



**NORTHAM TOWN COUNCIL**  
**TOWN HALL**  
**WINDMILL LANE**  
**NORTHAM**  
**DEVON**  
**EX39 1BY**

Town Clerk: Mrs Jane Mills MILCM  
Telephone: 01237 474976

E-mail [townclerk@northamtowncouncil.gov.uk](mailto:townclerk@northamtowncouncil.gov.uk)

To: All Members of the Northam Town Council  
Finance and Human Resources Committee  
Cc: All Members of the Northam Town Council

**You are hereby summoned to attend a meeting of the Finance and Human Resources Committee which will be held on Monday 21<sup>st</sup> February 2022 at 10.00 am in the Council Chamber, Windmill Lane, Northam.**

**Members of the public wishing to attend will be required to wear a face mask and socially distance. Space will be limited.**

**The agenda for the meeting is set out below.**

*M. J. Mills*

Jane Mills Fd Community Governance, PSLCC, MILCM

Date of issue: 15<sup>th</sup> February 2022

The following are Members of the Finance and HR Committee: Councillors: Chalmers, Edwards, Hames, Himan, Laws, Leather, Sargent, Tisdale, the Mayor (Ex-Officio), Cllrs Laws and Tisdale as Chairs of their respective Committees but all Members of the Council are entitled to attend.

### AGENDA

- 1 **Apologies**
- 2 **Chairman's announcements**
- 3 **Declarations of interest**
- 4 **To agree the agenda between Part A and Part B (*confidential information*)**
- 5 **To confirm and sign the minutes of the meeting held 17<sup>th</sup> January 2022 (*herewith*)**



Lords of the Manor



The local Council for Appledore, Northam, Orchard Hill and Westward Ho!  
Twinning with Mondeville, France and Büddenstedt, Germany  
Office open: Monday to Friday mornings



Trustees of the Common Right

**6 Action Points (herewith)**

**7 Public Participation**

*Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. A question shall not receive a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.*

**8 To consider invoices for payment and financial reports (herewith)**

**9 To consider additional grant applications (herewith)**

**Part B**

**10 To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting**

**11 To confirm and sign the minutes of the meeting held 17<sup>th</sup> January 2022 Part B (herewith)**

**12 To resolve to re-admit members of the press and public**

## Minutes

**Minutes of the meeting of the Finance and Human Resources Committee held in the Council Chamber, Windmill Lane, Northam, 6.30 pm on Monday 17<sup>th</sup> January 2022**

**Present:** Cllr Leather (Chairman), Hames, Laws, Sargent, Tisdale and the Mayor (ex-officio)  
**In attendance:** Mrs M J Mills - Town Clerk  
 Cllr Mrs H McCarthy and Cllr Woodhouse

- 2201/988 Apologies**  
 Apologies received from Cllrs Chalmers, Edwards, and Himan
- 2201/989 Chairman's announcements**  
 The Chair welcomed the new Councillor.
- 2201/990 Declarations of interest**  
 Members were reminded that all interests must be declared prior to the item being discussed.
- 2201/991 To agree the agenda between Part A and Part B (confidential information)**  
 It was **resolved** to agree the agenda between Part A and Part B  
 Proposed: Cllr Tisdale, Seconded: Cllr Sargent (all in favour)
- 2201/992 To confirm and sign the minutes of the meeting held 22<sup>nd</sup> November 2021 and 29<sup>th</sup> November 2021**  
 It was **resolved** to confirm and sign the minutes of the meeting held on 22<sup>nd</sup> November 2021.  
 Proposed: Cllr Leather, Seconded: Cllr Laws (all in favour)  
 It was further **resolved** to confirm and sign the minutes of the meeting held on 29<sup>th</sup> November 2021 (majority in favour, one abstention not present at the meeting)  
 Proposed: Cllr Leather, Seconded: Cllr Hodson (all in favour)
- 2201/993 Action Points**  
 It was agreed to note the Action Points
- 2201/994 Public Participation**  
*Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 15 minutes.*  
 No members of the public were present.
- 2201/995 To consider invoices for payment and financial reports**  
 It was **resolved** to accept the invoices for payment and financial reports  
 Proposed: Councillor Leather, Seconded: Cllr Hodson (all in favour)
- 2201/996 To appoint a Member to review all bank balances and reconciliations on a quarterly basis for audit purposes**  
 It was **resolved** to appoint Cllr Sargent to review all bank balances and reconciliations on a quarterly basis for audit purposes  
 Proposed: Cllr Leather, Seconded: Cllr Laws (all in favour)

