



# BARNSTAPLE TOWN COUNCIL

Mr W Austin BA (Hons)  
Town Clerk



QUALITY  
TOWN  
COUNCIL

BARUM HOUSE  
THE SQUARE  
BARNSTAPLE  
DEVON EX32 8LS

Telephone: (01271) 373311  
Fax: (01271) 321987

E.Mail: [admin@barnstapletowncouncil.co.uk](mailto:admin@barnstapletowncouncil.co.uk)  
[www.barnstapletowncouncil.co.uk](http://www.barnstapletowncouncil.co.uk)

There will be a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** on **MONDAY 22<sup>ND</sup> JUNE 2015 at 7.00PM** in the **GUILDHALL BUTCHERS ROW, BARNSTAPLE** to which you are summoned for the transaction of the under mentioned business

W Austin  
Town Clerk  
16<sup>th</sup> June 2015

Members of the Committee:

Chairman: Cllr Mrs S Haywood

Councillors: S Upcott, Mrs V Monk, Mrs V Elkins (Mayor Ex Officio), F Vernon, A Windsor, I Roome, Mrs J Hunt, J Philips, J Carter, Mrs J Wilsher, Ms N Haywood, M Kennaugh, I Williams, and G Langford.

**Public Participation** In accordance with Standing Order 84 a period not exceeding 15 minutes will be set aside immediately prior to the start of the meeting for members of the public to ask a question of the chairman, providing the notice of such question has been given the Committee Clerk or Town Clerk by 12 noon on the day of the meeting.

## **AGENDA**

1. Apologies for Absence.
2. Declarations of Interest and Dispensations Received.
3. To approve as a correct record the Minutes of the Meeting held on 27<sup>th</sup> May 2015.
4. To receive and approve Financial Statements and Budget Monitoring Report, and to agree any actions arising (reports attached).
  - a) Budget Variance Report

- b) Bank Transactions
  - c) Business Direct Reserve Account and petty cash accounts for Barum House, Heritage Centre and Improvements & Design.
  - d) Aged Debtors and Aged Creditors Analyses, and Nominal Balances
  - e) Direct Debit and Credit Card Reports
5. To receive a report from the Corporate Governance Working Party meeting held on 22<sup>nd</sup> June 2015 (verbal report by the Clerk).
  6. To consider any funding implications arising from the development of a corporate plan and agree any actions arising.
  7. To consider and agree committee priorities for the Council's Corporate Plan 2015-2020 (attached).

**Barnstaple Town Council - Budget Variance Report - Year to Date to May 2015**

<b>Code</b>	<b>Dpt</b>	<b>Detail</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>EMR</b>
4001	1	Precept	241116	241116	-1	482231	
4573	1	Mitigation Grant	29097	29097	0	58194	
4671	1	Fair rent	0	0	0	15370	
4672	1	Fair run out rents	0	0	0	7800	
4800	1	Interest	170	475	-305	6000	
4011	1	Barum House - Rents	565	687	-122	3894	
4151	1	Castle Centre - hall rents	1776	1500	276	9500	
4152	1	Castle Centre - meeting room rents	1320	1000	320	6500	
4153	1	Castle Centre - tenant rents	2112	2300	-188	10000	
4155	1	St John's - rents	0	0	0	250	
4222	1	Guildhall shops - rents	5475	5475	0	29850	
4251	1	Guildhall hirings	187	600	-413	3250	
4276	1	Dental Surgery - rent	0	0	0	0	
		<b>Total F&amp;GP income</b>	<b>281818</b>	<b>282250</b>	<b>-432</b>	<b>632839</b>	
4015	5	Grounds maintenance	0	0	0	2150	
4572	5	Allotment rents	70	0	70	6531	
		<b>Total Environment income</b>	<b>70</b>	<b>0</b>	<b>70</b>	<b>8681</b>	
4531	6	St Annes hire charges	1736	1600	136	8500	
4532	6	St Annes donations	0	80	-80	500	
4533	6	St Annes event receipts	431	250	181	2500	
4721	6	Heritage Centre Admissions	1587	900	687	7500	
4722	6	Heritage Centre publication sales	679	500	179	3000	
4723	6	Heritage Centre souvenir sales	1696	1200	496	9500	
4724	6	Legacy/Donations	0	0	0	0	
		<b>Total Heritage Centre income</b>	<b>6130</b>	<b>4530</b>	<b>1600</b>	<b>31500</b>	
		<b>Total Income</b>	<b>288019</b>	<b>286780</b>	<b>1239</b>	<b>673020</b>	<b>0</b>
5120	1	Youth Council	0	0	0	0	2500

