



**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

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 21st March 2022 at 6.30pm 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: 15th March 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 as published**
- 5 To confirm and sign the minutes of the meeting held 21st February 2022 (*herewith*)**
- 6 Action Points (*none*)**



Lords of the Manor



The local Council for Appledore, Northam, Orchard Hill and Westward Ho!
Twinned with Mondeville, France and Buddenstedt, Germany

Office open: Monday to Friday mornings



Trustees of the Common Right

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 (deferred from February)

10 To recommend to Full Council that Northam Burrows Funds are transferred to the Charity Account on receipt of bank account opening details

Part B

11 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

12 To consider staff matters

13 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, 10.00am on Monday 21st February 2022**

Present: Cllr Leather (Chairman), Hames, Himan, Laws, Sargent, Tisdale and the Mayor (ex-officio)

In attendance: Mrs M J Mills - Town Clerk

- 2202/1129 Apologies**
Apologies received from Cllr Edwards
- 2202/1130 Chairman's announcements**
There were no announcements
- 2202/1131 Declarations of interest**
Members were reminded that all interests must be declared prior to the item being discussed.
- 2202/1132 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 Laws (all in favour)
- 2202/1133 To confirm and sign the minutes of the meeting held 17th January 2022**
It was **resolved** to confirm and sign the minutes of the meeting held on 17th January 2022
Proposed: Cllr Leather, Seconded: Cllr Sargent (majority in favour in favour, one abstention not present at the meeting)
- 2202/1134 Action Points**
It was agreed to note the Action Points
- 2202/1135 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.
- 2202/1136 To consider invoices for payment and financial reports**
It was **resolved** to accept the invoices for payment and financial reports
Proposed: Councillor Tisdale, Seconded: Cllr Leather (all in favour)
- 2202/1137 To consider additional grant applications**
Members considered the additional applications and it was **resolved** to accept additional applications in the sum of £3450, making a total of £11850, two applications will be further considered in March.
Proposed: Councillor Tisdale, Seconded: Cllr Leather (all in favour)
At this juncture, Cllr Hames gave his apologies and left the meeting

Northam Town Council

8

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 15/03/2022		
	Cash in Hand 01/04/2021		446,319.47
	ADD Receipts 01/04/2021 - 15/03/2022		502,856.92
	SUBTRACT Payments 01/04/2021 - 15/03/2022		949,176.39
			578,247.81
A	Cash in Hand 15/03/2022 (per Cash Book)		370,928.58
	Cash in hand per Bank Statements		
	Cash 15/03/2022	0.00	
	Nationwide 1 year 15/03/2022	0.00	
	Nationwide Saver 15/03/2022	0.00	
	Northam Town Council Burrows 15/03/2022	42,558.45	
	Northam Town Council 15/03/2022	104,442.34	
	Cambridge Building Society 15/03/2022	56,425.00	
	Nationwide 95 day account 15/03/2022	85,659.67	
	Cambridge and Counties Bank 15/03/2022	85,428.79	
	Petty Cash 15/03/2022	143.84	
	PayPal Account 15/03/2022	0.00	
			374,658.09
	Less unrepresented payments		3,729.51
			370,928.58
	Plus unrepresented receipts		
B	Adjusted Bank Balance		370,928.58
	A = B Checks out OK		

8A

Account summary

	Number of accounts	Assets	Liabilities
Current accounts	2	£ 147,000.79	
Savings accounts	0		
Loan accounts	0		
Total		£ 147,000.79	£ 0.00
Net		£ 147,000.79	

Operative Accounts

Your balance as of 15/03/2022 at 13:00:00

Account number	Account name	Account balance
[REDACTED]	NORTHAM TOWN COUNCIL	£ 104,442.34
[REDACTED]	NORTHAM TOWN COUNCIL NO 2 ACCOUNT	£ 42,558.45

