

BRAUNTON PARISH COUNCIL



Minutes of the Finance & Administration Committee meeting held in the Council Chamber at 6:00 pm on Monday, 27 August 2019

- Present** Cllrs M Shapland in the Chair, E Spear and D Spear.
T Lovell, Parish Clerk and RFO
1 member of the public.
- FA/20/2019/20 **Apologies** Apologies were received and accepted from Cllrs D Relph, A Bradford, Mrs J Chesters and G Bell.
- FA/21/2019/20 **Declarations of Interest** There were none received.
- FA/22/2019/20 **Minutes of the Finance and Administration Committee Meeting held on 24 June 2019.** Copies of the Minutes were circulated with the Agenda.
RESOLVED: That the minutes of the Finance and Administration Committee meeting held on 22 July 2019 be approved as a correct record. Cllr M Shapland duly signed the Minutes. (NC)
- FA/23/2019/20 **Financial Reports**
- a. Members considered the Council's budget monitoring report for July 2019, circulated at the meeting, and attached as Appendix A.
RESOLVED: That it be recommended to the full Council that the Budget Monitoring report for July 2019 be noted. (NC)
- b. Members considered the Council's bank transactions for the period 23 July to 27 August 2019, circulated at the meeting, attached as Appendix B.
RESOLVED: That it be recommended to the full Council that the bank transactions for the period 23 July to 27 August 2019 be approved. (NC)
- c. The Clerk tabled the bank reconciliation up to the 31 July 2019, attached as Appendix C.
RESOLVED: That it be recommended to full Council that the bank reconciliation up to 31 July 2019 be approved and noted.

(NC)

- d. Members considered staff salaries for the months of August 2019, circulated with the Agenda, attached as Appendix D.

RESOLVED: That it be recommended to full Council to approve the staff salaries PAYE / NI for the months of August 2019.

(NC)

FA/24/2019/20 **Apprenticeship Scheme, Petroc College**

The Committee considered the Clerk's report tabled at the meeting.

Members considered the current demands on the Council's staff regarding their workload. It was also noted that with growing pressures on principal authorities' town and parish councils are stepping in; taking on the ownership / or management of assets and delivery of services.

RESOLVED: That it be recommended to full Council to allocate sufficient funding in its 2020/21 budget to recruit an apprentice in the new financial year.

(NC)

The meeting closed at 6:42 pm

Chair.....
(Cllr Mrs M Shapland)

Date

Finance and Administration Committee Meeting 27 August 2019
Braunton Parish Council Budget 2019/20: Appendix A

Reserves	Expenditure to date	Budget	Remaining Budget	
£	-	£ 2,714.72	£ 2,714.72	Car Park Improvements
£	42,768.14	£ 68,700.00	£ 25,931.86	sinking fund
£	-	£ 7,365.00	£ 7,365.00	Public Conveniences
£	-	£ 3,200.00	£ 3,200.00	Stoney Bridge Depot
£	-	£ 900.45	£ 900.45	Parish Hall/Decoration
£	8,869.32	£ 17,738.00	£ 8,868.68	PWLB purchase of Police Station
£	90.00	£ 373.57	£ 283.57	Bakehouse Maintenance
£	313.82	£ 588.60	£ 274.78	Unmetered Lighting
£	1,848.17	£ 1,555.98	£ 292.19	Energy efficiency measures
£	-	£ 840.34	£ 840.34	Management of Poplar Trees
£	9,636.72	£ 3,708.20	£ 5,928.52	Improvements to play areas
£	-	£ 1,000.00	£ 1,000.00	Management of Himalayan balsam
£	-	£ -	£ -	Maintain highway grass verges
£	16,786.53	£ 21,904.00	£ 5,117.47	Village Green Improvements
£	-	£ -	£ -	Staff costs
£	-	£ 24,960.00	£ 24,960.00	
£	-	£ 2,000.00	£ 2,000.00	Fingerpost Signs

Finance and Administration Committee Meeting 27 August 2019
 Braunton Parish Council Budget 2019/20: Appendix A

Car Park	Income to date	Budget	Remaining Budget
		Budget 2019/20	
	£ 48,950.00	£ 140,000.00	£ 91,050.00
	£ 2,521.60	£ 6,000.00	£ 3,478.40
Total	£ 51,471.60	£ 146,000.00	£ 94,528.40
	Expenditure to date	Budget 2019/20	
	£ 6,585.30	£ 16,000.00	£ 9,414.70
	£ 1,149.60	£ 4,500.00	£ 3,350.40
	£ 1,192.23	£ 2,500.00	£ 1,307.77
	£ 2,404.32	£ 8,000.00	£ 5,595.68
	£ 680.40	£ 600.00	£ 80.40
	£ 50.74	£ 240.00	£ 189.26
Total	£ 12,062.59	£ 31,840.00	£ 19,777.41

Finance and Administration Committee Meeting 27 August 2019
Braunton Parish Council Budget 2019/20: Appendix A