<b>Code</b>	<b>Dpt</b>	<b>Detail</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>EMR</b>
5121	1	Grants	17150	17000	-150	17000	
5125	1	Ward budgets	450	1500	1050	6000	2500
5123	1	Annual leaflets	0	250	250	900	
5124	1	Election expenses	-480	0	480	5200	9800
5220	1	Mayor's Allowance	109	250	141	1500	1500
5224	1	Members' training & expenses	0	0	0	2000	
5225	1	Members' Allowances	0	0	0	6000	
5226	1	Hospitality	0	0	0	0	2700
5227	1	Ceremonial	348	0	-348	500	3200
5300	1	Bank charges	199	275	76	1800	
5320	1	External Audit	0	0	0	1300	300
5321	1	Internal Audit	247	0	-247	1500	
5322	1	Professional & legal fees	0	0	0	0	2000
5325	1	Subscriptions	0	200	200	2250	
5326	1	Public Notices	88	0	-88	270	
5522	1	TAP Grant	6030	0	-6030	0	
5561	1	Special Events	0	2000	2000	4000	2000
5621	1	Fairground Preparation	0	0	0	7400	1500
5622	1	Fair - Civic Arrangements	0	0	0	7500	
5991	1	Barnstaple Twinning Association	500	500	0	500	
5992	1	New Year's Eve Committee	0	0	0	0	
5993	1	Town Centre Management	2500	2500	0	2500	
5994	1	Tarka Rail Working Party	0	0	0	0	
5996	1	WAND	0	1500	1500	1500	
5997	1	Barnstaple Lions	500	500	0	500	
5998	1	Freedom Centre	1500	1500	0	1500	
5999	1	British Legion Festival	0	450	450	450	
9006	1	Admin - Salaries	42557	40584	-1973	243500	
9023	1	Admin - Stationery	894	700	-194	4000	
9024	1	Admin - Postage	1263	400	-863	3000	
9025	1	IT Support	3874	3000	-874	8000	2000
9034	1	Lengthsman	1801	250	-1551	1500	
5001	1	Rock Park grant transfer	0	30734	30734	61469	

<b>Code</b>	<b>Dpt</b>	<b>Detail</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>EMR</b>
5422	1	Albert Clock	168	125	-43	525	
5801	1	Guildhall - Electricity	113	300	187	925	
5802	1	Guildhall - Gas	402	0	-402	2200	
5803	1	Guildhall - Water	42	0	-42	370	
5804	1	Guildhall - Phones	0	0	0	0	
5805	1	Guildhall - Rates	2196	2286	90	7622	
5812	1	Guildhall - Alarms	206	170	-36	525	
5814	1	Guildhall Licences	0	0	0	0	1500
5832	1	Guildhall repairs & maintenance	1040	150	-890	2000	3500
5834	1	Notice boards	0	0	0	0	
5851	1	Guildhall reburishments	0	0	0	0	4000
5852	1	Guildhall - Survey & Restoration (loan)	0	12518	12518	24853	
9001	1	Admin - Electricity	999	1100	101	1550	
9002	1	Admin - Gas	428	475	47	1400	
9003	1	Admin - Water	71	0	-71	470	
9004	1	Admin - Phones	265	225	-40	1900	
9005	1	Admin - Rates	1988	2070	82	6900	
9012	1	Admin - alarms	134	110	-24	525	
9013	1	Admin - Insurance	16195	13400	-2795	11400	
9014	1	Health & Safety	590	200	-390	6500	
9022	1	Equipment	1150	200	-950	3500	1000
9031	1	Admin - Cleaning	940	1050	110	3000	
9032	1	Admin - Repairs & Upkeep	222	250	28	3000	1500
9033	1	Rent reviews	0	0	0	0	3500
9035	1	Storage unit	1440	1500	60	1500	
9036	1	CCTV suite	0	0	0	10000	
9039	1	Contingency	791	0	-791	0	5350
9101	1	Castle Centre - Electricity	1737	400	-1337	2450	
9102	1	Castle Centre - Gas	294	225	-69	790	
9103	1	Castle Centre - Water	386	0	-386	1225	
9104	1	Castle Centre - Phones	149	155	6	750	
9105	1	Castle Centre - Rates	1106	1125	19	3750	
9106	1	Castle Centre - salary costs	2941	2762	-179	16570	

Code	Dpt	Detail	YTD Actual	YTD Budget	YTD Variance	Annual Budget	EMR
9112	1	Castle Centre - security	0	25	25	350	
9121	1	Castle Centre - Upgrading	0	700	700	700	500
9132	1	Castle Centre - repairs & upkeep	1245	500	-745	4000	
9325	1	St Johns utilities	1599	1485	-114	4950	
9332	1	St John's repairs & upkeep	978	0	-978	3200	1500
	1	Prior Year adjustments	0	0	0		
	1	Recharges to/from other committees	-500	-500	0	-3000	
		<b>Total F&amp;GP expenditure</b>	<b>118845</b>	<b>147099</b>	<b>28254</b>	<b>519939</b>	<b>52350</b>
5223	4	Planning School	0	0	0	0	
	4	Contingency	0	0	0	0	
		<b>Total Planning expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5520	5	Planted Areas (Floral Displays)	-304	700	1004	3800	11550
5521	5	Square maintenance	283	0	-283	1000	
5563	5	Litter Bins	0	0	0	0	3425
5564	5	Green Audit	0	0	0	0	
5565	5	Tidy up our Town projects	1711	0	-1711	1500	1600
5569	5	Community Projects	0	0	0	2000	
5574	5	Contingency	0	0	0	0	
5575	5	Environment Training School	0	0	0	250	300
5576	5	Footpaths	0	0	0	-750	2750
5577	5	Benches	0	0	0	250	3200
5578	5	Training	0	0	0	0	
9037	5	Green Audit energy projects	0	0	0	0	2000
5543	5	Allotments - Water	204	175	-29	2000	
5553	5	Allotments - Improvements	5455	0	-5455	4300	2500
5554	5	Allotments - Maintenance	72	0	-72	1000	3200
		<b>Total Environment expenditure</b>	<b>7421</b>	<b>875</b>	<b>-6546</b>	<b>15350</b>	<b>30525</b>
5531	6	St Annes - Electricity	751	300	-451	2000	
5533	6	St Annes - Water	42	0	-42	350	