- 2201/997**      **To consider some minor amendments to Financial Regulations**  
It was **resolved** to accept the minor amendments to Financial Regulations.  
Proposed: Cllr Leather, Seconded: Cllr Hodson (all in favour)
- 2201/998**      **To consider training for the Admin Assistant in computer skills**  
It was **resolved** to agree the training for the Admin Assistant in computer skills  
Proposed: Cllr Laws, Seconded: Cllr Tisdale (all in favour)
- 2201/999**      **To consider purchase of a concrete mixer**  
It was **resolved** to purchase a concrete mixer  
Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour)  
**Action Point – Proceed with purchase of a concrete mixer**

## Northam Town Council



Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 15/02/2022</b>		
	Cash in Hand 01/04/2021		446,319.47
	<b>ADD</b> Receipts 01/04/2021 - 15/02/2022		492,183.41
			938,502.88
	<b>SUBTRACT</b> Payments 01/04/2021 - 15/02/2022		530,047.18
<b>A</b>	<b>Cash in Hand 15/02/2022</b> (per Cash Book)		<b>408,455.70</b>
	Cash in hand per Bank Statements		
	Cash 15/02/2022	0.00	
	Nationwide 1 year 15/02/2022	0.00	
	Nationwide Saver 15/02/2022	0.00	
	Northam Town Council Burrows 15/02/2022	42,558.45	
	Northam Town Council 15/02/2022	138,354.08	
	Cambridge Building Society 15/02/2022	56,425.00	
	Nationwide 95 day account 15/02/2022	85,659.67	
	Cambridge and Counties Bank 15/02/2022	85,428.79	
	Petty Cash 15/02/2022	143.84	
	PayPal Account 15/02/2022	0.00	
			<b>408,569.83</b>
	Less unrepresented payments		114.13
			<b>408,455.70</b>
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>408,455.70</b>
	<b>A = B Checks out OK</b>		



8A

## Account summary

	Number of accounts	Assets	Liabilities
Current accounts	2	£ 180,912.53	
Savings accounts	0		
Loan accounts	0		
Total		£ 180,912.53	£ 0.00
Net		£ 180,912.53	

Your balance as of 15/02/2022 at 09:00:00

## Operative Accounts

Account number	Account name	Account balance
	NORTHAM TOWN COUNCIL	£ 138,354.08
	NORTHAM TOWN COUNCIL NO 2 ACCOUNT	£ 42,558.45

