

## FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, The Municipal Building, The Moor, Falmouth on Monday 3<sup>rd</sup> June 2024 at 6.00 pm.

Present: J C Robinson (Chair), D E Clegg (Vice Chair), L D Coley, S D Eva, D V Evans BEM, A J Jewell CC and J Kirkham CC

Councillors J M Spargo and D W Saunby CC also attended.

In Attendance      A M Williams      (Town Clerk)  
                             R N Thomas      (Responsible Finance Officer)  
                             K Allen            (Grant applicant)

### **F6917 APOLOGIES**

An apology for absence was received and approved for Councillor Rowe. (child care)

### **F6918 INTERESTS AND DISPENSATIONS**

None declared.

### **F6919 MINUTES**

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that the Part I Minutes of the meeting held on 8<sup>th</sup> April 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

### **F6920 GRANT APPLICATIONS**

It was proposed by Councillor Eva, seconded by Councillor Coley and

**RESOLVED** that pursuant to section 145 of the Local Government Act 1972, the Cornwall Harp and Gurdy Festival be awarded a grant of £250 towards the provision of free to access public participation taster events.

The current grant approval schedule and underspend for 2024/25 was noted.

The Community Chest Fund schedule was duly noted,

### **F6921 PROJECTS**

The Town Clerk provided updates on the following:

#### **Website**

The new website continued to be populated and a link would shortly be provided so that Councillors can see progress made to date.

#### **Skatepark**

Work on the Skatepark is well underway and on schedule.

### **F6922 YEAR END REPORTS 2023-2024**

The Responsible Financial Officer presented the year end Internal Audit Report, noting that there were no recommendations raised for the current year, and Financial Statements.

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that the report be approved and that the Council responds to the Internal Auditor thanking them for their work and answering the historic points outstanding.

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that the year-end Financial Statements containing earmarked reserve recommendations be approved.

**F6923 REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL**

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that the responses to the completed review were approved.

**F6924 CONFLICT OF INTEREST**

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that the Council has no conflicts of interest with BDO LLP.

**F6925 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023-24**

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that (the attached)

- (i) Assertions in Section 1 of the Annual Governance Statement be affirmed and, that
- (ii) Accounting Statements be approved and,
- (iii) that approval be recommended to Council.

**F6926 CITIZENS ADVICE CORNWALL**

The statistical report from Citizens Advice Cornwall was duly noted.

**F6927 EXPENDITURE AND PETTY CASH**

It was proposed by Councillor Robinson, seconded by Councillor Clegg and

**RESOLVED** that that the expenditure and petty cash schedules for April 2024 be approved. (attached)

**F6928 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Robinson, seconded by Councillor Eva and

**RESOLVED** that in view of the confidential nature of contractual matters and personal information, it is advisable, in the public interest that the press and public be excluded from the meeting.

# Annual Governance and Accountability Return 2023/24 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2023/24

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
  - The **Annual Internal Audit Report must** be completed by the authority's internal auditor.
  - **Sections 1 and 2 must** be completed and approved by the authority.
  - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2024**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2024**. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - a bank reconciliation as at 31 March 2024
  - an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2023/24

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

## Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2024 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2023/24**, approved and signed, page 4
- **Section 2 - Accounting Statements 2023/24**, approved and signed, page 5

Not later than 30 September 2024 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2023/24

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide\** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2024.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide\**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2023) equals the balance brought forward in the current year (Box 1 of 2024).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2024**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including <b>the dates set for the period for the exercise of public rights</b> , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at <b>31 March 2024</b> been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB:</b> do not send trust accounting statements unless requested.		

*\*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

## Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS



## Section 2 – Accounting Statements 2023/24 for

### Falmouth Town Council

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	RESTATE 932,892	882,245	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,863,663	3,276,355	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1,410,728	1,787,344	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,749,171	2,091,892	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	120,615	120,615	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	2,455,252	2,843,832	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	882,245	889,605	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	567,884	741,718	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	5,335,452	5,519,002	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	1,476,252	1,410,091	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**



Date

28/5/2024

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chair of the meeting where the Accounting Statements were approved

## Section 3 – External Auditor’s Report and Certificate 2023/24

In respect of

ENTER NAME OF AUTHORITY

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2023/24

(Except for the matters reported below)\* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (\*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