Northam Town Council

Net Position by Cost Centre and Code



Cost Centre Name

<u>Administration</u>		<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
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	610.00	-110.00
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 Lite				200.00		200.00
19	Computer installations and			24.04	1,000.00	1,676.12	-652.08
18	Computer Software inc Pez				1,500.00	2,166.90	-666.90
16	Copier fees				800.00	1,139.21	-339.21
15	Copier Lease Charges				550.00	507.04	42.96
17	Equipment General & Mtce				500.00	2,238.53	-1,738.53
10	Insurances				8,000.00	7,540.13	459.87
14	Internet Charges				700.00	890.66	-190.66
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	43,661.67	1,163.52
189	PayPal Charges					174.96	-174.96
188	pensions			3,094.76	16,000.00	18,489.22	605.54
227	phone contracts	750.00				400.43	349.57
2	Postages				2,000.00	1,970.11	29.89
239	provision of legal services	2,500.00					2,500.00
125	refreshments various event				400.00	169.00	231.00
131	Remembrance events				500.00	537.10	-37.10
90	room rental				4,000.00	4,005.39	-5.39
5	Salaries			6,084.07	190,500.00	152,995.58	43,588.49
1	Stationery			11.65	1,500.00	1,397.28	114.37
3	Subs and membership				2,000.00	1,932.00	68.00
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
		£6,250.00		£36,866.87	269,075.00	£255,852.58	56,339.29

<u>S137</u>		<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
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
					15,200.00	£13,410.00	1,790.00

<u>Grants Other</u>		<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</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	1,782.00	758.40
160	records office grant	3,000.00					3,000.00
		£3,000.00		£1,540.40	1,000.00	£1,782.00	3,758.40

<u>Northam Hall</u>		<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
192	cleaning services				5,500.00	2,689.08	2,810.92
29	Northam Hall Electricity Acr				1,000.00	339.79	660.21
28	Northam Hall Gas Account	750.00			1,500.00	1,420.87	829.13
72	Northam Hall provision furt	22,500.00				518.00	21,982.00
33	Northam Hall Repairs and t				2,000.00	1,867.55	132.45
30	Northam Hall Water Rates				1,000.00	492.50	507.50
35	Northam Hall, Hall Hire			6,127.66		240.00	5,887.66
89	PRS fees				1,250.00	80.39	1,169.61
27	Rates				3,750.00	3,043.90	706.10
		£23,250.00		£6,127.66	16,000.00	£10,692.08	34,685.58

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

Northam Town Council Net Position by Cost Centre and Code



Cost Centre Name

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 functi			50.00	2,250.00	819.41	1,480.59
36	Civic Reception	2,500.00			2,500.00		5,000.00
83	Cllr 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
		£3,000.00		£160.00	23,350.00	£14,892.92	11,617.08

War Memorials

<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>
205	war memorials earmarked i	2,950.00			450.00		3,400.00
122	war memorials general mtc				200.00		200.00
		£2,950.00			650.00		3,600.00

Allotments Windmill Lane

<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>
41	Allotment Rents			589.00			589.00
155	allots Wmill Lane mtce				200.00		200.00
212	legal fees						
				£589.00	200.00		789.00

web site

<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>
44	Miscellaneous						
42	Mtce & improvements						
43	Website				250.00	225.00	25.00
					250.00	£225.00	25.00

Town Projects

<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>
139	Appledore Boat Park			2,475.17		5.75	2,469.42
191	Appletree Gardens						
127	Benches			2,025.00	750.00	223.15	2,551.85
201	Bone Hill			2.05		292.93	-290.88
69	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	156.83	393.17
234	defibrillators installation an				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	6,933.44	-1,388.74
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		679.50	1,000.00	3,772.00	6,632.50
71	Miscellaneous				450.00	16.66	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					40.80	-40.80
224	Road Safety (kerbs)	6,000.00					6,000.00

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

Northam Town Council Net Position by Cost Centre and Code


Cost Centre Name

70 Skatepark		250.00		250.00
74 skatepark provision for rent		1,500.00		1,500.00
126 speed sign		300.00	175.00	125.00
100 training		2,500.00	1,200.00	1,300.00
163 Westward Ho! Park				

£24,725.00	£11,122.97	24,100.00	£23,509.38	36,438.59
-------------------	-------------------	------------------	-------------------	------------------

Precept

<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>
45 Precept			358,975.00			358,975.00
			£358,975.00			358,975.00

Northam Town Council Car Park Applied:

