

Appendix I 2

NEWTON ABBOT TOWN COUNCIL

INTERNAL AUDIT

30th June 2023

Opening Balance	£ 598,054.83
Misc. Income	£ 18,784.89
Total Income	£ 616,839.72
LESS:	
Expenditure	£ 111,145.45
TOTAL EXPENDITURE	£ 111,145.45
BALANCE as of 30 th June 2023 Business Call & Current Account:	£ 505,694.27

Balances as of 30th June 2023

Current Account	£ 101.00
Business Call Account	£ 505,593.27
Petty Cash Account	£ 200.00
Total Cash in hand at bank	£ 505,894.27

Total: £505,894.27

Balance of CCLA fund at 30th June 2023

£434,696.00



Bank Reconciliation Statement as at 30/06/2023
for Cashbook 1 - Current/Instant Access A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c 00180697	30/06/2023	5	101.00
Business Instant Access 895602	30/06/2023	2	506,053.27
			<u>506,154.27</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
30/01/2023 13907	Robert Hesketh	60.00	
01/06/2023 BACS	C Fairburn	400.00	
			<u>460.00</u>
			505,694.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			505,694.27
		Balance per Cash Book is :-	505,694.27
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date



Appendix 1.1

Current/Instant Access A/c

Payments made between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Payment Reference</u>	<u>Payment Detail</u>	<u>Net Amount</u>	<u>VAT Amount</u>	<u>Total Amount</u>	<u>VAT Code</u>
Access Displays Ltd						
15/06/2023	BACS2433	Display cases x5	4,861.44	0.00	4,861.44	VAT
AIBMS						
15/06/2023	DD	Monthly fee - June	5.53	0.00	5.53	Z
Alchemy Systems (Western) Limi						
01/06/2023	DD4387	Managed services contract	1,634.99	0.00	1,634.99	VAT
01/06/2023	DD4413	Wifi & work on water damage	604.80	0.00	604.80	VAT
			2,239.79	0.00	2,239.79	
Alex Ray Window Cleaning						
12/06/2023	BACS	Kiosk cleaning 19/05 & 02/06	40.00	8.00	48.00	S
Arval BNP Paribas Group						
15/06/2023	DD1057142	Ven rental	671.15	0.00	671.15	VAT
Astra Fixing Supplies Ltd						
06/06/2023	BACS	Tape, padlock, blade, fixings	50.99	10.20	61.19	S
06/06/2023	BACS	Grafetti remover	51.96	10.39	62.35	S
12/06/2023	BACS	Hook loop, shackles, screws	23.00	4.60	27.60	S
29/06/2023	BAC	Set of masonry drills & tape	16.98	3.40	20.38	S
			142.93	28.59	171.52	
AUK Hygiene						
02/06/2023	BACS	Sunscreen for FMO vans	61.92	12.38	74.30	S
Biffa Waste Services Ltd						
06/06/2023	BACS32749	Waste removal 1/07/23-	1,377.70	0.00	1,377.70	VAT
Brandon Hire Ltd						
06/06/2023	BACS60273	Toilet hire - May	211.97	0.00	211.97	VAT
06/06/2023	BACS60273	Coach Road toilet hire - May	145.73	0.00	145.73	VAT
06/06/2023	BACS60273	Toilet hire-May-Bradley Lane	145.73	0.00	145.73	VAT
12/06/2023	BACS38453	Toilet hire - March	211.97	0.00	211.97	VAT
			715.40	0.00	715.40	
British Telecom						
19/06/2023	DDM036EJ	Phone services - June	280.68	0.00	280.68	VAT
C Fairburn						
01/06/2023	BACS	Libery Sisters performance	400.00	0.00	400.00	Z
Cash						
02/06/2023	13923	Pottery Launch catering	80.00	0.00	80.00	Z
02/06/2023	13922	Full Council catering	40.00	0.00	40.00	Z
02/06/2023	13921	Petty cash replenishment	142.85	0.00	142.85	Z
29/06/2023	13924	Petty cash replenishment	176.91	0.00	176.91	Z
			439.76	0.00	439.76	
CF Corporate Finance						
01/06/2023	DD	Photocopier rental	1,547.77	309.55	1,857.32	S
Charlotte Edwards						
12/06/2023	BACS	Trail prizes, brushes,calendar	33.01	0.00	33.01	Z
City Electrical						

