

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2025

Month No: 6

## Cost Centre Report

|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <b>100 General Income</b>                      |                        |                       |                          |                          |                    |              |                         |
| 1076 Precept                                   | 159,617                | 159,617               | 0                        |                          |                    | 100.0%       |                         |
| 1080 Interest Received                         | 637                    | 700                   | 63                       |                          |                    | 90.9%        |                         |
| 1090 Wayleave                                  | 6                      | 5                     | (1)                      |                          |                    | 110.0%       |                         |
| 1100 Grants/Donations                          | 537                    | 400                   | (137)                    |                          |                    | 134.3%       |                         |
| 1120 Access Fees                               | 140                    | 448                   | 308                      |                          |                    | 31.3%        |                         |
| <b>General Income :- Income</b>                | <b>160,936</b>         | <b>161,170</b>        | <b>234</b>               |                          |                    | <b>99.9%</b> | <b>0</b>                |
| <b>Net Income</b>                              | <b>160,936</b>         | <b>161,170</b>        | <b>234</b>               |                          |                    |              |                         |
| <b>200 Personnel Costs</b>                     |                        |                       |                          |                          |                    |              |                         |
| 4000 Net Wages                                 | 15,434                 | 27,804                | 12,370                   |                          | 12,370             | 55.5%        |                         |
| 4020 HMRC Contributions (NIC & Tax)            | 5,355                  | 12,300                | 6,945                    |                          | 6,945              | 43.5%        |                         |
| 4025 Workplace Pension                         | 695                    | 2,300                 | 1,605                    |                          | 1,605              | 30.2%        |                         |
| 4055 Payroll Services                          | 108                    | 240                   | 132                      |                          | 132                | 45.0%        |                         |
| 4060 Training                                  | 596                    | 1,200                 | 605                      |                          | 605                | 49.6%        |                         |
| 4065 Travel Expenses                           | 24                     | 50                    | 26                       |                          | 26                 | 48.6%        |                         |
| 4070 Chairs Allowance                          | 0                      | 176                   | 176                      |                          | 176                | 0.0%         |                         |
| <b>Personnel Costs :- Indirect Expenditure</b> | <b>22,212</b>          | <b>44,070</b>         | <b>21,858</b>            | <b>0</b>                 | <b>21,858</b>      | <b>50.4%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                         | <b>(22,212)</b>        | <b>(44,070)</b>       | <b>(21,858)</b>          |                          |                    |              |                         |
| <b>250 Administration</b>                      |                        |                       |                          |                          |                    |              |                         |
| 4100 IT Replacement                            | 75                     | 500                   | 425                      |                          | 425                | 15.0%        |                         |
| 4105 Election                                  | 0                      | 4,600                 | 4,600                    |                          | 4,600              | 0.0%         |                         |
| 4110 Insurance                                 | 2,290                  | 3,000                 | 710                      |                          | 710                | 76.3%        |                         |
| 4115 Audit Fees                                | 6,180                  | 1,500                 | (4,680)                  |                          | (4,680)            | 412.0%       |                         |
| 4120 Professional Subscriptions                | 961                    | 1,500                 | 539                      |                          | 539                | 64.1%        |                         |
| 4125 Office & Scribe Subs                      | 2,540                  | 1,600                 | (940)                    |                          | (940)              | 158.7%       |                         |
| 4130 Electricity                               | 350                    | 550                   | 200                      |                          | 200                | 63.6%        |                         |
| 4135 Gas                                       | 317                    | 380                   | 63                       |                          | 63                 | 83.4%        |                         |
| 4140 Water Rates                               | 153                    | 350                   | 197                      |                          | 197                | 43.7%        |                         |
| 4145 Business Rates                            | 2,096                  | 1,800                 | (296)                    |                          | (296)              | 116.4%       |                         |
| 4150 Room hire                                 | 0                      | 150                   | 150                      |                          | 150                | 0.0%         |                         |
| 4155 Bank Charges                              | 89                     | 125                   | 36                       |                          | 36                 | 71.4%        |                         |
| 4160 Stationery & Postage                      | 375                    | 300                   | (75)                     |                          | (75)               | 125.0%       |                         |
| 4165 Telephone/Internet                        | 378                    | 840                   | 462                      |                          | 462                | 45.0%        |                         |
| 4170 Website/email accounts                    | 0                      | 250                   | 250                      |                          | 250                | 0.0%         |                         |
| 4175 Cleaning                                  | 256                    | 500                   | 244                      |                          | 244                | 51.2%        |                         |
| 4180 Window Cleaning                           | 72                     | 200                   | 128                      |                          | 128                | 36.0%        |                         |
| 4185 Photocopier, Paper & Ink                  | 1,256                  | 1,400                 | 144                      |                          | 144                | 89.7%        |                         |