Expenditure	Expenditure to date	Budget	Remaining	
			Budget	Budget
	£ 3,112.50	£ 11,029.84	£ 7,917.34	General
	£ -	£ 10,000.00	£ 10,000.00	Election
	£ -	£ 275.00	£ 275.00	Chairman's Allowance
	£ 247.84	£ 700.00	£ 452.16	Bakehouse Rates
	£ 1,544.82	£ 1,505.00	£ 39.82	Flood Resilience
	£ 53,545.50	£ 108,607.00	£ 55,061.50	Staff Costs
	£ 4,251.35	£ 10,000.00	£ 5,748.65	Parish Hall
	£ 8,644.72	£ 23,050.00	£ 14,405.28	Parks & Gardens
	£ 4,775.81	£ 14,449.00	£ 9,673.19	Property
	£ 32,489.08	£ 55,788.00	£ 23,298.92	Finance
	£ 3,582.77	£ -		Work Hub
Totals	£ 112,194.39	£ 235,403.84	£ 126,792.22	

Finance and Administration Committee Meeting 27 August 2019
 Braunton Parish Council Budget 2019/20: Appendix A

Income	Income to date	Budget	Remaining Budget	
£	60,141.00	£ 120,282.00	£ 60,141.00	Precept
£	865.42	£ 1,730.84	£ 865.42	Council Tax Support
£	4,340.00	£ 4,340.00	£ -	NDC Parish Grant
£	2,180.68	£ 10,220.00	£ 8,039.32	Parish Hall Lettings
£	7,371.19	£ 16,000.00	£ 8,628.81	Rents
£	-	£ 4,016.00	£ 4,016.00	Urban Grass DCC
£	9.05	£ 20.00	£ 10.95	Interest
£	6,754.00	£ -	-£ 6,754.00	Work Hub
£	24,985.68	£ -	-£ 24,985.68	Grant Income
Totals	£ 106,647.02	£ 156,608.84	£ 49,961.82	

Finance and Administration Committee Meeting 27 August 2019 – Appendix B

Braunton Parish Council		
Account Transfers		
Gen. Acc. 00898292 Wages Acc. 00898306 Car Park 00905701	Transfer for period: 23/07/2019 to 27/08/2019	
09/08/2019	£10,000.00	General – Wages
13/08/2019	£5,000.00	General – Wages
14/08/2019	£4,873.56	Car Park – General
15/08/2019	£10,000.00	Car Park – General
22/08/2019	£10,000.00	General - Wages

BRAUNTON PARISH COUNCIL
FINANCE ADMINISTRATION MEETING, 27 AUGUST 2019: AGENDA ITEM 4C

Bank reconciliation 31/07/2019

	Sage	Uncleared	Cleared	Bank	Difference
1200 Bank Current Account	£66,746.25	-£9,643.34	£75,344.59	£75,344.59	£0.00
1230 Petty Cash	£100.00		£100.00	£100.00	£0.00
1240 Car Park Account	£10,846.13	£232.00	£10,614.13	£10,614.13	£0.00
	£77,692.38	-£9,411.34	£87,058.72	£87,058.72	

Signed Dated
Chair

Signed Dated
T Lovell, Parish Clerk and RFO

Bank Statement

1200
Bank Current Account
Currency: Pound Sterling

Braunton Parish Council
Council Offices
Chaloners Road
Braunton
N Devon
EX33 2ES

Book Balance: £ 66,746.25

Date From: 01/07/2019

Date To: 31/07/2019

No	Date	Ref	Details	Payments £	Receipts £	Balance £
			B/Fwd Balance			67,736.13
40684	12/07/2019	7229	Purchase Payment	90.00		67,646.13
40685	12/07/2019	7230	Purchase Payment	245.28		67,400.85
40686	12/07/2019	7231	Purchase Payment	1,848.17		65,552.68
40687	12/07/2019	7232	Purchase Payment	168.00		65,384.68
40688	12/07/2019	7233	Purchase Payment	240.50		65,144.18
40691	12/07/2019	7236	Purchase Payment	103.68		65,040.50
40692	12/07/2019	7237	Purchase Payment	244.09		64,796.41
40693	12/07/2019	7238	Purchase Payment	10.08		64,786.33
40694	12/07/2019	7239	Purchase Payment	167.50		64,618.83
40695	12/07/2019	7240	Purchase Payment	72.52		64,546.31
40696	12/07/2019	7241	Purchase Payment	72.00		64,474.31
40701	08/07/2019	6238	wages	952.87		63,521.44
40702	08/07/2019	6239	wages	1,025.88		62,495.56
40703	08/07/2019	6240	wages	814.79		61,680.77
40704	08/07/2019	6241	HMRC	2,603.40		59,077.37
40705	08/07/2019	6242	wages	2,350.90		56,726.47
40706	08/07/2019	6243	wages	572.01		56,154.46
40707	08/07/2019	6244	wages	1,231.02		54,923.44
40708	15/07/2019	5043	Sales Receipt		8.20	54,931.64
40813	22/07/2019	6245	wages	309.55		54,622.09
40924	01/07/2019	BACS	Sales Receipt		23.20	54,645.29
40926	01/07/2019	BACS	Sales Receipt		3,125.00	57,770.29
40927	29/07/2019	BACS	Sales Receipt		340.00	58,110.29
40930	04/07/2019	TRANS	Bank Transfer		8,869.32	66,979.61
40932	08/07/2019	TRANS	Bank Transfer		7,981.67	74,961.28
40933	10/07/2019	bacs	Sales Receipt		59.00	75,020.28
40935	15/07/2019	BACS	Sales Receipt		170.00	75,190.28
40937	16/07/2019	TRANS	Bank Transfer		6,726.48	81,916.76
40938	17/07/2019	bacs	Sales Receipt		200.00	82,116.76
40939	18/07/2019	bacs	Sales Receipt		31.05	82,147.81
40940	18/07/2019	bacs	Sales Receipt		48.80	82,196.61
40941	22/07/2019	BACS	Sales Receipt		3.95	82,200.56
40942	22/07/2019	BACS	CTF NDC grant Knowle Play		4,000.00	86,200.56

