

NEWTON ABBOT TOWN COUNCIL

INTERNAL AUDIT

31st July 2023

Opening Balance	£ 505,694.27
Misc. Income	£ 48,338.22
Total Income	£ 554,032.49
LESS:	
Expenditure	£ 179,206.53
TOTAL EXPENDITURE	£ 179,206.53
BALANCE as of 31st July 2023 Business Call & Current Account:	£ 374,825.96

Balances as of 31st July 2023

Current Account	£ 100.00
Business Call Account	£ 374,725.96
Petty Cash Account	£ 200.00
Total Cash in hand at bank	£ 375,025.96

Total: £375,025.96

Balance of CCLA fund at 31st July 2023

£434,696.00

**Bank Reconciliation Statement as at 31/07/2023
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	31/07/2023	5	100.00
Business Instant Access 895602	31/07/2023	2	374,785.96
			<u>374,885.96</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
30/01/2023 13907 Robert Hesketh		60.00	
			<u>60.00</u>
			374,825.96
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			374,825.96
		Balance per Cash Book is :-	374,825.96
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

	<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>
A.H.G.T.C	11/07/2023	BACS	Town Crier membership	30.00	0.00	30.00	Z
Access Displays Ltd	12/07/2023	BACS2507	Supply of display cases	3,240.96	0.00	3,240.96	VAT
AIBMS	17/07/2023	DD	contactless donation fees	6.27	0.00	6.27	Z
Alchemy Systems (Western) Limi	05/07/2023	DD4488	Mangaed services contract	1,555.49	0.00	1,555.49	VAT
Alex Ray Window Cleaning	13/07/2023	BACS	Kiosk cleaning 15/06 & 29/06	40.00	8.00	48.00	S
	27/07/2023	BACS	Kiosk cleaning 13/07 & 26/07	40.00	8.00	48.00	S
				80.00	16.00	96.00	
Arval BNP Paribas Group	17/07/2023	DD1069598	Van rental	671.15	0.00	671.15	VAT
Astra Fixing Supplies Ltd	10/07/2023	BACS	Combi padlock	39.99	8.00	47.99	S
Bay Brass	11/07/2023	BACS	Band concert 02.07.2023	200.00	0.00	200.00	Z
Bayside Graphics Ltd	11/07/2023	bacs8697	A0 sleeve for Clock Tower	117.60	0.00	117.60	VAT
Booker Cash & Carry	20/07/2023	CHQ#13926	Catering supplies	297.51	0.00	297.51	VAT
Brandon Hire Ltd	10/07/2023	BACS71894	Toilet hire - June	202.75	0.00	202.75	VAT
	10/07/2023	BACS71894	Coach Rd toilet hire - June	139.39	0.00	139.39	VAT
	10/07/2023	BACS71895	Bradley Field toilet hire June	139.39	0.00	139.39	VAT
				481.53	0.00	481.53	
British Telecom	18/07/2023	DD03715	Phone services - July	280.68	0.00	280.68	VAT
Bunzl Cleaning & Hygiene Suppl	18/07/2023	BACS36837	Cleaning supplies	400.28	0.00	400.28	VAT
	18/07/2023	BACS36830	Cleaning supplies	584.68	0.00	584.68	VAT
				984.96	0.00	984.96	
Cash	26/07/2023	13929	Petty cash replenishment	177.73	0.00	177.73	Z
Corona Energy	24/07/2023	DD1805731	Electricity - June	20.25	0.00	20.25	VAT
	24/07/2023	DD1804126	Electricity - June	45.96	0.00	45.96	VAT
				66.21	0.00	66.21	
DCK Payroll Solutions	17/07/2023	BACS4309	July salaries	59,827.60	0.00	59,827.60	VAT
	31/07/2023	BACS4354	July payroll process fees	333.12	0.00	333.12	VAT