<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>
48 Maintenance and repairs				500.00		500.00
50 Miscellaneous /Legal				250.00		250.00
47 Rent			6,050.00			6,050.00
			£6,050.00	750.00		6,800.00

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						
54 Grounds Maintenance				500.00	448.43	51.57
			£600.00	500.00	£448.43	651.57

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 gr						
81 computer hardware and soi						
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					1,008.00	-1,008.00
58 Manor Passes			12,990.00		20.00	12,970.00
59 NB Admin Expenses			13.00			13.00
135 NB cont to RNDGC works						
208 paypal charges					183.73	-183.73
106 salaries NB					8,997.35	-8,997.35
			£13,144.10		£15,587.87	-2,443.77

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
	£5,000.00					5,000.00

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

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

Northam Town Council

Net Position by Cost Centre and Code

<u>Cost Centre Name</u>							
142	mowing equipment renewe	15,000.00		2,500.00		17,500.00	
93	office furniture			350.00	13.12	336.88	
171	van renewal provision	15,000.00		2,500.00		17,500.00	
94	vehicle running costs			8,000.00	7,460.11	539.89	
		£30,000.00		13,450.00	£7,515.73	35,934.27	
Jubilee and commemorations							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
82	Jubilee & Celebration Provi				750.00	3,058.68	-2,308.68
					750.00	£3,058.68	-2,308.68
Anchor Park							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
98	Anchor Park improvements	5,000.00			1,000.00		6,000.00
97	legal				250.00		250.00
154	maintenance				500.00	779.10	-279.10
		£5,000.00			1,750.00	£779.10	5,970.90
Bonehill Car Park							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
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
		£1,600.00		£551.25	4,500.00	£3,277.25	3,374.00
Human Resources							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
112	human resources	500.00			3,500.00	2,764.78	1,235.22
		£500.00			3,500.00	£2,764.78	1,235.22
PWLB various							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
124	new loan				10,000.00	7,565.67	2,434.33
114	Northam Hall				10,000.00	9,586.97	413.03
					20,000.00	£17,152.64	2,847.36
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>
			Budget	Actual	Budget	Actual	Budget
119	Council tax support grant						
Twinning							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
128	Twinning Expenses civic re				1,500.00		1,500.00
					1,500.00		1,500.00
Footpaths							
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			Budget	Actual	Budget	Actual	Budget
190	Expenditure					1,188.37	-1,188.37
140	grant from DCC			1,500.00			1,500.00

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

Northam Town Council Net Position by Cost Centre and Code

8F

Cost Centre Name

143 NTC reserve	1,000.00		1,000.00	
	£1,500.00	1,000.00	£1,188.37	1,311.63

<u>reserves</u>	<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>
	216	non EM	19,445.26				2,000.00	17,445.26
	196	reserves in lieu of 6 months	50,000.00					50,000.00
			£69,445.26				£2,000.00	67,445.26

<u>Town Hall</u>	<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>
	173	cctv service						
	165	chamber equipment						
	166	chamber furniture repairs						
	237	improvements	1,000.00					1,000.00
			£1,000.00					1,000.00

<u>Road Safety</u>	<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>
	230	equipment						

<u>Northam May Fair</u>	<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>
	180	administration MF	4,000.00			2,000.00		6,000.00
	182	Advertising MF			1,072.50		1,557.00	-484.50
	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			270.00		70.00	200.00
	210	stallholders 2019 MF						
	186	stationery MF						
	209	sundries, sound, medic, toil					57.50	-57.50
	181	sundry receipts MF			6,600.00			6,600.00
	177	Tfer from Community Centr						
	184	Variety Show MF						
			£4,000.00		£7,942.50	2,000.00	£1,684.50	12,258.00

<u>Neighbourhood Plan</u>	<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						
			£3,000.00			1,000.00	£1,775.00	2,225.00

<u>Appledore Community Hall</u>	<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>
	214	loan			1,000.00			1,000.00
					£1,000.00			1,000.00

