

**Bank Reconciliation up to 31/03/2024 for Cashbook No 1 - Unity Trust Bank**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
19/03/2024	BACS	12.50		12.50		R <input type="checkbox"/>	Whimble Victory Hall
19/03/2024	BACS	751.32		751.32		R <input type="checkbox"/>	Amy Tregellas Clerk
19/03/2024	BACS	212.79		212.79		R <input type="checkbox"/>	HMRC
19/03/2024	BACS	50.00		50.00		R <input type="checkbox"/>	Billy Bloomfield
31/03/2024	TNSFR	18.00		18.00		R <input type="checkbox"/>	Unity Bank Service Charge
		<u>1,044.61</u>	<u>0.00</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

Bank Reconciliation Statement as at 31/03/2024  
for Cashbook 1 - Unity Trust Bank

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	31/03/2024		33,684.61
			<u>33,684.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			33,684.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			33,684.61
		Balance per Cash Book is :-	33,684.61
		Difference is :-	0.00

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

**WHIMPLE PARISH COUNCIL  
SCHEDULE OF PAYMENTS FOR APRIL 2024**

**PAYMENTS**

Unity Bank service charge (05/12/23 - 04/03/24) statement no 23	£18.00
	£12.50
Whimble Victory Hall (March 2024) fees - invoice 3881	
Rialtas Invoice SM30697 - software support and maintenance	£332.40
Devon Association of Local Councils (DALC) 2024/25 subscription fee - invoice 5763	£609.59
Clerk Salary (April 2024)	£751.32
HMRC PAYE Tax (April 2024)	£187.80
HMRC Employers National Insurance contributions (April 2024)	£24.99
<b><u>TOTAL ALL PAYMENTS</u></b>	<b><u>£1,918.60</u></b>

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>100</u>	<u>Income</u>											
1076	Precept	0	0	0	0	24,350	0	24,350	24,350	0	0	0
1080	Bank Interest	0	0	0	0	24	0	24	123	0	0	0
1090	Allotment Income	0	0	0	0	607	0	607	692	0	0	0
1095	Wayleave Income	0	0	0	0	0	0	0	22	0	0	0
1100	Grass cutting reimbursement	0	0	0	0	0	0	0	318	0	0	0
	Total Income	0	0	0	0	24,981	0	24,981	25,505	0	0	0
	Movement to/(from) Gen Reserve	0	0			24,981		24,981	25,505	0		
<u>200</u>	<u>Expenditure</u>											
4000	Clerks Salary	0	0	0	0	10,000	0	10,000	8,614	0	0	0
4060	Clerks Expenses	0	0	0	0	90	0	90	57	0	0	0
4065	Councillor Expenses	0	0	0	0	0	0	0	80	0	0	0
4070	Administration	0	0	0	0	160	0	160	4,462	0	0	0
4080	Allotment Rent Expenditure	0	0	0	0	300	0	300	300	0	0	0
4090	Audit Fees	0	0	0	0	500	0	500	310	0	0	0
4100	Computer	0	0	0	0	200	0	200	0	0	0	0
4110	DALC	0	0	0	0	400	0	400	396	0	0	0
4120	Dog Bin Emptying	0	0	0	0	2,200	0	2,200	1,980	0	0	0
4140	Grounds Maintenance	0	0	0	0	4,250	0	4,250	4,719	0	0	0
4150	Hire of Victory Hall	0	0	0	0	250	0	250	203	0	0	0
4160	Insurance	0	0	0	0	1,600	0	1,600	1,563	0	0	0
4180	RBL Wreath	0	0	0	0	30	0	30	25	0	0	0
4190	Telephone	0	0	0	0	700	0	700	91	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4200	Training	0	0	0	0	170	0	170	0	0	0	0
4210	Water Rates	0	0	0	0	200	0	200	277	0	0	0
4240	Essential Repairs	0	0	0	0	3,000	0	3,000	40	0	0	0
4250	Community Grants	0	0	0	0	600	0	600	85	0	0	0
4270	Bank Service Charge	0	0	0	0	0	0	0	72	0	0	0
4280	General Maintenance	0	0	0	0	0	0	0	210	0	0	0
	Overhead Expenditure	0	0	0	0	24,650	0	24,650	23,484	0	0	0
	Movement to/(from) Gen Reserve	0	0			(24,650)		(24,650)	(23,484)	0		
<u>999</u>	<u>VAT Data</u>											
115	VAT on Receipts	0	0	0	0	0	0	0	10,549	0	0	0
	Total Income	0	0	0	0	0	0	0	10,549	0	0	0
515	VAT on Payments	0	0	0	0	0	0	0	1,679	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	1,679	0	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	8,870	0		
	Total Budget Income	0	0	0	0	24,981	0	24,981	36,054	0	0	0
	Expenditure	0	0	0	0	24,650	0	24,650	25,163	0	0	0
	Movement to/(from) Gen Reserve	0	0			331		331	10,891	0		

