

## PUBLIC

## Dursley Town Council

## PAYMENTS LIST - 30th May to 24th June 2022

Voucher	Code	Description	Payment	Date	Supplier	Net	VAT	Total
195	Sundry (office)	Milk	CASH	30/05/2022	Dursley Post Office	1.00		1.00
208	Health and safety	Health and safety consultancy	DD	01/06/2022	Outsource Safety	110.00	22.00	132.00
196	Audit and payroll	Payroll services	BACS	01/06/2022	Makinson and Co.	32.00	6.40	38.40
197	Cleaning - Office	Cleaning - Office	BACS	01/06/2022	The Core Facilities Group Ltd	169.00	33.80	202.80
198	Cleaning - Vibe	Cleaning - Vibe	BACS	01/06/2022	The Core Facilities Group Ltd	589.00	117.80	706.80
199	Audit and payroll	Audit	BACS	01/06/2022	GAPTC	435.00		435.00
201	Communications	Postage	CARD	01/06/2022	Post Office Ltd	27.25		27.25
210	IT and support	IT consultancy	BACS	01/06/2022	Direct IT Services Ltd	309.88	61.98	371.86
203	Festive Dursley	Coconuts	CASH	03/06/2022	Asda	6.00		6.00
207	Revenue Grants	Grant	BACS	06/06/2022	Dursley and District Community Assoc	7000.00		7000.00
211	Sundry (office)	Milk	CASH	06/06/2022	Sainsbury	0.99		0.99
212	Youth services	Youth services	BACS	06/06/2022	The Door Youth Project	9106.00		9106.00
204	Waste & Recycling	Waste and recycling	BACS	06/06/2022	Smiths (Gloucester) Limited	89.16	17.83	106.99
205	Memorial plaque purchase	Memorial plaque purchase	BACS	06/06/2022	Felton Nameplates	72.55	14.51	87.06
206	Land and buildings maintenance	Various Items	BACS	06/06/2022	P J Durcan and Sons	135.59	27.12	162.71
209	Printing/Stationery	Various Items	BACS	06/06/2022	Proactive Business Supplies	261.32	52.28	313.60
200	Festive Dursley	Music for Festive Dursley	BACS	06/06/2022	Dursley Music (Alan Swain)	1210.00		1210.00
202	Festive Dursley	Various Items	CARD	06/06/2022	Sainsbury	14.22		14.22
249	Subscriptions	Subscription	CARD	06/06/2022	Dropbox	95.88		95.88
250	Land and buildings maintenance	Signs	CARD	06/06/2022	Sign Shed	22.28		22.28
226	Staff	Pensions contributions	BACS	07/06/2022	Gloucestershire County Council	2566.18		2566.18
227	Staff	Pensions contributions	BACS	07/06/2022	Gloucestershire County Council	1522.56		1522.56
214	Sundry (office)	Various Items	BACS	07/06/2022	Dursley Post Office	2.21		2.21
216	Staff	Salary	CASH	07/06/2022	Staff	1625.75		1625.75
217	Staff	Salary	BACS	07/06/2022	Staff	1357.17		1357.17
218	Staff	Salary	BACS	07/06/2022	Staff	2501.34		2501.34
219	Staff	Salary	BACS	07/06/2022	Staff	1515.24		1515.24
220	Staff	Salary	BACS	07/06/2022	Staff	1731.73		1731.73
221	Staff	Salary	BACS	07/06/2022	Staff	1545.74		1545.74
222	Staff	Salary	BACS	07/06/2022	Staff	1535.84		1535.84
223	Staff	Salary	BACS	07/06/2022	Staff	266.55		266.55
213	Fuel	Fuel	BACS	07/06/2022	John Stayte Services	91.09	18.21	109.30
228	Land and buildings maintenance	sign clips	BACS	07/06/2022	SK Signs & Labels Ltd	17.60	3.52	21.12
215	Communications	Postage	CASH	07/06/2022	Post Office Ltd	1.45		1.45
229	Town Centre Car Park	Car Park - Electricity - CCTV	DD	10/06/2022	Southern electric	12.24	0.61	12.85
230	Town Centre Car Park	Car Park - Electricity - Lighting	DD	10/06/2022	Southern electric	15.38	0.76	16.14
231	Utilities (gas, elec. water)	Electricity - office	DD	10/06/2022	Southern electric	179.70	8.98	188.68
232	Gas and electricity	Electricity - cemetery toilet	DD	10/06/2022	Southern electric	46.82	2.34	49.16
233	Gas and electricity	Electricity - pavilion	DD	10/06/2022	Southern electric	185.77	9.28	195.05
235	Utilities (gas, elec. water)	Gas - office	DD	10/06/2022	Crown Gas & Power	38.54	1.93	40.47
236	Gas and electricity	Gas - pavilion	DD	10/06/2022	Crown Gas & Power	45.74	2.29	48.03
234	Land and buildings maintenance	Post mix	BACS	10/06/2022	Build IT Glos	55.88	11.18	67.06
237	Health and safety	Office furniture	BACS	10/06/2022	Furniture@Work Ltd	135.00	27.00	162.00
239	Grass Cutting	Grass cutting	BACS	13/06/2022	Stroud District Council	686.27	137.25	823.52
238	Sundry (office)	Various Items	CARD	13/06/2022	Dursley Post Office	8.98		8.98
240	Communications	Postage	CARD	15/06/2022	Post Office Ltd	33.70		33.70
243	Land and buildings maintenance	step ladder	BACS	16/06/2022	Build IT Glos	119.65	23.93	143.58
244	Land and buildings maintenance	Strimmer repairs	BACS	16/06/2022	Dursley Farm & Garden Machinery	209.76	41.95	251.71
241	Revenue Grants	Grant	BACS	16/06/2022	Dursley After Hours	1430.00		1430.00
242	Festive Dursley	License to hold fairground in Castle st car park	BACS	16/06/2022	Stroud District Council	50.00		50.00

