

Voucher	Code	Date	Minute	Bank	Description
22	Rent - Maritime Museum	01/07/2024	Regular Payment	Lloyds	Maritime Museum - monthly rental 23/24
21	CCLA - reinvestment	02/07/2024		CCLA	CCLA - Reinvestment
23	Bank Interest	09/07/2024	Regular payment	Lloyds	Interest

Supplier	Net	VAT	Total
Salcombe Museum	166.67	0.00	166.67
CCLA	2,155.47	0.00	2,155.47
Lloyds Bank	19.58	0.00	19.58

Voucher	Code	Date	Minute	Description	Supplier	Net	VAT	Total
90	Payroll - NEST	12/07/2024	HR Committee approved via email	Pension	Nest	318.78	0.00	318.78
84	Payroll admin	15/07/2024	Regular payment	Payroll	SGW Payroll	28.00	5.60	33.60
83	IT & IT Support	15/07/2024	Regular payment	IT Package	IT Workhouse	400.52	80.11	480.63
85	Telephone & Broadband	18/07/2024	Regular payment	Telephone & Broadband	British Telecom	54.85	10.97	65.82
88	Payroll - wages	31/07/2024	HR Committee approved via email	Salary	Staff	4,985.62	0.00	4,985.62
89	Grants (via Council's grant application)	31/07/2024	July 2024 TC meeting - No 21	Grant	Salcombe Minibus	500.00	0.00	500.00
76	Scribe costs	31/07/2024	June 2024 TC meeting - finance 20i)	Scribe Accountancy Software	Starboard Systems	660.00	132.00	792.00
78	Insurance	31/07/2024	July 2024 TC meeting - finance	Insurance - 24/25 renewal	James Hallam Council Guard	4,403.04	0.00	4,403.04
77	Insurance	31/07/2024	July 2024 TC meeting - finance	Insurance - 24/25 renewal	James Hallam Council Guard	458.99	0.00	458.99
73	VAT Liability-historic VAT owed/penalties/interest	31/07/2024	July 2024 TC meeting - finance	Parkinson Partnership VAT advice	Parkinson Partnership	220.00	44.00	264.00

Voucher	Code	Date	Minute	Description	Supplier	Net	VAT	Total
92	Council Offices - service charge	29/08/2024	Quarterly pmt	Annual Service Charge - Cliff House Office	Cliff House Trust Ltd	1,080.25	216.05	1,296.30
106	Burial Grounds - maintenance	28/08/2024	August 2024 - Finance	Cemetery Bin	SHDC	569.45	0.00	569.45
108	Citizen of the Year Award & Reception	28/08/2024	August 2024 - Finance	Civic Lunch - 2024	Cliff House Trust Ltd	498.75	99.75	598.50
109	Digital Software Mapping	28/08/2024	August 2024 - Finance	Digital Mapping	Pear Technology	200.00	40.00	240.00
107	Civic Assets - maintenance	28/08/2024	August 2024 - Finance	Electrician - defibs	AMMP Electrical Solutions	195.84	0.00	195.84
79	Annual Audit Costs	28/08/2024	Ongoing contract	Internal Audit	IAC Audit and Consultancy Ltd	395.00	79.00	474.00
110	Playground Inspection	28/08/2024	August 2024 - Finance	Jubilee Park Inspection	The Play Inspection Company Ltd	78.25	15.65	93.90
81	Civic Infrastructure-ongoing maintenance programme	28/08/2024	Non-emergency £0-£1K - Auth by HR lead	Office - fire safety equipment	Fire & Safety Centre	220.90	44.18	265.08
93	Stationery & Sundries (office supplies)	27/08/2024	August 2024 - Finance	Office Supplies	The Pantry Salcombe Ltd	2.20	0.00	2.20
94	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	The Salcombe Deli Ltd	1.76	0.00	1.76
95	Stationery & Sundries (office supplies)	19/08/2024	August 2024 - Finance	Office Supplies	The Pantry Salcombe Ltd	1.98	0.00	1.98
96	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Bolting Darts Ltd	18.72	3.74	22.46
97	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Pepper Enterprise Ltd	5.62	1.12	6.74
98	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Amazon EU S.a.r.l., UK Branch	9.98	2.00	11.98
99	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Clear Mind Concepts Ltd	7.90	1.58	9.48
100	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Amazon Services Europe S.a.r.L.	3.55	0.71	4.26
101	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Azure Prism Ltd	7.87	1.58	9.45
102	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Booghe Toys Ltd	3.87	0.77	4.64
103	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Amazon Services Europe S.a.r.L.	19.16	3.83	22.99
104	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Little9fly Ltd	13.32	2.67	15.99
105	Stationery & Sundries (office supplies)	28/08/2024	August 2024 - Finance	Office Supplies	Amazon EU S.a.r.l., UK Branch	8.95	1.79	10.74
112	Payroll - PAYE	28/08/2024	HR Committee approved via email	PAYE	HMRC	1,225.76	0.00	1,225.76
80	Payroll - NEST	05/08/2024	HR Committee approved via email	Pension	Nest	219.48	0.00	219.48
111	Council Offices - rates	28/08/2024	Regular payment	Rates	South Hams District Council	349.00	0.00	349.00
91	Council Offices - rent	29/08/2024	Quarterly pmt	Rent - Cliff House	Cliff House Trust Ltd	3,746.25	749.25	4,495.50
113	Payroll - wages	28/08/2024	HR Committee approved via email	Salary	Staff	4,402.93	0.00	4,402.93
					Total	13,286.74	1,263.67	14,550.41
Invoices checked and verified:	Sara Jones	RFO	Signed:	Date: 27/8/24				
Invoices checked and verified:		Councillor	Signed:	Date:				
Invoices checked and verified:		Councillor	Signed:	Date:				

Salcombe Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/07/2024		
	Cash in Hand 01/04/2024		494,241.34
	ADD Receipts 01/04/2024 - 31/07/2024		116,212.42
			610,453.76
	SUBTRACT Payments 01/04/2024 - 31/07/2024		96,653.91
A	Cash in Hand 31/07/2024 (per Cash Book)		513,799.85
	Cash in hand per Bank Statements		
	Petty Cash	31/07/2024	0.00
	Lloyds 00754389	31/07/2024	500.00
	CCLA	31/07/2024	509,621.64
	Lloyds 07402208	31/07/2024	10,146.82
			520,268.46
	Less unrepresented payments		6,468.61
			513,799.85
	Plus unrepresented receipts		
B	Adjusted Bank Balance		513,799.85
	A = B Checks out OK		