### ASSET REGISTER 31/03/2024

Description	Date acquired	Purchase Price
<u>Office Equipment</u>		
3-Drawer filing cabinet	22/07/1985	49.74
4-Drawer filing cabinet	21/07/1988	65.00
Work centre	22/01/1997	0.00 scrapped 1/10/20 - no scrap value
Computer printer	01/03/2000	0.00 scrapped replaced by new printer in 2017
Computer	30.12.2019	874.92 (old laptop scrapped)
Computer Rucksack	13/01/2020	66.61
Projector	27/05/2016	329.99
Presenter	27/05/2016	24.99
All-in one Printer scanner	02/08/2017	66.66
Computer back up Hard drive	01/04/2020	94.09
Bt duo telephone handset/answer machine	08/09/2020	66.66
		1,638.66
<u>Parish Assets</u>		
Almet park seat	25/11/1974	41.48 Lomas Seat
2 x Bus shelters	28/02/1981	899.20
Children's playground	22/04/1985	500.00
Notice case	13/03/1986	95.45
Fencing children's playground	02/02/1987	2,500.79
Whimple Parish Field	30/02/1989	3,250.00
2 x Picnic tables	10/03/1990	504.85
3 x seats	29/03/1990	389.50 The Square,Perriton Cross, Plumtree Lane
Footbridge	11/07/1992	3,501.50
Footpath	27/03/1993	834.88 FP12 through Town Lane playground
Car Park	15/01/1996	8,225.00
Taylor Made play equipment	01/03/2002	2,167.50
5 x Dog waste bins	01/10/2003	1,133.74
Litter bin	02/03/2006	347.99
Youth shelter	10/03/2007	2,800.00
Village signs x 3	18/06/2012	800.00
Allotments (Heb Close)	24/06/2016	1.00 Nominal fee

Defibrillator	06/02/2017	1,831.14	
5 x grit bins (incl vat)	21/01/2019	1,129.02	
Noticeboard	04/04/2022	854.00	
			31,807.04
<u>Assets in Parish Field</u>			
Picnic table (wheelchair)	02/06/2009	614.30	
Picnic table	02/06/2009	429.30	
Adventure trail play equipment	27/05/2009	16,762.40	
Cycle track	30/05/2009	27,754.67	
BMX bumps	30/05/2009	1,840.00	
Sign at entrance	10/06/2009	200.00	
Metal Shed	01/05/2011	573.25	
Bin (replacement)	07/11/2014	342.70	
Benches x 2 (replacement)	07/11/2014	770.56	
Dog wate and general bin	17.11.2020	538.49	
Pump Track	15.11.22	39,654.41	
			89,480.08
<u>Safety Equipment &amp; Clothing ( all incl VAT)</u>			
HSE First Aid Kit 10	05/12/2018	13.14	
Accident Report Book Product	05/12/2018	5.94	
High Visibility Waistcoat x 10	05/12/2018	35.40	
High Visibility 2-Tone Site Jacket x10	05/12/2018	239.40	
Black Contactor Wellington x10	05/12/2018	179.40	
High Visibility Stormbreaker Trouser x10	05/12/2018	119.40	
Canadian Rigger Gloves Product x10	05/12/2018	23.40	
Red PVC Knit Wrist Glove waterproof for stream cleaning x 10	05/12/2018	14.40	
750mm Road Cone x 12	05/12/2018	71.28	

Directional Arrow Right	05/12/2018	17.94
Directional Arrow Left	05/12/2018	17.94
Road Narrows Nearside	05/12/2018	15.54
Road Narrows Offside	05/12/2018	15.54
Roadworks Ahead x 2	05/12/2018	31.08
Road Ahead Closed x2	05/12/2018	69.48
Titan Barrier 2m x 2	05/12/2018	83.88
Unipart Dorman UniLamp Flashing x6	05/12/2018	42.84
Lamp Battery 6v x 6	05/12/2018	14.04
Rock Salt Spreader x 2	05/12/2018	311.88
Plastic Snow Pusher Product x 12	05/12/2018	172.08
Plastic snow shovel x 12	05/12/2018	287.28

1,781.28  
124,707.06



**Whimble Parish Council Meeting  
Timetable for the Annual Governance and Accountability Return (AGAR)  
2023/24**

<b>Action</b>	<b>Deadline</b>
Complete draft AGAR return	By 14 April 24
Send draft AGAR to Internal Auditor	By 14 April 24
Internal Audit Review	Completed by 13 May 2024
Draft AGAR & Internal Audit Report to Full Council	Agenda published on 14 May 2024 for 20 May 2024 meeting
Annual Governance Statement (section 1 of AGAR) considered and approved by Council	Monday 20 May 2024
Accounting Statements (section 2 of AGAR) considered and approved by Council	Monday 20 May 2024
Annual Internal Audit Report considered by Council	Monday 20 May 2024
Publish notice period for exercise of public rights of unaudited AGAR for 23/24	By Monday 3 June 2024
Publish approved and signed section 1 of the AGAR (Annual Governance Return) on the Council website	By Friday 28 June 2024
Publish approved and signed section 2 of the AGAR (Accounting Statements) on the Council website	By Friday 28 June 2024
Publish Internal Auditor's report on the Council website	By Friday 28 June 2024
Submit AGAR to PKF Littlejohn (external auditors)	By Monday 1 July 2024
Publish Notice of conclusion of audit	By Monday 30 September 2024
Publish Section 3 of the AGAR – external auditors report and certificate	By Monday 30 September 2024
Publish Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review	By Monday 30 September 2024