### 3 External auditor certificate 2023/24

We certify/do not certify\* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

\*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YYYY



**Finance & General Purpose Meeting**

**Schedule of payments made for approval at above meeting**

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
DD	Cornwall Council - Business rates April 2024- PO Building	24/25P0001	1,515.00	1,515.00	-	1,515.00
DD	Cornwall Council - Business rates April 2024 - PO Building 1st Floor	24/25P0002	876.00	876.00	-	876.00
DD	Cornwall Council - Business rates April 2024 - Municipal Building	24/25P0003	706.00	706.00	-	706.00
DD	Cornwall Council - Business rates April 2024 - PO Building 2nd Floor	24/25P0004	565.50	565.50	-	565.50
DD	Cornwall Council - Business rates-April 2024-Cemetery Pennance Rd	24/25P0005	587.75	587.75	-	587.75
DD	Cornwall Council - Business rates April 2024-Cemetery Swanpool Rd	24/25P0006	311.61	311.61	-	311.61
DD	Cornwall Council - Business Rates April 2024 - Mortuary	24/25P0007	322.15	322.15	-	322.15
DD	Cornwall Council - Business rates April 2024 - Quarry Car Park	24/25P0008	139.77	139.77	-	139.77
DD	Cornwall Council - Municipal Building April 2024 - Library	24/25P0009	1,205.00	1,205.00	-	1,205.00
DD	Cornwall Council-Business rates April 2024- Princess Pavilion	24/25P0010	857.50	857.50	-	857.50
19514	Cornwall Council - BID - 2nd Floor OPO - 01/04/24 - 31/03/25	24/25P0011	202.50	202.50	-	202.50
	Cornwall Council - BID - OPO - 01/04/24 - 31/03/25	24/25P0012	547.50	547.50	-	547.50
	Cornwall Council - BID - Library - 01/04/24 - 31/03/25	24/25P0013	435.00	435.00	-	435.00
	Cornwall Council - BID - Mortuary - 01/04/24 - 31/03/25	24/25P0014	129.00	129.00	-	129.00
	Cornwall Council - BID - PC Grove Place - 01/04/24 - 31/03/25	24/25P0015	148.50	148.50	-	148.50
	Cornwall Council - BID - Cemetry Pennance RD - 01/04/24 - 31/03/25	24/25P0016	213.75	213.75	-	213.75
	Cornwall Council - BID - Municipal - 01/04/24 - 31/03/25	24/25P0017	255.00	255.00	-	255.00
	Cornwall Council - BID - Art Gallery - 01/04/24 - 31/03/25	24/25P0018	236.25	236.25	-	236.25
	Cornwall Council - BID - 1st Floor PO - 01/04/24 - 31/03/25	24/25P0019	315.00	315.00	-	315.00
	Cornwall Council - BID - Pavillions - 01/04/24 - 31/03/25	24/25P0020	307.50	307.50	-	307.50
	<b>Total Cheque Cornwall Council</b>		<b>2,790.00</b>	<b>2,790.00</b>	<b>-</b>	<b>2,790.00</b>
BACS	Art UK - Gallery - Partnership Year - 01/04/24 - 31/03/25	24/25P0021	1,080.00	1,080.00	180.00	900.00
BACS	Ibabs - Corp - Q2 2024 - April - June	24/25P0022	1,137.60	1,137.60	-	1,137.60
BACS	Big Foot Events - Town - Snow Machine Hire & Giant Snow Globe 7th & 8th D	24/25P0023	3,150.00	3,150.00	525.00	2,625.00
BACS	Big Foot Events - Town -Ice Rink & Curling Lane 7&8/12/24	24/25P0024	6,500.00	6,500.00	1,083.33	5,416.67
	<b>Total BACS - Big Foot Events</b>		<b>9,650.00</b>	<b>9,650.00</b>	<b>1,608.33</b>	<b>8,041.67</b>
BACS	Clear Brew - PP - Full dispense system check & Regular Line Clean	24/25P0025	150.00	150.00	25.00	125.00
BACS	CALC Ltd - Corp - CALC & NALC Subs 24/24	24/25P0026	4,022.49	4,022.49	451.84	3,570.65
BACS	CSE PP - ICR Touch Software x 3terminals	24/25P0027	90.00	90.00	15.00	75.00
BACS	Eight Wire Ltd - Corp - Hosting of website to 01/11/24	24/25P0028	360.00	360.00	60.00	300.00
BACS	Falmouth Food Co-op - PP - Leeks - Landdress	24/25P0029	15.80	15.80	-	15.80
BACS	Gallagher -AG - Fine Art Insurance for Jamie Medlin Exhibition	24/25P0030	238.50	238.50	-	238.50
BACS	Stones Bakery - PP - 40 Rolls	24/25P0031	20.40	20.40	-	20.40
DD	Sage -Accounts & Payroll subscriptions- 01/04/24 - 30/04/24	24/25P0032	651.00	651.00	108.50	542.50
