

APPENDIX J

NEWTON ABBOT TOWN COUNCIL

INTERNAL AUDIT

30th April 2024

Opening Balance	£ 256,320.56
Misc. Income	£ 12,866.03
1 st Tranche of Precept	£ 794,554.00
1 st CIL payment of 24/25	£ 37,502.05
VAT refund 4 th quarter of 23/24	£ 19,318.71
Total Income	£ 1,120,561.35
LESS:	
Expenditure	£ 147,522.21
TOTAL EXPENDITURE	£ 147,522.21

BALANCE as of 30th April 2024 **£ 973,039.14**
Business Call & Current Account:

Balances as of 30th April 2024

Current Account	£ 100.00
Business Call Account	£ 972,939.14
Petty Cash Account	£ 200.00
Total Cash in hand at bank	£ 973,239.14

Total: **£973,239.14**

Balance of CCLA fund at 30th April 2024

£434,696.00

Bank Reconciliation Statement as at 30/04/2024
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	30/04/2024	5	100.00
Business Instant Access 895602	30/04/2024	2	972,939.14
			<u>973,039.14</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			973,039.14
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			973,039.14
		Balance per Cash Book is :-	973,039.14
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Current/Instant Access A/c

Cash Received between 01/04/2024 and 30/04/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
25/04/2024	1st Chudleigh Brownies	500419	Museum donation	20.00
11/04/2024	A Bite to Eat		Kiosk rent	54.17
03/04/2024	CCLA Investment		Income	1,932.39
05/04/2024	Davis		5B allotment rent	36.00
02/04/2024	Donation station income		Donation station income	9.00
03/04/2024	Donation station income		Donation station income	6.00
04/04/2024	Donation station income		Donation station income	16.00
05/04/2024	Donation station income		Donation station income	16.00
08/04/2024	Donation station income		Donation station income	15.00
10/04/2024	Donation station income		Donation station income	10.00
11/04/2024	Donation station income		Donation station income	6.00
12/04/2024	Donation station income		Donation station income	5.00
15/04/2024	Donation station income		Donation station income	3.00
17/04/2024	Donation station income		Donation station income	3.00
18/04/2024	Donation station income		Donation station income	11.00
19/04/2024	Donation station income		Donation station income	6.00
22/04/2024	Donation station income		Donation station income	5.00
24/04/2024	Donation station income		Donation station income	3.00
29/04/2024	Donation station income		Donation station income	6.00
02/04/2024	Ferren		Decoy 29 rent	36.00
29/04/2024	HM Revenue & Customs		VAT refund	19,318.71
19/04/2024	Income up to 08.04.24	500416	Income up to 08.04.24	6.00
19/04/2024	Income up to 16.04.24	500416	Income up to 16.04.24	10.00
25/04/2024	Income up to 25.04.24	500419	Income up to 25.04.24	6.00
19/04/2024	Income up to 27.03.24	500416	Income up to 27.03.24	13.00
02/04/2024	Lewis		Blakes 20A - rent	36.00
09/04/2024	Lloyds TSB		Interest	267.38
19/04/2024	Musem friends income	500416	Musem friends income	10.00
19/04/2024	Museum donations	500416	Museum donations	90.21
03/04/2024	Museum shop sales		Museum shop sales	13.26
05/04/2024	Museum shop sales		Museum shop sales	5.39
08/04/2024	Museum shop sales		Museum shop sales	6.13
09/04/2024	Museum shop sales		Museum shop sales	28.49
10/04/2024	Museum shop sales		Museum shop sales	6.87