Current/Instant Access A/c

Payments made between 01/06/2023 and 30/06/2023

Date	Payment Reference	Payment Detail	Net Amount	VAT Amount	Total Amount	VAT Code
26/06/2023	BACS	Quick acting fuse	1.80	0.36	2.16	S
26/06/2023	BACS	Clips (Buckland Centre)	10.50	2.10	12.60	S
			12.30	2.46	14.76	
Corona Energy						
21/06/2023	DD1758245	Kiosk electricity - May	40.21	0.00	40.21	VAT
21/06/2023	DD1758934	Electricity - May	20.41	0.00	20.41	VAT
			60.62	0.00	60.62	
Creation Myth Puppets						
23/06/2023	BACS	1st payment for Lanterns	1,200.00	0.00	1,200.00	Z
DCK Payroll Solutions						
06/06/2023	BACS4165	Payroll processing fees	310.68	0.00	310.68	VAT
15/06/2023	BACS4216	June salaries	57,534.07	0.00	57,534.07	VAT
26/06/2023	BACS4263	June processing fees	227.64	0.00	227.64	VAT
			58,072.39	0.00	58,072.39	
Devon Association Of Local Cou						
09/06/2023	BACS4893	Being a good Cllr webinar	360.00	0.00	360.00	VAT
Devon County Council						
23/06/2023	BACS23206	India Jolly Vetting checks	47.90	0.00	47.90	VAT
Devon Museums						
12/06/2023	BACS	Membership & Harwell	111.80	0.00	111.80	Z
Empyrean Digital Limited						
09/06/2023	BACS768	Monthly support & hosting-	570.00	0.00	570.00	VAT
Everflow Water Limited						
27/06/2023	DD	Water charges - 19/07-18/08	21.03	0.00	21.03	Z
Fuel Genie Business						
16/06/2023	DD8956144	Fuel	235.93	0.00	235.93	VAT
Hayward & McGraw Gardening Ser						
06/06/2023	BACS14790	May gardening	250.00	0.00	250.00	VAT
Jewson Limited						
19/06/2023	BACS12391	Adhesive for acrylic	58.67	0.00	58.67	VAT
19/06/2023	BACS12390	Paint	151.07	0.00	151.07	VAT
19/06/2023	BACS12430	Link chain for storeroom	4.80	0.00	4.80	VAT
19/06/2023	BACS12437	Postfix for Leet dustbin	28.19	0.00	28.19	VAT
26/06/2023	BACS12466	Rollers & tray for painting	16.31	0.00	16.31	VAT
			259.04	0.00	259.04	
John Corah						
06/06/2023	BACS	Gold leaf on Mayoral board	90.00	0.00	90.00	Z
Kate Green						
06/06/2023	BACS	Community Engagement	3,080.00	0.00	3,080.00	Z
09/06/2023	BACS	Art materials	193.64	0.00	193.64	Z
09/06/2023	BACS	Creative NA art supplies	420.90	0.00	420.90	Z
			3,694.54	0.00	3,694.54	