DD	W C Fruit - PP - Milk Oat Skimmed & Full	24/25P0033	18.17	18.17	-	18.17
DD	W C Fruit - PP - Sage - Beetroot - Cabbage - Chilli	24/25P0034	41.23	41.23	-	41.23
DD	W C Fruit - PP - Bakers & Duchy Fries	24/25P0035	43.32	43.32	-	43.32
DD	W C Fruit - PP - Eggs - Choc Callerbaut - Flora Spread	24/25P0036	97.41	97.41	-	97.41
BACS	Booths Print - AG - Jamie Medlyn Posters / Postcards	24/25P0037	218.80	218.80	25.80	193.00
DD	B&Q - Facilities - Dewalt Pro Tradesman Black	24/25P0038	31.50	31.50	5.25	26.25
DD	Screwfix - PP - 5 tier Shelving Unit	24/25P0039	119.98	119.98	20.00	99.98
DD	B&Q - PP - safety Boot & Dewalt Pro Tradesman	24/25P0040	70.00	70.00	5.83	64.17
CC	Safety Label.co.uk - Fac - Anti Climb Paint Hazard Sticker	24/25P0041	30.83	30.83	5.14	25.69
BACS	Zurich - Corp - Inspection Contract Insurance 01/04/24 - 31/03/25	24/25P0042	29,389.52	29,389.52	444.14	28,945.38
BACS	Baileys Country Store - Grounds - Horticultural Grit - Vermiculite	24/25P0043	24.74	24.74	4.12	20.62
BACS	S W Councils - Corp - Associate Mems Subs - 01/04/24 - 31/03/25	24/25P0044	598.80	598.80	99.80	499.00
BACS	Dulux Decorating Centre -MB - Dulux Matt 7.5L	24/25P0045	59.98	59.98	10.00	49.98
BACS	Ann's - PP - 50 Small pasties & 60 large sausage rolls	24/25P0046	225.00	225.00	-	225.00
BACS	K F Bartlett Ltd - PP - Dishwasher pipe leaking - replace waste pipe & Seko De	24/25P0047	148.18	148.18	24.70	123.48
BACS	BG Electrical - Cemetery Lodge -Assess and fault find tripping issue. Supply &	24/25P0048	58.80	58.80	9.80	49.00
BACS	Gould Electronics Ofcom Radio Licene Fees & admin fee	24/25P0049	133.80	133.80	22.30	111.50
BACS	Gould Electronics Ofcom Radio Licene Fees & admin fee	24/25P0050	208.80	208.80	34.80	174.00
	<b>Total BACS - Gould Electronics</b>		<b>342.60</b>	<b>342.60</b>	<b>57.10</b>	<b>285.50</b>
BACS	Office Smart - Cemetery & PP - Highlighters, A5 & A4 Note books, Pens and C	24/25P0051	56.33	56.33	9.39	46.94
BACS	RGB - Facilities - Multi purpose Screw boxes and Mulit purpose Silicone	24/25P0052	25.02	25.02	4.17	20.85
BACS	Stephen Blundell Painting & Decorating - PP - 20% Deposit	24/25P0053	3,120.00	3,120.00	520.00	2,600.00
BACS	Art Angels -AG - Shopstock	24/25P0054	495.72	495.72	82.62	413.10
BACS	MC Plan & Site Services - ReSource - KP Lodge - Admin Fee	24/25P0055	513.60	513.60	85.60	428.00
BACS	Swift - PP - Wet wipe marker pen 6mm	24/25P0056	16.74	16.74	2.79	13.95
BACS	Swift - PP - Supreme wash up liquid	24/25P0057	16.78	16.78	2.80	13.98
	<b>Total BACS - Swift</b>		<b>33.52</b>	<b>33.52</b>	<b>5.59</b>	<b>27.93</b>
BACS	The Roasting Room - PP - Coffee	24/25P0058	348.00	348.00	-	348.00
BACS	FFC - PP - Teabags & Peppermint Teabags	24/25P0059	37.84	37.84	-	37.84
BACS	ICCM - M Brotherton Membership 2024/25	24/25P0060	95.00	95.00	-	95.00
BACS	Malcolm Joseph - PP - Box Office 5/4/24 x3hrs	24/25P0061	37.50	37.50	-	37.50
BACS	Stones Bakery - PP - 40 Rolls	24/25P0062	20.40	20.40	-	20.40
DD	B&Q - Cemetry - Rat Killer	24/25P0063	12.00	12.00	2.00	10.00
DD	W C Fruit - PP - Eggs - Digestives - Cherries	24/25P0064	75.56	75.56	-	75.56
DD	W C Fruit - PP - Flapjack Apple	24/25P0065	17.00	17.00	-	17.00
DD	W C Fruit - PP - Lemon - Limes - Kit Kat - Crisps Various	24/25P0066	86.10	86.10	9.42	76.68
DD	W C Fruit - PP - Beetroot - Bacon - Cheese	24/25P0067	38.61	38.61	-	38.61
DD	W C Fruit - PP - Milk - Oat Skimmed & Full	24/25P0068	18.17	18.17	-	18.17
DD	W C Fruit - PP - Cabbage - Bacon - Cheese	24/25P0069	25.64	25.64	-	25.64
DD	W C Fruit - PP - Salt Flakes Cornish	24/25P0070	9.54	9.54	-	9.54
			<b>63,876.48</b>	<b>63,876.48</b>	<b>3,879.13</b>	<b>59,997.35</b>