Current/Instant Access A/c

Payments made between 01/07/2023 and 31/07/2023

<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>
			60,160.72	0.00	60,160.72	
DCW Polymers Limited						
31/07/2023	BACS	3x benches for GLS	1,050.00	210.00	1,260.00	S
Devon Association Of Local Cou						
12/07/2023	BACS4961	'The Good Cllrs Guide' book	180.65	0.00	180.65	VAT
Devon County Council						
11/07/2023	BACS02949	Vetting checks - x2 vollies	19.80	0.00	19.80	VAT
Devon General						
10/07/2023	BACS	Grant	500.00	0.00	500.00	Z
East Devon Tree Care Ltd						
24/07/2023	BACS	Tree consultancy works	700.00	140.00	840.00	S
Emily Harrigan						
17/07/2023	BACS	Bouncy castle hire 26.08.23	470.00	0.00	470.00	Z
Empyrean Digital Limited						
10/07/2023	BACS787	Monthly website hosting -	570.00	0.00	570.00	VAT
Everflow Water Limited						
27/07/2023	DD	Water supply 19/08-18/09	47.03	0.00	47.03	Z
Forde Park Community project						
10/07/2023	BACS	Grant	1,000.00	0.00	1,000.00	Z
Fosworks						
18/07/2023	BACS	Repairs to train	112.00	14.00	126.00	S
Fuel Genie Business						
18/07/2023	DD9084144	Fuel	321.64	0.00	321.64	VAT
Girl Guiding Newton Abbot						
10/07/2023	BACS	Grant	950.00	0.00	950.00	Z
Green Futures						
25/07/2023	BACS	Grant	650.00	0.00	650.00	Z
Hayward & McGraw Gardening Ser						
10/07/2023	BACS14893	Barking of areas & gardening	918.00	0.00	918.00	VAT
10/07/2023	bacs14892	June gardening	250.00	0.00	250.00	VAT
31/07/2023	BACS14964	July gardening fees	300.00	0.00	300.00	VAT
			1,468.00	0.00	1,468.00	
Heritage Stained Glass Ltd						
28/07/2023	BACSWIND	Removal & restore of window	9,540.00	0.00	9,540.00	VAT
Idverde Limited						
11/07/2023	BACS88229	May floral works	2,330.38	0.00	2,330.38	VAT
India Jolly						
27/07/2023	BACS	Reimbursement	48.77	0.00	48.77	Z
James Hallam Council Guard						
10/07/2023	BACS58017	Insurance 01/07-30/06/24	21,002.15	0.00	21,002.15	VAT
10/07/2023	BACS90782	Insurance 01/07-30/06/24	441.64	0.00	441.64	VAT
			21,443.79	0.00	21,443.79	
Jewson Limited						