**Northam Town Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name**

<b>Administration</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
21	Administration Miscellaneous			5,928.12	500.00	6,207.91	220.21
11	Advertising General				500.00	2.43	497.57
12	Advertising Jobs				500.00	405.00	95.00
8	Audit Fees				2,250.00	2,440.00	-190.00
22	Bank Charges			10.00	175.00		185.00
23	Bank Interest			343.10			343.10
13	Books and Information Lit				200.00		200.00
19	Computer installations anc			24.04	1,000.00	1,676.12	-652.08
18	Computer Software inc Pe				1,500.00	2,166.90	-666.90
16	Copier fees				800.00	1,086.50	-286.50
15	Copier Lease Charges				550.00	507.04	42.96
17	Equipment General & Mtc				500.00	1,916.01	-1,416.01
10	Insurances				8,000.00	7,540.13	459.87
14	Internet Charges				700.00	791.44	-91.44
161	NALC award scheme				250.00		250.00
80	Newsletters				1,250.00	1,895.28	-645.28
6	Paye and NIC			15,825.19	29,000.00	36,936.01	7,889.18
189	PayPal Charges					75.96	-75.96
188	pensions			1,600.00	16,000.00	14,084.36	3,515.64
227	phone contracts	750.00				372.03	377.97
2	Postages				2,000.00	1,970.11	29.89
239	provision of legal services	2,500.00					2,500.00
125	refreshments various ever				400.00	167.75	232.25
131	Remembrance events				500.00	537.10	-37.10
90	room rental				4,000.00	3,650.11	349.89
5	Salaries			6,084.07	190,500.00	141,581.45	55,002.62
1	Stationery			11.65	1,500.00	1,285.59	226.06
3	Subs and membership				2,000.00	1,892.00	108.00
9	Training Fees	3,000.00		167.15	3,500.00	2,637.89	4,029.26
7	Travel				1,000.00	167.74	832.26
20	VAT			5,378.79			5,378.79
		<b>£6,250.00</b>		<b>£35,372.11</b>	<b>269,075.00</b>	<b>£231,992.86</b>	<b>78,704.25</b>

<b>Allotments Windmill Lane</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
41	Allotment Rents			589.00			589.00
155	allots Wmill Lane mtce				200.00		200.00
212	legal fees						
				<b>£589.00</b>	<b>200.00</b>		<b>789.00</b>

<b>Anchor Park</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
98	Anchor Park improvement	5,000.00			1,000.00		6,000.00
97	legal				250.00		250.00
154	maintenance				500.00	779.10	-279.10
		<b>£5,000.00</b>			<b>1,750.00</b>	<b>£779.10</b>	<b>5,970.90</b>

<b>Appledore Community Hall</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
214	loan			1,000.00			1,000.00
				<b>£1,000.00</b>			<b>1,000.00</b>

<b>Appledore Parking Working Group</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
246	Appledore Parking Survey					350.60	-350.60
						<b>£350.60</b>	<b>-350.60</b>

## Northam Town Council

### Net Position by Cost Centre and Code

#### Cost Centre Name

#### Bonehill Car Park

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
104	annual tickets			551.25		8.75	542.50
101	Bonehill car park general	1,600.00			250.00	25.00	1,825.00
103	business rates				4,250.00	3,243.50	1,006.50
		<b>£1,600.00</b>		<b>£551.25</b>	<b>4,500.00</b>	<b>£3,277.25</b>	<b>3,374.00</b>

#### Burrough Farm

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
52	Allotment Rent			600.00			600.00
56	Football Club				500.00	183.41	316.59
54	Grounds Maintenance						
				<b>£600.00</b>	<b>500.00</b>	<b>£183.41</b>	<b>916.59</b>

#### Climate Emergency

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
243	contribution to LCWIP					2,000.00	-2,000.00
241	equipment	20,000.00		79.12		2,101.50	17,977.62
		<b>£20,000.00</b>		<b>£79.12</b>		<b>£4,101.50</b>	<b>15,977.62</b>

#### Council Tax Support Grant

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
119	Council tax support grant						

#### covid-19 fund

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
221	Grant TDC						

#### Elections

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
76	elections future provision	5,000.00					5,000.00
		<b>£5,000.00</b>					<b>5,000.00</b>

#### Footpaths

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
190	Expenditure					1,012.22	-1,012.22
140	grant from DCC			1,500.00			1,500.00
143	NTC reserve				1,000.00		1,000.00
				<b>£1,500.00</b>	<b>1,000.00</b>	<b>£1,012.22</b>	<b>1,487.78</b>

#### General Council Equipment Various

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
123	committee room furniture				100.00		100.00
211	miscellaneous					42.50	-42.50
142	mowing equipment renew	15,000.00			2,500.00		17,500.00
93	office furniture				350.00		350.00
171	van renewal provision	15,000.00			2,500.00		17,500.00
94	vehicle running costs				8,000.00	7,391.11	608.89