**FALMOUTH TOWN COUNCIL**

Month Apr-24  
Meeting Date 03/06/2024

**Finance & General Purpose Meeting**

**Schedule of payments made for approval at above meeting**

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DD W C Fruit - PP - Celeriac - Lettuce - Radiccio - Macaroni	24/25PO071	17.36	17.36	-	17.36
DD W C Fruit - PP - Centre Feed Roll	24/25PO072	25.06	25.06	4.18	20.88
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO073	18.17	18.17	-	18.17
DD W C Fruit - PP - Strawberry Jam	24/25PO074	34.61	34.61	-	34.61
DD W C Fruit - PP - Parsley - Rocolla - Salad	24/25PO075	72.02	72.02	-	72.02
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO076	18.17	18.17	-	18.17
DD W C Fruit - PP - Cheese Feta	24/25PO077	10.69	10.69	-	10.69
DD W C Fruit - PP - Les Pommies Frities	24/25PO078	21.42	21.42	-	21.42
DD W C Fruit - PP - Carrot - Bacon - Chick Peas - Cornish Cream	24/25PO079	90.95	90.95	-	90.95
DD W C Fruit - PP - Milk - Skimmed	24/25PO080	3.02	3.02	-	3.02
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO081	18.17	18.17	-	18.17
DD W C Fruit - PP - Bakers - Cornish Cream - Flour	24/25PO082	38.46	38.46	-	38.46
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO083	18.17	18.17	-	18.17
DD St A Brew - PP - Proper Job - Korev - Rattler	24/25PO084	887.25	887.25	-	887.25
DD B&Q - Grounds - Shackle - Hand Fork	24/25PO085	27.45	27.45	4.58	22.88
DD B&Q - PP - Trousers - Brush Set - Safety Boots	24/25PO086	62.10	62.10	5.10	57.00
DD St A Brew - PP - Proper Job - Korev - Rattler	24/25PO087	868.45	868.45	144.74	723.71
CC Wayfair - PP - 3 x Savannah Coffee tables (Retuened -shipping costs only)	24/25PO088	30.00	30.00	4.16	25.84
DDR Screwfix - OPO / Cemetery Lodge - Narrow night latch & Night latch	24/25PO089	66.17	66.17	11.03	55.14
BACS Zurich - Corp - Insurance Policy 01.04.24-31.03.25	24/25PO090	108.93	108.93	-	108.93
BACS SW Councils - Introuction to Neurodiversite training 21.05.24	24/25PO091	523.20	523.20	87.20	436.00
BACS Source FM - Grant - 24/25-GRA008	24/25PO092	2,000.00	2,000.00	-	2,000.00
BACS Perch & Ponder - Feather Flag-Fal Mayor acc to partial refund	24/25PO093	316.80	316.80	52.80	264.00
BACS Smith & Reed - PP - w/c NM Webber Finance Temp	24/25PO094	158.52	158.52	26.42	132.10
BACS Stones Bakery - x25 Rolls PP	24/25PO095	12.75	12.75	-	12.75
BACS Office Smart - PP - Sharpie permanent marker pens	24/25PO096	11.09	11.09	1.85	9.24
CC Trainline - Cllr Edwards - Train Bristol to Yate & Return for conference	24/25PO097	13.85	13.85	-	13.85
CC Trainline - Cllr Edwards - Train Falmouth to Bristol & Return for Conference	24/25PO098	97.30	97.30	-	97.30
CC Premier Inn - Cllr Edwards Accommodation in Bristol for Conference	24/25PO099	99.00	99.00	16.50	82.50
BACS Macmillan Distribution - AG - Shop Stock - Books	24/25PO100	76.29	76.29	-	76.29
BACS M Brotherton - Expenses - PPE - Comfort ear defenders & HP trousers	24/25PO101	27.50	27.50	-	27.50
BACS RGB - Facilities - Floplast ABS WS32 Access plugm Floplast Unicom WC38 Red	24/25PO102	6.76	6.76	1.13	5.63
BACS Trevarthen - PP Beef Mince	24/25PO103	11.39	11.39	-	11.39
BACS Ann's Pasties - PP - 50 Small Pasties & 60 large sausage rolls	24/25PO104	225.00	225.00	-	225.00
BACS Roskilly's - PP - Assorted 120ml ice cream tubs	24/25PO105	159.02	159.02	26.50	132.52
BACS L Harkavy - Expenses - PP - 3 x pots for dispeinsing of knives forks	24/25PO106	36.00	36.00	-	36.00
BACS M Williams - Expenses - Train travel to Cormac event in Penzance	24/25PO107	6.20	6.20	-	6.20
BACS Eight Wire - Supply of website for SSL until 01.06.2025	24/25PO108	90.00	90.00	15.00	75.00
BACS Malcolm Joseph - Box Office 14/3/24 x3hrs	24/25PO109	37.50	37.50	-	37.50
BACS Swift - Stain remover,nitrile gloves PP	24/25PO110	46.75	46.75	7.79	38.96
BACS WaterPlus - 14/3/24-1/4/24 Mortuary	24/25PO111	7.67	7.67	1.28	6.39
BACS Withey-9/4 LM67 HBE replace battery Grounds	24/25PO112	228.44	228.44	38.07	190.37
BACS Withey - Asset 28 Cemetery Kubota ride-on new seat	24/25PO113	912.00	912.00	152.00	760.00
BACS Withey - Check over chapel mower & flail,pod van,transit,spare van	24/25PO114	309.00	309.00	51.50	257.50
<b>Total BACS - Withey</b>		<b>1,449.44</b>	<b>1,449.44</b>	<b>241.57</b>	<b>1,207.87</b>
19516 Petty Cash - PP - Top up petty vash	24/25PO115	301.14	301.14	-	301.14
BACS Coast 2 Coast - 10/4 Joe Wilkinson Work in Progress x1 for 4.5hrs	24/25PO116	94.50	94.50	15.75	78.75
BACS Greenhams - Disinfectant,toilet rolls,groves	24/25PO117	726.11	726.11	121.02	605.09
BACS C Gough - Expenses - Reclaim of Eyetest	24/25PO118	35.00	35.00	-	35.00
BACS Atonal Music Agency - PP - 1000 mods 14.04.2024	24/25PO119	2,000.00	2,000.00	-	2,000.00
BACS Smith & Reed - OPO - N M Webber temp cover w.c 08.04.24	24/25PO120	164.39	164.39	27.40	136.99
BACS The Countrymen - PP - Performance 05.04.2024	24/25PO121	2,436.28	2,436.28	-	2,436.28
BACS C Heykoop - AG- Shop stock - 30 x greetings cards	24/25PO122	39.00	39.00	-	39.00
BACS Martyn's Maintenance - MB & Toilets - prepping & painting	24/25PO123	880.00	880.00	-	880.00
DD Screwfix - Facilities - Circ Saw - Tape Measure	24/25PO124	121.98	121.98	20.33	101.65
CC Microsoft - Corp - 365 Business Basic	24/25PO125	9.80	9.80	-	9.80
DD Citrus HR - Corp - Membership - 15/04/24 - 14/05/24	24/25PO126	261.00	261.00	43.50	217.50
DD Allstar - Facilities & Grounds - Diesel	24/25PO127	181.62	181.62	30.27	151.35
DD UK POS - Black Snap Frame - Refurb	24/25PO128	164.16	164.16	27.36	136.80
CC Trainline - Corp - Cllr Edwards - Conference	24/25PO129	13.00	13.00	-	13.00
<b>CN Trainline - Corp - Cllr Edwards - Conference</b>	<b>24/25PO130</b>	<b>8.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>
CC Corkstore24 - PP - Cork Board - Refurb	24/25PO131	311.04	311.04	-	311.04
CC Meta - PP - Video Promo	24/25PO132	60.00	60.00	-	60.00
CC Wayfair - PP - Coffee Table	24/25PO133	727.47	727.47	121.26	606.21
CC Amazon - PP - Dried Flower Bouquet	24/25PO134	23.98	23.98	4.00	19.98
CC Amazon - PP - Table Cloths Wipe Clean	24/25PO135	59.70	59.70	9.96	49.74
CC Premier Inn -Corp Cllr Edwards Accommodation in Bristol for Conf	24/25PO136	99.00	99.00	16.50	82.50
CC Mailchimp - PP - Contact Blocks	24/25PO137	58.30	58.30	-	58.30
DD Screwfix - PP - Sanding Belts x3	24/25PO138	14.97	14.97	2.49	12.48
DD W C Fruit - PP - Hash Browns	24/25PO139	5.46	5.46	-	5.46
DD W C Fruit - PP - Courgette - Eggs - Parsley	24/25PO140	106.69	106.69	-	106.69
DD W C Fruit - PP - Milk - Skimmed & Full	24/25PO141	9.06	9.06	-	9.06
		<b>80,620.78</b>	<b>80,620.78</b>	<b>4,970.79</b>	<b>75,649.99</b>