Payments made between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Payment Reference</u>	<u>Payment Detail</u>	<u>Net Amount</u>	<u>VAT Amount</u>	<u>Total Amount</u>	<u>VAT Code</u>
LibertyPay Limited						
02/06/2023	DD	Service fee - June	24.95	4.99	29.94	S
Lloyds TSB						
05/06/2023	DD	Credit card purchases - May	1,025.39	131.20	1,156.59	S
28/06/2023	BACS	Service charges	7.77	0.00	7.77	Z
			1,033.16	131.20	1,164.36	
Lou Jones Design Limited						
22/06/2023	BACS10691	Summer Cryet design	5,550.00	0.00	5,550.00	VAT
Margaret Daniels						
26/06/2023	BACS	Mileage to training day	11.74	0.00	11.74	Z
Michele Webber						
06/06/2023	BACS	Full Council catering 07/06/23	57.92	0.00	57.92	Z
Miss Isis Wolf-Light						
06/06/2023	BACS	Opa Rosa performance	500.00	0.00	500.00	Z
NA Twinning Association						
26/06/2023	BACS	Trip to Besigheim	400.00	0.00	400.00	Z
National Association of Larger						
09/06/2023	BACS53932	Empowering voices in your	104.08	0.00	104.08	VAT
O2						
28/06/2023	DD	Sally's mobile	60.01	12.00	72.01	S
Oakbury Fire & Security Ltd						
02/06/2023	BACS0226	Isolating keypad for front doo	840.00	0.00	840.00	VAT
Pitney Bowes Postage by Phone						
16/06/2023	DD	Credit for franking machine	209.60	0.00	209.60	Z
Princes Grounds & Tree Care (S						
06/06/2023	BACS1252	Weekly emptying of dog bins	396.04	0.00	396.04	VAT
29/06/2023	BACS1362	Emptying of dog bins (weekly)	396.04	0.00	396.04	VAT
			792.08	0.00	792.08	
Quadient UK Ltd						
21/06/2023	DD	Franking machine credit	200.00	0.00	200.00	Z
Quasar Microwave Technology						
02/06/2023	BACS1499*	TO REVERSE INCORRECT	-2,447.64	-369.33	-2,816.97	S
02/06/2023	BACS1499*	Rent/Rates/Util/CTax June 23	2,447.34	369.33	2,816.67	S
			-0.30	0.00	-0.30	
Quasar Microwave Technology Lt						
02/06/2023	BACS1499	Rental, utilities & Tax - June	2,816.97	0.00	2,816.97	VAT
Richard Kaye						
19/06/2023	BACS	Agreement advice	280.00	0.00	280.00	Z
Rose Removals & Storage of De						
09/06/2023	BACS73826	Srorage charges 19/6-16/7	62.98	0.00	62.98	VAT
Samantha Scott						
20/06/2023	BACS	Canva Pro subscription	129.90	0.00	129.90	Z
20/06/2023	BACS	Compost (ldverde to	95.76	0.00	95.76	Z