245	Sundry (office)	17/06/2022	CASH	Various Items	Dursley Post Office	1.89		1.89
246	Sundry (office)	17/06/2022	CASH	Various Items	Sainsburys	5.85		5.85
247	Interest/Charge	17/06/2022	DD	Bank charge	Loyds Bank plc	8.05		8.05
248	Plants and planters	17/06/2022	BACS	Printing Services	MDL Kelex Ltd	122.00	24.40	146.40
251	Security/fire	20/06/2022	BACS	Service of Fire Alarm	Eke Security	314.00	62.80	376.80
262	Small/Urgent Grants	20/06/2022	BACS	Grant	Castlegate WI	500.00		500.00
258	Property maintenance (Jacobs House)	23/06/2022	BACS	Window cleaning	JC Window Cleaners	90.00		90.00
259	Festive Dursley	23/06/2022	BACS	Punch and Judy	Tom Foolery	250.00		250.00
252	Play areas	23/06/2022	BACS	Play equip. parts	Wicksteed Leisure Ltd	39.70	7.94	47.64
253	Security/fire	23/06/2022	BACS	Service of Fire Alarm	Eke Security	95.00	19.00	114.00
254	Communications	23/06/2022	DD	Broadband/Line Rental - Office	Onecom Ltd	132.44	26.49	158.93
256	Land and buildings maintenance	23/06/2022	CARD	Gully Frame & Cover	Drainage Superstore	161.63	32.33	193.96
257	Land and buildings maintenance	23/06/2022	BACS	Various Items	Buildit Gloster Ltd	114.23	22.85	137.08
255	Sundry (office)	23/06/2022	CASH	Milk	Dursley Post Office	1.00		1.00
260	Health and safety	24/06/2022	CARD	First aid	Boots Pharmacy	25.69		25.69
261	Sundry (office)	24/06/2022	CARD	Various Items	Sainsburys	8.79		8.79
					<b>Totals</b>	<b>41,091.27</b>	<b>838.76</b>	<b>41,930.03</b>

## Dursley Town Council

Prepared by: \_\_\_\_\_

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

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

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

*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 24/06/2022</b>		
	Cash in Hand 01/04/2022		58,630.09
	<b>ADD</b> Receipts 01/04/2022 - 24/06/2022		282,826.30
			341,456.39
	<b>SUBTRACT</b> Payments 01/04/2022 - 24/06/2022		150,562.45
<b>A</b>	<b>Cash in Hand 24/06/2022</b> (per Cash Book)		<b>190,893.94</b>
	Cash in hand per Bank Statements		
	Cash 24/06/2022	118.42	
	LLoyds Short Term Deposits 24/06/2022	0.00	
	Lloyds Bank plc Instant Access 24/06/2022	187,114.94	
	Lloyds Bank plc Business Account 24/06/2022	6,431.58	
			<b>193,664.94</b>
	Less unrepresented payments		2,771.00
			190,893.94
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>190,893.94</b>
	<b>A = B Checks out OK</b>		