**FALMOUTH TOWN COUNCIL**

Month Apr-24  
Meeting Date 03/06/2024

**Finance & General Purpose Meeting**

**Schedule of payments made for approval at above meeting**

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO142	10.96	10.96	1.83	9.13
DD W C Fruit - PP - Carrot - Eggs - Choc Callebaut	24/25PO143	154.65	154.65	-	154.65
DD W C Fruit - PP - Cabbage - Lettuce - Onion	24/25PO144	98.24	98.24	-	98.24
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO145	18.17	18.17	-	18.17
DD W C Fruit - PP - Eggs - Choc Callebaut - Cream BV Soft Cheese	24/25PO146	115.34	115.34	-	115.34
DD W C Fruit - PP - Crisps	24/25PO147	10.80	10.80	1.80	9.00
DD W C Fruit - PP - Brown Sauce - Mayo - Heinz Ketchup	24/25PO148	83.32	83.32	-	83.32
DD W C Fruit - PP - Apples - Chives - Bannana	24/25PO149	81.16	81.16	1.71	79.45
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO150	18.17	18.17	-	18.17
DD W C Fruit - PP - Eggs - Baking Powder - Biscuits	24/25PO151	86.78	86.78	-	86.78
DD W C Fruit - PP - Lemons - Limes & Milk	24/25PO152	29.21	29.21	-	29.21
DD W C Fruit - PP - Apples - Butternut Squash - Cabbage	24/25PO153	227.33	227.33	-	227.33
DD W C Fruit - PP - Lettuce - Parsley - Potatoes	24/25PO154	51.45	51.45	-	51.45
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO155	75.17	75.17	-	75.17
DD W C Fruit - PP - Apples - Clemintines - Garlic	24/25PO156	94.52	94.52	-	94.52
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO157	18.17	18.17	-	18.17
DD W C Fruit - PP - Eggs - Choc Callebaut - Flour	24/25PO158	51.76	51.76	-	51.76
DD W C Fruit - PP - Les Pommes Frites	24/25PO159	21.42	21.42	-	21.42
DD W C Fruit - PP - Apples - Basil - Bakers	24/25PO160	82.23	82.23	-	82.23
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO161	18.17	18.17	-	18.17
DD W C Fruit - PP - Cheese Brie French - Cornish Blue Cornish Yarg	24/25PO162	105.13	105.13	-	105.13
DD W C Fruit - PP - Milk - Oat Skimmed & Full	24/25PO163	18.17	18.17	-	18.17
CN W C Fruit - PP - Milk Barista Oat	24/25PO164	57.00	57.00	-	57.00
BACS 3Lanes - AG - Collect 35 packages & deliver to TR13 & TR20	24/25PO165	294.00	294.00	49.00	245.00
BACS BG Electrical - PP - Disconnect & make safe redunant wiring behind bar in pr	24/25PO166	397.20	397.20	66.20	331.00
BACS BG Electical - AG - Joint & extend ring main wiring & reposition	24/25PO167	230.40	230.40	38.40	192.00
<b>Total BACS - BG Electrical</b>		<b>627.60</b>	<b>627.60</b>	<b>104.60</b>	<b>523.00</b>
BACS Coast 2 Coast - PP - Event security for the 1000 MODS 14.04.2024	24/25PO168	189.00	189.00	31.50	157.50
BACS Dormakaba - PP - Maintenance Contract 31.10.23-30.10.24	24/25PO169	780.00	780.00	130.00	650.00
BACS Key Machine - PP, Parks, Cemetery - Key cutting	24/25PO170	124.00	124.00	20.68	103.32
BACS Travis Perkins -OPO & Facilities - Everbuild One coat, 4Trade paint brushes &	24/25PO171	70.93	70.93	11.82	59.11
BACS Tavis Perkins - Facilities - Red plug 6mm card	24/25PO172	7.97	7.97	1.33	6.64
<b>Total BACS - Travis Perkins</b>		<b>78.90</b>	<b>78.90</b>	<b>13.15</b>	<b>65.75</b>
CC Museums Association - Gallery - Membership Fees	24/25PO173	205.00	205.00	5.47	199.53
CC Newton Flags - Civic - D Day 80 Flag of Peace	24/25PO174	34.80	34.80	-	34.80
DD Screwfix - PP - Belt Sander - Sanding Sheet	24/25PO175	98.97	98.97	16.48	82.49
DD BT - Corp - Fixed Monthly Charge	24/25PO176	726.00	726.00	121.00	605.00
BACS Booth Print - Jamie Medlyn Brochures AG	24/25PO177	416.00	416.00	-	416.00
BACS FFC - Everyday teabags,ginger cordial PP	24/25PO178	45.03	45.03	1.48	43.55
BACS Katharine Langley - Box office 19/4/24 x3 hrs PP	24/25PO179	37.50	37.50	-	37.50
BACS Majestic - The Guv'nor, Las Maletas,galicia,Grigio,Leon Perdigal AG	24/25PO180	376.40	376.40	62.73	313.67
BACS Malcolm Joseph - Box Office x3 hrs 19/4/24 PP	24/25PO181	37.50	37.50	-	37.50
BACS Office Smart - Edding Chalk markers PP	24/25PO182	25.92	25.92	4.32	21.60
BACS Office Smart - Staples OPO	24/25PO183	4.75	4.75	0.79	3.96
<b>Total BACS - Office Smart</b>		<b>30.67</b>	<b>30.67</b>	<b>5.11</b>	<b>25.56</b>
BACS Queer Kernow Cic - 60% consultation fee AG Arts Council	24/25PO184	450.00	450.00	-	450.00
BACS Stephen Blundell Painting - PP Painting ceiling/walls/doors/skirting	24/25PO185	12,480.00	12,480.00	2,080.00	10,400.00
BACS Stones Bakery - x5 Large sourdough PP	24/25PO186	18.49	18.49	-	18.49
BACS Tusk - Support slot for 1000mods PP	24/25PO187	100.00	100.00	-	100.00
BACS Verdant - x8 Lightbulb extra pale ale PP	24/25PO188	508.80	508.80	84.80	424.00
BACS Withey - PP Gate repair	24/25PO189	138.00	138.00	23.00	115.00
BACS Withey - Asset 28 Repair to KP ride on mower	24/25PO190	126.00	126.00	21.00	105.00
BACS Withey - Un-seize hydraulic bollard on the Moor	24/25PO191	84.00	84.00	14.00	70.00
<b>Total BACS - Withey</b>		<b>348.00</b>	<b>348.00</b>	<b>58.00</b>	<b>290.00</b>
BACS Celtic Fish & Game - Whole Mackerel PP	24/25PO192	28.52	28.52	-	28.52
BACS Clear Brew - Dispense system check & line clean PP	24/25PO193	150.00	150.00	25.00	125.00
BACS CVS - Numatic stickvac, batteries, charger & 10 pack pods PP	24/25PO194	410.39	410.39	68.40	341.99
BACS David Carne - Unfurl Bandstand sail ready for Summer KP	24/25PO195	144.00	144.00	24.00	120.00
BACS Duchy Alarms - Annual monitoring & servicing Intruder/fire alarms	24/25PO196	870.00	870.00	145.00	725.00
BP Eamonn Murphy - Expenses - phone repair	24/25PO197	20.00	20.00	-	20.00
BACS Greenhams - sweatshirts, polo shirts, tshirts, FTC Logo	24/25PO198	123.72	123.72	20.62	103.10
BACS Greenhams - Mini jumbo toilet rolls -Toilets	24/25PO199	513.54	513.54	85.59	427.95
<b>Total BACS - Greenhams</b>		<b>637.26</b>	<b>637.26</b>	<b>106.21</b>	<b>531.05</b>
BACS Hachette - cards AG	24/25PO200	50.64	50.64	8.44	42.20
BACS Hawthorn - Shopstock AG felting kit,pop up loom,wool bundle	24/25PO201	315.16	315.16	52.54	262.62
BACS Halsgrove - Shop stock AG Henry Tuke paintings,The Fal River	24/25PO202	116.95	116.95	-	116.95
BACS Kentrewi Woodwork - Panelling to Bar Front PP	24/25PO203	700.00	700.00	-	700.00
BACS Harper - Levelling by the Sea Stock stock AG	24/25PO204	21.98	21.98	-	21.98
BACS Maverick - Skatepark stage 1 construction phase	24/25PO205	121,606.64	121,606.64	20,267.77	101,338.87
BACS Nick Ferris - Mixed/demolition waste removal MB/AG/FTC	24/25PO206	181.25	181.25	30.21	151.04
BACS Nisbets - x13 Rectangle dining tables, x25 square dining tables PP	24/25PO207	7,007.54	7,007.54	1,167.92	5,839.62
BACS Sam Pascoe - Deinstall previous exhibit-install Jamie Medlin AG	24/25PO208	1,200.00	1,200.00	-	1,200.00
BACS Travis Perkins - Face masks, dustsheets,level,safety glasses PP	24/25PO209	96.75	96.75	16.12	80.63
BACS Travis Perkins - Building sand,cement,render,screws,washer PP	24/25PO210	77.76	77.76	12.96	64.80
<b>Total BACS - Travis Perkins</b>		<b>174.51</b>	<b>174.51</b>	<b>29.08</b>	<b>145.43</b>
BACS Wildscape - tree removal/clean up behind AG	24/25PO211	4,390.00	4,390.00	-	4,390.00
BACS Control Print - Postcards shop stock AG	24/25PO212	146.40	146.40	24.40	122.00
<b>Total</b>		<b>238,212.00</b>	<b>238,212.00</b>	<b>29,709.10</b>	<b>208,502.90</b>