Current/Instant Access A/c

Payments made between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Payment Reference</u>	<u>Payment Detail</u>	<u>Net Amount</u>	<u>VAT Amount</u>	<u>Total Amount</u>	<u>VAT Code</u>
			225.66	0.00	225.66	
Screwfix Direct Ltd						
06/06/2023	BACS40928	Jigsaw blade set & sharpies	8.68	0.00	8.68	VAT
06/06/2023	BACS40927	Brush set & filler	45.97	0.00	45.97	VAT
06/06/2023	BACS74931	Painters tool & wire brush set	15.28	0.00	15.28	VAT
15/06/2023	BACS07317	Sanding discs and container	35.95	0.00	35.95	VAT
22/06/2023	BACS51320	Blue rolls	28.99	0.00	28.99	VAT
22/06/2023	BACS35749	Fuses	6.57	0.00	6.57	VAT
			141.44	0.00	141.44	
Scribble & Ink Office Supplies						
02/06/2023	BACS51338	Office stationery	186.60	0.00	186.60	VAT
19/06/2023	BACS51376	Office stationery	61.06	0.00	61.06	VAT
			247.66	0.00	247.66	
Simon Croft						
26/06/2023	BACS	Balloon modelling deposit	20.00	0.00	20.00	Z
Society of Local Councils Cler						
06/06/2023	BACS44072	Membership - S. Scott	337.00	0.00	337.00	VAT
22/06/2023	BACS10943	Allotment Management -	36.00	0.00	36.00	VAT
			373.00	0.00	373.00	
Sound & Visual Systems Ltd						
09/06/2023	BACS52374	12 month maintenance	216.00	0.00	216.00	VAT
South West Communications Grou						
28/06/2023	DD7538266	Service charges	371.96	0.00	371.96	VAT
Specialist Hygiene Services Lt						
06/06/2023	BACS44601	Cleaning services - May	820.80	0.00	820.80	VAT
SSE						
12/06/2023	BACS06009	Electricity - May	133.05	0.00	133.05	VAT
19/06/2023	BACS06009	Electricity - May	132.59	0.00	132.59	VAT
			265.64	0.00	265.64	
Strategy Public Relations Ltd						
06/06/2023	BACS	Consultancy fees - May	1,250.00	0.00	1,250.00	Z
Sur & Turf Instant Shelters						
20/06/2023	BACS	Gazebo for Classic Car Show	351.66	70.34	422.00	S
T. M. Walker						
12/06/2023	BACS	x10 Noticing NA books	100.00	0.00	100.00	Z
TDC						
23/06/2023	BACS18672	CCTV contribution to playpark	7,000.00	0.00	7,000.00	VAT
Teignbridge District Council						
15/06/2023	DD	Rates - June	21.00	0.00	21.00	Z
15/06/2023	DD	Rates - June	316.00	0.00	316.00	Z
			337.00	0.00	337.00	
The Coffee Company						

Time : 13:45

Current/Instant Access A/c

Payments made between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Payment Reference</u>	<u>Payment Detail</u>	<u>Net Amount</u>	<u>VAT Amount</u>	<u>Total Amount</u>	<u>VAT Code</u>
12/06/2023	BACS24954	Coffee machine supplies	661.32	0.00	661.32	VAT
20/06/2023	BACS24987	Rental 17/06-16/07	196.80	0.00	196.80	VAT
			858.12	0.00	858.12	
Thirsty Work						
19/06/2023	DD1104652	Water & rental for cooler	102.60	0.00	102.60	VAT
Total Energies Gas & Power Lim						
26/06/2023	DD527458	Electricity - May	659.09	0.00	659.09	VAT
27/06/2023	DD743069	Gas charges - 30/04-31/05	194.68	0.00	194.68	VAT
			853.77	0.00	853.77	
Towns Web Archiving Limited						
19/06/2023	BACS0004	Digitalise 1945 MDA copies	1,219.08	0.00	1,219.08	VAT
Triden Self Storage Ltd						
01/06/2023	BACS3854	Storage - June	141.92	0.00	141.92	VAT
26/06/2023	BACS3940	Rental - July	141.92	0.00	141.92	VAT
			283.84	0.00	283.84	
Vanarama						
01/06/2023	DD	Service plan - June	25.74	5.15	30.89	S
Virgin Media Business						
19/06/2023	BACS01062	Broadband - 16/06-15/07	60.00	0.00	60.00	VAT
Vodafone						
27/06/2023	DD5252075	FMOs mobile phones	144.00	0.00	144.00	VAT
Waste Managed Ltd						
12/06/2023	BACS62561	Waste collection 09.06.23	30.00	0.00	30.00	VAT
Western Lighting Ltd						
15/06/2023	BACS981	Annual lighting test	132.00	0.00	132.00	VAT
Wotton Printers						
29/06/2023	BACS45821	11,100 Cryer prints	4,385.00	0.00	4,385.00	VAT
			110,560.79	584.66	111,145.45	