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|   | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4190 Office Alarm                           | 208                    | 600                   | 392                      |                          | 392                | 34.7%         |                         |
| 4195 Health & Safety Contractor             | 1,006                  | 1,440                 | 434                      |                          | 434                | 69.9%         |                         |
| 4210 Maintenance/Replacement                | 61                     | 0                     | (61)                     |                          | (61)               | 0.0%          |                         |
| 4260 General Maintenance                    | 33                     | 0                     | (33)                     |                          | (33)               | 0.0%          |                         |
| 4900 Reserves Contribution                  | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%          |                         |
| Administration :- Indirect Expenditure      | <b>18,696</b>          | <b>23,585</b>         | <b>4,889</b>             | <b>0</b>                 | <b>4,889</b>       | <b>79.3%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>(18,696)</b>        | <b>(23,585)</b>       | <b>(4,889)</b>           |                          |                    |               |                         |
| <b>300 Public Conveniences</b>              |                        |                       |                          |                          |                    |               |                         |
| 4130 Electricity                            | 228                    | 400                   | 172                      |                          | 172                | 57.1%         |                         |
| 4140 Water Rates                            | 295                    | 400                   | 105                      |                          | 105                | 73.8%         |                         |
| 4175 Cleaning                               | 2,745                  | 5,475                 | 2,730                    |                          | 2,730              | 50.1%         |                         |
| 4200 Consumables                            | 22                     | 300                   | 278                      |                          | 278                | 7.3%          |                         |
| 4205 Wallgate Maint. Contract               | 0                      | 900                   | 900                      |                          | 900                | 0.0%          |                         |
| 4210 Maintenance/Replacement                | 47                     | 500                   | 453                      |                          | 453                | 9.4%          |                         |
| 4900 Reserves Contribution                  | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| Public Conveniences :- Indirect Expenditure | <b>3,337</b>           | <b>8,475</b>          | <b>5,138</b>             | <b>0</b>                 | <b>5,138</b>       | <b>39.4%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>(3,337)</b>         | <b>(8,475)</b>        | <b>(5,138)</b>           |                          |                    |               |                         |
| <b>310 Town Running Costs</b>               |                        |                       |                          |                          |                    |               |                         |
| 4131 Electricity-Defibrillator              | 489                    | 300                   | (189)                    |                          | (189)              | 163.1%        |                         |
| 4210 Maintenance/Replacement                | 154                    | 0                     | (154)                    |                          | (154)              | 0.0%          |                         |
| 4215 Grass Cutting/Weed Spraying            | 1,727                  | 3,500                 | 1,774                    |                          | 1,774              | 49.3%         |                         |
| 4225 Lengthsman/Street Cleaning             | 4,355                  | 8,000                 | 3,645                    |                          | 3,645              | 54.4%         |                         |
| 4230 Bus Stop Maintenance                   | 0                      | 250                   | 250                      |                          | 250                | 0.0%          |                         |
| 4235 Public Rights of Way Maint.            | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| 4260 General Maintenance                    | 309                    | 0                     | (309)                    |                          | (309)              | 0.0%          |                         |
| 4265 Litter Picking/Handyman                | 55                     | 2,000                 | 1,946                    |                          | 1,946              | 2.7%          |                         |
| 4300 VAS Speed Sign De Bathe                | 644                    | 500                   | (144)                    |                          | (144)              | 128.8%        |                         |
| 4305 Emergency Plan                         | 0                      | 100                   | 100                      |                          | 100                | 0.0%          |                         |
| 4310 Bin Emptying                           | 1,484                  | 4,000                 | 2,516                    |                          | 2,516              | 37.1%         |                         |
| 4315 Flowers & Christmas Tree               | 832                    | 3,785                 | 2,953                    |                          | 2,953              | 22.0%         |                         |
| Town Running Costs :- Indirect Expenditure  | <b>10,048</b>          | <b>22,935</b>         | <b>12,887</b>            | <b>0</b>                 | <b>12,887</b>      | <b>43.8%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                      | <b>(10,048)</b>        | <b>(22,935)</b>       | <b>(12,887)</b>          |                          |                    |               |                         |
| <b>320 Cemetery Costs</b>                   |                        |                       |                          |                          |                    |               |                         |
| 1000 Cemetery Fees                          | 5,077                  | 4,000                 | (1,077)                  |                          |                    | 126.9%        |                         |
| Cemetery Costs :- Income                    | <b>5,077</b>           | <b>4,000</b>          | <b>(1,077)</b>           |                          |                    | <b>126.9%</b> | <b>0</b>                |