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

Northam Town Council

Net Position by Cost Centre and Code

89

<u>Cost Centre Name</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
<u>covid-19 fund</u>							
	221 Grant TDC						
<u>Westward Hol Park</u>							
	240 electricity account						
	231 fees				528.84		-528.84
	228 legal fees		50.95				50.95
	226 purchase W Hol Park						
	225 PWLB Loan	100,000.00					100,000.00
	232 repairs				1,833.53		-1,833.53
	229 reserves	23,553.39					23,553.39
	242 sundries		3,214.18		9,222.80		-6,008.62
	247 supply play area				99,285.87		-99,285.87
	238 water account				182.45		-182.45
		£123,553.39		£3,265.13		£111,053.49	15,765.03
<u>Vision Statement</u>							
	235 vision statement provision	3,000.00					3,000.00
		£3,000.00					3,000.00
<u>Project Provision</u>							
	236 project provision						
				35,000.00	11,199.00		23,801.00
				35,000.00	£11,199.00		23,801.00
<u>Climate Emergency</u>							
	243 contribution to LCWIP				2,000.00		-2,000.00
	241 equipment	20,000.00	79.12		5,671.95		14,407.17
		£20,000.00	£79.12		£7,671.95		12,407.17
<u>Welcome back fund</u>							
	244 Welcome back expenditure				30,950.12		-30,950.12
	245 Welcome back receipts		16,965.41				16,965.41
			£16,965.41		£30,950.12		-13,984.71
<u>Appledore Parking Working Group</u>							
	246 Appledore Parking Survey				350.60		-350.60
					£350.60		-350.60
NET TOTAL		£329,273.65		£466,479.41	435,525.00	£538,821.47	692,456.59

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

Northam Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
754 pensions	16/02/2022		Northam Town Counc		Pensions	Nest	X	1,415.34		1,415.34
755 Paye and NIC	16/02/2022		Northam Town Counc		Paye and NI	HMRC	X	3,230.97		3,230.97
757 Subs and membership	25/02/2022		Northam Town Counc		Subs and membership	Information commissioner	X	40.00		40.00
759 water account	25/02/2022		Northam Town Counc		water bill	Southwest Water	X	38.53		38.53
760 Northam Hall Water Rates	25/02/2022		Northam Town Counc		water bill	Southwest Water	X	369.27		369.27
761 training	25/02/2022		Northam Town Counc		Training	Broadcyst Parish COUNCIL	X	1,200.00		1,200.00
766 cleaning services	25/02/2022		Northam Town Counc		cleaning services	Beth's Cleaning	X	400.00		400.00
756 Equipment General & Mice	25/02/2022		Northam Town Counc		Desk	office furniture online	S	305.00	61.00	366.00
758 Northam Hall Gas Account	25/02/2022		Northam Town Counc		gas account	gazprom	S	229.86	45.97	275.83
762 Jubilee & Celebration Provisi	25/02/2022		Northam Town Counc		May Fair entertainment	rent a dinosaur	S	1,054.69	210.94	1,265.63
763 Jubilee & Celebration Provisi	25/02/2022		Northam Town Counc		Beacon	21cc	S	490.00	98.00	588.00
764 Welcome back expenditure	25/02/2022		Northam Town Counc		benches	earth anchors	S	3,790.00	758.00	4,548.00
765 vehicle running costs	25/02/2022		Northam Town Counc		Repairs	Warringtons	S	69.00	13.80	82.80
767 equipment	25/02/2022		Northam Town Counc		rainwater collection	G Fox	S	116.62	23.32	139.94
768 equipment	25/02/2022		Northam Town Counc		water tank	smiths	S	428.00	85.60	513.60
770 Internet Charges	26/02/2022		Northam Town Counc		Broadband and phone	Talk talk business	S	50.95	10.19	61.14
771 phone contracts	26/02/2022		Northam Town Counc		Phone contract	tesco mobile	S	17.08	3.42	20.50
772 Equipment and sundries	26/02/2022		Northam Town Counc		Phone contract	Talk mobile	S	6.25	1.25	7.50
769 Salaries	26/02/2022		Northam Town Counc		Salaries	Northam Town Council	X	11,414.13		11,414.13
773 Northam Hall, Hall Hire	10/03/2022		Northam Town Counc		Hall Hire refund	Various	X	47.50		47.50
774 refreshments various events	10/03/2022		Northam Town Counc		Milk	Morrisons	X	1.25		1.25
776 Community Centre Toilets	10/03/2022		Northam Town Counc		water bill	Northam, Community Centre	X	81.82		81.82
779 General Grants	10/03/2022		Northam Town Counc		Donation	RNL Appledore	X	250.00		250.00
796 Northam Hall Repairs and Ge	10/03/2022		Northam Town Counc		Sundries	Tamar Trading	S	10.12	2.02	12.14
797 Equipment General & Mice	10/03/2022		Northam Town Counc		Repairs	Tamar Trading	S	17.52	3.51	21.03
798 Bone Hill	10/03/2022		Northam Town Counc		Repairs	Tamar Trading	S	64.48	12.90	77.38
799 Benches	10/03/2022		Northam Town Counc		Installation	Tamar Trading	S	14.90	2.98	17.88
800 pensions	10/03/2022		Northam Town Counc		Pensions	Nest	X	1,494.76		1,494.76
801 Paye and NIC	10/03/2022		Northam Town Counc		Paye and NI	HMRC	X	3,494.69		3,494.69
802 Equipment and sundries	10/03/2022		Northam Town Counc		Phone contracts	Labara	S	8.33	1.67	10.00
803 phone contracts	10/03/2022		Northam Town Counc		Phone contract	tesco mobile	S	6.25	1.25	7.50
804 Rates	10/03/2022		Northam Town Counc		business rates NH	Torridge District Council	X	254.00		254.00
805 room rental	10/03/2022		Northam Town Counc		Room rental	Torridge District Council	X	331.28		331.28
775 equipment	10/03/2022		Northam Town Counc		solar installation	Generation Solar	S	3,025.83	605.17	3,631.00
777 Welcome back expenditure	10/03/2022		Northam Town Counc		canvas bags	cotton bag co	S	5,282.00	1,056.40	6,338.40
778 Advertising Jobs	10/03/2022		Northam Town Counc		Job advert	Archant Southwest	S			