Code	Dpt	Detail	YTD Actual	YTD Budget	YTD Variance	Annual Budget	EMR
5536	6	St Annes - Alarms	125	100	-25	850	
5537	6	St Anne's insurance	0	675	675	675	
5539	6	St Annes cleaning/H&S	50	0	-50	325	
5527	6	St Anne's marketing	125	0	-125	550	500
5584	6	St Anne's development costs & repairs	-137	200	337	1070	
5535	6	St Anne's rates	540	558	18	1860	
5526	6	St Anne's salaries	3775	2780	-995	16670	
5587	6	St Anne's volunteer expenses	4	100	96	500	500
5589	6	Contingency	0	0	0	0	
5701	6	Heritage Centre - Electricity	354	225	-129	1250	
5702	6	Heritage Centre - gas	410	750	340	1500	
5704	6	Heritage Centre - Phones	232	60	-172	750	
5705	6	Heritage Centre - Rates	2160	2211	51	7370	
5706	6	Heritage Centre - Staff Costs	3287	5100	1813	30600	
5712	6	Heritage Centre - Security	240	150	-90	825	
5713	6	Heritage Centre - Insurance	0	1750	1750	1750	
5721	6	Heritage Centre - Volunteers' Expenses	38	30	-8	400	
5722	6	Heritage Centre - Marketing	1572	1500	-72	3000	
5723	6	Heritage Centre - Purchases	4010	1000	-3010	5000	
5724	6	Heritage Centre - Cleaning	104	76	-28	450	
5725	6	Heritage Centre - Other Costs	125	100	-25	600	
5727	6	Printing, stationery, office costs	52	100	48	400	
5731	6	Heritage Centre - Improvements	161	50	-111	1000	2300
5732	6	Repairs & maintenance	91	75	-16	300	
	6	Recharges from other committees	500	500	0	3000	
		<b>Total Heritage Centre expenditure</b>	<b>18612</b>	<b>18390</b>	<b>-222</b>	<b>83045</b>	<b>3300</b>
5323	7	Staff travelling & expenses	283	300	17	1800	
5324	7	Staff Training	329	1000	671	4500	500
9027	7	Staff services & institute fees	274	200	-74	1500	

<b>Code</b>	<b>Dpt</b>	<b>Detail</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>EMR</b>
9041	7	Staff recruitment	0	0	0	0	335
9042	7	HR	1658	0	-1658	1660	
		<b>Total Staff expenditure</b>	<b>2542</b>	<b>1500</b>	<b>-1042</b>	<b>9460</b>	<b>835</b>
		<b>Total Expenditure</b>	<b>147420</b>	<b>167864</b>	<b>20444</b>	<b>627794</b>	<b>87010</b>
		<b>Overall Surplus (Deficiency)</b>	<b>140598</b>	<b>118916</b>	<b>21682</b>	<b>45226</b>	<b>87010</b>



**Barnstaple Town Council - Bank Transactions May 2015**

Current Account							
B/fwd							<b>42640.79</b>
49127	BP	14/05/2015	DD/STO	Scottish Power 7271 457 7022 CC courtyard		160.00	42480.79
49128	BP	14/05/2015	DD/STO	Eon - BH gas 0135 7344 9790		130.00	42350.79
49129	BP	14/05/2015	DD/STO	Eon HC gas 0137 1487 9520		97.00	42253.79
49130	BP	14/05/2015	DD/STO	Scottish Power 72714580012 BH		547.00	41706.79
49131	BP	14/05/2015	DD/STO	Scottish Power 72714579010 CC		65.00	41641.79
49132	BP	15/05/2015	DD/STO	NatWest Autopay salaries transfer		17717.15	23924.64
49165	PP	15/05/2015	DD-J005- 12985-13004- 13025	Butler Fuels- derv		74.10	23850.54
49174	BP	15/05/2015	DD	Bankline- charges for April		44.03	23806.51
49175	SR	18/05/2015	BACS-S595- 7002	BLC (Kelly)- St Anne's hire	40.00		23846.51
49176	PP	18/05/2015	DD-R002- 13036	Daisy- call charges for Apr & line rental for May		62.92	23783.59
49202	PP	18/05/2015	(BACS)	SW Internal Audit- internal audit for YEnd		247.00	23536.59
49203	PP	18/05/2015	(BACS)	Barum Friend- SA alarm monitoring 06/15 to 05/16		60.00	23476.59

