

NEWTON ABBOT TOWN COUNCIL

INTERNAL AUDIT

30TH JUNE 2024

Opening Balance	£ 823,168.51
Misc. Income	£ 14,075.03
HLF 1 st tranche of What's in Store D'ment Phase grant	£ 39,476.00
Total Income	£ 876,719.54
LESS:	
Expenditure	£ 124,098.26
TOTAL EXPENDITURE	£ 124,098.26

BALANCE as of 30TH JUNE 2024 **£ 752,621.28**
Business Call & Current Account:

Balances as of 30th June 2024

Current Account	£ 100.00
Business Call Account	£ 752,521.28
Petty Cash Account	£ 200.00
Total Cash in hand at bank	£ 752,821.28

Total: £752,821.28

Balance of CCLA fund at 30th June 2024

£472,198.00

Current/Instant Access A/c

Cash Received between 01/06/2024 and 30/06/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
17/06/2024	A Bite to Eat catering		Kiosk rent	108.34
04/06/2024	CCLA investment		CCLA investment	2,015.19
07/06/2024	Cllr Bullivant	500424	Coffee	1.00
03/06/2024	D G Walker	500423	Donation	150.00
21/06/2024	David Budd		Donation towards outfit	50.00
14/06/2024	Devon Garden Machinery		Refund for duplicate payment	39.74
06/06/2024	Donation station income		Donation station income	3.00
07/06/2024	Donation station income		Donation station income	5.00
20/06/2024	Donation station income		Donation station income	3.00
26/06/2024	Donation station income		Donation station income	11.00
27/06/2024	Donation station income		Donation station income	3.00
11/06/2024	Friends Talk 06.06.24	500425	Income	16.00
07/06/2024	Income	500424	Income	23.00
07/06/2024	Income	500424	Income	10.00
03/06/2024	Income up to 03.06.24	500423	Income up to 03.06.24	7.00
11/06/2024	Joy Waterhouse	500425	Donation	20.00
11/06/2024	K. Burridge	500425	Repayment of accidental order	2.45
03/06/2024	Keith Stokes-Smith	500423	Sponsorship	200.00
10/06/2024	Lloyds TSB		Bank interest	957.90
27/06/2024	Marldon School		Mileage refund for K.Green	6.39
03/06/2024	Museum shop sales		Museum shop sales	8.84
04/06/2024	Museum shop sales		Museum shop sales	6.38
05/06/2024	Museum shop sales		Museum shop sales	52.04
07/06/2024	Museum shop sales		Museum shop sales	23.56
17/06/2024	Museum shop sales		Museum shop sales	17.67
19/06/2024	Museum shop sales		Museum shop sales	5.40
24/06/2024	Museum shop sales		Museum shop sales	4.91
03/06/2024	NA CIC		Salaries	9,327.15
18/06/2024	NADCAA Ltd		Allotments rent	222.00
12/06/2024	National Heritage		Development Phase money	39,476.00
07/06/2024	Remaining balance chq#13954	500424	Remaining balance chq#13954	10.02
03/06/2024	Sales up to 31.05.24	500423	Sales up to 31.05.24	17.00
13/06/2024	Sales Recpts Page 83		Sales Recpts Page 83	212.50
13/06/2024	Sales Recpts Page 84		Sales Recpts Page 84	25.00

Continued on Page 2

10:11

Current/Instant Access A/c

Cash Received between 01/06/2024 and 30/06/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
17/06/2024	Sales Recpts Page 85		Sales Recpts Page 85	170.00
21/06/2024	Sales Recpts Page 86		Sales Recpts Page 86	15.00
10/06/2024	Screwfix (B&Q)		Duplicate payment reimbursemen	85.55
03/06/2024	T M Walker	500423	Donation	150.00
04/06/2024	Teignbridge Lottery income		Teignbridge Lottery income	90.00
			Total Receipts	<u>53,551.03</u>