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Cash Received between 01/04/2024 and 30/04/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
10/04/2024	Museum shop sales		Museum shop sales	11.28
15/04/2024	Museum shop sales		Museum shop sales	17.19
19/04/2024	Museum shop sales	500416	Museum shop sales	80.50
24/04/2024	Museum shop sales		Museum shop sales	5.65
24/04/2024	Museum shop sales		Museum shop sales	14.48
26/04/2024	Museum shop sales		Museum shop sales	21.11
29/04/2024	Museum shop sales		Museum shop sales	6.63
30/04/2024	Museum shop sales		Museum shop sales	25.64
25/04/2024	NACIC	BANK	April payroll costs	9,175.91
19/04/2024	Petty cash from Easter	500416	Petty cash from Easter	9.00
08/04/2024	Sales Recpts Page 72		Sales Recpts Page 72	45.00
11/04/2024	Sales Recpts Page 73		Sales Recpts Page 73	25.00
17/04/2024	Sales Recpts Page 74		Sales Recpts Page 74	30.00
18/04/2024	Sales Recpts Page 75		Sales Recpts Page 75	37.50
24/04/2024	Sales Recpts Page 76		Sales Recpts Page 76	15.00
19/04/2024	Sales Recpts Page 77		Sales Recpts Page 77	160.00
09/04/2024	Sophie Quinton		Coach 8G - rent	36.00
26/04/2024	Teignbridge District Council		CIL	37,502.05
26/04/2024	Teignbridge District Council		1st half precept	794,554.00
04/04/2024	Teignbridge Lottery income		Teignbridge Lottery income	92.50
19/04/2024	Tower donations	500416	Tower donations	30.35
25/04/2024	Trefoil Guild	500419	Museum donation	50.00
19/04/2024	Tuckers Maltings	500418	Paid incorrectly to NATC	250.00
25/04/2024	U3A, Ivybridge	500419	Museum donation	30.00
Total Receipts				<u>864,240.79</u>

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Current/Instant Access A/c

Payments made between 01/04/2024 and 30/04/2024

<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>
Aaron Printers Limited						
25/04/2024	BACS17343	Sunday market posters	208.20	0.00	208.20	VAT
25/04/2024	BACS17360	D-Day & Car show posters	72.00	0.00	72.00	VAT
			280.20	0.00	280.20	
AIBMS						
16/04/2024	DD	Donation station charges	40.99	0.00	40.99	Z
Alchemy Systems (Western) Limi						
02/04/2024	DD5333	IT services contract	1,681.01	0.00	1,681.01	VAT
Alex Ray Window Cleaning						
02/04/2024	BACS	Kiosk cleaning 20/02 & 14/03	40.00	8.00	48.00	S
23/04/2024	BACS	Kiosk cleaning 10/04-22/04	40.00	8.00	48.00	S
			80.00	16.00	96.00	
Arval BNP Paribas Group						
16/04/2024	DD780653	DY68KZX & HN22 EHE rental	681.58	0.00	681.58	VAT
Astra Fixing Supplies Ltd						
08/04/2024	BACS	Quick links & insulation tape	13.00	2.60	15.60	S
Bay & Moor Ltd						
05/04/2024	BACS	Plaque for NATC anniversary	278.00	0.00	278.00	Z
08/04/2024	BACS	Engraving of Plaque -50th	125.00	0.00	125.00	Z
			403.00	0.00	403.00	
Bayside Graphics Ltd						
04/04/2024	BACS10239	Opening sign for NP	198.00	0.00	198.00	VAT
Biffa Waste Services Ltd						
25/04/2024	BACSC619	Additional wheelie bin service	116.34	0.00	116.34	VAT
Bookspeed						
16/04/2024	BACS	Books for Museum shop	265.19	3.83	269.02	S
British Telecom						
18/04/2024	DDM046J2	Phone services - April	302.90	0.00	302.90	VAT
Bunzl Cleaning & Hygiene Suppl						
08/04/2024	BACS38144	Cleanig supplies	966.19	0.00	966.19	VAT
Carla Winsborrow						
11/04/2024	BACS	Catering for NATC	45.30	0.00	45.30	Z
16/04/2024	BACS	Keyboard & mileage	26.87	0.00	26.87	Z
			72.17	0.00	72.17	
Corona Energy						
17/04/2024	DD2209936	Electricity - March	43.76	0.00	43.76	VAT
DCK Payroll Solutions						
18/04/2024	BACS24069	April salaries	66,587.89	0.00	66,587.89	VAT
DCW Polymers Ltd						
11/04/2024	BACS	2x replacement benches - TQ	490.00	98.00	588.00	S
Empyrean Digital Limited						
04/04/2024	BACS960	Monthly hosting & support	570.00	0.00	570.00	VAT
Everflow Water Limited						