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)



**Northam Town Council**  
**Net Position by Cost Centre and Code**

8D

Cost Centre Name

<b>£30,000.00</b>		<b>13,450.00</b>	<b>£7,433.61</b>	<b>36,016.39</b>
-------------------	--	------------------	------------------	------------------

Grants Other

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
25	General Grants			1,540.40	1,000.00	1,532.00	1,008.40
160	records office grant	3,000.00					3,000.00
		<b>£3,000.00</b>		<b>£1,540.40</b>	<b>1,000.00</b>	<b>£1,532.00</b>	<b>4,008.40</b>

Human Resources

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
112	human resources	500.00			3,500.00	2,764.78	1,235.22
		<b>£500.00</b>			<b>3,500.00</b>	<b>£2,764.78</b>	<b>1,235.22</b>

Jubilee and commemorations

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
82	Jubilee & Celebration Pro				750.00	1,513.99	-763.99
					<b>750.00</b>	<b>£1,513.99</b>	<b>-763.99</b>

Mayor/Members

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
105	Aldermen				200.00		200.00
162	attendance at twinning eve				500.00		500.00
109	Beadle				500.00	60.00	440.00
73	Civic Expenses-civic funct			50.00	2,250.00	819.41	1,480.59
36	Civic Reception	2,500.00			2,500.00		5,000.00
83	Clr Allowances and NI	500.00		110.00	15,750.00	13,118.72	3,241.28
133	Honours Boards				500.00	365.00	135.00
137	Mayor's Cadet				300.00	141.67	158.33
84	Mayor's Chain				500.00		500.00
37	Mayor's Charities						
38	Members expenses-travel				350.00	76.28	273.72
39	Miscellaneous					311.84	-311.84
		<b>£3,000.00</b>		<b>£160.00</b>	<b>23,350.00</b>	<b>£14,892.92</b>	<b>11,617.08</b>

Neighbourhood Plan

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
198	NHP admin	3,000.00			1,000.00	1,775.00	2,225.00
197	public notices						
		<b>£3,000.00</b>			<b>1,000.00</b>	<b>£1,775.00</b>	<b>2,225.00</b>

Northam Burrows

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
134	NB bank charges						
220	bal tfer re NB					5,378.79	-5,378.79
79	Bank Interest						
102	compensation for loss of g						
81	computer hardware and st						
199	dog bags						
132	equipment and sundries						
57	Grazing Fees			141.10			141.10
187	holographic labels						
153	human resources						
149	improvement works						
108	leaflets						
213	legal fees						
58	Manor Passes					1,008.00	-1,008.00
59	NB Admin Expenses			12,990.00		20.00	12,970.00
				13.00			13.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

## Northam Town Council Net Position by Cost Centre and Code

# 8E

**Cost Centre Name**

135 NB cont to RNDGC works  
208 paypal charges  
106 salaries NB

183.73  
8,997.35

-183.73  
-8,997.35

£13,144.10

£15,587.87

-2,443.77

**Northam Hall**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

192 cleaning services  
29 Northam Hall Electricity Ac  
28 Northam Hall Gas Account  
72 Northam Hall provision fur  
33 Northam Hall Repairs and  
30 Northam Hall Water Rates  
35 Northam Hall, Hall Hire  
89 PRS fees  
27 Rates

750.00  
22,500.00

5,500.00  
1,000.00  
1,500.00  
518.00  
2,000.00  
1,801.00  
1,000.00  
123.23  
145.00  
1,250.00  
80.39  
3,750.00  
2,789.90

2,289.08  
288.75  
1,191.01  
518.00  
1,801.00  
123.23  
145.00  
80.39  
2,789.90

3,210.92  
711.25  
1,058.99  
21,982.00  
199.00  
876.77  
5,057.66  
1,169.61  
960.10