Time : 10:11

Current/Instant Access A/c

Payments made between 01/06/2024 and 30/06/2024

<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						
26/06/2024	BACS17771	90. Museum poster	22.80	0.00	22.80	VAT
AIMBS						
17/06/2024	DD	Donation fees	81.54	0.00	81.54	Z
Alchemy Systems (Western) Limi						
03/06/2024	DD5511	4. IT support - June	1,430.97	0.00	1,430.97	VAT
14/06/2024	DD5596	53. Montpellier question set	2,280.00	0.00	2,280.00	VAT
			3,710.97	0.00	3,710.97	
Arval BNP Paribas Group						
17/06/2024	DD2030159	57. Van HN22 EHE rental	358.66	0.00	358.66	VAT
Assoc Public SVCE Excellence						
12/06/2024	BACS	48.Managing allotments	608.00	121.60	729.60	S
Astra Fixing Supplies Ltd						
04/06/2024	BACS	25. Euro hooks	46.00	9.20	55.20	S
04/06/2024	BACS	26. Pins, padlock, tape	97.70	19.54	117.24	S
04/06/2024	BACS	27. Various maintenance	50.80	10.16	60.96	S
05/06/2024	BACS	29. Bolts, washers & ties	12.90	2.58	15.48	S
			207.40	41.48	248.88	
Auditing Solutions Ltd						
17/06/2024	BACS8596	64. End of year audit 2023-24	600.00	0.00	600.00	VAT
Bayside Graphics Ltd						
03/06/2024	BACS10612	9. Classic Car show A0	117.60	0.00	117.60	VAT
24/06/2024	BACS10444	83. External sign for NP	2,400.00	0.00	2,400.00	VAT
			2,517.60	0.00	2,517.60	
Biffa Waste Services Ltd						
05/06/2024	BACS39483	30. Waste collection Jun-Sept	1,608.42	0.00	1,608.42	VAT
British Telecom						
18/06/2024	DDM048RB	68. Phone services - June	302.90	0.00	302.90	VAT
Cash						
03/06/2024	13954	18. Full Council catering	80.00	0.00	80.00	Z
CF Corporate Finance						
03/06/2024	DD	5. Lease rental - June	1,547.77	309.55	1,857.32	S
City Electrical						
03/06/2024	BACS	12. Tube lamp for Tower	5.50	1.10	6.60	S
17/06/2024	BACS	White & black tape	1.90	0.38	2.28	S
			7.40	1.48	8.88	
Cllr M. Joyce						
05/06/2024	BACS	31. Car parking	9.30	0.00	9.30	Z
Corona Energy						
17/06/2024	DD2294583	55. Invoice correction	49.08	0.00	49.08	VAT
DCK Payroll Solutions						
12/06/2024	BACS24298	51. June salaries	62,972.71	0.00	62,972.71	VAT
12/06/2024	BACS24299	52. Payroll processing fees	310.20	0.00	310.20	VAT

Continued on Page 2

Current/Instant Access A/c

Payments made between 01/06/2024 and 30/06/2024

<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>
			63,282.91	0.00	63,282.91	
Devon Association Of Local Cou						
10/06/2024	BACS5835	42. Planning webiner	36.00	0.00	36.00	VAT
Devon Museums						
07/06/2024	BACS	38. Membership & Harwell	119.60	0.00	119.60	Z
Everflow Water Limited						
27/06/2024	BACS	93. Water supply 19/05-18/06	47.76	0.00	47.76	Z
Exe Valley Maintenance Service						
04/06/2024	BACS	19. Floral contract fees	11,132.70	0.00	11,132.70	Z
Exeter City Council						
12/06/2024	BACS	47. S.Kloph - work in Museum	222.68	44.53	267.21	S
Fuel Genie Business						
18/06/2024	DD1043125	67. Fuel for van & strimmer	128.10	0.00	128.10	VAT
Grenke Leasing Ltd						
05/06/2024	DD	28. Rental - June	2,916.20	583.24	3,499.44	S
Guardian Security (South West)						
05/06/2024	BACS17183	32. Work on door unit	592.50	0.00	592.50	VAT
20/06/2024	BACS17196	79. Fit Salto IQ unit to door	714.00	0.00	714.00	VAT
			1,306.50	0.00	1,306.50	
Hayward & McGraw Gardening Ser						
03/06/2024	BACS15768	13. May gardening	348.00	0.00	348.00	VAT
J. Millichap						
18/06/2024	BACS	69. Rotary event items	30.82	0.00	30.82	Z
Jewson Limited						
10/06/2024	BACS14061	43. Site toilet clean	156.00	0.00	156.00	VAT
10/06/2024	BACS14060	44. Site toilet hire	150.00	0.00	150.00	VAT
17/06/2024	BACS14073	59.Paint & brushes for	28.16	0.00	28.16	VAT
17/06/2024	BACS14051	60. Maintenance supplies	87.14	0.00	87.14	VAT
17/06/2024	BACS14061	61. toilet weekly clean	156.00	0.00	156.00	VAT
			577.30	0.00	577.30	
Kate Green						
20/06/2024	BACS	77. May fees	2,750.00	0.00	2,750.00	Z
Katie Petley-Jones						
24/06/2024	BACS	82. Floor mat for Toddler	12.99	0.00	12.99	Z
Kelly Burridge						
12/06/2024	BACS	49. File orgainser for office	29.97	0.00	29.97	Z
LibertyPay Limited						
03/06/2024	DD	1. June service plan	24.95	4.99	29.94	S
Lloyds TSB						
03/06/2024	DD	3. May credit card statement	1,108.62	112.08	1,220.70	S
Lou Jones Design Limited						
18/06/2024	BACS51076	71. Summer Cryer design	5,610.00	0.00	5,610.00	VAT
Lucy Cokes						