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Current/Instant Access A/c

Payments made between 01/04/2024 and 30/04/2024

Date	Payment Reference	Payment Detail	Net Amount	VAT Amount	Total Amount	VAT Code
19/04/2024	DD	Water supply 19/04-18/05	0.95	0.00	0.95	Z
29/04/2024	DD	Water supply 19/05-18/06	47.76	0.00	47.76	Z
			48.71	0.00	48.71	
Fuel Genie Business						
16/04/2024	DD1019454	Fuel	234.03	0.00	234.03	VAT
Gerry & Co Jewellers Ltd						
10/04/2024	BACS59	Work on Mayoral chain	690.00	0.00	690.00	VAT
Green Energy Advice Bureau Ltd						
09/04/2024	BACS	Advance contract fee	3,221.23	644.25	3,865.48	S
India Jolly						
23/04/2024	BACS	India mileage to Exeter	23.44	0.00	23.44	Z
25/04/2024	BACS	Eye test reimbursement	29.50	0.00	29.50	Z
			52.94	0.00	52.94	
James Hallam Council Guard						
08/04/2024	BACS58017	Cyber package renewal	1,906.70	0.00	1,906.70	VAT
18/04/2024	BACS65436	Vehicle insurance	478.13	0.00	478.13	VAT
			2,384.83	0.00	2,384.83	
Jewson Limited						
04/04/2024	BACS13734	Roller tray & roller & brushes	21.60	0.00	21.60	VAT
04/04/2024	BACS13720	Clear coat satin paint	87.55	0.00	87.55	VAT
08/04/2024	BACS13777	Toilet hire	150.00	0.00	150.00	VAT
			259.15	0.00	259.15	
John Risdon						
16/04/2024	BACS	Friends Lecturer 25.04.2024	40.00	0.00	40.00	Z
Kate Green						
08/04/2024	BACS	Kate Green	3,520.00	0.00	3,520.00	Z
09/04/2024	BACS	Material costs	171.47	0.00	171.47	Z
			3,691.47	0.00	3,691.47	
LibertyPay Limited						
02/04/2024	DD	Monthly service fee	24.95	4.99	29.94	S
Lloyds TSB						
03/04/2024	DD	Credit card purchases -	351.20	27.30	378.50	S
Lou Jones Design Limited						
23/04/2024	BACS10713	Museum leaflet reprint x2000	467.41	0.00	467.41	VAT
NA CIC						
02/04/2024	BACS	Annual grant	17,000.00	0.00	17,000.00	Z
08/04/2024	BACS	Youth worker contribution	3,000.00	0.00	3,000.00	Z
			20,000.00	0.00	20,000.00	
NA Mayors charity						
18/04/2024	BACS	Tuckers Maltings cheque	250.00	0.00	250.00	Z
NADCAA						
02/04/2024	BACS	Annual support grant	8,000.00	0.00	8,000.00	Z