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|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 4130 Electricity                                | 100                    | 250                   | 150                      |                          | 150                | 40.0%        |                         |
| 4140 Water Rates                                | 61                     | 90                    | 29                       |                          | 29                 | 67.8%        |                         |
| 4145 Business Rates                             | 1,672                  | 1,900                 | 228                      |                          | 228                | 88.0%        |                         |
| 4220 Tree Maintenance                           | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%         |                         |
| 4240 Grounds Maintenance                        | 6,131                  | 12,500                | 6,369                    |                          | 6,369              | 49.0%        |                         |
| 4245 Memorial Maintenance                       | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%         |                         |
| 4250 Stone & Brick Walls Maintenanc             | 0                      | 1,500                 | 1,500                    |                          | 1,500              | 0.0%         |                         |
| 4255 Chapel of Rest Maintenance                 | 100                    | 600                   | 501                      |                          | 501                | 16.6%        |                         |
| 4260 General Maintenance                        | 18                     | 200                   | 182                      |                          | 182                | 9.0%         |                         |
| 4280 Cemetery Extension Work                    | 0                      | 3,000                 | 3,000                    |                          | 3,000              | 0.0%         |                         |
| 4900 Reserves Contribution                      | 0                      | 4,000                 | 4,000                    |                          | 4,000              | 0.0%         |                         |
| <b>Cemetery Costs :- Indirect Expenditure</b>   | <b>8,081</b>           | <b>27,040</b>         | <b>18,959</b>            | <b>0</b>                 | <b>18,959</b>      | <b>29.9%</b> | <b>0</b>                |
| <b>Net Income over Expenditure</b>              | <b>(3,004)</b>         | <b>(23,040)</b>       | <b>(20,036)</b>          |                          |                    |              |                         |
| <b>330 Churchyard Costs</b>                     |                        |                       |                          |                          |                    |              |                         |
| 4220 Tree Maintenance                           | 0                      | 1,200                 | 1,200                    |                          | 1,200              | 0.0%         |                         |
| 4240 Grounds Maintenance                        | 1,178                  | 2,300                 | 1,122                    |                          | 1,122              | 51.2%        |                         |
| 4245 Memorial Maintenance                       | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%         |                         |
| 4250 Stone & Brick Walls Maintenanc             | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%         |                         |
| 4260 General Maintenance                        | 0                      | 3,000                 | 3,000                    |                          | 3,000              | 0.0%         |                         |
| <b>Churchyard Costs :- Indirect Expenditure</b> | <b>1,178</b>           | <b>8,500</b>          | <b>7,322</b>             | <b>0</b>                 | <b>7,322</b>       | <b>13.9%</b> | <b>0</b>                |
| <b>Net Expenditure</b>                          | <b>(1,178)</b>         | <b>(8,500)</b>        | <b>(7,322)</b>           |                          |                    |              |                         |
| <b>350 Car Park Costs</b>                       |                        |                       |                          |                          |                    |              |                         |
| 4130 Electricity                                | 539                    | 650                   | 111                      |                          | 111                | 82.8%        |                         |
| 4270 Gardening                                  | 0                      | 300                   | 300                      |                          | 300                | 0.0%         |                         |
| 4400 Electric Vehicle                           | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%         |                         |
| 4900 Reserves Contribution                      | 0                      | 5,000                 | 5,000                    |                          | 5,000              | 0.0%         |                         |
| <b>Car Park Costs :- Indirect Expenditure</b>   | <b>539</b>             | <b>6,950</b>          | <b>6,411</b>             | <b>0</b>                 | <b>6,411</b>       | <b>7.7%</b>  | <b>0</b>                |
| <b>Net Expenditure</b>                          | <b>(539)</b>           | <b>(6,950)</b>        | <b>(6,411)</b>           |                          |                    |              |                         |
| <b>360 Memorial Park</b>                        |                        |                       |                          |                          |                    |              |                         |
| 4210 Maintenance/Replacement                    | 1,403                  | 2,000                 | 597                      |                          | 597                | 70.2%        |                         |
| 4220 Tree Maintenance                           | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%         |                         |
| 4240 Grounds Maintenance                        | 2,172                  | 4,500                 | 2,328                    |                          | 2,328              | 48.3%        |                         |
| 4260 General Maintenance                        | 75                     | 500                   | 425                      |                          | 425                | 15.0%        |                         |
| 4450 RoSPA Inspections                          | 0                      | 300                   | 300                      |                          | 300                | 0.0%         |                         |
| 4455 Safety Check & Litter Pick                 | 925                    | 1,800                 | 875                      |                          | 875                | 51.4%        |                         |

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|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4905 Play Equipment Reserves Cont        | 0                      | 5,000                 | 5,000                    |                          | 5,000              | 0.0%          |                         |
| Memorial Park :- Indirect Expenditure    | <u>4,575</u>           | <u>16,100</u>         | <u>11,525</u>            | <u>0</u>                 | <u>11,525</u>      | <u>28.4%</u>  | <u>0</u>                |
| <b>Net Expenditure</b>                   | <u>(4,575)</u>         | <u>(16,100)</u>       | <u>(11,525)</u>          |                          |                    |               |                         |
| <b>400 Assets</b>                        |                        |                       |                          |                          |                    |               |                         |
| 4210 Maintenance/Replacement             | 346                    | 1,000                 | 654                      |                          | 654                | 34.6%         |                         |
| 4500 New Bench                           | 170                    | 1,000                 | 830                      |                          | 830                | 17.0%         |                         |
| 4505 Suds Pond Maintenance/Survey        | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%          |                         |
| 4510 Clock Tower Maintenance             | 352                    | 500                   | 148                      |                          | 148                | 70.4%         |                         |
| 4515 Defibrillators Replacement          | 0                      | 250                   | 250                      |                          | 250                | 0.0%          |                         |
| 4900 Reserves Contribution               | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%          |                         |
| Assets :- Indirect Expenditure           | <u>868</u>             | <u>5,750</u>          | <u>4,882</u>             | <u>0</u>                 | <u>4,882</u>       | <u>15.1%</u>  | <u>0</u>                |
| <b>Net Expenditure</b>                   | <u>(868)</u>           | <u>(5,750)</u>        | <u>(4,882)</u>           |                          |                    |               |                         |
| <b>500 Grants/Donations</b>              |                        |                       |                          |                          |                    |               |                         |
| 4600 Grants & Donations                  | 220                    | 4,000                 | 3,780                    |                          | 3,780              | 5.5%          |                         |
| 4610 RBL                                 | 0                      | 50                    | 50                       |                          | 50                 | 0.0%          |                         |
| Grants/Donations :- Indirect Expenditure | <u>220</u>             | <u>4,050</u>          | <u>3,830</u>             | <u>0</u>                 | <u>3,830</u>       | <u>5.4%</u>   | <u>0</u>                |
| <b>Net Expenditure</b>                   | <u>(220)</u>           | <u>(4,050)</u>        | <u>(3,830)</u>           |                          |                    |               |                         |
| <b>Grand Totals:- Income</b>             | <b>166,013</b>         | <b>165,170</b>        | <b>(843)</b>             |                          |                    | <b>100.5%</b> |                         |
| <b>Expenditure</b>                       | <b>69,753</b>          | <b>167,455</b>        | <b>97,702</b>            | <b>0</b>                 | <b>97,702</b>      | <b>41.7%</b>  |                         |
| <b>Net Income over Expenditure</b>       | <u><b>96,260</b></u>   | <u><b>(2,285)</b></u> | <u><b>(98,545)</b></u>   |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>    | <u><b>96,260</b></u>   | <u><b>(2,285)</b></u> | <u><b>(98,545)</b></u>   |                          |                    |               |                         |