Payments made between 01/07/2023 and 31/07/2023

<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>
10/07/2023	BACS12506	Extension ladder	297.60	0.00	297.60	VAT
17/07/2023	BACS12557	Slippery surface cone	88.50	0.00	88.50	VAT
17/07/2023	BACS12596	Tunnels of love materials	157.25	0.00	157.25	VAT
17/07/2023	BACS12588	Tunnels of Love materials	248.66	0.00	248.66	VAT
24/07/2023	BACS12611	Tunnels of Love materials	157.25	0.00	157.25	VAT
28/07/2023	BACS12677	Tunnels of Love materials	131.04	0.00	131.04	VAT
28/07/2023	BACS12651	Tunnels of Love materials	104.83	0.00	104.83	VAT
			1,185.13	0.00	1,185.13	
Kate Green						
17/07/2023	BACS	Community engagement fees	2,640.00	0.00	2,640.00	Z
Kelly Burridge						
17/07/2023	BACS	Full Council catering 19.07.23	44.39	0.00	44.39	Z
LibertyPay Limited						
03/07/2023	DD	July service fee	24.95	4.99	29.94	S
Linda McGuirk						
18/07/2023	BACS	Eye test reimbursement	25.00	0.00	25.00	Z
Lloyds TSB						
04/07/2023	DD	Credit card purchases - June	631.76	111.65	743.41	S
28/07/2023	PAYJUL	Service charges	5.55	0.00	5.55	Z
			637.31	111.65	748.96	
Michele Webber						
27/07/2023	BACS	Reimbursement	51.40	0.00	51.40	Z
NA Community Shed						
25/07/2023	BACS	Grant	963.00	0.00	963.00	Z
National Allotment Society						
10/07/2023	BACS	Membership fees	60.30	0.00	60.30	Z
O2						
28/07/2023	DD	Sally's mobile	59.61	11.92	71.53	S
Princes Grounds & Tree Care (S						
31/07/2023	BACS1440	Bin emptying	396.04	0.00	396.04	VAT
Public Works loan board						
11/07/2023	DD	Loan repayment	16,605.19	0.00	16,605.19	Z
Public Works Loan Board						
24/07/2023	DD	Loan repayment	10,721.54	0.00	10,721.54	Z
Quadient UK Limited						
24/07/2023	DD	Royal Mail surcharge	17.98	0.00	17.98	Z
Quasar Microwave Technology Lt						
10/07/2023	BACS1501	Rental & utilities	2,816.67	0.00	2,816.67	VAT
R & M Coombes						
24/07/2023	BACS	New gate at Vicary's Field	300.83	60.17	361.00	S
Richard Buscombe						
17/07/2023	BACS	Mileage claim to course	28.80	0.00	28.80	Z
Rose Removals & Storage of De						

Time : 15:15

Current/Instant Access A/c

Payments made between 01/07/2023 and 31/07/2023

<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>
11/07/2023	BACS74099	Storage fees - July	62.98	0.00	62.98	VAT
Scaffold Structures Ltd						
31/07/2023	BACS	Scaffolding for works on roof	1,160.00	232.00	1,392.00	S
Screwfix Direct Ltd						
10/07/2023	BACS52896	Makita multi tool	239.97	0.00	239.97	VAT
Scribble & Ink Office Supplies						
11/07/2023	BACS51415	Office stationery	68.41	0.00	68.41	VAT
Significant Signs Ltd						
24/07/2023	BACS	Museum exhibition signs	228.51	45.70	274.21	S
Simon Stewart						
18/07/2023	BACS	Delivery of Newton Cryer	1,980.00	0.00	1,980.00	Z
South West Communications Group						
31/07/2023	DD7541030	Service charges	371.96	0.00	371.96	VAT
South West Grounds Maintenance						
10/07/2023	BACS026	DCC verge cutting (2nd)	5,000.40	0.00	5,000.40	VAT
Specialist Hygiene Services Lt						
10/07/2023	BACS44749	Cleaning services	820.80	0.00	820.80	VAT
31/07/2023	BACS44901	Cleaning services - July	820.80	0.00	820.80	VAT
			1,641.60	0.00	1,641.60	
SSE						
11/07/2023	BACS84000	Electricity - June	539.53	0.00	539.53	VAT
Strategy Public Relations Ltd						
10/07/2023	BACS	Consultancy fees - June	1,250.00	0.00	1,250.00	Z
Teignbridge District Council						
17/07/2023	DD	Rates - July	21.00	0.00	21.00	Z
17/07/2023	DD	Rates - July	316.00	0.00	316.00	Z
			337.00	0.00	337.00	
The Coffee Company						
24/07/2023	BACS25091	Rental 17/07-16/08	196.80	0.00	196.80	VAT
The Creative Core Group Ltd						
27/07/2023	BACS2135	Acrylic box & case	1,072.66	0.00	1,072.66	VAT
The Festive Lighting Company L						
28/07/2023	BACS20732	Xmas lights hire charges	15,009.81	0.00	15,009.81	VAT
Thirsty Work						
18/07/2023	DD1115855	Bottles for cooler & rental	198.00	0.00	198.00	VAT
Tindle Newspapers Devon Ltd						
10/07/2023	BACS05265	Motorshow website takeover	118.80	0.00	118.80	VAT
Torquay Museum						
12/07/2023	BACS	Loan of x5 sprig moulds	25.00	0.00	25.00	Z
Total Energies Gas & Power Lim						
21/07/2023	DD5806023	Gas supply 31/05-30/06	9.69	0.00	9.69	VAT
25/07/2023	DD357023	Electricity supply - June	925.93	0.00	925.93	VAT
			935.62	0.00	935.62	