Bank Statement

1200

Bank Current Account
Currency: Pound SterlingBraunton Parish Council
Council Offices
Chaloners Road
Braunton
N Devon
EX33 2ES

Book Balance: £ 66,746.25

Date From: 01/07/2019

Date To: 31/07/2019

No	Date	Ref	Details	Payments £	Receipts £	Balance £
40943	22/07/2019	BACS	Sales Receipt		888.75	87,089.31
40944	22/07/2019	bacs	Sales Receipt		220.00	87,309.31
40946	09/07/2019		PI Interest		2.19	87,311.50
40961	01/07/2019	93537526	Work Hub non domestic Rates	378.00		86,933.50
40962	01/07/2019	93031155	non domestic rates Parish Hall	471.00		86,462.50
40963	01/07/2019	93031262	Non domestic rates Memorial	79.00		86,383.50
40965	01/07/2019		Non domestic rates Bakehouse	61.00		86,322.50
40967	01/07/2019	DD	Purchase Payment	14.50		86,308.00
40970	01/07/2019	DD	Purchase Payment	70.00		86,238.00
40973	03/07/2019	DD	Purchase Payment	311.22		85,926.78
40977	05/07/2019	DD	Purchase Payment	8,869.32		77,057.46
40978	12/07/2019	DD	Purchase Payment	21.54		77,035.92
40980	15/07/2019	DD	Purchase Payment	52.00		76,983.92
40982	15/07/2019	DD	Purchase Payment	227.00		76,756.92
40983	16/07/2019	DD	Purchase Payment	50.40		76,706.52
40986	23/07/2019	DD	Purchase Payment	99.00		76,607.52
40993	24/07/2019	DD	Purchase Payment	128.69		76,478.83
40994	22/07/2019	DD	Purchase Payment	23.26		76,455.57
40996	26/07/2019	DD	Purchase Payment	69.53		76,386.04
40997	25/07/2019	dd	Purchase Payment	41.45		76,344.59

Date: 23/08/2019
Time: 14:31:53

Braunton Parish Council
Bank Report - Unreconciled

Page: 1

Date From : 01/04/2019
Date To : 31/07/2019

**** NOTE: All values shown on this report are in the Bank Account's operating Currency ****

Bank Code : 1200 Bank Name : Bank Current Account

No	Type	Date	Ref	Details	Debit	Credit	Balance
				Balance B/Fwd :	97.84	1,790.24	-1,692.40
39880	PP	25/04/2019	7158	lost Purchase Payment		1,000.00	-1,000.00
39916	SR	26/04/2019	BACS	Sales Receipt	340.00		340.00
40287	SR	24/05/2019	BACS	Sales Receipt	120.00		120.00
40390	PP	11/06/2019	7207	Purchase Payment		96.00	-96.00
40400	PP	11/06/2019	7217	Purchase Payment		18.50	-18.50
40638	SR	10/07/2019	5037	Sales Receipt	24.40		24.40
40641	SR	10/07/2019	5039	Sales Receipt	37.20		37.20
40642	SR	10/07/2019	5040	Sales Receipt	8.20		8.20
40643	SR	10/07/2019	5041	Sales Receipt	31.60		31.60
40689	PP	12/07/2019	7234	Purchase Payment		85.20	-85.20
40690	PP	12/07/2019	7235	Purchase Payment		42.00	-42.00
40709	SR	15/07/2019	5044	Sales Receipt	187.20		187.20
40764	SR	15/07/2019	5045	Sales Receipt	37.20		37.20
40765	SR	18/07/2019	5046	Sales Receipt	41.00		41.00
40778	SR	19/07/2019	5047	Sales Receipt	172.10		172.10
40779	PP	23/07/2019	7242	Purchase Payment		286.44	-286.44
40780	PP	23/07/2019	7243	Purchase Payment		2,152.28	-2,152.28
40781	PP	23/07/2019	7244	Purchase Payment		150.00	-150.00
40782	PP	23/07/2019	7245	Purchase Payment		1,064.40	-1,064.40
40783	PP	23/07/2019	7246	Purchase Payment		306.00	-306.00
40784	PP	23/07/2019	7247	Purchase Payment		69.60	-69.60
40785	PP	23/07/2019	7248	Purchase Payment		1,027.80	-1,027.80
40786	PP	23/07/2019	7249	Purchase Payment		35.00	-35.00
40792	SR	25/07/2019	5049	Sales Receipt	5.00		5.00
40793	SR	29/07/2019	5050	Sales Receipt	28.25		28.25
40812	BR	30/07/2019	5051	V.Moon Community	500.00		500.00
40814	BP	22/07/2019	6246	wages		341.96	-341.96
40815	BP	22/07/2019	6247	wages		271.53	-271.53
40816	BP	22/07/2019	6248	DCC Pension fund		2,581.78	-2,581.78
40853	SR	15/07/2019	5042	Sales Receipt	37.20		37.20
40945	SR	25/07/2019	BACS	Sales Receipt	8.20		8.20
				Bank Balance :	<u>1,675.39</u>	<u>11,318.73</u>	<u>-9,643.34</u>
					<u>1,675.39</u>	<u>11,318.73</u>	<u>-9,643.34</u>

