

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 31/10/2024			
	Cash in Hand 01/04/2024			494,241.34
	ADD			
	Receipts 01/04/2024 - 31/10/2024			239,266.25
				733,507.59
	SUBTRACT			
	Payments 01/04/2024 - 31/10/2024			156,823.43
A	Cash in Hand 31/10/2024 (per Cash Book)			576,684.16
	Cash in hand per Bank Statements			
	Petty Cash	31/10/2024	0.00	
	Lloyds 00754389	31/10/2024	501.00	
	CCLA	31/10/2024	545,397.05	
	Lloyds 07402208	31/10/2024	31,026.11	
				576,924.16
	Less unrepresented payments			240.00
				576,684.16
	Plus unrepresented receipts			
B	Adjusted Bank Balance			576,684.16
	A = B Checks out OK			

Salcombe Town Council
OCTOBER 2024 PAYMENTS LIST

27 November 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
135	Payroll - NEST	08/10/2024	HR Committee approved	Lloyds 00754389	2024 Payroll	Pension	Nest	X	219.48		219.48
											219.48
145	IT & IT Support	15/10/2024	Regular payment	Lloyds 00754389		IT Package	IT Workhouse	S	398.81	79.76	478.57
											478.57
160	Payroll admin	16/10/2024	Regular payment	Lloyds 00754389		Payroll	SGW Payroll	S	28.00	5.60	33.60
											33.60
147	Telephone & Broadband	18/10/2024	Regular payment	Lloyds 00754389		Telephone & Broadband	British Telecom	S	54.85	10.97	65.82
											65.82
161	Payroll - PAYE	25/10/2024	HR Committee approved	Lloyds 00754389	Payroll	PAYE	HMRC	X	1,299.47		1,299.47
											1,299.47
142	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Pete's expenses	Projector cable	Amazon EU S.a.r.l., UK	S	6.66	1.33	7.99
											7.99
149	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	The Salcombe Deli Ltd	Z	1.85		1.85
											1.85
150	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	Spar	Z	1.49		1.49
											1.49
151	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	The Pantry Salcombe	Z	1.98		1.98
											1.98
153	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	Amazon EU S.a.r.l., UK	S	23.32	4.67	27.99
											27.99
154	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	Gharana Ltd	Z	5.79		5.79
											5.79
155	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	Amazon EU S.a.r.l., UK	S	7.49	1.50	8.99
											8.99
156	Stationery & Sundries	25/10/2024	October 2024 Finance	Lloyds 00754389	Town Clerk's	Office Supplies	Boxclever Press Ltd	S	10.82	2.17	12.99
											12.99
162	Payroll - wages	25/10/2024	HR Committee approved	Lloyds 00754389	Payroll	Salary	Staff	X	838.36		4499.83
											4499.83
146	Digital Software Mapping	25/10/2024	October 2024 Finance	Lloyds 00754389		Digital Mapping	Parish Online	S	50.00	10.00	60.00
											60.00
143	Council Offices - rates	25/10/2024	Regular payment	Lloyds 00754389	01/04/2024-31/	Rates	South Hams District	X	364.66		364.66
											364.66
157	Civic Assets - Repairs	25/10/2024	October 2024 Finance	Lloyds 00754389	TC del of auth:	Mortuary building - roof	Drytech Roofing Ltd	S	400.00	80.00	480.00
											480.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
148	Training	25/10/2024	October 2024 Finance	Lloyds 00754389		DALC - conference	Devon Assoc of Local	S	100.00	20.00	120.00
											120.00
144	Training	25/10/2024	October 2024 Finance	Lloyds 00754389	Traffic	Training - Traffic	Kingsbridge Town	E	250.00		250.00
											250.00
152	Mileage claim	25/10/2024	August 2024 - Finance	Lloyds 00754389	Town Clerk's	Mileage claim	S D Jones	X	50.70		50.70
											50.70
Total									7,775.20	216.00	7,991.20