49204	PP	18/05/2015	(BACS)	Pensions May 15		5411.26	18065.33
49205	PP	18/05/2015	(BACS)	Dan Perrin-wood chip for clean up day		168.00	17897.33
49206	PP	18/05/2015	(BACS)	PAYE/NIC May 15		3872.88	14024.45
49207	PP	18/05/2015	(BACS)	Martin Luck- ink cartridge & refund		4.26	14020.19
49208	PP	18/05/2015	(BACS)	PJ Heating-works to CC toilets		72.36	13947.83
49209	PP	18/05/2015	(BACS)	RGB- safety boots		29.18	13918.65
49210	PP	18/05/2015	(BACS)	Rymans- folders & dividers sundry items		305.30	13613.35
49211	PP	18/05/2015	(BACS)	St John's- plants/shurbs for the square		204.12	13409.23
49212	PP	18/05/2015	17647	Parkhouse- engraving of former mayor's medallion		56.00	13353.23
49213	PP	18/05/2015	17648	Soundpad- PA for Guildhall		260.00	13093.23
49214	PP	18/05/2015	17649	Trophyman- name badge		6.50	13086.73
49215	PP	18/05/2015	17650	Hesman- notelets and walking books		27.00	13059.73
49216	PP	18/05/2015	17651	Pilarz- allotment deposit refund		15.00	13044.73
49218	JD	18/05/2015	TRANS	Bank Transfer	9000.00		22044.73
49221	PR	08/05/2015	E010Refund	Refund from Eon	459.43		22504.16

49222	PR	08/05/2015	E010Refund	Refund from Eon	50.73		22554.89
49225	PP	20/05/2015	DD-A001-13006	Purchase Payment		105.84	22449.05
49230	BR	09/05/2015	105189	Admissions	63.50		22512.55
49231	BR	09/05/2015	105189	Publication Sales	82.15		22594.70
49232	BR	09/05/2015	105189	Stock sales	126.40		22721.10
49233	BR	09/05/2015	S'Line	Admissions	145.00		22866.10
49234	BR	09/05/2015	S'Line	Publication Sales	6.50		22872.60
49235	BR	09/05/2015	S'Line	Stock sales	63.13		22935.73
49243	PP	22/05/2015	EB26603615 2	Abbeymead- First aid training for Austin		67.00	22868.73
49244	PP	22/05/2015	EB26603358 3	EDF- Ghall supply 11/04 to 12/05		53.91	22814.82
49245	PP	22/05/2015	EB26603426 0	Consortium- TAP grant fabric paint		20.39	22794.43
49246	PP	22/05/2015	EB26603551 2	English Fiddle Music- musicians fees for ST Anne's event		137.20	22657.23
49247	PP	22/05/2015	EB26603677 4	JW Signs- planted areas signage		732.00	21925.23
49248	BP	21/05/2015	DD/STO	Streamline transaction charges		3.69	21921.54
49249	BP	21/05/2015	DD/STO	Streamline transaction charges		27.34	21894.20
49250	BP	22/05/2015	DD/STO	Public Works Loan (Guildhall)		12520.63	9373.57

49251	SR	22/05/2015	BACS-S598-7034	Box 1- CC hall hire	92.70		9466.27
49252	SR	21/05/2015	BACS-S599-7073	Chittlehampton PC- training for Cllrs	25.00		9491.27
49253	SR	22/05/2015	BACS-S598-7038	Eddystone Trust- CC hall hire	86.00		9577.27
49276	SR	20/05/2015	BACS-S599-7070	Devon Adoption (Wears)- Ghall hire	87.38		9664.65
49277	SR	25/05/2015	BACS-S599-7075	Fremington PC- training for Cllrs	20.00		9684.65
49278	SR	28/05/2015	BSCS-S598-7062	Miller- CC meeting room hire	57.68		9742.33
49279	SR	27/05/2015	BACS-S502-7069	SOL- Ghall hire	218.43		9960.76
49280	SA	01/06/2015	BACS-K001	Payment on Account	225.00		10185.76
49281	PP	26/05/2015	DD-D022-13065	Chess- phone call charges		182.50	10003.26
49282	PP	27/05/2015	DD-F004-13086	FP Teleset- meter reset		150.00	9853.26
49283	PP	27/05/2015	DD-B004-13044	British Gas- SA gas supply 17/03 to 30/04		652.51	9200.75
49284	PP	27/05/2015	DD-B004-13045	British Gas- Ghall supply 03/04 to 02/05		199.83	9000.92
49285	PP	29/05/2015	DD-N019	NatWest Credit Card		1490.50	7510.42
49299	BR	16/05/2015	105190	Admissions	120.50		7630.92
49300	BR	16/05/2015	105190	Publication Sales	89.50		7720.42
49301	BR	16/05/2015	105190	Stock sales	177.34		7897.76
49302	BR	16/05/2015	S'Line	Admissions	17.60		7915.36