17/07/2023

Newton Abbot Town Council Current Year

Page 1

13:46

Current/Instant Access A/c

Cash Received between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
09/06/2023	A Bite to Eat catering	BACS	Kiosk rental	54.17
02/06/2023	Art Fund	BACS	Grant	2,560.00
09/06/2023	Best Accountancy	BACS	Planter sponsorship	200.00
15/06/2023	Bovey Tracey Town Council	BACS	DALC new Cllr training	75.00
06/06/2023	Centrax Limited	BACS	Room hire 26.04.23	160.00
15/06/2023	Coffee machine 09.06.23	500320	Coffee machine 09.06.23	23.00
15/06/2023	Coffee machine 12.06.23	500320	Coffee machine 12.06.23	26.00
29/06/2023	Coffee machine 19.06.23	500321	Coffee machine 19.06.23	20.00
29/06/2023	Coffee machine 26.06.23	500321	Coffee machine 26.06.23	5.00
02/06/2023	Coffee machine income	500319	Coffee machine income	9.70
02/06/2023	Coffee machine sales	500319	Coffee machine sales	12.00
02/06/2023	Dawlish Town Council	BACS	DALC Cllr training	125.00
01/06/2023	Devon County Council	BACS	P3 grant Apr 23-Mar 24	1,000.00
07/06/2023	Donation station donation	BACS	Donation station donation	3.00
12/06/2023	Donation station income	BACS	Donation station income	21.00
16/06/2023	Donation station income	BACS	Donation station income	6.00
19/06/2023	Donation station income	BACS	Donation station income	3.00
22/06/2023	Donation station income	BACS	Donation station income	3.00
23/06/2023	Donation station income	BACS	Donation station income	5.00
26/06/2023	Donation station income	BACS	Donation station income	3.00
30/06/2023	Donation station income	BACS	Donation station income	6.00
22/06/2023	Everflow Water	BACS	Credit	11,060.72
02/06/2023	Kingsteignton Town Council	BACS	DALC new Cllr training	50.00
29/06/2023	Lecture fee from Tess Walker	500321	Lecture fee from Tess Walker	50.00
09/06/2023	Lloyds TSB	BACS	Interest	392.92
15/06/2023	Museum donations	500320	Museum donations	190.20
13/06/2023	Museum sales	Card	Museum sales	24.56
14/06/2023	Museum sales	Card	Museum sales	61.39
15/06/2023	Museum sales	500320	Museum sales	135.00
16/06/2023	Museum sales	Card	Museum sales	14.74
21/06/2023	Museum shop sales	Card	Museum shop sales	7.86
21/06/2023	Museum shop sales	Card	Museum shop sales	12.92
28/06/2023	Museum shop sales	Card	Museum shop sales	7.86
29/06/2023	Museum shop sales	500321	Museum shop sales	50.00

Continued on Page 2

Current/Instant Access A/c

Cash Received between 01/06/2023 and 30/06/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
15/06/2023	NATC chq #13922	500320	Refund (never used)	40.00
15/06/2023	NATC chq #13923	500320	Remaining balance	10.65
02/06/2023	NATC flag sale	500319	NATC flag sale	15.00
15/06/2023	National Trust	500320	Room hire 08.06.2023	22.50
12/06/2023	Paypal	BACS	Income	61.35
02/06/2023	Public Sector Deposit Fund	BACS	Income	1,715.40
21/06/2023	Pulse Finance	BACS	Diabetes room hire	225.00
22/06/2023	Pulse Healthcare	BACS	Diabetes room hire	37.50
08/06/2023	S Nolan	BACS	Room hire	22.50
13/06/2023	Teignbridge Lottery	BACS	Income	102.50
07/06/2023	Totnes Town Council	BACS	DALC new Cllr training	25.00
29/06/2023	Tower donations	500321	Tower donations	121.25
29/06/2023	Tower sales	500321	Tower sales	8.20
Total Receipts				18,784.89