**FALMOUTH TOWN COUNCIL**

Month Apr-24  
Meeting Date 03/06/2024

**Finance & General Purpose Meeting**

**Schedule of payments made for approval at above meeting**

Chq 19517	Petty Cash - Municipal Building	24/25PO213	256.35	256.35	42.73	213.63
CC	Buzz Catering - x2 Drip trays for bar PP	24/25PO214	88.78	88.78	14.80	73.98
CC	British Gas - Remove condemned Gas meter at PP	24/25PO215	173.28	173.28	28.88	144.40
CC	Amazon - USB-C replacement for Dell Latitude laptop	24/25PO216	31.99	31.99	5.33	26.66
CC	Amazon - USB c hub multiport adaptor AG	24/25PO217	16.99	16.99	2.83	14.16
CC	Amazon - set of 3 rainbow flags paint LGBTQ AG	24/25PO218	9.98	9.98	1.66	8.32
CC	Amazon - HDMI to DVI-D speed digital video cable	24/25PO219	4.29	4.29	0.72	3.58
CC	Amazon - Progress Pride rainbow trans bunting	24/25PO220	3.49	3.49	0.58	2.91
DDR	BT - Phone/cloud/b'band/mobile (£2,767.63 to be refunded)	24/25PO221	4,763.90	4,763.90	779.24	3,984.66
DDR	St Austell - Proper Job,korev,rattler,guinness,J20,cocacola,schwepes	24/25PO222	1,759.83	1,759.83	293.33	1,466.50
DDR	WCFruits - Aubergines,chives,eggs,mushrooms,parsley,tomato PP	24/25PO223	159.72	159.72	-	159.72
DDR	WCFruits - Barista Oat/semi/whole Milk PP	24/25PO224	10.96	10.96	-	10.96
DDR	WCFruits - Barista Oat/semi/whole Milk PP	24/25PO225	18.17	18.17	-	18.17
DDR	WCFruits - Salted Butter PP	24/25PO226	72.19	72.19	-	72.19
DDR	WCFruits - Celeriac, onion, potatoes, radicchio, ricotta, tortilla PP	24/25PO227	49.92	49.92	-	49.92
DDR	WCFruits - Lemon, Limes PP	24/25PO228	12.77	12.77	-	12.77
DDR	WCFruits - Beetroot, celeriac,lemon,lettuce,pots,salad,bacon PP	24/25PO229	267.70	267.70	-	267.70
DDR	WCFruits - Barista Oat/semi/whole Milk PP	24/25PO230	18.84	18.84	-	18.84
DDR	WCFruits - Les Pommes/Frites, Puff Pastry PP	24/25PO231	60.27	60.27	-	60.27
DDR	B&Q - Combi Padlock - The Moor	24/25PO232	25.00	25.00	4.17	20.83
BACS	Artstat - Shop stock AG Watercolour tin, A6 watercolour postcards	24/25PO233	47.81	47.81	7.97	39.84
BACS	Artstat - Shop stock AG Gecko pro sketch tiles	24/25PO234	30.00	30.00	5.00	25.00
BACS	Smith & Reed - w/c 15/4/24 NM webber Temp Finance	24/25PO235	146.77	146.77	24.46	122.31
CC	Zoom - 23/4/24-22/4/25 Zoom One Pro Annual	24/25PO236	155.88	155.88	25.98	129.90
DDR	BritGas-603910575 29/3-16/4/24 PP Gas Bill	24/25PO237	62.21	62.21	2.96	59.25
BACS	RTP Surveyors-Survey & Part fees for RIBA MB	24/25PO238	11,490.00	11,490.00	1,915.00	9,575.00
CC	Mothers Ruin - Sea Maiden spiced rum - Mayor making gifts	24/25PO239	86.53	86.53	13.66	72.87
BACS	Coast 2 Coast - 19/4 Good old Fashioned Lover Boys security x3	24/25PO240	283.50	283.50	47.25	236.25
BACS	Printing Chambers - A5 reserved table signs A2 coffee/empties/ice PP	24/25PO241	35.00	35.00	-	35.00
BACS	Roskillis - x24 each of clotted/choc/salted/mint/sorbet PP	24/25PO242	254.44	254.44	42.40	212.04
BACS	Stones Bakery - x40 rolls, x4 large sourdough PP	24/25PO243	35.19	35.19	-	35.19
BACS	T Marie - Expenses - Grounds/Mortuary - refreshments & air freshner	24/25PO244	26.05	26.05	-	26.05
BACS	M Williams - Expenses - Camborne to Saltash return train for CALC LLC Mee	24/25PO245	24.40	24.40	-	24.40
BACS	Poppy Appeal - Civic - 4 x Poppy Wreaths	24/25PO246	100.00	100.00	-	100.00
BACS	Ann's Pasties - PP - 50 Small pasties, 60 large sausage rolls & 60 cocktail pas	24/25PO247	297.00	297.00	-	297.00
BACS	Bartlett - PP - 1 x O Ring for dishwasher	24/25PO248	12.59	12.59	2.10	10.49
BACS	Blue Flame - MB - Annual service plan	24/25PO249	2,063.64	2,063.64	343.94	1,719.70
BACS	Crossley Hill - ReSource Project - Pre-tender estimate, Produce Quantified t	24/25PO250	2,257.20	2,257.20	376.20	1,881.00
BACS	DG Sound Solutions - PP - Technical Services for 1000MODS	24/25PO251	180.00	180.00	-	180.00
BACS	Malcolm Joseph - PP - Box Office duties 27.04.2024	24/25PO252	37.50	37.50	-	37.50
BACS	Office Smart - OPO - Gel pens, Highlighters & Ball point pens	24/25PO253	23.64	23.64	3.94	19.70
BACS	Penryn Plastics - PP - Power Pro sealant gun, sealant & adhesive & gutter ru	24/25PO254	24.10	24.10	4.02	20.08
BACS	RGB - Toilets - Dudley turbo syphon duoflush	24/25PO255	27.59	27.59	4.60	22.99
BACS	Space Engineering - PP - Remove radiators	24/25PO256	598.90	598.90	99.82	499.08
BACS	Trevarthen - PP - Cooked ham sliced	24/25PO257	19.97	19.97	-	19.97
BACS	Truro Bid - Training road closures - Lantra	24/25PO258	180.00	180.00	30.00	150.00
BACS	Salvatore Wills - PP - Performance 23.04.2024	24/25PO259	200.00	200.00	-	200.00
BACS	Withey - Grounds - AK07 SYW - Remove battery, charge & refit	24/25PO260	84.00	84.00	14.00	70.00
BACS	Withey - Grounds - FD69 LFX -wax oil vehicle, replace wiper blades, install L	24/25PO261	1,210.33	1,210.33	201.72	1,008.61
BACS	R Thomas - Expenses - PP - Import VAT for cork wall covering	24/25PO262	74.66	74.66	-	74.66
BACS	Cllr A Rowe - Expenses - Hi Vis workwear	24/25PO263	249.45	249.45	41.58	207.88
BACS	Steven Brown - PP - Lighting services April 24, meeting, research & mainten	24/25PO264	1,216.00	1,216.00	-	1,216.00
BACS	Datasharp - AG, PP & OPO priting charges to 01.04.2024	24/25PO265	256.18	256.18	42.70	213.48
BACS	Greenham - Toilets - Toilet tissue dispenser	24/25PO266	176.04	176.04	29.34	146.70
BACS	Swift - PP - 2 ply napkins	24/25PO267	88.78	88.78	14.80	73.98
BACS	Swift - PP - Floor & surface cleaner, microfibre cloths, cream cleanser	24/25PO268	92.20	92.20	15.37	76.83
BACS	Travis - Cemetery lodge - Waterseal waterproof & protector	24/25PO269	29.26	29.26	4.88	24.38
BACS	Withey - Cemetery - Stiga mower - Diagnose electrical fault on deck height a	24/25PO270	84.00	84.00	14.00	70.00
BACS	Withey - Cemetery - Assert No 25 - Replace axel drive bearing & drive gear r	24/25PO271	90.00	90.00	15.00	75.00
BACS	Reach Access - Hanging baskets/Bid Bunting/xmas lights	24/25PO272	7,980.00	7,980.00	1,330.00	6,650.00
BACS	HMRC - PAYE April 2024	24/25PO273	13,750.46	13,750.46	-	13,750.46
BACS	HMRC - NI April 2024	24/25PO274	17,736.06	17,736.06	-	17,736.06
BACS	Student Loans - April 2024	24/25PO275	306.00	306.00	-	306.00
<b>Total BACS</b>			<b>31,792.52</b>	<b>31,792.52</b>	<b>-</b>	<b>31,792.52</b>
BACS	CC - Pensions - April 2024	24/25PO276	34,793.05	34,793.05	-	34,793.05
BACS	CC - Pensions additional pyt 01 of 12	24/25PO277	600.00	600.00	-	600.00
<b>Total BACS</b>			<b>35,393.05</b>	<b>35,393.05</b>	<b>-</b>	<b>35,393.05</b>
BACS	Standard Life - MJC - AVC	24/25PO278	65.00	65.00	-	65.00
BACS	Kernow Learning MAT - King Charles	24/25PO279	28.50	28.50	-	28.50
BACS	Unison - Falmouth Subscriptions	24/25PO280	62.45	62.45	-	62.45
BACS	Net wages	24/25PO281	119,901.83	119,901.83	-	119,901.83
CLOSED			-	-	-	-
			<b>463,590.58</b>	<b>463,590.58</b>	<b>35,556.03</b>	<b>428,034.55</b>

## FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Apr-24

Date	Total Amount			Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Toilet	Cemetery R/R	Cemetery Misc	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB	VAT	Net				ME	CP	P	C	T	CR	CM	MB	S	PB	E	SI	Balance
02/04/2024	1.55		1.55	1062	me		1.55	-	-	-	-	-	-	-	-	-	-	-	214.90
04/04/2024	1.55		1.55	1063	me		1.55	-	-	-	-	-	-	-	-	-	-	-	213.35
08/04/2024	3.10		3.10	1064	me		3.10	-	-	-	-	-	-	-	-	-	-	-	210.25
12/04/2024	3.30		3.30	1065	me		3.30	-	-	-	-	-	-	-	-	-	-	-	206.95
15/04/2024	3.10		3.10	1066	me		3.10	-	-	-	-	-	-	-	-	-	-	-	203.85
18/04/2024	1.55		1.55	1067	me		1.55	-	-	-	-	-	-	-	-	-	-	-	202.30
18/04/2024	9.15		9.15	1068	p		-	-	9.15	-	-	-	-	-	-	-	-	-	193.15
18/04/2024	9.30	1.55	7.75	1069	cp		-	7.75	-	-	-	-	-	-	-	-	-	-	183.85
22/04/2024	3.10		3.10	1070	me		3.10	-	-	-	-	-	-	-	-	-	-	-	180.75
25/04/2024	0.70		0.70	1071	me		0.70	-	-	-	-	-	-	-	-	-	-	-	180.05
26/04/2024	1.30		1.30	1072	me		1.30	-	-	-	-	-	-	-	-	-	-	-	178.75
29/04/2024	12.85		12.85	1073	me		12.85	-	-	-	-	-	-	-	-	-	-	-	165.90
29/04/2024	12.20		12.20	1074	p		-	-	12.20	-	-	-	-	-	-	-	-	-	153.70
CLOSED																			153.70
	<b>62.75</b>	<b>1.55</b>	<b>61.20</b>				61.20	<b>32.10</b>	<b>7.75</b>	<b>21.35</b>	-	-	-	-	-	-	-	-	

Nominal Codes

5030      5017      5010      5408      5303      5610      5695      5220      5012      5352      5457      5030