## Detailed Balance Sheet - Excluding Stock Movement

Month 6 Date 30/09/2025

| <u>A/c</u>                 | <u>Description</u>                           | <u>Actual</u> |                |
|----------------------------|--|---------------|----------------|
| <i>Current Assets</i>      |  |               |                |
| 105                        | VAT Control A/c                              | 2,851         |                |
| 200                        | NatWest C/A                                  | 116,180       |                |
| 215                        | Unity Trust Current                          | 144,965       |                |
| 220                        | Unity Trust Reserve                          | 5,860         |                |
| 225                        | Triodos                                      | 27,914        |                |
|                            | <b>Total Current Assets</b>                  |               | <b>297,770</b> |
| <i>Current Liabilities</i> |  |               |                |
| 500                        | Creditors                                    | 12,370        |                |
|                            | <b>Total Current Liabilities</b>             |               | <b>12,370</b>  |
|                            | <b>Net Current Assets</b>                    |               | <b>285,400</b> |
|                            | <b>Total Assets less Current Liabilities</b> |               | <b>285,400</b> |
| <i>Represented by :-</i>   |  |               |                |
| 300                        | Current Year Fund                            | 96,260        |                |
| 310                        | General Reserves                             | 77,113        |                |
| 320                        | EMR - Town Council Office                    | 1,946         |                |
| 321                        | EMR - Public Toilets                         | (4)           |                |
| 322                        | EMR - Cemetery                               | 1,797         |                |
| 323                        | EMR - Warm Space Fund                        | 4,370         |                |
| 325                        | EMR - Clock Tower                            | 60            |                |
| 326                        | EMR - Defibrillator                          | 1,000         |                |
| 327                        | EMR - Car Park                               | 10,128        |                |
| 328                        | EMR - Environmental Fund                     | 1,239         |                |
| 329                        | EMR - Projects Development                   | 6,685         |                |
| 330                        | EMR - Staff Costs Contingency                | 6,740         |                |
| 331                        | EMR - IT & Security                          | 3,782         |                |
| 332                        | EMR - Election Reserve                       | 4,543         |                |
| 333                        | EMR - Asset Maintenance                      | 462           |                |
| 334                        | EMR - Grants                                 | 1,927         |                |
| 336                        | EMR - Memorial Park                          | 7,621         |                |
| 337                        | EMR - St Peters Churchyard                   | 7,748         |                |
| 339                        | EMR - Town Leaflet                           | 385           |                |
| 341                        | EMR - Merry Go Round Grant                   | 10            |                |
| 342                        | EMR - Lych Gate Appeal                       | 244           |                |
| 343                        | EMR - Emergency Plan                         | 50            |                |
| 345                        | EMR - SUDS Pond                              | 1,600         |                |
| 346                        | EMR - New Cemetery                           | 49,694        |                |
|                            | <b>Total Equity</b>                          |               | <b>285,400</b> |