£23,250.00

£5,202.66

16,000.00

£9,226.36

35,226.30

**Northam May Fair**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

180 administration MF  
182 Advertising MF  
193 evening show MF  
178 Grants & Donations MF  
183 Hire of entertainers MF  
207 May Fair Lunch MF  
185 postage MF  
194 refreshments to sell MF  
179 Road Closure costs MF  
176 stallholder receipts MF  
210 stallholders 2019 MF  
186 stationery MF  
209 sundries, sound, medic, to  
181 sundry receipts MF  
177 Tfer from Community Cen  
184 Variety Show MF

4,000.00

715.00

2,000.00

70.00

6,000.00

715.00

270.00

70.00

200.00

57.50

-57.50

£4,000.00

£985.00

2,000.00

£127.50

6,857.50

**Northam Town Council Car Park Applied**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

48 Maintenance and repairs  
50 Miscellaneous /Legal  
47 Rent

6,050.00

500.00

250.00

500.00

250.00

6,050.00

£6,050.00

750.00

6,800.00

**Precept**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

45 Precept

358,975.00

358,975.00

£358,975.00

358,975.00

**Project Provision**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

236 project provision

35,000.00

11,199.00

23,801.00

35,000.00

£11,199.00

23,801.00

**PWLB various**

**Code Title**

**Bal. B/Fwd.**

**Receipts**

**Payments**

**Current Balance**

**Budget**

**Actual**

**Budget**

**Actual**

**Budget**

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

8 F

**Northam Town Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name**

124 new loan		10,000.00	7,565.67	2,434.33
114 Northam Hall		10,000.00	9,586.97	413.03
		<b>20,000.00</b>	<b>£17,152.64</b>	<b>2,847.36</b>

**reserves**

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
		Budget	Actual	Budget	Actual	
216 non EM	19,445.26				2,000.00	17,445.26
196 reserves in lieu of 6 month	50,000.00					50,000.00
	<b>£69,445.26</b>				<b>£2,000.00</b>	<b>67,445.26</b>

**Road Safety**

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
		Budget	Actual	Budget	Actual	

230 equipment

**S137**

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
		Budget	Actual	Budget	Actual	
175 advertising for grants					160.00	-160.00
141 grants evening				200.00		200.00
24 S137 Payments				15,000.00	13,250.00	1,750.00
				<b>15,200.00</b>	<b>£13,410.00</b>	<b>1,790.00</b>

**Town Hall**

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
		Budget	Actual	Budget	Actual	
173 cctv service						
165 chamber equipment						
166 chamber furniture repairs						
237 improvements	1,000.00					1,000.00
	<b>£1,000.00</b>					<b>1,000.00</b>

**Town Projects**

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance Budget
		Budget	Actual	Budget	Actual	
139 Appledore Boat Park			2,046.84		5.75	2,041.09
191 Appletree Gardens						
127 Benches			2,025.00	750.00	208.25	2,566.75
201 Bone Hill			2.05		228.45	-226.40
89 Bus Shelters				1,000.00	324.26	675.74
136 carol service				50.00		50.00
66 Christmas Decorations				2,750.00	3,200.70	-450.70
218 Climate Emergency						
64 Community Centre Toilets				550.00	75.01	474.99
234 defibrillators installation ar				1,000.00		1,000.00
233 defibrillators renewal	1,500.00					1,500.00
61 Dog Bins and litter bins	1,500.00				153.64	1,346.36
68 Equipment and sundries	1,500.00		44.70	4,000.00	6,625.22	-1,080.52
159 festoon lighting	3,500.00		91.55	2,000.00	617.76	4,973.79
65 Hanging Baskets				3,000.00	4,232.21	-1,232.21
111 Lords Meadow	8,725.00			1,000.00	3,772.00	5,953.00
71 Miscellaneous				450.00	18.66	433.34
121 mower fuel				2,000.00	1,068.69	931.31
67 Open Spaces			5,805.00	1,000.00	791.27	6,013.73
223 planting provision	2,000.00				304.29	1,695.71
195 projects provision						
200 Ridgeway Drive						
224 Road Safety (kerbs)	6,000.00				40.80	-40.80
70 Skatepark				250.00		6,000.00
74 skatepark provision for rer				1,500.00		250.00
126 speed sign				300.00		1,500.00
100 training				2,500.00		300.00
163 Westward Ho! Park						2,500.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