Braunton Parish Council
Bank Report - Reconciled

Date From : 01/07/2019

Date To : 31/07/2019

**** NOTE: All values shown on this report are in the Bank Account's operating Currency ****

Bank Code : 1200

Bank Name : Bank Current Account

No	Tp	Date	Refn	Details	Debit	Credit	Balance
				Balance B/Fwd	<u>4,391,781.08</u>	<u>4,324,044.95</u>	<u>67,736.13</u>
40684	PP	12/07/2019	7229	Purchase Payment		90.00	67,646.13
40685	PP	12/07/2019	7230	Purchase Payment		245.28	67,400.85
40686	PP	12/07/2019	7231	Purchase Payment		1,848.17	65,552.68
40687	PP	12/07/2019	7232	Purchase Payment		168.00	65,384.68
40688	PP	12/07/2019	7233	Purchase Payment		240.50	65,144.18
40691	PP	12/07/2019	7236	Purchase Payment		103.68	65,040.50
40692	PP	12/07/2019	7237	Purchase Payment		244.09	64,796.41
40693	PP	12/07/2019	7238	Purchase Payment		10.08	64,786.33
40694	PP	12/07/2019	7239	Purchase Payment		167.50	64,618.83
40695	PP	12/07/2019	7240	Purchase Payment		72.52	64,546.31
40696	PP	12/07/2019	7241	Purchase Payment		72.00	64,474.31
40701	BP	08/07/2019	6238	wages		952.87	63,521.44
40702	BP	08/07/2019	6239	wages		1,025.88	62,495.56
40703	BP	08/07/2019	6240	wages		814.79	61,680.77
40704	BP	08/07/2019	6241	HMRC		2,603.40	59,077.37
40705	BP	08/07/2019	6242	wages		2,350.90	56,726.47
40706	BP	08/07/2019	6243	wages		572.01	56,154.46
40707	BP	08/07/2019	6244	wages		1,231.02	54,923.44
40708	SR	15/07/2019	5043	Sales Receipt	8.20		54,931.64
40813	BP	22/07/2019	6245	wages		309.55	54,622.09
40924	SR	01/07/2019	BACS	Sales Receipt	23.20		54,645.29
40926	SR	01/07/2019	BACS	Sales Receipt	3,125.00		57,770.29
40927	SR	29/07/2019	BACS	Sales Receipt	340.00		58,110.29
40930	JD	04/07/2019	TRANS	Bank Transfer	8,869.32		56,979.61
40932	JD	08/07/2019	TRANS	Bank Transfer	7,981.67		74,961.28
40933	SR	10/07/2019	bacs	Sales Receipt	59.00		75,020.28
40935	SR	15/07/2019	BACS	Sales Receipt	170.00		75,190.28
40937	JD	16/07/2019	TRANS	Bank Transfer	6,726.48		81,916.76
40938	SR	17/07/2019	bacs	Sales Receipt	200.00		82,116.76
40939	SR	18/07/2019	bacs	Sales Receipt	31.05		82,147.81
40940	SR	18/07/2019	bacs	Sales Receipt	48.80		82,196.61
40941	SR	22/07/2019	BACS	Sales Receipt	3.95		82,200.56
40942	BR	22/07/2019	BACS	CTF NDC grant Knowle Play Park	4,000.00		86,200.56
40943	SR	22/07/2019	BACS	Sales Receipt	888.75		87,089.31
40944	SR	22/07/2019	bacs	Sales Receipt	220.00		87,309.31
40946	BR	09/07/2019		PI Interest	2.19		87,311.50
40961	BP	01/07/2019	93537526	Work Hub non domestic Rates		378.00	86,933.50
40962	BP	01/07/2019	93031155	non domestic rates Parish Hall		471.00	86,462.50
40963	BP	01/07/2019	93031262	Non domestic rates Memorial Gardens		79.00	86,383.50
40965	BP	01/07/2019		Non domestic rates Bakehouse		61.00	86,322.50
40967	PP	01/07/2019	DD	Purchase Payment		14.50	86,308.00
40970	PP	01/07/2019	DD	Purchase Payment		70.00	86,238.00
40973	PP	03/07/2019	DD	Purchase Payment		311.22	85,926.78
40977	PP	05/07/2019	DD	Purchase Payment		8,869.32	77,057.46
40978	PP	12/07/2019	DD	Purchase Payment		21.54	77,035.92
40980	PP	15/07/2019	DD	Purchase Payment		52.00	76,983.92
40982	PP	15/07/2019	DD	Purchase Payment		227.00	76,756.92
40983	PP	16/07/2019	DD	Purchase Payment		50.40	76,706.52
40986	PP	23/07/2019	DD	Purchase Payment		99.00	76,607.52
40993	PP	24/07/2019	DD	Purchase Payment		128.69	76,478.83
40994	PP	22/07/2019	DD	Purchase Payment		23.26	76,455.57
40996	PP	26/07/2019	DD	Purchase Payment		69.53	76,386.04
40997	PP	25/07/2019	dc	Purchase Payment		41.45	76,344.59