## Account Number Order

| <u>A/c Code</u> | <u>Account Name</u>            | <u>Centre</u> | <u>Centre Name</u> | <u>Debit</u> | <u>Credit</u> |
|-----------------|--------------------------------|---------------|--------------------|--------------|---------------|
| 105             | VAT Control A/c                |               |                    | 2,850.92     |               |
| 200             | NatWest C/A                    |               |                    | 116,180.06   |               |
| 215             | Unity Trust Current            |               |                    | 144,964.86   |               |
| 220             | Unity Trust Reserve            |               |                    | 5,859.57     |               |
| 225             | Triodos                        |               |                    | 27,914.18    |               |
| 310             | General Reserves               |               |                    |              | 77,113.13     |
| 320             | EMR - Town Council Office      |               |                    |              | 1,946.06      |
| 321             | EMR - Public Toilets           |               |                    | 4.24         |               |
| 322             | EMR - Cemetery                 |               |                    |              | 1,796.53      |
| 323             | EMR - Warm Space Fund          |               |                    |              | 4,370.46      |
| 325             | EMR - Clock Tower              |               |                    |              | 59.54         |
| 326             | EMR - Defibrillator            |               |                    |              | 1,000.00      |
| 327             | EMR - Car Park                 |               |                    |              | 10,128.41     |
| 328             | EMR - Environmental Fund       |               |                    |              | 1,238.95      |
| 329             | EMR - Projects Development     |               |                    |              | 6,684.75      |
| 330             | EMR - Staff Costs Contingency  |               |                    |              | 6,740.00      |
| 331             | EMR - IT & Security            |               |                    |              | 3,782.08      |
| 332             | EMR - Election Reserve         |               |                    |              | 4,543.20      |
| 333             | EMR - Asset Maintenance        |               |                    |              | 462.30        |
| 334             | EMR - Grants                   |               |                    |              | 1,926.83      |
| 336             | EMR - Memorial Park            |               |                    |              | 7,621.01      |
| 337             | EMR - St Peters Churchyard     |               |                    |              | 7,748.17      |
| 339             | EMR - Town Leaflet             |               |                    |              | 385.00        |
| 341             | EMR - Merry Go Round Grant     |               |                    |              | 10.20         |
| 342             | EMR - Lych Gate Appeal         |               |                    |              | 244.00        |
| 343             | EMR - Emergency Plan           |               |                    |              | 50.00         |
| 345             | EMR - SUDS Pond                |               |                    |              | 1,600.00      |
| 346             | EMR - New Cemetery             |               |                    |              | 49,693.54     |
| 500             | Creditors                      |               |                    |              | 12,369.72     |
| 1000            | Cemetery Fees                  | 320           | Cemetery Costs     |              | 5,077.00      |
| 1076            | Precept                        | 100           | General Income     |              | 159,617.00    |
| 1080            | Interest Received              | 100           | General Income     |              | 636.54        |
| 1090            | Wayleave                       | 100           | General Income     |              | 5.50          |
| 1100            | Grants/Donations               | 100           | General Income     |              | 537.09        |
| 1120            | Access Fees                    | 100           | General Income     |              | 140.00        |
| 4000            | Net Wages                      | 200           | Personnel Costs    | 15,434.03    |               |
| 4020            | HMRC Contributions (NIC & Tax) | 200           | Personnel Costs    | 5,354.90     |               |
| 4025            | Workplace Pension              | 200           | Personnel Costs    | 694.97       |               |
| 4055            | Payroll Services               | 200           | Personnel Costs    | 108.00       |               |
| 4060            | Training                       | 200           | Personnel Costs    | 595.50       |               |
| 4065            | Travel Expenses                | 200           | Personnel Costs    | 24.30        |               |
| 4100            | IT Replacement                 | 250           | Administration     | 75.00        |               |

## Account Number Order

| <u>A/c Code</u> | <u>Account Name</u>         | <u>Centre</u> | <u>Centre Name</u>  | <u>Debit</u> | <u>Credit</u> |
|-----------------|-----------------------------|---------------|---------------------|--------------|---------------|
| 4110            | Insurance                   | 250           | Administration      | 2,290.02     |               |
| 4115            | Audit Fees                  | 250           | Administration      | 6,179.75     |               |
| 4120            | Professional Subscriptions  | 250           | Administration      | 961.40       |               |
| 4125            | Office & Scribe Subs        | 250           | Administration      | 2,539.63     |               |
| 4130            | Electricity                 | 250           | Administration      | 350.07       |               |
| 4130            | Electricity                 | 300           | Public Conveniences | 228.22       |               |
| 4130            | Electricity                 | 320           | Cemetery Costs      | 99.97        |               |
| 4130            | Electricity                 | 350           | Car Park Costs      | 538.52       |               |
| 4131            | Electricity-Defibrillator   | 310           | Town Running Costs  | 489.27       |               |
| 4135            | Gas                         | 250           | Administration      | 316.91       |               |
| 4140            | Water Rates                 | 250           | Administration      | 153.00       |               |
| 4140            | Water Rates                 | 300           | Public Conveniences | 295.00       |               |
| 4140            | Water Rates                 | 320           | Cemetery Costs      | 61.00        |               |
| 4145            | Business Rates              | 250           | Administration      | 2,095.80     |               |
| 4145            | Business Rates              | 320           | Cemetery Costs      | 1,671.65     |               |
| 4155            | Bank Charges                | 250           | Administration      | 89.25        |               |
| 4160            | Stationery & Postage        | 250           | Administration      | 374.89       |               |
| 4165            | Telephone/Internet          | 250           | Administration      | 377.67       |               |
| 4175            | Cleaning                    | 250           | Administration      | 255.99       |               |
| 4175            | Cleaning                    | 300           | Public Conveniences | 2,745.00     |               |
| 4180            | Window Cleaning             | 250           | Administration      | 72.00        |               |
| 4185            | Photocopier, Paper & Ink    | 250           | Administration      | 1,255.62     |               |
| 4190            | Office Alarm                | 250           | Administration      | 208.44       |               |
| 4195            | Health & Safety Contractor  | 250           | Administration      | 1,005.96     |               |
| 4200            | Consumables                 | 300           | Public Conveniences | 21.99        |               |
| 4210            | Maintenance/Replacement     | 250           | Administration      | 61.43        |               |
| 4210            | Maintenance/Replacement     | 300           | Public Conveniences | 46.97        |               |
| 4210            | Maintenance/Replacement     | 310           | Town Running Costs  | 153.96       |               |
| 4210            | Maintenance/Replacement     | 360           | Memorial Park       | 1,403.00     |               |
| 4210            | Maintenance/Replacement     | 400           | Assets              | 345.64       |               |
| 4215            | Grass Cutting/Weed Spraying | 310           | Town Running Costs  | 1,726.50     |               |
| 4225            | Lengthsman/Street Cleaning  | 310           | Town Running Costs  | 4,355.00     |               |
| 4240            | Grounds Maintenance         | 320           | Cemetery Costs      | 6,130.86     |               |
| 4240            | Grounds Maintenance         | 330           | Churchyard Costs    | 1,177.92     |               |
| 4240            | Grounds Maintenance         | 360           | Memorial Park       | 2,172.22     |               |
| 4255            | Chapel of Rest Maintenance  | 320           | Cemetery Costs      | 99.50        |               |
| 4260            | General Maintenance         | 250           | Administration      | 33.00        |               |
| 4260            | General Maintenance         | 310           | Town Running Costs  | 308.96       |               |
| 4260            | General Maintenance         | 320           | Cemetery Costs      | 17.94        |               |
| 4260            | General Maintenance         | 360           | Memorial Park       | 75.00        |               |
| 4265            | Litter Picking/Handyman     | 310           | Town Running Costs  | 54.50        |               |
| 4300            | VAS Speed Sign De Bathe     | 310           | Town Running Costs  | 644.10       |               |