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Current/Instant Access A/c

Payments made between 01/04/2024 and 30/04/2024

	<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>
Natalie Hicks							
	04/04/2024	BACS	Mileage to Easter event	24.03	0.00	24.03	Z
O2							
	02/04/2024	DD2898237	Sally's mobile	71.70	0.00	71.70	VAT
	29/04/2024	DD	Sally's mobile	58.00	11.60	69.60	S
				129.70	11.60	141.30	
Orbis Ecology Ltd							
	25/04/2024	BACS	Hele Park allotments	725.00	145.00	870.00	S
Pauline Newcombe							
	10/04/2024	BACS	Parking 08/04 & 09/04	6.80	0.00	6.80	Z
	18/04/2024	BACS	Parking 15/04 & 16/04	6.80	0.00	6.80	Z
	23/04/2024	BACS	Parking 22/04 & 23/04	6.80	0.00	6.80	Z
				20.40	0.00	20.40	
Pear Technology Services Ltd							
	08/04/2024	BACS14118	Support & software updates	288.00	0.00	288.00	VAT
Petty cash replenishment							
	19/04/2024	13951	Petty cash replenishment	194.18	0.00	194.18	Z
Quasar Microwave Technology Lt							
	02/04/2024	BACS1535	Rates, rental tax	2,845.67	0.00	2,845.67	VAT
Rialtas Business Solutions Ltd							
	08/04/2024	BACS29963	Annual support &	3,614.40	0.00	3,614.40	VAT
	22/04/2024	BACS31571	Omega closedown	1,041.60	0.00	1,041.60	VAT
				4,656.00	0.00	4,656.00	
Rose Removals & Storage of De							
	10/04/2024	BACS76591	Storage charges 22/04-19/05	65.66	0.00	65.66	VAT
Screwfix Direct Ltd							
	08/04/2024	BACS25074	FMO workboots	47.99	0.00	47.99	VAT
	10/04/2024	BACS37988	Staple gun, mask & gloves	37.56	0.00	37.56	VAT
				85.55	0.00	85.55	
SIBA South West							
	08/04/2024	BACS	MaltingsFest sponsorshio	2,500.00	500.00	3,000.00	S
Simon Stewart							
	16/04/2024	BACS	Cryer delivery	1,980.00	0.00	1,980.00	Z
Smith Of Derby							
	10/04/2024	BACS13189	Service of Tower clock	320.40	0.00	320.40	VAT
Society of Local Councils Cler							
	16/04/2024	BACS15664	Themed Summit-L.McGuirk	78.00	0.00	78.00	VAT
	22/04/2024	BACS14015	Themed Summit - S.Scott	78.00	0.00	78.00	VAT
				156.00	0.00	156.00	
South West Communications Grou							
	30/04/2024	DD7566742	Service charges	406.22	0.00	406.22	VAT
South West Councils							

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Current/Instant Access A/c

Payments made between 01/04/2024 and 30/04/2024

	<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>
SSE	08/04/2024	BACS07008	Member subscription	598.80	0.00	598.80	VAT
	25/04/2024	BACS67082	Electricity - March	137.95	0.00	137.95	VAT
	25/04/2024	BACS67688	Electricity -02/10/23-31/03/24	120.98	0.00	120.98	VAT
				258.93	0.00	258.93	
Strategy Public Relations Ltd	16/04/2024	BACS	Consultancy fees	1,250.00	0.00	1,250.00	Z
T M Walker	10/04/2024	BACS	10x Noticing NA books	100.00	0.00	100.00	Z
TDC	08/04/2024	BACS23104	Premises licence - annual fee	70.00	0.00	70.00	VAT
	08/04/2024	BACS23268	Recharge of electrich 22-24	2,416.50	0.00	2,416.50	VAT
				2,486.50	0.00	2,486.50	
Teignbridge District Council	15/04/2024	DD	Rates - Apri	18.50	0.00	18.50	Z
	15/04/2024	DD	Rates - April	316.40	0.00	316.40	Z
	16/04/2024	BACS	TENs licence	21.00	0.00	21.00	Z
				355.90	0.00	355.90	
The Coffee Company	18/04/2024	BACS26014	Rental 17/04-16/05	196.80	0.00	196.80	VAT
The Copyright Licensing Agency	08/04/2024	BACS	Yearly license	166.28	33.26	199.54	S
Thirsty Work	18/04/2024	DD1231291	Water & rental for cooler	93.00	0.00	93.00	VAT
Thomas Fattorini Ltd	18/04/2024	BACS12645	Hospital League of friends	221.46	0.00	221.46	VAT
Timberstore	08/04/2024	BACS	Timber for Decoy allotments	213.39	42.68	256.07	S
Total Energies Gas & Power Lim	18/04/2024	DD7688124	Gas supply 29/02-31/03	1,019.14	0.00	1,019.14	VAT
Total Gas & Power	22/04/2024	DD	Electricity supply	18.88	0.00	18.88	Z
	22/04/2024	DD	Electricity - March	567.92	113.59	681.51	S
				586.80	113.59	700.39	
Tozers LLP	02/04/2024	BACS	Annual retainer	3,500.00	700.00	4,200.00	S
Triden Self Storage Ltd	23/04/2024	BACS4756	Storage rent - May	141.92	0.00	141.92	VAT
Vanarama	02/04/2024	DD	Service plan	25.74	5.15	30.89	S
Vanaways UK Ltd	10/04/2024	BACS	Deposit for Tipper	5,378.23	0.00	5,378.23	Z
Vanessa Merwood							