Current/Instant Access A/c

Payments made between 01/06/2024 and 30/06/2024

Date	Payment Reference	Payment Detail	Net Amount	VAT Amount	Total Amount	VAT Code
04/06/2024	BACS	May consultancy fees	1,300.00	0.00	1,300.00	Z
26/06/2024	BACS	91. Museum office keys	18.00	0.00	18.00	Z
			1,318.00	0.00	1,318.00	
MJ BAKER FOODSERVICE LTD						
03/06/2024	BACS63233	17. 50th anniversary supplies	98.98	0.00	98.98	VAT
Mole Valley Farmers Ltd						
24/06/2024	BACS81540	85. Bypass lopper	67.99	0.00	67.99	VAT
Motormart						
20/06/2024	DD - 74	fuel line filter	5.00	1.00	6.00	S
Mr John Balmant						
24/06/2024	13957	97. Purchase of payment	350.00	0.00	350.00	Z
Natalie Hicks						
24/06/2024	BACS	81. Mileage - Barham Cup	24.21	0.00	24.21	Z
Nissan Financial Services						
12/06/2024	DD	45. Lease hire - June	481.86	96.37	578.23	S
O2						
27/06/2024	DD3074631	94. Sally's mobile	76.20	0.00	76.20	VAT
Pauline Newcombe						
07/06/2024	BACS	39. Car parking x2	6.80	0.00	6.80	Z
12/06/2024	BACS	50. Car parking 10&11 June	6.80	0.00	6.80	Z
20/06/2024	BACS	73. Parking 17&18 June	7.90	0.00	7.90	Z
			21.50	0.00	21.50	
Princes Grounds & Tree Care (S						
03/06/2024	BACS2101	14. Emptying of dog bins	396.04	0.00	396.04	VAT
Quasar Microwave Technology Lt						
04/06/2024	BACS1544	24. Rates, utilities & rental	2,845.67	0.00	2,845.67	VAT
Robert Hesketh						
12/06/2024	13956	46. Friends Lecturer 06.06.24	66.00	0.00	66.00	Z
Rose Removals & Storage of De						
07/06/2024	BACS77051	40.Storage charges 17/06-	65.66	0.00	65.66	VAT
Scaffold Structures Ltd						
03/06/2024	BACS3533	6. Scaffold at signal gantry	2,700.00	0.00	2,700.00	VAT
Screwfix Direct Ltd						
05/06/2024	BACS58200	33. Vehicle cleaning supplies	12.57	0.00	12.57	VAT
05/06/2024	BACS78211	34. Gardening items	79.91	0.00	79.91	VAT
20/06/2024	BACS65990	78. Gloves	11.99	0.00	11.99	VAT
			104.47	0.00	104.47	
SES Business Water						
03/06/2024	BACS	8. Water supply 30/04-31/05	20.90	0.00	20.90	Z
Simon L Prince						
04/06/2024	BACS	23. Performance on 02.06.24	200.00	0.00	200.00	Z
Society of Local Councils Cler						
03/06/2024	BACS21624	10. Planning summit	78.00	0.00	78.00	VAT