## Account Number Order

| <u>A/c Code</u>               | <u>Account Name</u>        | <u>Centre</u> | <u>Centre Name</u> | <u>Debit</u>      | <u>Credit</u>     |
|-------------------------------|----------------------------|---------------|--------------------|-------------------|-------------------|
| 4310                          | Bin Emptying               | 310           | Town Running Costs | 1,484.10          |                   |
| 4315                          | Flowers & Christmas Tree   | 310           | Town Running Costs | 831.98            |                   |
| 4455                          | Safety Check & Litter Pick | 360           | Memorial Park      | 925.00            |                   |
| 4500                          | New Bench                  | 400           | Assets             | 170.00            |                   |
| 4510                          | Clock Tower Maintenance    | 400           | Assets             | 351.88            |                   |
| 4600                          | Grants & Donations         | 500           | Grants/Donations   | 220.00            |                   |
| <b>Trial Balance Totals :</b> |                            |               |                    | <b>367,527.01</b> | <b>367,527.01</b> |
| <b>Difference</b>             |                            |               |                    | <b>0.00</b>       |                   |

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**North Tawton Town Council 2025-2026**

**Bank - Cash and Investment Reconciliation as at 30 September 2025**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

|            |                          |            |
|------------|--------------------------|------------|
| 30/09/2025 | Nat West Current         | 116,180.06 |
| 30/09/2025 | Natwest Reserve 09239081 | 0.00       |
| 30/09/2025 | NatWest Reserve 51515652 | 0.00       |
| 30/09/2025 | Unity Trust Current      | 144,964.86 |
| 30/09/2025 | Unity Trust Reserve      | 5,859.57   |
| 30/09/2025 | Triodos                  | 27,914.18  |
| 30/09/2025 | Lloyds Bank Card         | 0.00       |

**294,918.67**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

**294,918.67**

All Cash & Bank Accounts

|   |                                       |                   |
|---|---------------------------------------|-------------------|
| 1 | NatWest C/A                           | 116,180.06        |
| 2 | NatWest Reserve 09239081              | 0.00              |
| 3 | NatWest Reserve 51515652              | 0.00              |
| 4 | Unity Trust Current                   | 144,964.86        |
| 5 | Unity Trust Reserve                   | 5,859.57          |
| 6 | Triodos                               | 27,914.18         |
| 7 | Lloyds Bank Card                      | 0.00              |
|   | Other Cash & Bank Balances            | 0.00              |
|   | <b>Total Cash &amp; Bank Balances</b> | <b>294,918.67</b> |

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 1 - Nat West 09203745

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u>   |
|--|-----------------------|------------------------------------|-------------------|
| Nat West Current                       | 30/09/2025            |                                    | 116,180.06        |
|  |                       |                                    | <u>116,180.06</u> |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 116,180.06        |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 116,180.06        |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>116,180.06</b> |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>       |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation up to 30/09/2025 for Cashbook No 1 - Nat West 09203745

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>                        | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|---------------------------------------|----------------------------------|
| 24/09/2025  | dd                | 91.93            |                    | 91.93            |                   | R <input checked="" type="checkbox"/> | EDF - Stawberry Field            |
|             |                   | <u>91.93</u>     | <u>0.00</u>        |                  |                   |                                       |                                  |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation up to 30/09/2025 for Cashbook No 1 - Nat West 09203745