	<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>
Tower Leasing							
	06/07/2023	DD	Tower Leasing	219.00	43.80	262.80	S
Triden Self Storage Ltd							
	31/07/2023	BACS4016	Rental - August	141.92	0.00	141.92	VAT
Tucker EMS Ltd							
	12/07/2023	BACS13114	Hearing aid loop test	394.08	0.00	394.08	VAT
Vanarama							
	03/07/2023	DD	July service plan fee	25.74	5.15	30.89	S
Virgin Media Business							
	18/07/2023	BACS01072	Broadband 16/07-15/08	60.00	0.00	60.00	VAT
Vodafone							
	26/07/2023	DD5416467	x3 NATC mobile phones	144.00	0.00	144.00	VAT
Westair Reproductions Ltd							
	24/07/2023	BACS20317	Roman coin for Museum	132.84	0.00	132.84	VAT
Westcountry Fire Protection Li							
	27/07/2023	BACS41802	Fire extinguisher service	377.52	0.00	377.52	VAT
				178,303.15	903.38	179,206.53	

Current/Instant Access A/c

Cash Received between 01/07/2023 and 31/07/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
13/07/2023	Automaton income	500322	Automaton income	162.00
06/07/2023	B&Q TRADE	REFUND	Trade account refund	3.42
04/07/2023	Bristol City Council	BACS	Grant income	1,000.00
27/07/2023	Cllr Bullivant	500323	Coffee machine	1.00
13/07/2023	Coffee machine income	500322	Coffee machine income	1.00
13/07/2023	Coffee machine income	500322	Coffee machine income	28.50
27/07/2023	Coffee machine income	500323	Coffee machine income	10.00
27/07/2023	Coffee machine income	500323	Coffee machine income	11.00
31/07/2023	CORRECTION		RH CORRECTION	360.00
21/07/2023	D&C Police	BACS	Room hire payments	180.00
31/07/2023	D&C Police	CORRECTIO	RH correction	-180.00
31/07/2023	D&C Police	CORRECTIO	RH CORRECTION	-150.00
13/07/2023	Devon Buildings Group	500322	Tess walker talk 03/06	80.00
03/07/2023	Donation station income	income	Donation station income	3.00
07/07/2023	Donation station Income	Income	Donation station income	3.00
10/07/2023	Donation station income	Income	Donation station income	3.00
17/07/2023	Donation station income	Income	Donation station income	5.00
20/07/2023	Donation station income	Income	Donation station income	3.00
24/07/2023	Donation station income	Income	Donation station income	6.00
28/07/2023	Donation station income	Income	Donation station income	3.00
31/07/2023	Donation station income	Income	Donation station income	6.00
06/07/2023	Donation Station income	Income	Donation Station income	3.00
19/07/2023	Donation station rental	Income	Donation station rental	5.00
27/07/2023	Donation station rental	Income	Donation station rental	13.00
13/07/2023	Friends Talk	500322	Friends Talk	6.00
13/07/2023	Great Railway auctions	500322	Sale of name plate	9,800.00
13/07/2023	Highweek WI	500322	Donation for Tess Walker talk	50.00
24/07/2023	HM Revenue & Customs	BACS	VAT refund	19,720.78
19/07/2023	Idverde	BACS	Sponsorship	200.00
10/07/2023	Lloyds TSB	BACS	Interest	354.18
31/07/2023	Medgen	CORRECTIO	RH payment correction	-15.00
27/07/2023	Museum donations	500323	Museum donations	145.37
07/07/2023	Museum shop sales	Income	Museum shop sales	22.11
12/07/2023	Museum shop sales	Income	Museum shop sales	7.06