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

	DR	CR
2201 - vat	£ 1.55	
Various		£ 1.55

NB add additional NL's depending on monthly expenditure



## FALMOUTH ART GALLERY PETTY CASH SCHEDULE

300 234.99 65.01

Period: April 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Cashed	MB - Repairs Renewals	MB - cleaning	MB - Misc Consumables	CS - Stationary photocopy	CS - Consumables	CS - Storeroom Equipment	CS - Printing/Artwork	CS - Publicity and Marketing	CS - Exhibition Costs	CS - parking	CS - Seminar Expenses	CS - Workshops	CS - Gallery and Misc	Running Balance
Code	Opening Bal						RR	CL	MBC	S	C	SE	PA	PM	EC	PAR	SEM	W	G	163.83
11/04/2024	2.00		2.00	2210	C		-	-	-	-	2.00	-	-	-	-	-	-	-	-	161.83
11/04/2024	8.80		8.80	2211	C		-	-	-	-	8.80	-	-	-	-	-	-	-	-	153.03
11/04/2024	9.25	1.54	7.71	2212	EC		-	-	-	-	-	-	-	-	7.71	-	-	-	-	143.78
11/04/2024	5.60		5.60	2213	C		-	-	-	-	5.60	-	-	-	-	-	-	-	-	138.18
16/04/2024	6.40		6.40	2214	PAR		-	-	-	-	-	-	-	-	-	6.40	-	-	-	131.78
16/04/2024	10.00	1.66	8.34	2215	RR		8.34	-	-	-	-	-	-	-	-	-	-	-	-	121.78
16/04/2024	5.10		5.10	2216	C		-	-	-	-	5.10	-	-	-	-	-	-	-	-	116.68
16/04/2024	22.78	3.80	18.98	2217	EC		-	-	-	-	-	-	-	-	18.98	-	-	-	-	93.90
16/04/2024	21.60	3.60	18.00	2218	EC		-	-	-	-	-	-	-	-	18.00	-	-	-	-	72.30
16/04/2024	1.50		1.50	2219	C		-	-	-	-	1.50	-	-	-	-	-	-	-	-	70.80
16/04/2024	6.65		6.65	2220	C		-	-	-	-	6.65	-	-	-	-	-	-	-	-	64.15
16/04/2024	4.50		4.50	2221	C		-	-	-	-	4.50	-	-	-	-	-	-	-	-	59.65
23/06/2024	5.90		5.90	2222	C		-	-	-	-	5.90	-	-	-	-	-	-	-	-	53.75
23/04/2024	3.80		3.80	2223	C		-	-	-	-	3.80	-	-	-	-	-	-	-	-	49.95
23/04/2024	4.00		4.00	2224	C		-	-	-	-	4.00	-	-	-	-	-	-	-	-	45.95
23/04/2024	2.30		2.30	2225	C		-	-	-	-	2.30	-	-	-	-	-	-	-	-	43.65
			-				256.35	-	-	-	-	-	-	-	-	-	-	-	-	300.00
30/04/2024	8.77		8.77	2226	C		-	-	-	-	8.77	-	-	-	-	-	-	-	-	291.23
30/04/2024	14.19		14.19	2227	C		-	-	-	-	14.19	-	-	-	-	-	-	-	-	277.04
30/04/2024	15.50		15.50	2228	C		-	-	-	-	15.50	-	-	-	-	-	-	-	-	261.54
30/04/2024	5.30		5.30	2229	C		-	-	-	-	5.30	-	-	-	-	-	-	-	-	256.24
30/04/2024	3.50		3.50	2230	G		-	-	-	-	-	-	-	-	-	-	-	-	3.50	252.74
30/04/2024	1.55		1.55	2231	C		-	-	-	-	1.55	-	-	-	-	-	-	-	-	251.19
30/04/2024	2.00		2.00	2232	C		-	-	-	-	2.00	-	-	-	-	-	-	-	-	249.19
30/04/2024	14.20		14.20	2233	C		-	-	-	-	14.20	-	-	-	-	-	-	-	-	234.99

<b>185.19</b>	<b>10.60</b>	<b>174.59</b>		<b>174.59</b>	<b>8.34</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>111.66</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44.69</b>	<b>6.40</b>	<b>-</b>	<b>-</b>	<b>3.50</b>
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Nominal Codes																					

Town Clerk

163.83

Councillor

Councillor

Finance Use Only

VAT Journals

	DR		CR	
2201 - vat	£	10.60		
5819			£	-
5805				-
	£	10.60		-

NB add additional NL's depending on monthly expenditure

**PP - GG PETTY CASH SCHEDULE**

Period: April 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	GG - GM	GG - Misc Grounds	PP - Events	PP - SFS	PP - Catering Supplies	PP - Cleaning	PP - Misc	Running Balance
							GM	MG	PE	SFS	CS	CL	MC	54.66
01/04/2024	6.75		6.75	24/001	MC		-	-	-	-	-	-	6.75	47.91
02/04/2024	5.00		5.00	24/002	MC		-	-	-	-	-	-	5.00	42.91
03/04/2024	0.73		0.73	24/003	CS		-	-	-	-	0.73	-	-	42.18
04/04/2024	11.51	1.92	9.59	24/004	MC		-	-	-	-	-	-	9.59	30.67
05/04/2024	11.50		11.50	24/005	MC		-	-	-	-	-	-	11.50	19.17
08/04/2024	9.79		9.79	24/006	CS		-	-	-	-	9.79	-	-	9.38
09/04/2024	3.51		3.51	24/007	CS		-	-	-	-	3.51	-	-	5.87
13/04/2024	30.00		30.00	24/008	MC		-	-	-	-	-	-	30.00	-24.13
18/04/2024	20.95	3.49	17.46	24/009	MC		-	-	-	-	-	-	17.46	-45.08
18/04/2024						19516	301.14							256.06
20/04/2024	17.00		17.00	24/010	MC		-	-	-	-	-	-	17.00	239.06
24/04/2024	5.75		5.75	24/011	CS		-	-	-	-	5.75	-	-	233.31
24/04/2024	8.00		8.00	24/011	MC		-	-	-	-	-	-	8.00	225.31
24/04/2024	12.40		12.40	24/012	CS		-	-	-	-	12.40	-	-	212.91
29/04/2024	18.50		18.50	24/013	MC		-	-	-	-	-	-	18.50	194.41
CLOSED							-	-	-	-	-	-	-	194.41
	<b>161.39</b>	<b>5.41</b>	<b>155.98</b>			155.98	-	-	-	-	<b>32.18</b>	-	<b>123.80</b>	
			161.39											

Nominal Codes

6300	6302	6362	6364	6356	6351	6359
		-				123.80
		-				-

non VAT  
VAT

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

2201 - vat	DR	CR
Various		£ -

NB add additional NL's depending on monthly expenditure