844

Northam Town Council

PAYMENTS LIST

81

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
780	10/03/2022		Northam Town Counc	BACS	Toilet rolls paper towels	System Hygiene	S	42.54	8.51	51.05
781	10/03/2022		Northam Town Counc	bacs	Repair speed sign	Westcolec Ltd	S	175.00	35.00	210.00
783	10/03/2022		Northam Town Counc	DD	phone	VC Warehouse	S	48.27	9.65	57.92
784	10/03/2022		Northam Town Counc	bacs	copier charges	Baytek	S	52.71	10.54	63.25
785	10/03/2022		Northam Town Counc	bacs	cleaning offices and ctee room	Roberts cleaning	S	24.00	4.80	28.80
786	10/03/2022		Northam Town Counc	bacs	aggregates	evans	S	176.15	35.23	211.38
787	10/03/2022		Northam Town Counc	BACS	Sundries	Cef	S	38.62	7.72	46.34
788	10/03/2022		Northam Town Counc	bacs	Advertising	Archant Southwest	S	205.00	41.00	246.00
789	10/03/2022		Northam Town Counc	bacs	Repairs	Giddon & Squire	S	70.28	14.06	84.34
790	10/03/2022		Northam Town Counc	bacs	Sundries	Jawsons	S	75.83	15.17	91.00
791	10/03/2022		Northam Town Counc	bacs	Sundries	Jawsons	S	27.47	5.49	32.96
792	10/03/2022		Northam Town Counc	bacs	Sundries	Jawsons	S	55.97	11.19	67.16
793	10/03/2022		Northam Town Counc	bacs	improvements	Jawsons	S	265.02	53.01	318.03
794	10/03/2022		Northam Town Counc	bacs	works	Tamar Trading	S	663.65	132.73	796.38
795	10/03/2022		Northam Town Counc	bacs	Sundries	Tamar Trading	S	95.62	19.12	114.74
782	10/03/2022		Northam Town Counc	DD	Electricity Account	Octopus	L	51.04	2.55	53.59
806	13/03/2022		Northam Town Counc	card	card machine	sum up	S	99.00	19.80	118.80
807	13/03/2022		Northam Town Counc	card	Stationery	Euro Office	S	111.69	22.34	134.03
808	14/03/2022		Northam Town Counc	dr	Bank error	Co-op bank	X	47.50		47.50
809	14/03/2022		Northam Town Counc	card	flags	North West Flags	S	17.49	3.50	20.99
810	14/03/2022		Northam Town Counc	bacs	Sundries	RGB	S	13.89	2.78	16.67
811	14/03/2022		Northam Town Counc	bacs	Sundries	RGB	S	13.12	2.62	15.74
812	14/03/2022		Northam Town Counc	bacs	Mayfair leaflets	Print edge	X	1,167.00		1,167.00
813	14/03/2022		Northam Town Counc	card	Mayfair leaflets	Link publications	S	390.00	78.00	468.00
814	14/03/2022		Northam Town Counc	DD	Phone contract	virgin mobile	S	5.07	1.02	6.09
815	14/03/2022		Northam Town Counc	bacs	Nest pension	Nest	X	1,494.76		1,494.76
817	15/03/2022		Northam Town Counc	card	Milk	Aldi	X	0.95		0.95
816	15/03/2022		Northam Town Counc	DD	fuel for van	Morrisons	S	189.46	37.89	227.35
Total								44,667.52	3,571.11	48,238.63