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>                        | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|---------------------------------------|----------------------------------|
| 01/09/2025  | transfer          |                  | 44,265.51          | 44,265.51        |                   | R <input checked="" type="checkbox"/> | Receipt(s) Banked                |
| 05/09/2025  | transfer          |                  | 30,600.96          | 30,600.96        |                   | R <input checked="" type="checkbox"/> | Receipt(s) Banked                |
|             |                   | <u>0.00</u>      | <u>74,866.47</u>   |                  |                   |                                       |                                  |

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 2 - NatWest Reserve 09239081

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| Natwest Reserve 09239081               | 01/09/2025            |                                    | 0.00            |
|  |                       |                                    | <u>0.00</u>     |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 0.00            |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 0.00            |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>0.00</b>     |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>     |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation up to 30/09/2025 for Cashbook No 2 - NatWest Reserve 09239081

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>                        | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|---------------------------------------|----------------------------------|
| 01/09/2025  | transfer          | 44,265.51        |                    | 44,265.51        |                   | R <input checked="" type="checkbox"/> | Nat West 09203745                |
| 01/09/2025  |                   |                  | 40.71              | 40.71            |                   | R <input checked="" type="checkbox"/> | Receipt(s) Banked                |
|             |                   | <u>44,265.51</u> | <u>40.71</u>       |                  |                   |                                       |                                  |

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 3 - NatWest Reserve 51515652

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| NatWest Reserve 51515652               | 30/09/2025            |                                    | 0.00            |
|  |                       |                                    | <u>0.00</u>     |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 0.00            |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 0.00            |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>0.00</b>     |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>     |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation up to 30/09/2025 for Cashbook No 3 - NatWest Reserve 51515652

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>                        | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|---------------------------------------|----------------------------------|
| 01/09/2025  | interest          |                  | 2.64               | 2.64             |                   | R <input checked="" type="checkbox"/> | Receipt(s) Banked                |
| 05/09/2025  | transfer          | 30,600.96        |                    | 30,600.96        |                   | R <input checked="" type="checkbox"/> | Nat West 09203745                |
|             |                   | <u>30,600.96</u> | <u>2.64</u>        |                  |                   |                                       |                                  |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 4 - Unity Trust Current 20406147

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u>   |
|--|-----------------------|------------------------------------|-------------------|
| Unity Trust Current                    | 30/09/2025            |                                    | 144,964.86        |
|  |                       |                                    | <u>144,964.86</u> |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 144,964.86        |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                   |
|  |                       | 0.00                               |                   |
|  |                       |                                    | <u>0.00</u>       |
|  |                       |                                    | 144,964.86        |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>144,964.86</b> |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>       |

**Signatory 1:**

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

**Signatory 2:**

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

## Bank Reconciliation up to 30/09/2025 for Cashbook No 4 - Unity Trust Current 20406147

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>             | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|----------------------------|----------------------------------|
| 01/09/2025  | dd                | 14.98            |                    | 14.98            |                   | R <input type="checkbox"/> | Voiceflex                        |
| 01/09/2025  | dd                | 63.05            |                    | 63.05            |                   | R <input type="checkbox"/> | ADT Fire & Security PLC          |
| 02/09/2025  | DD                | 1,968.92         |                    | 1,968.92         |                   | R <input type="checkbox"/> | Clear Councils                   |
| 02/09/2025  | BACs              |                  | 275.00             | 275.00           |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
| 02/09/2025  |                   |                  | 78.00              | 78.00            |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
| 04/09/2025  | 09/10             | 345.10           |                    | 345.10           |                   | R <input type="checkbox"/> | SSE                              |
| 04/09/2025  | 09/9              | 36.00            |                    | 36.00            |                   | R <input type="checkbox"/> | SLCC                             |
| 04/09/2025  | 09/7              | 930.00           |                    | 930.00           |                   | R <input type="checkbox"/> | Jelley, Matthew                  |
| 04/09/2025  | 09/6              | 1,938.93         |                    | 1,938.93         |                   | R <input type="checkbox"/> | HMRC (NIC/PAYE)                  |
| 04/09/2025  | 09/11             | 118.86           |                    | 118.86           |                   | R <input type="checkbox"/> | Viking                           |
| 04/09/2025  | 09/05             | 2,233.50         |                    | 2,233.50         |                   | R <input type="checkbox"/> | Countrywide Grounds Maintenanc   |
| 04/09/2025  | 09/3              | 60.00            |                    | 60.00            |                   | R <input type="checkbox"/> | Campaign to Protect Rural Engl   |
| 04/09/2025  | 09/2              | 970.00           |                    | 970.00           |                   | R <input type="checkbox"/> | RJA Services - R J Austin        |
| 04/09/2025  | 09/1              | 37.00            |                    | 37.00            |                   | R <input type="checkbox"/> | AM Cleaning Solutions            |
| 08/09/2025  | DD                | 96.50            |                    | 96.50            |                   | R <input type="checkbox"/> | Pennon Water                     |
| 09/09/2025  | dd                | 24.48            |                    | 24.48            |                   | R <input type="checkbox"/> | Lloyds Bank Card                 |
| 11/09/2025  | direct deb        | 20.00            |                    | 20.00            |                   | R <input type="checkbox"/> | Royal British Legion             |
| 11/09/2025  | Ddebit            | 350.00           |                    | 350.00           |                   | R <input type="checkbox"/> | Jelley, Anthony                  |
| 12/09/2025  | Dd                | 27.81            |                    | 27.81            |                   | R <input type="checkbox"/> | British Gas                      |
| 15/09/2025  | dd                | 172.22           |                    | 172.22           |                   | R <input type="checkbox"/> | Croner Group Ltd                 |
| 15/09/2025  | Ddebit            | 319.00           |                    | 319.00           |                   | R <input type="checkbox"/> | West Devon Borough Council       |
| 15/09/2025  | bacs              |                  | 70.00              | 70.00            |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
| 16/09/2025  | Dd                | 46.67            |                    | 46.67            |                   | R <input type="checkbox"/> | EDF - Office                     |
| 16/09/2025  | dd                | 16.28            |                    | 16.28            |                   | R <input type="checkbox"/> | EDF - Cemetery                   |
| 16/09/2025  | BACS              |                  | 79,808.50          | 79,808.50        |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
| 18/09/2025  | bacs              |                  | 70.00              | 70.00            |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
| 24/09/2025  | BACS              | 2,666.64         |                    | 2,666.64         |                   | R <input type="checkbox"/> | Salaries                         |
| 30/09/2025  | DD                | 41.99            |                    | 41.99            |                   | R <input type="checkbox"/> | TML                              |
| 30/09/2025  | CHARGES           | 10.80            |                    | 10.80            |                   | R <input type="checkbox"/> | Bank Charges                     |
|             |                   | <u>12,508.73</u> | <u>80,301.50</u>   |                  |                   |                            |                                  |