Payments made between 01/06/2024 and 30/06/2024

<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>
04/06/2024	BACS21626	22. Youth Council Summit	78.00	0.00	78.00	VAT
			156.00	0.00	156.00	
Sound & Visual Systems Ltd						
04/06/2024	BACS52625	20. CCTV maintenance	229.20	0.00	229.20	VAT
South Devon Railway Engineerin						
24/06/2024	BACS	86. Bars, nuts, bolts	741.10	148.22	889.32	S
South West Communications Grou						
28/06/2024	DD7572347	96. Phone service charges	429.05	0.00	429.05	VAT
South West Councils						
03/06/2024	BACS07023	15. Neurodiversity	79.20	0.00	79.20	VAT
South West Water						
03/06/2024	BACS	7. Water charges 14/02-14/05	24.11	0.00	24.11	Z
Specialist Hygiene Services Lt						
27/06/2024	BACS46080	95. March cleaning fee	820.80	0.00	820.80	VAT
SSE						
20/06/2024	BACS02054	75. Electricity - May	128.21	0.00	128.21	VAT
20/06/2024	BACS01798	76. Electricity - April-May	137.83	0.00	137.83	VAT
			266.04	0.00	266.04	
Strategy Public Relations Ltd						
03/06/2024	BACS	11. Consultancy services -	1,304.00	0.00	1,304.00	Z
T.R.A.I.L						
17/06/2024	BACS	65. Workshop in Museum	119.00	0.00	119.00	Z
Teignbridge District Council						
17/06/2024	DD	54. Rates - June	21.00	0.00	21.00	Z
17/06/2024	DD	56. Rates - June	316.00	0.00	316.00	Z
			337.00	0.00	337.00	
The Coffee Company						
03/06/2024	BACS26184	16. Supplies for machine	549.42	0.00	549.42	VAT
17/06/2024	BACS26241	Rental 17/06-16/07	196.80	0.00	196.80	VAT
			746.22	0.00	746.22	
The Museums Association						
26/06/2024	BACS27357	92. Annual membership	86.00	0.00	86.00	VAT
The National Allotment Society						
17/06/2024	BACS	Membership renewal	55.00	11.00	66.00	S
Thirsty Work						
18/06/2024	DD1255722	66. Cooler rental & bottles	100.98	0.00	100.98	VAT
Tindle Newspapers Devon Ltd						
07/06/2024	BACS06194	41. Beacon MDA advert	138.00	0.00	138.00	VAT
Total Energies Gas & Power Lim						
19/06/2024	DD9723172	72. Gas supply - 30/04-31/05	312.66	0.00	312.66	VAT
25/06/2024	DD7551322	87. Electricity - May	20.21	0.00	20.21	VAT
25/06/2024	DD7545712	88. Electricity - May	733.52	0.00	733.52	VAT

Time : 10:11

Current/Instant Access A/c

Payments made between 01/06/2024 and 30/06/2024

<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>
			1,066.39	0.00	1,066.39	
Tower Leasing Limited						
21/06/2024	DD46287	80. Rental - June	193.33	0.00	193.33	VAT
Vanarama						
03/06/2024	DD	2. June service plan	25.74	5.15	30.89	S
Virgin Media Business						
18/06/2024	BACS01062	70. Broadband fees 16/06-	60.00	0.00	60.00	VAT
Vodafone						
26/06/2024	DD7701536	89. 3x mobile phones	197.37	0.00	197.37	VAT
Water Plus						
05/06/2024	BACS	35. Water supply 13/04-13/05	18.62	0.00	18.62	Z
What's On South West						
05/06/2024	BACS	36. NATC advert	400.00	0.00	400.00	Z
05/06/2024	BACS	37. Museum advert	400.00	0.00	400.00	Z
			800.00	0.00	800.00	
Wotton Printers						
24/06/2024	BACS47079	84. Printing of Summer Cryer	4,385.00	0.00	4,385.00	VAT
			122,617.57	1,480.69	124,098.26	

Bank Reconciliation Statement as at 30/06/2024
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	30/06/2024	5	100.00
Business Instant Access 895602	30/06/2024	3	752,846.28
			<u>752,946.28</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
24/06/2024 13957 Mr John Balmant		350.00	
			<u>350.00</u>
			752,596.28
<u>Unpresented Receipts (Plus)</u>			
13/06/2024		25.00	
			<u>25.00</u>
			752,621.28
		Balance per Cash Book is :-	752,621.28
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Credit card purchases MAY 2024 - PAID IN JUNE 24