Northam Town Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
181	26/02/2022		Northam Town Counc	cr	grant	National Lottery	X	6,600.00		6,600.00
183	13/03/2022		Northam Town Counc	231,235,230,241,232,;	Hall Hire	Various	X	515.00		515.00
185	13/03/2022		Northam Town Counc	201,204,225,227,236,;	Hall Hire	Various	X	309.50		309.50
188	13/03/2022		Northam Town Counc	212	fencing cont	Variouspc	X	679.50		679.50
190	13/03/2022		Northam Town Counc	179	Hall Hire	Variouspc	X	25.50		25.50
182	13/03/2022		Northam Town Counc	199	May Fair adverts	Various	S	45.00	9.00	54.00
184	13/03/2022		Northam Town Counc	193	May Fair adverts	Various	S	45.00	9.00	54.00
186	13/03/2022		Northam Town Counc	240	Boat park permit	Various	S	428.33	85.67	514.00
187	13/03/2022		Northam Town Counc	85	May Fair adverts	Various	S	45.00	9.00	54.00
189	13/03/2022		Northam Town Counc	cr	May Fair adverts	Variouspc	S	72.50	14.50	87.00
193	14/03/2022		Northam Town Counc	217	May Fair trade	Blighs Motors	S	150.00	30.00	180.00
191	14/03/2022		Northam Town Counc	cr	Nest pension	Nest	X	1,494.76		1,494.76
192	14/03/2022		Northam Town Counc	244	Hall Hire	Tortidge Parkinsons Group	X	75.00		75.00
194	15/03/2022		Northam Town Counc	bacs	Hall Hire	Variouspc	X	31.25		31.25
Total								10,516.34	157.17	10,673.51

87

Manor Pass reconciliation
15-03-2022

8K

Balance B/F at 1st April 2021	£52,952.61	
less vat and interest adjustments		
Income		
Add Passes Sold in 2021	£13,000.00 **	
passes 2021		
Cheques Returned		
bank adj		
Bank Interest Received (transferred)		
Bank charges		
Admin reimb	£25.00	
grazier passes and fees	£141.10	
vat		
Grazing Compensation		
		£66,118.71
Expenditure		
Salaries	£5,885.70	
dog bags		
dog bags vat		
unpaid passes	£30.00 **	
reimb pas		
Bank Charges		
pyt for improvements signage		
Human Resources		
leaflets		
equipment and sundries		
Holograms		
vat	£201.60	
vat transferred	£2,772.79	
legal expenses	£1,008.00	
paypal charges	£183.73	
admin		
Total Expenditure		£10,081.82
Net Income Over Expenditure		
balance June 2021		£56,036.89
Represented by Curret Balance at Bank		
Balance on Statement	£40,626.89	
Balance invested	£15,410.00	
paypal		
to transfer vat		
		£56,036.89
Total		