## Signatory 1:

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

## Signatory 2:

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

**Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 5 - Unity Trust Reserve 20387318**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| Unity Trust Reserve                    | 30/09/2025            |                                    | 5,859.57        |
|  |                       |                                    | <u>5,859.57</u> |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 5,859.57        |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <u>0.00</u>     |
|  |                       |                                    | 5,859.57        |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>5,859.57</b> |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>     |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 6 - Triodos

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u>  |
|--|-----------------------|------------------------------------|------------------|
| Triodos                                | 30/09/2025            |                                    | 27,914.18        |
|  |                       |                                    | <u>27,914.18</u> |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                  |
|  |                       | 0.00                               |                  |
|  |                       |                                    | <u>0.00</u>      |
|  |                       |                                    | 27,914.18        |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                  |
|  |                       | 0.00                               |                  |
|  |                       |                                    | <u>0.00</u>      |
|  |                       |                                    | 27,914.18        |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>27,914.18</b> |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>      |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 7 - Lloyds Bank Card

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u>                     | <u>Balances</u> |
|--|-----------------------|------------------------------------|-----------------|
| Lloyds Bank Card                       | 30/09/2025            |                                    | 0.00            |
|  |                       |                                    | <hr/> 0.00      |
| <u>Unpresented Payments (Minus)</u>    |                       | <u>Amount</u>                      |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <hr/> 0.00      |
|  |                       |                                    | 0.00            |
| <u>Unpresented Receipts (Plus)</u>     |                       |                                    |                 |
|  |                       | 0.00                               |                 |
|  |                       |                                    | <hr/> 0.00      |
|  |                       |                                    | 0.00            |
|  |                       | <b>Balance per Cash Book is :-</b> | <b>0.00</b>     |
|  |                       | <b>Difference is :-</b>            | <b>0.00</b>     |

**Signatory 1:**

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

**Signatory 2:**

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

Bank Reconciliation up to 30/09/2025 for Cashbook No 7 - Lloyds Bank Card

| <u>Date</u> | <u>Cheque/Ref</u> | <u>Amnt Paid</u> | <u>Amnt Banked</u> | <u>Stat Amnt</u> | <u>Difference</u> | <u>Cleared</u>             | <u>Payee Name or Description</u> |
|-------------|-------------------|------------------|--------------------|------------------|-------------------|----------------------------|----------------------------------|
| 29/07/2025  | ccard             | 3.60             |                    | 3.60             |                   | R <input type="checkbox"/> | Post Office                      |
| 29/07/2025  | Ccard             | 6.50             |                    | 6.50             |                   | R <input type="checkbox"/> | Spar                             |
| 31/07/2025  | CCard             | 2.99             |                    | 2.99             |                   | R <input type="checkbox"/> | Spar                             |
| 26/08/2025  | FEE               | 3.00             |                    | 3.00             |                   | R <input type="checkbox"/> | Lloyds bank                      |
| 31/08/2025  | ccard             | 4.79             |                    | 4.79             |                   | R <input type="checkbox"/> | Spar                             |
| 31/08/2025  | Ccard             | 3.60             |                    | 3.60             |                   | R <input type="checkbox"/> | Post Office                      |
| 09/09/2025  | dd                |                  | 24.48              | 24.48            |                   | R <input type="checkbox"/> | Receipt(s) Banked                |
|             |                   | <u>24.48</u>     | <u>24.48</u>       |                  |                   |                            |                                  |

**Signatory 1:**

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

**Signatory 2:**

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