Date: 23/08/2019
Time: 14:37:43

Braunton Parish Council
Bank Report - Reconciled

Page: 2

Bank Balance :	<u>4,424,478.69</u>	<u>4,348,134.10</u>	<u>76,344.59</u>
	<u>4,424,478.69</u>	<u>4,348,134.10</u>	<u>76,344.59</u>



BRAUNTON PARISH COUNCIL
 MISS T WEAVER
 BRAUNTON PARISH COUNCIL
 CHALOMERS ROAD
 BRAUNTON
 DEVON
 EX33 2ES

S - 8 - 19



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 BIC: LOYDGB21290
 IBAN: GB49 LOYD 3090 4900 8982 92

TREASURERS ACCOUNT
 BRAUNTON PARISH COUNCIL

Account Summary

Balance On 28 June 2019	£14,674.35
Total Paid In	£33,006.67
Total Paid Out	£27,745.19
Balance On 30 July 2019	£19,934.83

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
28 Jun 19		BALANCE BROUGHT FORWARD			14,674.35
1 Jul 19	Bank Giro Credit	DEVONCC 4161952		23.20	14,697.55
1 Jul 19	Direct Debit	DEVONCC 4161952	14.50		14,683.05
1 Jul 19	Direct Debit	PENNON WATER SRVCS 3112086401	61.00		14,622.05
1 Jul 19	Direct Debit	PENNON WATER SRVCS 00023960063910	70.00		14,552.05
1 Jul 19	Direct Debit	NDDC GENERAL ACCOU 01 93031262	73.00		14,479.05
1 Jul 19	Direct Debit	NDDC GENERAL ACCOU 01 93537526	378.00		14,099.05
1 Jul 19	Direct Debit	NDDC GENERAL ACCOU 01 93031155	471.00		13,624.05
1 Jul 19	Faster Payment	J & S WENSLEY NEWS J & S WENSLEY NEWS 00156527632BMWPSMM 090150 30 01JUL19 02:48		3,125.00	16,749.05
1 Jul 19	Faster Payment	FORLIFE MARTIAL OFFICE RENT RP4673065052569000 200459 30 01JUL19 14:30		170.00	16,919.05
2 Jul 19	Cheque	007225	336.00		16,583.05
02 Jul 19		BALANCE CARRIED FORWARD			16,583.05

Account Closed

Account Closed

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BRAUNTON PARISH COUNCIL
 MISS F WEAVER
 BRAUNTON PARISH COUNCIL
 CHALONERS ROAD
 BRAUNTON
 DEVON
 EX33 2ES

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Your branch: CROSS ST BRNSTAPLE
 Sort code: 30-90-49
 Account number: 00898292
 BIC: LOYDGB21290
 IBAN: GB49 LOYD 3090 4900 8982 92



TREASURERS ACCOUNT
 BRAUNTON PARISH COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
2 Jul 19		BALANCE BROUGHT FORWARD			16,583.05
2 Jul 19	Cheque	007222	99.22		16,483.83
3 Jul 19	Direct Debit	GRENKE LEASING LIM 1130009739	311.22		16,172.61
3 Jul 19	Cheque	007156	1,750.00		14,422.61
3 Jul 19	Cheque	007220	33.88		14,388.73
4 Jul 19	Cheque	007224	30.83		14,357.90
4 Jul 19	Transfer	A/C 30904900905701		8,869.32	23,227.22
4 Jul 19	Transfer	TO 30904900898306	10,000.00		13,227.22
5 Jul 19	Direct Debit	PUBLIC WORKS LOANS BRAUNTON	8,869.32		4,357.90
5 Jul 19	Cheque	007227	979.20		3,378.70
8 Jul 19	Transfer	A/C 30904900905701		7,981.67	11,360.37
10 Jul 19	Cheque	007241	72.00		11,288.37
10 Jul 19	Faster Payment	BENJAMIN RICHARDS 3873592 BRICHARD 00151173632330.LD00 090126 10 10JUL19 12:30		59.00	11,347.37
12 Jul 19	Direct Debit	KOOM GROUP PLC 2065387-1562704700	21.54		11,325.83
15 Jul 19	Direct Debit	DAISY COMMS LTD NTZ49096-057	52.00		11,273.83
15 Jul 19	Cheque	007239	167.50		11,106.33
15 Jul 19	Direct Debit	E.ON 012102644060A	227.00		10,879.33
15 Jul 19		BALANCE CARRIED FORWARD			10,874.33