49303	BR	16/05/2015	S'Line	Publication Sales	14.99		7930.35
49304	BR	16/05/2015	S'Line	Stock sales	69.13		7999.48
49309	SR	30/05/2015	BACS-S599-7086	Chittlehampton PC- training for Cllrs	25.00		8024.48
49310	BP	01/06/2015	DD/STO	Kyocera TA4551ci photocopier		508.67	7515.81
49311	BP	01/06/2015	DD/STO	NDC - Barum House 93219215		322.00	7193.81
49312	BP	01/06/2015	DD/STO	NDC - Bridge Trust Suite 93437835		228.00	6965.81
49313	BP	01/06/2015	DD/STO	NDC - Castle Centre 93333730		370.00	6595.81
49314	BP	01/06/2015	DD/STO	NDC - Guildhall 93084766		732.00	5863.81
49315	BP	01/06/2015	DD/STO	NDC - Heritage Centre 93331598		720.00	5143.81
49317	BP	01/06/2015	DD/STO	NDC- St Anne's 93314221		180.00	4963.81
49318	BP	01/06/2015	DD/STO	NDC - St John's Surgery 93500428		478.00	4485.81
49319	BP	01/06/2015	DD/STO	NDC - Swan Suite 93437817		114.00	4371.81
49321	JD	01/06/2015	TRANS	Bank Transfer	10000.00		14371.81
49322	PP	01/06/2015	(BACS)	AAM-BH/CC/HC window cleaning & bus shelters		292.00	14079.81

49323	PP	01/06/2015	(BACS)	Barum Friend- CCTV system at CC		174.00	13905.81
49324	PP	01/06/2015	(BACS)	Europa- magnets		231.84	13673.97
49325	PP	01/06/2015	(BACS)	Initial- sanitact service for June		173.49	13500.48
49326	PP	01/06/2015	(BACS)	ISS- TAP grass cuts		4772.06	8728.42
49327	PP	01/06/2015	(BACS)	IP Office- call charges for April		120.55	8607.87
49328	PP	01/06/2015	(BACS)	M&E- storage unit at Pottington		1728.00	6879.87
49329	PP	01/06/2015	(BACS)	Otterdene- devon magnets & cards		192.88	6686.99
49330	PP	01/06/2015	(BACS)	Pattersons- sundry cleaning items		291.46	6395.53
49331	PP	01/06/2015	(BACS)	Rymans- envelopes & post its		12.75	6382.78
49332	PP	01/06/2015	(BACS)	ST John's- wooden planters, compost for Forches		394.66	5988.12
49333	PP	01/06/2015	(BACS)	Design Shop- allotments signs for Mill Road		18.00	5970.12
49334	PP	01/06/2015	(BACS)	Tradition- sundry items for HC		332.12	5638.00
49335	PP	01/06/2015	(BACS)	Torrige Occupational- services for May		62.50	5575.50

49336	PP	01/06/2015	17652	Cllr Elkins- ND Veterans Support		150.00	5425.50
49345	BP	03/06/2015	DD/STO	Scottish Power 7271 4709 023 - Sunrise		48.00	5377.50
49346	BP	03/06/2015	DD/STO	Scottish Power 7271 4710 014 - Sunrise		36.00	5341.50
49347	PP	03/06/2015	EB26800384 1	BT- SA equipment rental		40.02	5301.48
49348	PP	03/06/2015	EB26800446 0	Seton- handi hoop sack		90.96	5210.52
49349	PP	03/06/2015	EB26800528 2	Streets- coach for Cllr Training		95.00	5115.52
49350	PP	03/06/2015	EB26800581 9	AAT- renewal of membership (Lewis)		86.00	5029.52
49367	BR	23/05/2015	105191	Admissions	124.00		5153.52
49368	BR	23/05/2015	105191	Publication Sales	40.75		5194.27
49369	BR	23/05/2015	105191	Stock Sales	84.57		5278.84
49370	BR	23/05/2015	S'Line	Admissions	4.00		5282.84
49371	BR	23/05/2015	S'Line	Publication Sales	26.90		5309.74
49372	BR	23/05/2015	S'Line	Stock sales	43.87		5353.61
49373	SR	02/06/2015	BACS-S598-7066	Devon Adoption (Unstead)- CC hall hire	50.26		5403.87
49375	SR	05/06/2015	BACS-C503-7048	Cafecino- shop rent for May	2385.00		7788.87
49376	SR	05/06/2015	BACS-S599-7093	Our lady's School (Michelle)- HC & town tour	38.00		7826.87
49542	BR	30/05/2015	105192	Admissions	175.00		8001.87

49543	BR	30/05/2015	105192	Publication Sales	20.99		8022.86
49544	BR	30/05/2015	105192	Stock sales	142.31		8165.17
49545	BR	30/05/2015	S'Line	Admissions	26.00		8191.17
49546	BR	30/05/2015	S'Line	Stock sales	73.95		8265.12
49553	BP	04/06/2015	DD/STO	EDF - HC 671 035 426 390		124.00	8141.12
49554	BP	08/06/2015	DD/STO	Scottish Power 96471994011 Albert		48.00	8093.12
49559	SR	08/06/2015	BACS-S598- 7078	Learn Devon (Quick)- CC meeting room hire	139.05		8232.17
49573	JC	08/06/2015	1516.03.04	Correction of BTC payment entered into RPT A/C		308.91	7923.26
49580	JD	08/06/2015	TRANS	Bank Transfer	46000.00		53923.26
49585	PP	08/06/2015	(BACS)	Clarity- copier charges for May		30.00	53893.26
49586	PP	08/06/2015	(BACS)	Clearwater- qtrly legionella asst charge		678.83	53214.43
49587	PP	08/06/2015	(BACS)	Picture Postcard- postcards		685.50	52528.93
49588	PP	08/06/2015	(BACS)	Tom Teegan- photographs for Mayor-Making		135.00	52393.93
49589	PP	08/06/2015	(BACS)	WPS- combined insurance renewal 2015- 2016		16288.42	36105.51
49590	PP	08/06/2015	17653	Fox Fencing- fencing for BF allotments		6546.00	29559.51