## Northam Town Council Net Position by Cost Centre and Code

89

### Cost Centre Name

<b>£24,725.00</b>	<b>£10,015.14</b>	<b>24,100.00</b>	<b>£21,664.96</b>	<b>37,175.18</b>
-------------------	-------------------	------------------	-------------------	------------------

### Twinning

#### Code Title

128 Twinning Expenses civic n

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
			1,500.00		1,500.00
			1,500.00		1,500.00

### Vision Statement

#### Code Title

235 vision statement provision

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
3,000.00					3,000.00
<b>£3,000.00</b>					<b>3,000.00</b>

### War Memorials

#### Code Title

205 war memorials earmarked  
122 war memorials general mt

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
2,950.00			450.00		3,400.00
			200.00		200.00
<b>£2,950.00</b>			<b>650.00</b>		<b>3,600.00</b>

### web site

#### Code Title

44 Miscellaneous  
42 Mtce & improvements  
43 Website

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
			250.00	225.00	25.00
			250.00	<b>£225.00</b>	25.00

### Welcome back fund

#### Code Title

244 Welcome back expenditure  
245 Welcome back receipts

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
		16,965.41		21,878.12	-21,878.12
					16,965.41
		<b>£16,965.41</b>		<b>£21,878.12</b>	<b>-4,912.71</b>

### Westward Ho! Park

#### Code Title

240 electricity account  
231 fees  
228 legal fees  
226 purchase W Ho! Park  
225 PWLB Loan  
232 repairs  
229 reserves  
242 sundries  
247 supply play area  
238 water account

<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
		50.95		528.84	-528.84
100,000.00					50.95
23,553.39				1,169.88	-1,169.88
		3,214.18		9,166.83	23,553.39
				99,285.87	-5,952.65
				143.92	-99,285.87
<b>£123,553.39</b>		<b>£3,265.13</b>		<b>£110,295.34</b>	<b>16,523.18</b>

### **NET TOTAL**

<b>£329,273.65</b>	<b>£455,994.32</b>	<b>435,525.00</b>	<b>£494,376.03</b>	<b>726,416.94</b>
--------------------	--------------------	-------------------	--------------------	-------------------

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)



