved at TC Sept 2023
02/05/2024	67	Salcombe Rugby Club	20	Cleaning fee/coffee & tea for Community Surgery held on 15/2/24	TBC
22/02/24	1952	Green Bee -Chris Kemp	150	Replacing broken window at Mortuary	TC Delegation of Auth - repairs
27/02/24	Various	Sara Jones	938.55	Expenses: Milk/coffee: £9.26 Envelopes: £1.50 Trees: £842.00 Office Supplies/Sationary: £85.79	
			3040.52		

plus Payroll

Approved at Town Council Meeting:

Auth signature:

Mayor



**Salcombe Town Council**

**Expenses Analysis**

**Year Ending 31st March 2024**

Date	Supplier	Description	Invoice Number	VAT number	Reserve Code	Total	VAT	Staffing & General Administration						Web & Training	
								Salaries & Pension	Stationery & Sundries	Postage	Rent & Insurance	Telephone	Legal Fees	Repairs	Training
	Reported at Feb 2024 TC meeting					0.00									
30/01/2024	Land Registry	To establish CH Woods boundary ahead of transfer of title to STC	7776102			6.00			6.00						
31/01/2024	Cliff House Trust	Service charge - Quarterly charge				1296.30	216.05				1080.25				
31/01/2024	Cliff House Trust	Rent - quarterly charge				4495.50	749.25				3746.25				
31/01/2024	DALC	TC Training: VAT				36.00	6.00							30.00	
31/01/2024	Damian Cooper	Paintwork to Mortuary				623.00							623.00		
31/01/2024	Staff	Salaries				4703.01		4703.01							
31/01/2024	Sara Jones	Expenses				0.00									
	Postage	Unpaid postage				5.00				5.00					
	Amazon	Office supplies/stationary				55.54	7.82		47.72						
	Spar	Coffee/milk				11.91	1.98		9.93						
	Onebill Ltd	Phone				29.58	4.93				24.65				
	Tozers	CLAS - retention of solicitor service (annual cost)				1800.00	300.00					1500.00			