49592	JC	08/06/2015	1516.03.03	Transfer of Q4 income & VAT recovered		4832.10	24727.41
49595	BR	16/05/2015	S'Line	Adjustment to HC takings w/e 16/05	50.00		24777.41
49596	BR	29/05/2015		Interest earned	1.29		24778.70
49597	BP	29/05/2015		Charges incurred		55.20	24723.50
49600	JD	10/06/2015	TRANS	Bank Transfer	5000.00		29723.50
49602	SR	10/06/2015	BACS-S598-7019	Five Rivers Child Care Ltd- CC hall hire	28.84		29752.34
49603	PP	10/06/2015	DD-F004-13112	FP Teleset-meter reset		250.00	29502.34
49626	PP	10/06/2015	EB269120149	Ilfracombe TIC- HC ad		80.00	29422.34
49627	SR	10/06/2015	105129	ND SUNrise- CC meeting room hire	14.42		29436.76
49628	SR	10/06/2015	105129	Chulmleigh PC-training for Cllrs	70.00		29506.76
49629	SR	10/06/2015	105129	ROADAR- CC meeting room hire	43.26		29550.02
49630	SR	10/06/2015	105129	TAWU3A- CC hall hire	11.33		29561.35
49631	SR	10/06/2015	105129	Devon Wildlife Trust (Frazer)- CC hall hire	33.99		29595.34
49632	SR	10/06/2015	105129	Benammar- CC meeting room hire	57.68		29653.02
49633	SR	10/06/2015	105129	Benammar- CC meeting room hire	72.10		29725.12

49634	SR	10/06/2015	105129	Warren- CC meeting room hire	72.10		29797.22
49635	SR	10/06/2015	105129	ND Sunrise- CC hall hire	56.65		29853.87
49636	SR	10/06/2015	105129	ND Beekeepers (Hunter)- CC hall hire	28.84		29882.71
49637	SR	10/06/2015	105129	Sables- CC hall hire	28.84		29911.55
49638	SR	10/06/2015	105129	De Alwis- CC hall hire	22.66		29934.21
49639	SR	10/06/2015	105129	SW Allotments- office rent for May	33.33		29967.54
49640	SR	10/06/2015	105129	Plough Arts Centre- St Anne's hire	362.45		30329.99
49641	SR	10/06/2015	105129	Wheelan- CC meeting room hire	43.26		30373.25
49642	SR	10/06/2015	105129	Holtom- CC hall hire	26.99		30400.24
49643	SR	10/06/2015	105129	Couch- CC meeting room hire	14.42		30414.66
49644	SR	10/06/2015	105129	Devon Voluntary Action (WD CVS)- CC hall hire	34.79		30449.45
49645	SR	10/06/2015	105129	WVCC- water recharges	173.69		30623.14
49646	SR	10/06/2015	105129	WVCC- qtrly insurance recharge	93.40		30716.54
49647	SR	10/06/2015	105129	TAWU3A- CC hall hire	11.33		30727.87
49648	BR	06/06/2015	105193	Admissions	216.50		30944.37

49649	BR	06/06/2015	105193	Publication Sales	19.35		30963.72
49650	BR	06/06/2015	105193	Stock sales	194.86		31158.58
49651	BR	06/06/2015	S'Line	Publication Sales	14.93		31173.51
49652	BR	06/06/2015	S'Line	Stock sales	33.68		31207.19
49664	SR	11/06/2015	BACS-S596-7058	Devon & Cornwall Police-Swan Suite hire	50.00		31257.19
<b>Reserve Account</b>							
<b>B/fwd</b>							<b>561777.50</b>
49217	JC	18/05/2015	TRANS	Bank Transfer		9000.00	552777.50
49320	JC	01/06/2015	TRANS	Bank Transfer		10000.00	542777.50
49579	JC	08/06/2015	TRANS	Bank Transfer		46000.00	496777.50
49599	JC	10/06/2015	TRANS	Bank Transfer		5000.00	491777.50
<b>Barum House Petty Cash</b>							
<b>B/fwd</b>							<b>567.29</b>
No transactions entered to date							
<b>Heritage Centre Petty Cash</b>							
<b>B/fwd</b>							<b>70.33</b>
49547	CP	05/05/2015	3226	Milk		1.45	68.88
49548	CP	06/05/2015	3227	Ryman- super glue		3.99	64.89

49549	CP	11/05/2015	3228	Tesco- lightbulbs for St Anne's		3.00	61.89
49550	CP	09/05/2015	3229	Tom Evans town tour		20.00	41.89
49551	CP	12/05/2015	3230	Devon Life mag		3.80	38.09
<b>Design &amp; Improvements Petty Cash</b>							
<b>B/fwd</b>							<b>51.16</b>
49354	CP	05/05/2015	3145	Wilko- lighter fluid & hooks		12.14	39.02
49355	CP	07/05/2015	3146	Wilko- moulding hooks		1.98	37.04
49356	CP	11/05/2015	3147	Milk		1.45	35.59
49357	CP	21/05/2015	3148	Milk		1.45	34.14
49358	CP	28/05/2015	3149	Milk		1.45	32.69