**Dursley Town Council**  
**Uncashed payments/transfers out (All banks)**  
**(Upto 24/06/2022)**

Voucher	Date	Cheque No.	Description	Total	Bank
699	08/03/2022	CARD	Knapsack Sprayer	59.98	Lloyds Bank plc Business
87	14/04/2022	8793	Donation	100.00	Lloyds Bank plc Business
163	13/05/2022	CARD	Domain name	69.87	Lloyds Bank plc Business
189	30/05/2022	CARD	Laptop Cases x 3	38.97	Lloyds Bank plc Business
190	30/05/2022	CARD	Wireless Mouse x 3	29.97	Lloyds Bank plc Business
192	30/05/2022	CARD	Various Items	5.75	Lloyds Bank plc Business
201	01/06/2022	CARD	Postage	27.25	Lloyds Bank plc Business
202	06/06/2022	CARD	Various Items	14.22	Lloyds Bank plc Business
215	07/06/2022	CASH	Postage	1.45	Lloyds Bank plc Business
238	13/06/2022	CARD	Various Items	8.98	Lloyds Bank plc Business
239	13/06/2022	BACS	Grass cutting	823.52	Lloyds Bank plc Business
240	15/06/2022	CARD	Postage	33.70	Lloyds Bank plc Business
247	17/06/2022	DD	Bank charge	8.05	Lloyds Bank plc Business
248	17/06/2022	BACS	Printing Services	146.40	Lloyds Bank plc Business
251	20/06/2022	BACS	Service of Fire Alarm	376.80	Lloyds Bank plc Business
252	23/06/2022	BACS	Play equip. parts	47.64	Lloyds Bank plc Business
253	23/06/2022	BACS	Service of Fire Alarm	114.00	Lloyds Bank plc Business
254	23/06/2022	DD	Broadband/Line Rental - Office	158.93	Lloyds Bank plc Business
256	23/06/2022	CARD	Gully Frame & Cover	193.96	Lloyds Bank plc Business
257	23/06/2022	BACS	Various Items	137.08	Lloyds Bank plc Business
258	23/06/2022	BACS	Window cleaning	90.00	Lloyds Bank plc Business
259	23/06/2022	BACS	Punch and Judy	250.00	Lloyds Bank plc Business
260	24/06/2022	CARD	First aid	25.69	Lloyds Bank plc Business
261	24/06/2022	CARD	Various Items	8.79	Lloyds Bank plc Business
<b>Total-----</b>				<b>2,771.00</b>	

**Dursley Town Council**  
**RECEIPTS LIST**  
**30th May to 27th June 2022**

Voucher	Code	Date	Receipt No.	Description	Customer	Net	VAT	Total
56	Cemeteries	01/06/2022	BACS	Additional Inscription	L W Clutterbuck	165.00		165.00
57	Cemeteries	01/06/2022	BACS	Exclusive right of burial transfer	L W Clutterbuck	56.00		56.00
58	WMRG	06/06/2022	BACS	Hire of WMRG	Duncan Rogers Fun Fairs	1141.00	228.20	1369.20
60	Interest/Charge	06/06/2022	BACS	Bank interest	Public Sector Deposit	289.45		289.45
59	Cemeteries	08/06/2022	CASH	Memorial vase purchase	Mrs Jack	5.00		5.00
61	WMRG	13/06/2022	BACS	Hire of WMRG	Bridge Football Academy Limited	132.00	26.40	158.40
55	Interest/Charge	16/06/2022	BACS	Bank interest	Lloyds Bank plc	1.97		1.97
62	Cemeteries	24/06/2022	BACS	Burial fees	L W Clutterbuck	262.00		262.00
63	Cemeteries	24/06/2022	BACS	Exclusive right of burial purchase	L W Clutterbuck	323.00		323.00
64	Cemeteries	24/06/2022	BACS	Burial fees	L W Clutterbuck	262.00		262.00
65	Cemeteries	24/06/2022	BACS	Exclusive right of burial transfer	L W Clutterbuck	56.00		56.00
						<b>2,693.42</b>	<b>254.60</b>	<b>2,948.02</b>

**Dursley Town Council**

**Budget Income Summary - Financial Year 2022/23**

**Position at 27th June 2022**

<b>Policy &amp; Finance</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
Grants	0	7,000
Insurance	0	1,900
Mayors Allowance	0	6
Precept	519,900	259,950
Interest/Charge	0	657
Community Infrastructure Levy	2,000	1,548
	<b>521,900</b>	<b>271,060</b>

<b>Town Improvements</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
Festive Dursley	500	0
CCTV	0	10
	<b>500</b>	<b>10</b>

<b>Green Spaces</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
WMRG	4,000	2,249
Cemeteries	17,000	3,727
Allotments	400	399
	<b>21,400</b>	<b>6,375</b>

<b>Totals</b>	<b>543,800</b>	<b>277,445</b>
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<b>VAT REFUND</b>	<b>Receipts</b>
<b>Title</b>	<b>Actual</b>
2021/22 - Q4 (Jan to Mar 22)	4,854
2022/23 - Q1 (Apr to Jun 22)	
2022/23 - Q2 (Jul to Sep 22)	
2022/23 - Q3 (Oct to Dec 22)	
<b>Total</b>	<b>4,854</b>