Salcombe Town Council
OCTOBER 2024 RECEIPTS LIST

27 November 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
50	Rent - Maritime Museum	01/10/2024		Lloyds 00754389	Ref: 23- MM	Maritime	Salcombe Museum	E	166.67		166.67
											166.67
51	CCLA - reinvestment	02/10/2024		CCLA		CCLA - Reinvestment	CCLA	X	2,101.85		2,101.85
											2,101.85
47	Bank Interest	09/10/2024		Lloyds 07402208		Interest	Lloyds Bank	X	19.03		19.03
											19.03
44	DCC Urban Grass Cutting	18/10/2024		Lloyds 00754389		DCC - urban grass cutting	Devon County Council	S	359.00	71.80	430.80
											430.80
45	VAT	28/10/2024		Lloyds 00754389	Q2	HMRC VAT	HMRC	R		1,257.58	1,257.58
											1,257.58
46	Burial Grounds - all	30/10/2024		Lloyds 00754389		Bonfire Hill	Mrs. Tina Roberto &	X	650.00		650.00
											650.00
52	Precept	31/10/2024		Lloyds 00754389		Precept	South Hams District	X			
48	Parking income via	31/10/2024		Lloyds 07402208		Parking fees - to cover VAT	Salcombe Harbour	X	8,625.00		8,625.00
											8,625.00
49	Parking income via	31/10/2024		Lloyds 07402208		Parking fees	Salcombe Harbour	S	2,875.00	575.00	3,450.00
49	Parking income via	31/10/2024		Lloyds 07402208		Parking fees	Salcombe Harbour	S	2,875.00	575.00	3,450.00
49	Parking income via	31/10/2024		Lloyds 07402208		Parking fees	Salcombe Harbour	S	1,916.67	383.33	2,300.00
49	Parking income via	31/10/2024		Lloyds 07402208		Parking fees over payment	Salcombe Harbour	S	958.33	191.67	1,150.00
											10,350.00
Total									20,546.55	3,054.38	23,600.93

Salcombe Town Council

27 November 2024 (2024-2025)

NOV 2024 PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
159	Telephone & Broadband	18/11/2024	November 2024 TC	Lloyds 00754389	Regular	Telephone & Broadband	British Telecom	S	54.85	10.97	65.82
											65.82
191	Payroll - PAYE	28/11/2024	HR Committee approved	Lloyds 00754389	Nov 2024	PAYE	HMRC	X			
190	Stationery & Sundries	28/11/2024	November 2024 TC	Lloyds 00754389	Town Clerk's	Expenses	S D Jones	S	68.21	13.64	81.85
											81.85
180	Adverts	28/11/2024	HR Committee meeting	Lloyds 00754389		Advert:Deputy Clerk	Devon County Council	S	110.00	22.00	132.00
											132.00
168	Adverts	28/11/2024	HR Committee meeting	Lloyds 00754389		Advert:Deputy Clerk	SLCC	S	211.00	42.20	253.20
											253.20
192	Payroll - wages	28/11/2024	HR Committee approved	Lloyds 00754389	Nov 2024	Salary	Romi Pearce	X			
193	Payroll - wages	28/11/2024	HR Committee approved	Lloyds 00754389	Nov 2024	Salary	Pete Robinson	X			
167	Woodlands	28/11/2024	November 2024 TC	Lloyds 00754389	TC Del of Auth	SHDC - tree works	SHDC	S	244.80	48.96	293.76
											293.76
165	Capital equipment eg	28/11/2024	August 2024 TC Meeting	Lloyds 00754389		Office laptop = Project	IT Workhouse	S	775.00	155.00	930.00
											930.00
194	Payroll - wages	28/11/2024	HR Committee approved	Lloyds 00754389	Nov 2024	Salary	S D Jones	X			
195	Payroll - NEST	28/11/2024	HR Committee approved	Lloyds 00754389	Nov 2024	Pension	Nest	X			
184	Jubilee Gardens	28/11/2024	November 2024 TC	Lloyds 00754389		Jubilee Hardens	Miracle Design & Play	S	148.86	29.77	178.63
											178.63
169	Park & Ride-administrative	28/11/2024	November 2024 TC	Lloyds 00754389		DCC - Ringo Fees	Devon County Council	S	369.94	73.99	443.93
169	Park & Ride-administrative	28/11/2024	November 2024 TC	Lloyds 00754389		DCC - Ringo Fees	Devon County Council	X	143.96		143.96
											587.89
170	Park & Ride-administrative	28/11/2024	November 2024 TC	Lloyds 00754389		DCC - 20% fee re parking	Devon County Council	S	1,400.47	280.09	1,680.56
											1,680.56
171	Park & Ride-administrative	28/11/2024	November 2024 TC	Lloyds 00754389		DCC - 20% fee re parking	Devon County Council	S	3,488.00	697.60	4,185.60
											4,185.60
172	Park & Ride-administrative	28/11/2024	November 2024 TC	Lloyds 00754389		DCC - Ringo Fees	Devon County Council	S	1,055.64	211.13	1,266.77
											1,266.77
179	Training	28/11/2024	HR Committee meeting	Lloyds 00754389		DALC Training	Devon Assoc of Local	S	35.00	7.00	42.00
											42.00
186	Website	28/11/2024	November 2024 TC	Lloyds 00754389		Domain Renewel	Krystal Hosting Ltd	S	110.00	22.00	132.00
											132.00
177	Council Offices - rent	28/11/2024	Lease	Lloyds 00754389	Monthly pmt of	Rent - Cliff House	Cliff House Trust Ltd	S	1,248.75	249.75	1,498.50
											1,498.50