## Northam Town Council PAYMENTS LIST

15 February 2022 (2021-2022)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
677	30/01/2022		Northam Town Counc	DD	Phone contract	virgin mobile	S	6.32	1.27	7.59
680	30/01/2022		Northam Town Counc	card	Training	simply learn	S	236.99	47.40	284.39
683	30/01/2022		Northam Town Counc	card	Training	SLCC	S	30.00	6.00	36.00
684	30/01/2022		Northam Town Counc	card	Phone contract	Lebara	S	16.67	3.33	20.00
685	30/01/2022		Northam Town Counc	CARD	bench tags	Shen	S	11.67	2.33	14.00
686	30/01/2022		Northam Town Counc	card	first aid kit	Sharon services	S	14.71	2.94	17.65
687	30/01/2022		Northam Town Counc	DD	Phone contract	tesco mobile	S	14.58	2.92	17.50
688	30/01/2022		Northam Town Counc	DD	Phone contract	Talk mobile	S	6.25	1.25	7.50
689	30/01/2022		Northam Town Counc	card	Stationery	Euro Office	S	80.96	16.19	97.15
691	30/01/2022		Northam Town Counc	card	Training	SLCC	S	150.00	30.00	180.00
692	30/01/2022		Northam Town Counc	bars	Advertising re grants	Archant Southwest	S	160.00	32.00	192.00
693	30/01/2022		Northam Town Counc	bars	trees and supports	green-tech	S	215.22	43.04	258.26
694	30/01/2022		Northam Town Counc	bars	trees and supports	Wyevale	S	1,633.00	326.60	1,959.60
695	30/01/2022		Northam Town Counc	card	Sundries	Cef	S	31.67	6.33	38.00
697	30/01/2022		Northam Town Counc	DD	Van fuel	Morrisons	S	148.79	29.76	178.55
699	30/01/2022		Northam Town Counc	paypal	Scribe licences	Scribe 2000	S	132.00	26.40	158.40
676	30/01/2022		Northam Town Counc	bars	first aider	Medicare Southwest	X	100.00		100.00
678	30/01/2022		Northam Town Counc	bars	Salaries	Northam Town Council	X	11,961.76		11,961.76
679	30/01/2022		Northam Town Counc	card	Milk	Asda	X	0.89		0.89
681	30/01/2022		Northam Town Counc	bars	yarn bomb	AVA	X	1,020.11		1,020.11
682	30/01/2022		Northam Town Counc	card	Milk	Asda	X	0.95		0.95
690	30/01/2022		Northam Town Counc	DD	Postage franking machine	Pitney bowes	X	0.30		0.30
696	30/01/2022		Northam Town Counc	card	licence TDC	Torrige District Council	X	20.00		20.00
698	30/01/2022		Northam Town Counc	paypal	licence TDC	Torrige District Council	X	20.00		20.00
703	31/01/2022		Northam Town Counc	DD	gas account	Paypal	X	26.43		26.43
700	31/01/2022		Northam Town Counc	bars	tree supports	gazprom	L	242.57	12.13	254.70
704	31/01/2022		Northam Town Counc	DD	Broadband and phone	green-tech	S	440.00	88.00	528.00
707	31/01/2022		Northam Town Counc	card	Equipment.	Talk mobile	S	50.95	10.19	61.14
708	31/01/2022		Northam Town Counc	DD	phone	shenz	S	43.19	8.64	51.83
701	31/01/2022		Northam Town Counc	bars	refund	VC Warehouse	S	50.27	10.05	60.32
702	31/01/2022		Northam Town Counc	card	refund	various	X	20.00		20.00
705	31/01/2022		Northam Town Counc	bars	refund	various	X	20.00		20.00
706	31/01/2022		Northam Town Counc	bars	refund	various	X	10.00		10.00
709	01/02/2022		Northam Town Counc	DD	Electricity Account	Octopus	X	20.00		20.00
710	02/02/2022		Northam Town Counc	DD	Phone contract	Lebara	L	36.79	1.84	38.63
713	02/02/2022		Northam Town Counc	DD	copier lease	CF Corporate Finance	S	8.33	1.67	10.00
							S	116.76	23.35	140.11