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Account number: **00898292**
BIC: **LOYDGB21290**
BAN: **GB49 LOYD 3090 4300 8982 92**

TREASURERS ACCOUNT
BRAUNTON PARISH COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
15 Jul 19		BALANCE BROUGHT FORWARD			10,874.33
15 Jul 19	Faster Payment	FORLIFE MARTIAL OFFICE RENT RP4673065062777700 200459 30 15JUL19 01:41		170.00	11,044.33
16 Jul 19	Direct Debit	SAGE SOFTWARE LTD PSCDS59	50.40		10,993.93
16 Jul 19	Transfer	A/C 309049C0905701		6,726.48	17,720.41
17 Jul 19	Faster Payment	SCRIPTIV LTD SCRIPTIVE LIMITED 019906554090717001 400913 10 17JUL19 09:04		200.00	17,920.41
17 Jul 19	Deposit	500518		279.65	18,200.06
17 Jul 19	Deposit	500518		31.60	18,231.66
18 Jul 19	Cheque	007223	33.75		18,197.91
18 Jul 19	Faster Payment	LAKE K R MERRILAKE 3873599 589750607430517001 400913 40 18JUL19 08:01		31.05	18,228.96
18 Jul 19		BALANCE CARRIED FORWARD			18,228.96

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MA9870909101 100070898292

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LLOYDS BANK



Your account statement
 Statement sheet number: 70
 Issue date: 30 July 2019
 Page: 5 of 8

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TREASURERS ACCOUNT
 BRAUNTON PARISH COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
18 Jul 19		BALANCE BROUGHT FORWARD			13,228.96
18 Jul 19	Faster Payment	SHEENA WESTBROOK PARISH HALL HIRE 001511426323BLRLSG 090128 10 18JUL19 09:03		48.80	13,277.76
22 Jul 19	Faster Payment	361 ENERGY ACTION 3873367 300000000494248732 309049 10 20JUL19 18:40		3.95	13,281.71
22 Jul 19	Bank Giro Credit	NORTH DEVON DC		4,000.00	22,281.71
22 Jul 19	Direct Debit	E.ON 015945509740A 007221	23.25		22,258.46
22 Jul 19	Cheque		249.58		22,008.87
22 Jul 19	Faster Payment	SANDRA NORMAN 3873509 NORMAN 0015113763233FWPMV 090128 10 22JUL19 11:10		888.75	22,897.62
22 Jul 19	Faster Payment	A BURTON BEACON OFFICE 600000000490793727 110758 10 22JUL19 14:32		220.00	23,117.62
22 Jul 19		BALANCE CARRIED FORWARD			23,117.62

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Page 5 of 8 (0001200100072285)



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Account number: 00898292
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IBAN: GB49 LOYD 3090 4900 8982 92

TREASURERS ACCOUNT
BRAUNTON PARISH COUNCIL

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
22 Jul 19		BALANCE BROUGHT FORWARD			23,117.62
23 Jul 19	Direct Debit	BT GROUP PLC WW34908060-000011	99.00		23,018.62
23 Jul 19	Cheque	007237	244.09		22,774.53
23 Jul 19	Cheque	007238	10.08		22,764.45
24 Jul 19	Direct Debit	BOOKER LTD -BK 0726958066	123.59		22,635.76
24 Jul 19	Cheque	007229	90.00		22,545.76
24 Jul 19	Cheque	007230	245.23		22,300.43
24 Jul 19	Cheque	007231	1,843.17		20,452.31
25 Jul 19	Direct Debit	SAGE UK LTD 46014400/01	41.45		20,410.86
25 Jul 19	Cheque	007240	72.52		20,338.34
25 Jul 19	Faster Payment	361 ENERGY ACTION 3873367 300000000495845300 309049 10 25JUL19 22:17		8.20	20,346.54
25 Jul 19	Direct Debit	CLARITY COPIERS LT 7123-00	69.53		20,277.01
26 Jul 19	Cheque	007235	103.68		20,173.33
26 Jul 19	Cheque	007233	240.50		19,932.83
26 Jul 19		BALANCE CARRIED FORWARD			19,932.83

LLOYDS BANK



Your account statement
Statement sheet number 72
Issue date: 30 July 2019
Page: 7 of 8

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Account number: 00893292
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IBAN: GB49 LOYD 3090 4900 8932 92



TREASURERS ACCOUNT
BRAUNTON PARISH COUNCIL

Account Activity

Date	Payment type	Details	Paid out (€)	Paid in (€)	Balance (€)
26 Jul 19		BALANCE BROUGHT FORWARD			19,932.83
29 Jul 19	Faster Payment	FORLIFE MARTIAL OFFICE RENT RP4673065069193000 200459 30 29JUL19 01:15		170.00	20,102.83
30 Jul 19	Cheque	007232	168.00		19,934.83
30 Jul 19		BALANCE CARRIED FORWARD			19,934.83

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Reconciled
23/08/19

Messages

Please note that only compensation related queries should be referred to the FSCS on the reverse of this statement.
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LLOYDS BANK



Your account statement
Statement sheet number: 19
Issue date: 30 July 2019
Page: 1 of 3

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IBAN: GB84 LOYD 3090 4907 2835 60



BUS BANK INSTANT
BRAUNTON PARISH COUNCIL

Handwritten notes: 28/07/19, 503.19

Account Summary

Balance On 28 June 2019	£55,054.19
Total Paid In	£2.19
Total Paid Out	£0.00
Balance On 9 July 2019	£55,056.38

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
28 Jun 19		BALANCE BROUGHT FORWARD			55,054.19
9 Jul 19		INTEREST (GROSS)		2.19	55,056.38
09 Jul 19		BALANCE CARRIED FORWARD			55,056.38

Reconciled
23/08/19.