<b>Date:</b> 11/06/2015		<b>Page:</b> 1								
<b>Time:</b> 11:24:38										
<b><u>Aged Debtors Analysis (Summary)</u></b>										
<b>Report Date:</b> 11/06/2015		<b>Customer From:</b>								
<b>Include future transactions:</b> No		<b>Customer To:</b> ZZZZZZZZ								
<b>Exclude later payments:</b> No										
<b>** NOTE: All report values are shown in Base Currency, unless otherwise indicated **</b>										
<b>A/C</b>	<b>Name</b>	<b>Credit Limit</b>	<b>Turnover</b>	<b>Balance</b>	<b>Future</b>	<b>Current</b>	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Older</b>
B501	Mr Bellamy	£ 2500.00	375.00	1897.33	0.00	0.00	0.00	375.00	0.00	1522.33
F502	Flying Fish	£ 2500.00	606.68	-303.34	0.00	-303.34	0.00	0.00	0.00	0.00
K001	G Knight	£ 2500.00	450.00	-225.00	0.00	-225.00	0.00	0.00	0.00	0.00
N503	North Devon District Council	£ 2500.00	622.68	107.68	0.00	107.68	0.00	0.00	0.00	0.00
S595	St Annes hire	£ 2500.00	2048.45	1388.00	0.00	1202.50	139.00	0.00	46.50	0.00
S597	Barnstaple Fair Rents	£ 2500.00	0.00	369.00	0.00	0.00	0.00	0.00	0.00	369.00
S598	Sundry Castle Centre Rents	£ 2500.00	2745.15	985.74	0.00	452.86	310.00	101.97	124.63	-3.72
S599	Sundry Sales Ledger	£ 2500.00	1421.95	576.69	0.00	549.50	0.00	0.00	0.00	27.19
W502	Whiddon Valley Community	£ 2500.00	93.40	93.40	0.00	93.40	0.00	0.00	0.00	0.00
<b>Totals:</b>			<b>8363.31</b>	<b>4889.50</b>	<b>0.00</b>	<b>1877.60</b>	<b>449.00</b>	<b>476.97</b>	<b>171.13</b>	<b>1914.80</b>
				End of Report						

<b>Barnstaple Town Council</b>										<b>Page: 1</b>
<b>Date:</b>	11/06/2015									
<b>Time:</b>	11:27:44									
<b>Report Date:</b>	11/06/2015									
<b>Include future transaction</b>	No									
<b>Supplier From</b>										
<b>Supplier To:</b>	ZZZZZZZZ									
<b>Exclude Later Payments:</b>	No									
<b>** NOTE: All report values are shown in Base Currency, unless otherwise indicated **</b>										
<u>A/C</u>	<u>Name</u>	<u>Credit Limit</u>	<u>Turnover</u>	<u>Balance</u>	<u>Future</u>	<u>Current</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Older</u>
A027	A-TAC Cleaning	£ 2500.00	3120.00	1586.00	0.00	1586.00	0.00	0.00	0.00	0.00
B003	Barum Friend Security Ltd	£ 2500.00	543.34	126.00	0.00	126.00	0.00	0.00	0.00	0.00
B004	British Gas Business	£ 2500.00	152.63	86.83	0.00	86.83	0.00	0.00	0.00	0.00
B006	British Telecommunications p	£ 2500.00	213.68	106.20	0.00	106.20	0.00	0.00	0.00	0.00
C027	Concorde	£ 2500.00	647.03	776.44	0.00	776.44	0.00	0.00	0.00	0.00
D001	Peninsula Pensions	£ 6000.00	15336.15	4767.27	0.00	4767.27	0.00	0.00	0.00	0.00
E009	EDF Energy Customers plc	£ 2500.00	113.26	-181.71	0.00	0.00	0.00	477.53	0.00	-659.24
F004	FP Teleset	£ 2500.00	750.00	-8.00	0.00	0.00	0.00	-8.00	0.00	0.00
I001	HM Revenue & Customs	£ 8000.00	12487.31	5100.51	0.00	5100.51	0.00	0.00	0.00	0.00
J005	Butler Fuels (Certas Energy Ltd)	£ 2500.00	8160	23.82	0.00	23.82	0.00	0.00	0.00	0.00
J006	Just Office Ltd	£ 2500.00	318.83	25.01	0.00	25.01	0.00	0.00	0.00	0.00
M004	Timpson Ltd	£ 2500.00	166.94	200.33	0.00	200.33	0.00	0.00	0.00	0.00
M017	Martin Luck Group	£ 2500.00	14105	26.28	0.00	26.28	0.00	0.00	0.00	0.00
N006	North Devon Council	£ 50000.00	1099.60	313.50	0.00	216.00	0.00	0.00	0.00	97.50
N013	National Association of Local	£ 2500.00	0.00	-210.00	0.00	0.00	0.00	0.00	0.00	-210.00
N019	NatWest	£ 2500.00	2364.60	776.37	0.00	752.61	0.00	0.00	0.00	23.76
P099	PL Sundry	£ 10000.00	47379.61	6123.00	0.00	5280.00	450.00	48.00	0.00	345.00
R002	Daisy Telecoms	£ 2500.00	163.62	63.37	0.00	63.37	0.00	0.00	0.00	0.00
R003	Rawle Gammon & Baker Ltd	£ 2500.00	279.21	132.49	0.00	132.49	0.00	0.00	0.00	0.00
S004	South West Water	£ 2500.00	908.01	457.34	0.00	578.53	20.96	-5.83	0.00	-136.32
S021	Siemens Financial Services Ltd	£ 2500.00	62.59	75.10	0.00	75.10	0.00	0.00	0.00	0.00
S033	Scottish Power	£ 2500.00	1305.17	-1883.79	0.00	-3.98	1532.83	-27.86	296.38	-3681.16
S035	Smallridge Bros Ltd	£ 2500.00	827.55	978.01	0.00	978.01	0.00	0.00	0.00	0.00
T022	Tom Teegan Photographer	£ 2500.00	225.00	90.00	0.00	90.00	0.00	0.00	0.00	0.00
W500	Ward Grants	£ 2500.00	150.00	125.00	0.00	0.00	0.00	25.00	0.00	100.00
<b>Totals:</b>			<b>89836.78</b>	<b>19675.37</b>	<b>0.00</b>	<b>20986.82</b>	<b>2003.79</b>	<b>508.84</b>	<b>296.38</b>	<b>-4120.46</b>
End of Report										