Current/Instant Access A/c

Cash Received between 01/07/2023 and 31/07/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
12/07/2023	Museum shop sales	Income	Museum shop sales	10.79
14/07/2023	Museum shop sales	Income	Museum shop sales	7.85
19/07/2023	Museum shop sales	Income	Museum shop sales	5.89
26/07/2023	Museum shop sales	Income	Museum shop sales	4.91
31/07/2023	Museum shope sales	Income	Museum shope sales	6.39
10/07/2023	NA CIC	BACS	June salaries	7,126.82
24/07/2023	NA CIC	BACS	July salaries	7,156.58
13/07/2023	NA WI talk	500322	Donation	30.31
27/07/2023	National Trust	500323	Room hire 13.07.23	22.50
04/07/2023	Public Sector Deposit Fund	BACS	Public Sector Deposit Fund	1,631.26
19/07/2023	Pulse	BACS	Room hire payment	37.50
27/07/2023	PULSE	INCOME	RH p/ment error- August	-112.50
03/07/2023	R J Haldon String Quartet	BACS	Donation	50.00
27/07/2023	Sales Recpts Page 2		Sales Recpts Page 2	112.50
26/07/2023	Sales Recpts Page 4		Sales Recpts Page 4	15.00
31/07/2023	Sales Recpts Page 5		Sales Recpts Page 5	-1,500.00
31/07/2023	Sales Recpts Page 6		Sales Recpts Page 6	1,500.00
31/07/2023	Sales Recpts Page 7		Sales Recpts Page 7	-360.00
31/07/2023	Sales Recpts Page 8		Sales Recpts Page 8	360.00
31/07/2023	Sales Recpts Page 23		Sales Recpts Page 23	-15.00
13/07/2023	Shop sales	500322	Shop sales	74.00
27/07/2023	Shop sales	500323	Shop sales	70.00
27/07/2023	St Andrews Guild	500323	Donation	20.00
11/07/2023	Teignbridge Lottery	BACS	Income	83.00
Total Receipts				48,188.22

Appendix T2

Credit card purchases - June 2023 - PAID IN JULY 23

Date	Description	Net	VAT	Gross	A/c code	Centre
NATC - PAR						
22.05.2023	Plants Galore - Plants & compost	£ 20.95	£ -	£ 20.95	4999	123
23.05.2023	Cladding Monkey - Cladding for wall in Rowell room	£ 349.78	£ 69.96	£ 419.74	4002	102
24.05.2023	Adobe Pro subscription	£ 16.64	£ 3.33	£ 19.97	4101	101
NATC - SS						
23.05.2023	Royal Mail - Postage (pavement café licences x10)	£ 16.00	£ -	£ 16.00	4112	101
23.05.2023	Royal Mail - Postage (pavement café licence x1)	£ 1.60	£ -	£ 1.60	4112	101
08.06.2023	Zoom - Monthly fee	£ 25.98	£ 5.20	£ 31.18	4101	101
13.06.2023	Amazon - Flip chart paper	£ 12.71	£ 2.54	£ 15.25	4105	101
15.06.2023	Amazon - Extension lead	£ 11.67	£ 2.33	£ 14.00	4115	101
NATC - CD						
22.05.2023	Albany Florists - Flowers for Charlotte	£ 35.00	£ -	£ 35.00	4999	201
22.05.2023	Amazon - Thank you cards & envelopes	£ 9.98	£ 2.00	£ 11.98	4301	201
22.05.2023	Amazon - Thank you cards	£ 14.15	£ 2.83	£ 16.98	4301	201
02.06.2023	PEL - Conservation Items	£ 117.30	£ 23.46	£ 140.76	4315	201
		£ 631.76	£ 111.65	£ 743.41		

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 31 July 2023

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/07/23	Brought Forward			434,696.00	
31/07/23	Carried Forward			434,696.00	

Statement of Dividends paid during the month to 31 July 2023

Date	Receiving Account	Amount Paid £
31-07-23	Nominated bank account	1,800.36

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.