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Page 1 of 4 001602016 / 0072277

Messages

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 Account number: 00898306
 BIC: LOYDGB21290
 IBAN: GB59 LOYD 3090 4900 8983 06



TRSURERS ACCOUNT
 BRAUNTON PARISH COUNCIL WAGES ACCOUNT

Account Summary

Balance On 28 June 2019	£4,397.44
Total Paid In	£10,000.00
Total Paid Out	£13,044.06
Balance On 25 July 2019	£1,353.38

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
28 Jun 19		BALANCE BROUGHT FORWARD			4,397.44
2 Jul 19	Cheque	006236	271.73		4,125.71
4 Jul 19	Transfer	A/C 30904900898292		10,000.00	14,125.71
10 Jul 19	Cheque	006242	2,350.90		11,774.81
11 Jul 19	Cheque	006238	952.87		10,821.94
11 Jul 19	Cheque	006243	572.01		10,249.93
12 Jul 19	Cheque	006235	342.16		9,907.77
12 Jul 19	Cheque	006239	1,025.88		8,881.89
12 Jul 19	Cheque	006244	1,231.02		7,650.87
18 Jul 19	Cheque	006241	2,603.40		5,047.47
18 Jul 19	Cheque	006240	814.79		4,232.68
23 Jul 19	Cheque	006237	2,569.75		1,662.93
25 Jul 19	Cheque	006245	309.55		1,353.38
25 Jul 19		BALANCE CARRIED FORWARD			1,353.38

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Messages

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Date: 23/08/2019

Time: 14:39:59

Page: 1

Bank Statement

1230

Petty Cash

Currency: Pound Sterling

Book Balance: £ 100.00

Braunton Parish Council

Council Offices

Chaloners Road

Braunton

N Devon

EX33 2ES

Date From: 01/07/2019

Date To: 31/07/2019

No	Date	Ref	Details	Payments £	Receipts £	Balance £
			B/Fwd Balance			100.00

Date: 23/08/2019

Time: 14:35:27

Braunton Parish Council
Bank Report - Reconciled

Page: 1

Date From : 10/07/2019

Date To : 15/08/2019

**** NOTE: All values shown on this report are in the Bank Account's operating Currency ****

Bank Code : 1230

Bank Name : Petty Cash

No	Tp	Date	Refn	Details	Debit	Credit	Balance
				Balance B/Fwd	<u>6,532.45</u>	<u>6,432.45</u>	<u>100.00</u>
40854	CP	05/08/2019	09/07/2019	fixings VG board		45.46	54.54
40855	CP	05/08/2019	05/07/2019	photos HighwayCourse		18.00	36.54
40856	CP	05/08/2019	24/05/2019	batteries W/H		2.00	34.54
40857	CP	05/08/2019	May-June2019	sundries W/H		5.10	29.44
40858	CP	05/08/2019	17/07/2019	sundries W/H		5.20	24.24
40859	CP	05/08/2019	11/07/2019	VG compPostage		3.00	21.24
40860	CP	05/08/2019	05/08/2019	Milk W/H		0.79	20.45
40903	JD	14/08/2019	TRANS	Bank Transfer	79.55		100.00
				Bank Balance :	<u>6,612.00</u>	<u>6,512.00</u>	<u>100.00</u>
					<u>6,612.00</u>	<u>6,512.00</u>	<u>100.00</u>

Bank Statement

1240

Car Park Account

Currency: Pound Sterling

Braunton Parish Council

Council Offices

Chaloners Road

Braunton

N Devon

EX33 2ES

Book Balance: £ 10,846.13

Date From: 01/07/2019

Date To: 31/07/2019

No	Date	Ref	Details	Payments £	Receipts £	Balance £
			B/Fwd Balance			20,685.60
40929	04/07/2019	TRANS	Bank Transfer	8,869.32		11,816.28
40931	08/07/2019	TRANS	Bank Transfer	7,981.67		3,834.61
40936	16/07/2019	TRANS	Bank Transfer	6,726.48		-2,891.87
40948	01/07/2019				1,950.00	-941.87
40949	04/07/2019				1,850.00	908.13
40950	08/07/2019				1,500.00	2,408.13
40951	11/07/2019				2,350.00	4,758.13
40952	15/07/2019				1,950.00	6,708.13
40953	18/07/2019				1,100.00	7,808.13
40954	22/07/2019				2,600.00	10,408.13
40955	25/07/2019				1,850.00	12,258.13
40998	01/07/2019	93030641		1,448.00		10,810.13
40999	15/07/2019	93507112	non domestic rates chaloners	196.00		10,614.13