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Current/Instant Access A/c

Payments made between 01/04/2024 and 30/04/2024

<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>
10/04/2024	BACS	Town Criers outfit	878.59	0.00	878.59	Z
Virgin Media Business						
18/04/2024	BACS01042	Broadband 16/04-15/05	60.00	0.00	60.00	VAT
Vodafone						
25/04/2024	DD	x3 NATC mobile phones	129.47	25.90	155.37	S
Water Plus						
23/04/2024	BACS	Cooks Field water supply	17.85	0.00	17.85	Z
Westair Reproductions Ltd						
04/04/2024	BACS21794	Items for Museum shop	174.31	0.00	174.31	VAT
Westcountry Fire Protection Li						
22/04/2024	BACS46422	20x door fobs	246.00	0.00	246.00	VAT
Western Lighting Ltd						
23/04/2024	BACS1478	Annual lighting protection tes	144.00	0.00	144.00	VAT
			145,148.06	2,374.15	147,522.21	

Credit card purchases MARCH 2024 - PAID IN APR 24

Date	Description	Net	VAT	Gross	A/c code	Centre
NATC - PAR						
24.02.2024	Adobe Pro monthly subscription fee	£ 15.98	£ 3.99	£ 19.97	4101	101
08.03.2024	Devon County Council - replacement of floral poles app	£ 71.00	£ -	£ 71.00	4999	211
08.03.2024	Devon County Council - replacement of floral poles app	£ 71.00	£ -	£ 71.00	4999	211
NATC - SS						
23.02.2023	Adobe Systems software	£ 23.73	£ 4.75	£ 28.48	4101	101
24.02.2023	Adobe Systems software	£ 15.98	£ 3.99	£ 19.97	4101	101
29.02.2024	Amazon - folder dividers	£ 2.91	£ 0.58	£ 3.49	4105	102
08.02.2024	Zoom - monthly fee	£ 25.98	£ 5.20	£ 31.18	4101	101
12.03.2024	Bunches - sympathy flowers for Sally	£ 33.36	£ -	£ 33.36	4999	101
13.03.2024	Royal Mail - Postage to Lou Jones Design	£ 2.30	£ -	£ 2.30	4112	102
16.03.2024	Canva - Monthly subscription	£ 26.47	£ 5.29	£ 31.76	4101	101
NATC - CD						
13.03.2024	The Museums Association - Training for Charlotte Dixon	£ 45.00	£ -	£ 45.00	4011	201
17.03.2024	Amazon - Fridge magnets for Museum shop stock	£ 17.49	£ 3.50	£ 20.99	4306	201
		£ 351.20	£ 27.30	£ 378.50		

Statement of Account

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

5 May 2024

Account name: **NEWTON ABBOT TOWN COUNCIL**
Account number: **PS3078772-001**
Statement period: **31/03/2024 to 30/04/2024**

Account summary

Total valuation as at 30 April 2024 **£434,696.00**
Total valuation as at last statement at 31 March 2024 **£434,696.00**

Holdings as at 30 April 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	434,696.0000	£1.00	£434,696.00
Total value			£434,696.00

The average Fund yield for this period was 5.22% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Mar 2024	03/04/2024	Paid to Nominated Bank Details	£1,932.39	

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