Date	Description	Net	VAT	Gross	A/c code	Centre
NATC - PAR						
23.04.2024	ATS - Minor puncture reparaire & wheel balancing on van	£ 25.00	£ 5.00	£ 30.00	4198	102
24.04.2024	Adobe Pro monthly subscription fee	£ 15.98	£ 3.99	£ 19.97	4101	101
30.04.2024	Supa Roofing - x2 Gas cylinders for D-Day beacons	£ 221.26	£ 29.06	£ 250.32	4378	210
08.05.2024	Amazon - Wire for Remembrance popples at WM	£ 3.73	£ 0.75	£ 4.48	4347	210
16.05.2024	eBay - accidental purchase - reimburse by K.Burridge	£ 2.45	£ -	£ 2.45	4999	102
	£2.45 cash paid into paying in slip #500425			£ -		
17.05.2024	Viking - office stationery	£ 85.99	£ 17.19	£ 103.18	4105	102
18.05.2024	The Bay Tree - Refreshments at Annual Town meeting	£ 59.12	£ 14.78	£ 73.90	4218	103
18.05.2024	The Bay Tree - Refreshments at Annual Town meeting	£ 1.68	£ 0.42	£ 2.10	4218	103
				£ -		
NATC - SS						
				£ -		
23.04.2024	Adobe Systems software	£ 23.73	£ 4.75	£ 28.48	4101	101
23.04.2024	Adobe Systems software	£ 15.98	£ 3.99	£ 19.97	4101	101
25.04.2024	Green Flag - Breakdown cover for x2 vans & Citymaster	£ 240.00	£ 60.00	£ 300.00	4198	102
30.04.2024	Refreshment Shop - Catering - shortbread biscuits	£ 29.49	£ -	£ 29.49	4185	102
01.05.2024	Royal Mail - Allotment agreement postage	£ 2.55	£ -	£ 2.55	4400	220
08.05.2024	Zoom - monthly fee	£ 25.98	£ 5.20	£ 31.18	4101	101
13.05.2024	eBay - Mixer lead for events PA kit	£ 12.16	£ 3.04	£ 15.20	4999	210
13.05.2024	eBay - Ribbon for Xmas Grotto	£ 3.20	£ 0.79	£ 3.99	4346	210
13.05.2024	Gazebo Shop - Set of 6 sandbags	£ 110.00	£ 22.00	£ 132.00	5555	290
16.05.2024	Royal Mail - postage	£ 1.35	£ -	£ 1.35	4112	101
				£ -		
NATC - CD						
				£ -		
25.04.2024	eBay - suspension file hanging bars x30	£ 19.20	£ 4.80	£ 24.00	4105	201
07.05.2024	Amazon - Cushions	£ 18.00	£ 4.50	£ 22.50	4999	201
08.05.2024	Amazon - Presentation clicker	£ 7.49	£ 1.50	£ 8.99	4105	201
13.05.2024	Amazon - Pack of 30 thank you cards	£ 16.58	£ 3.32	£ 19.90	4301	201
13.05.2024	Kids in Museums - Training video	£ 25.54	£ 5.11	£ 30.65	4011	201
13.05.2024	Kids in Museums - Training video	£ 25.54	£ 5.11	£ 30.65	4011	201
13.05.2024	Kids in Museums - Training video	£ 25.54	£ 5.11	£ 30.65	4011	201
14.05.2024	Asda - items for Museum conservation	£ 2.75	£ -	£ 2.75	4315	201
		£ 1,020.29	£ 200.41	£ 1,220.70		

Statement of Account

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

5 July 2024

Account name: **NEWTON ABBOT TOWN COUNCIL**
Account number: **PS3078772-001**
Statement period: **31/05/2024 to 30/06/2024**

Account summary

Total valuation as at 30 June 2024 **£472,198.00**
Total valuation as at last statement at 31 May 2024 **£472,198.00**

Holdings as at 30 June 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	472,198.0000	£1.00	£472,198.00
Total value			£472,198.00

The average Fund yield for this period was 5.20% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
May 2024	04/06/2024	Paid to Nominated Bank Details	£2,015.19	

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.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at clientservices@ccla.co.uk.