Date: 23/08/2019
Time: 14:37:00

Braunton Parish Council
Bank Report - Reconciled

Page: 1

Date From : 01/07/2019
Date To : 31/07/2019

**** NOTE: All values shown on this report are in the Bank Account's operating Currency ****

Bank Code : 1240		Bank Name : Car Park Account					
No	Tp	Date	Refn	Details	Debit	Credit	Balance
				Balance B/Fwd	<u>1,235,252.82</u>	<u>1,214,567.22</u>	<u>20,685.60</u>
40929	JC	04/07/2019	TRANS	Bank Transfer		8,869.32	11,816.28
40931	JC	08/07/2019	TRANS	Bank Transfer		7,981.67	3,834.61
40936	JC	16/07/2019	TRANS	Bank Transfer		6,726.48	-2,891.87
40948	BR	01/07/2019			1,950.00		-941.87
40949	BR	04/07/2019			1,850.00		908.13
40950	BR	08/07/2019			1,500.00		2,408.13
40951	BR	11/07/2019			2,350.00		4,758.13
40952	BR	15/07/2019			1,950.00		6,708.13
40953	BR	18/07/2019			1,100.00		7,808.13
40954	BR	22/07/2019			2,600.00		10,408.13
40955	BR	25/07/2019			1,850.00		12,258.13
40998	BP	01/07/2019	93030641			1,448.00	10,810.13
40999	BP	15/07/2019	93507112	non domestic rates chacloners road		196.00	10,614.13
				Bank Balance :	<u>1,250,402.82</u>	<u>1,239,788.69</u>	<u>10,614.13</u>
					<u>1,250,402.82</u>	<u>1,239,788.69</u>	<u>10,614.13</u>

Date: 23/08/2019
Time: 14:32:18

Braunton Parish Council
Bank Report - Unreconciled

Page: 1

Date From : 01/04/2019
Date To : 31/07/2019

**** NOTE: All values shown on this report are in the Bank Account's operating Currency ****

Bank Code : 1240 Bank Name : Car Park Account

No	Type	Date	Ref	Details	Debit	Credit	Balance
40640	SR	10/07/2019	5038	Sales Receipt	116.00		116.00
40788	SR	24/07/2019	5048	Sales Receipt	116.00		116.00
Bank Balance :					<u>232.00</u>		<u>232.00</u>
					<u>232.00</u>		<u>232.00</u>

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IBAN: **GB20 LOYD 3090 4900 9057 01**

TREASURERS ACCOUNT
BRAUNTON PARISH COUNCIL CAR PARK A/C

Account Summary

Balance On 28 June 2019	£18,308.80
Total Paid In	£17,526.80
Total Paid Out	£25,221.47
Balance On 29 July 2019	£10,614.13

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
28 Jun 19		BALANCE BROUGHT FORWARD			18,308.80
1 Jul 19	Direct Debit	NDDC GENERAL ACCOU 01 93030641	1,448.00		16,860.80
1 Jul 19	Transfer	FROM30251800130108		2,100.00	18,960.80
3 Jul 19	Transfer	FROM30251800130108		1,950.00	20,910.80
4 Jul 19	Transfer	TO 30904900898292	8,869.32		12,041.48
8 Jul 19	Transfer	TO 30904900898292	7,981.67		4,059.81
8 Jul 19	Transfer	FROM30251800130108		1,850.00	5,909.81
10 Jul 19	Transfer	FROM30251800130108		1,500.00	7,409.81
15 Jul 19	Direct Debit	NDDC GENERAL ACCOU 01 93507112	196.00		7,213.81
15 Jul 19	Transfer	FROM30251800130108		2,350.00	9,563.81
16 Jul 19	Transfer	TO 30904900898292	6,726.48		2,837.33
17 Jul 19	Deposit	500725		276.80	3,114.13
17 Jul 19	Transfer	FROM30251800130108		1,950.00	5,064.13
22 Jul 19	Transfer	FROM30251800130108		1,100.00	6,164.13
24 Jul 19	Transfer	FROM30251800130108		2,600.00	8,764.13
29 Jul 19	Transfer	FROM30251800130108		1,850.00	10,614.13
29 Jul 19		BALANCE CARRIED FORWARD			10,614.13

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Page 1 of 4 (0016097/0077225)

*Reconciled
23/08/19*

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Finance and Admin Meeting 27 August 2019 - Appendix D

Employee	w/c 01/08/19	w/c 08/08/19	w/c 15/08/19	w/c 22/08/19	w/c 29/08/19	Total	Employer NI Contributions	Employer Pension Contributions
Staff Number 11	£380.97	£380.97	£380.97	£380.97	£380.97	£1,904.85	£148.00	£403.85
Staff Number 16					£3,273.95	£3,273.95	£352.59	694.08
Staff Number 17	£432.40	£432.40	£432.40	£481.05	£432.40	£2,210.65	£190.66	£468.66
Staff Number 19	£376.38	£376.38	£321.30	£376.38	£321.30	£1,771.74	£130.07	£375.61
Staff Number 20					£598.34	£598.34	£0.00	£126.85
Staff Number 22					£1,530.98	£1,530.98	£111.92	£312.89
						£11,290.51	£933.24	£2,381.94