Appendix 1.1

Credit card purchases - May 2023 - PAID IN JUNE 23

Date	Description	Net	VAT	Gross	A/c code	Centre
NATC - PAR						
24.04.2023	Adobe Pro subscription	£ 16.64	£ 3.33	£ 19.97	4101	101
26.04.2023	Amazon - Coronation flags & bunting	£ 31.97	£ -	£ 31.97	4352	210
27.04.2023	Amazon - Chocolate coins for Coronation giveaway	£ 14.54	£ 2.91	£ 17.45	4352	210
11.05.2023	Creative Engraving - Tankard for Mike Hocking	£ 71.62	£ 14.33	£ 85.95	4999	103
11.05.2023	Creative Engraving - Tankard & glass for Howe & Bunday	£ 71.37	£ 14.28	£ 85.65	4999	103
NATC - SS						
26.04.2023	The Purple Guide subscription	£ 25.00	£ 5.00	£ 30.00	4101	210
26.04.2023	CMI - Member subscription	£ 201.00	£ -	£ 201.00	4101	101
27.04.2023	Amazon - Coronation window sticker	£ 9.98	£ -	£ 9.98	4352	210
02.05.2023	Elite industrial Supplies - Hi viz trousers for FMO's	£ 40.99	£ 8.20	£ 49.19	5555	290
03.05.2023	NALC - 'Fighting Climate Change' - Linda McGuirk	£ 32.68	£ 6.54	£ 39.22	4101	101
03.05.2023	Royal Mail - Postage fees	£ 2.60	£ -	£ 2.60	4112	101
04.05.2023	Total Workwear - Hi viz trousers for FMOs	£ 50.67	£ 10.13	£ 60.80	5555	290
08.05.2023	Zoom - Monthly fee	£ 25.98	£ 5.20	£ 31.18	4101	101
10.05.2023	Royal Mail - Postage fees	£ 2.25	£ -	£ 2.25	4112	101
17.05.2023	Amazon - First Aid supplies for St Leonards Tower	£ 3.67	£ 0.73	£ 4.40	4125	100
17.05.2023	Flying Flowers - Flowers for Charlotte Dixon	£ 22.80	£ -	£ 22.80	4999	102
17.05.2023	Amazon - First Aid supplies for St Leonards Tower	£ 4.17	£ 0.83	£ 5.00	4125	100
17.05.2023	Amazon - First Aid supplies for FMOs	£ 8.14	£ 1.64	£ 9.78	4125	100
17.05.2023	Amazon - First Aid supplies for FMOs	£ 13.14	£ 2.62	£ 15.76	4125	100
17.05.2023	Amazon - First Aid supplies for St Leonards Tower	£ 6.66	£ 1.33	£ 7.99	4125	100
NATC - CD						
24.04.2023	Amazon - Leaflet display holder for Museum reception	£ 25.96	£ -	£ 25.96	4999	201
03.05.2023	Amazon - Clear fishing line wire for Museum displays	£ 5.82	£ 1.17	£ 6.99	4999	201
04.05.2023	The Westminster Wire Factory - Post card stock for Tower	£ 48.98	£ 9.80	£ 58.78	4306	201
05.05.2023	Meaco - Replacement Museum stock room dehumidifier	£ 215.79	£ 43.16	£ 258.95	4163	201
08.05.2023	Amazon - Waikie talkies	£ 72.97	£ -	£ 72.97	4999	201
		£ 1,025.39	£ 131.20	£ 1,156.59		



Appendix II

STATEMENT

Miss S L Scott
Newton Abbot Town Council
Newtons Place
43 Wolborough Street
Newton Abbot
Devon
TQ12 1JQ

CLIENT: NEWTON ABBOT TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: 0135900001PC

Statement at 30 June 2023

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/06/23	Brought Forward			434,696.00	
30/06/23	Carried Forward			434,696.00	

Statement of Dividends paid during the month to 30 June 2023

Date	Receiving Account	Amount Paid £
30-06-23	Nominated bank account	1,631.26

CCLA

CCLA Investment Management Limited (Registered in England No. 2183088) is authorised and regulated by the Financial Conduct Authority. Registered address: One Angel Lane, London, EC4R 3AB. The Public Sector Deposit Fund is a UK short-term LVNAV Qualifying Money Market Fund.