## Budget Expenditure Summary - Financial Year 2022/23

Policy & Finance		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
100	Staff	149,198	37,300	34,710	-2,590	114,488
111	Rent	6,750	1,688	1,429	-259	5,321
112	Utilities (gas, elec, water)	2,500	625	584	-41	1,916
114	Cleaning - Office	1,800	450	496	46	1,304
115	Cleaning - Vibe	4,700	1,175	1,726	551	2,974
120	Property maintenance (Jacob's House)	0	0	90	90	-90
121	Jacob's House - Rates	4,750	2,370	2,370	0	2,380
130	Printing/Stationery	4,000	1,000	1,208	208	2,792
131	Communications	2,000	500	483	-17	1,517
140	Insurance	5,000	4,061	4,061	0	2,839
150	Security/fire	1,000	250	409	159	591
160	IT and support	3,500	875	4,067	3,192	-567
199	Sundry (office)	300	75	135	60	165
200	Hall hire	500	125	50	-75	450
210	Audit and payroll	2,200	550	551	1	1,649
220	Health and safety	1,600	400	662	262	938
230	Travel	300	75	0	-75	300
240	Training	3,000	750	110	-640	2,890
250	Subscriptions	2,500	625	2,236	1,611	264
260	Annual Town Meeting	150	38	371	334	-221
270	Mayor's allowance	750	188	287	99	469
610	Interest/Charge	200	50	37	-13	820
510	Neighbourhood warden	2,000	500	0	-500	2,000
530	Youth services	40,000	10,000	9,348	-652	30,652
550	Small/Urgent Grants	5,000	1,250	1,000	-250	4,000
551	Revenue Grants	30,000	33,730	33,730	0	3,270
560	Plan & Projects	7,000	1,750	0	-1,750	7,000
924	Community Infrastructure Levy	0	0	1,500	1,500	48
		<b>280,698</b>	<b>100,398</b>	<b>101,650</b>	<b>1,252</b>	<b>190,159</b>

Town Improvements		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
410	Maintenance	1,000	250	0	-250	1,000
412	Plants and planters	1,500	375	608	233	893
460	Festive Dursley	7,000	1,750	2,495	745	4,505
475	War Memorial Gates	500	125	0	-125	500
480	Street furniture	4,000	1,000	0	-1,000	4,000
491	Tourism	2,000	500	61	-439	1,939
500	CCTV	3,000	750	0	-750	3,010
912	Notice Boards	1,500	375	0	-375	1,500
922	Long Street Car Park	10,000	2,500	1,283	-1,217	8,717
923	PWLB	31,478	15,739	15,739	0	15,739
		<b>61,978</b>	<b>23,364</b>	<b>20,185</b>	<b>-3,179</b>	<b>41,803</b>

Green Spaces		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
300	Staff	101,486	25,372	23,243	-2,128	78,243
310	Gas and electricity	2,000	500	453	-47	1,547
311	Pavilion (security)	500	125	0	-125	500
312	Pavilion (water)	300	75	753	678	-453
320	Land and buildings maintenance	9,000	2,250	1,441	-809	7,559
321	Tree work	2,500	625	0	-625	2,500
322	Waste & Recycling	4,000	1,000	838	-162	3,162
330	Rates	2,600	2,591	2,591	0	9
331	Cemetery (water)	300	75	265	190	35
350	Safety equipment	600	150	66	-84	534
360	Telephones	550	138	142	4	408
370	Transport/Machinery	1,300	325	0	-325	1,300
371	Fuel	1,750	438	322	-115	1,428
372	Grass Cutting	8,000	2,000	3,113	1,113	4,887
380	Facilities improvements	5,000	1,250	0	-1,250	5,000
385	Play areas	1,000	250	83	-167	917
395	Green Spaces - Projects	5,000	1,250	0	-1,250	5,000
399	Consumables	200	50	84	34	116
710	WMRG	0	0	0	0	2,249
720	Cemeteries	0	0	0	0	3,727
730	Allotments	0	0	0	0	399
917	Memorial plaque purchase	0	0	218	218	-218
927	Kingshill Play Equipment	10,000	2,500	0	-2,500	10,000
		<b>156,086</b>	<b>40,963</b>	<b>33,613</b>	<b>-7,350</b>	<b>128,848</b>

	<b>Totals</b>	<b>498,762</b>	<b>164,725</b>	<b>155,448</b>	<b>-9,276</b>	<b>360,809</b>
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