Salcombe Town Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
175	Council Offices - rent	28/11/2024	Lease	Lloyds 00754389	Monthly pmt of	Rent - Cliff House	Cliff House Trust Ltd	S	1,248.75	249.75	1,498.50
											1,498.50
173	Council Offices - rent	28/11/2024	Lease	Lloyds 00754389	Monthly pmt of	Rent - Cliff House	Cliff House Trust Ltd	S	1,248.75	249.75	1,498.50
											1,498.50
174	Council Offices - service	28/11/2024	Lease	Lloyds 00754389	Monthly pmt:	Annual Service	Cliff House Trust Ltd	S	360.08	72.02	432.10
											432.10
176	Council Offices - service	28/11/2024	Lease	Lloyds 00754389	Monthly pmt:	Annual Service	Cliff House Trust Ltd	S	360.08	72.02	432.10
											432.10
178	Council Offices - service	28/11/2024	Lease	Lloyds 00754389	Monthly pmt:	Annual Service	Cliff House Trust Ltd	S	360.08	72.02	432.10
											432.10
188	Council Offices - rates	28/11/2024	Regular payment	Lloyds 00754389	01/04/2024-31/	Rates	South Hams District	X	363.00		363.00
											363.00
187	IT & IT Support	28/11/2024	Regular payment	Lloyds 00754389		IT Package	IT Workhouse	S	388.77	77.75	466.52
											466.52
181	Citizen of the Year Award	28/11/2024	October 2024 TC	Lloyds 00754389		Civic Lunch - 2024	Winking Prawn	S	1,200.00	240.00	1,440.00
											1,440.00
182	Citizen of the Year Award	28/11/2024	November 2024 TC	Lloyds 00754389		Civic Lunch - 2024	Cliff House Trust Ltd	S	1,569.17	313.83	1,883.00
											1,883.00
183	Citizen of the Year Award	28/11/2024	November 2024 TC	Lloyds 00754389		Remembrance Day 2024	Polaris Electrical	S	108.33	21.67	130.00
											130.00
189	Remembrance Day	28/11/2024	November 2024 TC	Lloyds 00754389	Reimbursement	Remembrance Day 2024	Cllr Craig Niven	X	166.92		166.92
											166.92
166	Remembrance Day	28/11/2024	D-Day Committee &	Lloyds 00754389		Wreaths	Royal British Legion	X	20.00		20.00
166	D-Day Commemoration	28/11/2024	D-Day Committee &	Lloyds 00754389		Wreaths	Royal British Legion	X	27.50		27.50
											47.50
185	Digital Software Mapping	28/11/2024	October 2024 TC	Lloyds 00754389		Scribe - Cemetery	Starboard Systems	S	990.00	198.00	1,188.00
											1,188.00
Total									17,875.91	3,430.91	21,306.82

+ Salary - confidential

Salcombe Town Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
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Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

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Name and Role