<b>Date:</b> 11/06/2015		<b>Barnstaple Town Council</b>		<b>Page:</b> 1
<b>Time:</b> 16:09:29		<b>Nominal Balances</b>		
<b>N/C From:</b>				
<b>N/C To:</b>				
<b>N/C</b>	<b>Name</b>	<b>Debit</b>	<b>Credit</b>	
1200	Current & Business Reserve Account	31257.19		
1201	Fixed Rate Deposit			
1202	Capital Reserve 14 day Account			
1203	Bank of Ireland Deposit Account			
1204	Direct Reserve Account	491777.50		
1205	Petty Cash - Barum House	567.29		
1230	Petty Cash - Heritage Centre	38.09		
1231	Petty Cash - Heritage Centre Improvements	32.69		
		<u>523672.76</u>		
End of Report				

<u>Direct Debit Payments (from the 8th May to 10th June)</u>										
Account Name	N/C	Invoice Number	Date of Invoice	Details	Net Amount	VAT	Gross	When paid		
Butler Fuels	9034.1	12985	13/04/2015	Drev for gator	£13.72	£2.74	£16.46	15/05/2015		
Butler Fuels	9034.1	13004	17/04/2015	Drev for gator	£38.23	£7.65	£45.88	15/05/2015		
Butler Fuels	9034.1	13025	24/04/2015	Drev for gator	£9.80	£1.96	£11.76	15/05/2015		
Daisy	91.04.3/5804.3/ 9012.3/5534.6	13036	06/05/2015	Call charges for Apr & rental of line for May	£52.43	£10.49	£62.92	18/05/2015		
Archant	5326.1	13006	24/04/2015	Public notice for Annual Town Meeting	£88.20	£17.64	£105.84	20/05/2015		
Chess	9004.3/5712.6/ 5704.6	13065	30/04/2015	Phone charges for April	£152.08	£30.42	£182.50	26/05/2015		
British Gas	5531.6	13044	06/05/2015	Electricity supply for SA 17/03 - 30/04	£543.76	£108.75	£652.51	27/05/2015		
British Gas	5802.3	13045	06/05/2015	Ghall supply 03/04 - 02/04 - 02/05	£190.32	£9.51	£199.83	27/05/2015		
FP Teleset	9024.1	13086	01/05/2015	Reset meter for postage	£150.00	£0.00	£150.00	27/05/2015		
Credit Card (May 2015)	Various - See Sheet Attached	-	-	-	-	-	£1,490.50	29/05/2015		
FP Teleset	9024.1	13112	04/06/2015	Reset meter for postage	£250.00	£0.00	£250.00	10/06/2015		





**Finance & General Purposes Committee**  
**Corporate Plan Priorities – Background Information**

All Council committees have been asked to provide a maximum of six objectives for the period 2015-2020 for inclusion in the Corporate Plan. These should be in priority order.

Finance & General Purposes Committee has the following remit:

- Administration, Democracy and Corporate Governance
- Budget monitoring, approval of payments, authorisation of expenditure beyond Committee budgets, recommendation of annual Precept
- Ceremonial, Civic and special events.
- All matters relating to annual Fair
- Award of annual community grants
- Maintenance, management and insurance of Town Council properties
- Provision of Notice Boards
- Insurance
- Link to DALC and NALC
- Any matter not falling within the remit of other committees

Current and future major issues for the committee include:

- Developing a budget/precept strategy to ensure that Council priorities are delivered whilst maintaining an appropriate level of reserves
- Funding and delivering a rolling five year plan of property maintenance
- Securing the long term future and siting of Barnstaple Fair
- Expiry of the lease on the Queen Anne Building (Heritage Centre) in 2019
- Refurbishment of Guildhall interior and exterior
- Achievement of the Local Council Awards Scheme (Quality Gold level)

Members are asked to consider these, and any further matters that they wish to bring forward, and to agree a prioritised list as requested.

**Will Austin**  
**June 2015**