## Northam Town Council PAYMENTS LIST

15 February 2022 (2021-2022)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
714	02/02/2022		Northam Town Council	DD	Phone contract	tesco mobile	S	6.25	1.25	7.50
715	02/02/2022		Northam Town Council	card	Toilet hire	local toilet hire	S	57.50	11.50	69.00
711	02/02/2022		Northam Town Council	DD	business rates NH	Torrifidge District Council	X	254.00		254.00
712	02/02/2022		Northam Town Council	DD	Room rental	Torrifidge District Council	X	331.28		331.28
725	08/02/2022		Northam Town Council	DD	Electricity Account	Octopus	L	36.79	1.84	38.63
716	08/02/2022		Northam Town Council	card	f machine ink	asitcroft mailing	S	49.91	9.98	59.89
717	08/02/2022		Northam Town Council	card	PPE	real accessories	S	10.81	2.16	12.97
718	08/02/2022		Northam Town Council	DD	Van fuel	Morrisons	S	134.59	26.92	161.51
719	08/02/2022		Northam Town Council	DD	Mower fuel	Morrisons	S	42.83	8.57	51.40
720	08/02/2022		Northam Town Council	card	coffee milk	Morrisons	S	6.92	1.38	8.30
721	08/02/2022		Northam Town Council	card	Phone and broadband	VC Warehouse	S	53.10	10.62	63.72
722	08/02/2022		Northam Town Council	card	p/o microwave	Currys	S	82.50	16.50	99.00
723	08/02/2022		Northam Town Council	card	new oven	Currys	S	174.17	34.83	209.00
724	08/02/2022		Northam Town Council	card	Plaques	sign maker	S	34.62	6.92	41.54
726	08/02/2022		Northam Town Council	card	Tyres for van	Kirkhams	S	114.00	22.80	136.80
728	08/02/2022		Northam Town Council	bacs	copler charges	Baytek	S	61.75	12.35	74.10
729	08/02/2022		Northam Town Council	bacs	cleaning offices and cttee roon	Roberts cleaning	S	24.00	4.80	28.80
730	08/02/2022		Northam Town Council	bacs	cleaning Northam Hall	Beth's Cleaning	S	409.08	1.82	410.90
731	08/02/2022		Northam Town Council	bacs	PPE	RGB	S	45.35	9.07	54.42
732	08/02/2022		Northam Town Council	bacs	Sundries	RGB	S	40.60	8.12	48.72
733	08/02/2022		Northam Town Council	bacs	CLUTCH/GEAR BOX REPAIRS	Warringtons	S	382.32	76.46	458.78
734	08/02/2022		Northam Town Council	bacs	Jubilee gifts	bespoke medals	S	1,513.99	302.80	1,816.79
727	08/02/2022		Northam Town Council	bacs	Travel clerk mayor mtg	Aldi	X	212.95		212.95
735	08/02/2022		Northam Town Council	card	Refreshments Mayor christma	Asda	X	44.07		44.07
736	08/02/2022		Northam Town Council	card	Refreshments Mayor christma	Asda	X	12.70		12.70
737	08/02/2022		Northam Town Council	bacs	Travel parking		X	212.95		212.95
738	09/02/2022		Northam Town Council	bacs	fencing	Atlantic Highway	X	1,359.00		1,359.00
739	09/02/2022		Northam Town Council	card	Refreshments Mayor christma	Morrisons	X	4.50		4.50
740	09/02/2022		Northam Town Council	card	Subs and membership	SLCC	X	382.00		382.00
741	09/02/2022		Northam Town Council	card	computer and software	Pear Mapping	X	684.00		684.00
743	14/02/2022		Northam Town Council	card	Refreshments Mayor christma	Aldi	S	43.69	3.66	47.35
747	14/02/2022		Northam Town Council	DD	Phone contracts	virgin mobile	S	5.91	1.18	7.09
748	14/02/2022		Northam Town Council	card	change locks	Bideford Cobblers	S	31.25	6.25	37.50
742	14/02/2022		Northam Town Council	card	Refreshments Mayor christma	Asda	X	77.13		77.13
744	14/02/2022		Northam Town Council	card	Refreshments Mayor christma	Tesco	X	8.38		8.38
745	14/02/2022		Northam Town Council	card	Refreshments Mayor christma	Aldi	X	5.95		5.95
746	14/02/2022		Northam Town Council	bacs	civic dinner	Okelhampton Town Council	X	74.00		74.00
749	14/02/2022		Northam Town Council	CARD	Refreshments Mayor Christma:	Morrisons	X	2.55		2.55
750	14/02/2022		Northam Town Council	bacs	fees	PPL	X	575.00		575.00

12

Northam Town Council  
PAYMENTS LIST

15 February 2022 (2021-2022)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
753 Equipment and sundries	15/02/2022		Northam Town Council	ba	Phone contract	Lebara	S	4.17	0.83	5.00
751 Salaries	15/02/2022		Northam Town Council	tf	Transfer	Northam Town Council	X	10,000.00		10,000.00
752 Salaries	15/02/2022		Northam Town Council	tf	Pensions	Northam Town Council	X	1,600.00		1,600.00
<b>Total</b>								<b>36,284.69</b>	<b>1,316.24</b>	<b>37,600.93</b>