



## Dursley Town Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

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

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

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

<b>Bank Reconciliation at 23/08/2024</b>			
	Cash in Hand 01/04/2024		11,889.03
	<b>ADD</b> Receipts 01/04/2024 - 23/08/2024		433,533.61
			445,422.64
	<b>SUBTRACT</b> Payments 01/04/2024 - 23/08/2024		391,455.14
<b>A</b>	<b>Cash in Hand 23/08/2024</b> (per Cash Book)		<b>53,967.50</b>
	Cash in hand per Bank Statements		
	Petty Cash	23/08/2024	218.71
	Lloyds Bank plc Business Account	23/08/2024	5,673.46
	Lloyds Bank plc Instant Access	23/08/2024	48,216.16
	LLoyds Short Term Deposits	23/08/2024	0.00
			<b>54,108.33</b>
	Less unrepresented payments		140.83
			53,967.50
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>53,967.50</b>
	<b>A = B Checks out OK</b>		

**Dursley Town Council**  
**Uncashed payments/transfers out (All banks)**  
**(Upto 23/08/2024)**

<b>Voucher</b>	<b>Date</b>	<b>Cheque No.</b>	<b>Description</b>	<b>Total</b>	<b>Bank</b>
328	22/07/2024	CARD	Domain name	100.64	Lloyds Bank plc Business
334	31/07/2024	CARD	Various Items	9.30	Lloyds Bank plc Business
367	21/08/2024	CARD	Gloves	20.89	Lloyds Bank plc Business
369	21/08/2024	CARD	Postage	10.00	Lloyds Bank plc Business
			<b>Total-----</b>	<b>140.83</b>	

**Dursley Town Council**  
**RECEIPTS LIST**  
**26th July to 23rd August 2024**

Voucher	Code	Date	Receipt No.	Description	Customer	Net	VAT	Total
88	Cemeteries	02/08/2024	671	Exclusive right of burial transfer	Sr Ellen Flynn, The Daughters of	60.00		60.00
89	Cemeteries	12/08/2024	672	Interment of a Casket of Ashes	Ian Pullen	425.00		425.00
90	Cemeteries	19/08/2024	BACS	Memorial plaque installation	L W Clutterbuck	60.00	12.00	72.00
91	Cemeteries	19/08/2024	BACS	Interment of a Casket of Ashes	L W Clutterbuck	170.00		170.00
92	Cemeteries	19/08/2024	BACS	Exclusive right of burial purchase	L W Clutterbuck	193.00		193.00
93	Cemeteries	19/08/2024	BACS	Interment of Ashes - pouring	L W Clutterbuck	153.00		153.00
93	Cemeteries	19/08/2024	BACS	Interment of Ashes - pouring	L W Clutterbuck	153.00		153.00
94	Interest Received	09/08/2024	BACS	Bank interest	Lloyds Bank plc	38.78		38.78
95	VAT refund	31/07/2024	BACS	VAT refund	HMRC		4290.40	4290.40
96	Interest Received	02/08/2024	BACS	Interest	Public Sector Deposit	2903.26		2903.26
97	Cemeteries	12/08/2024	BACS	Wooden Cross Fee	Mrs Giovanna Petruccelli	48.00		48.00
98	Cemeteries	21/08/2024	BACS	Memorial installation	O L Cottle Memorials	168.00		168.00
98	Cemeteries	21/08/2024	BACS	Memorial installation	O L Cottle Memorials	166.00		166.00
99	WMRG	16/08/2024	BACS	Hire of WMRG	Dursley Town AFC	140.00		140.00
100	Cemeteries	27/08/2024	673	Wooden Cross Fee	Simon John Norman	48.00		48.00
101	Insurance	22/08/2024	BACS	return of insurance excess	DAC BEACHCROFT	100.00		100.00
						<b>4,826.04</b>	<b>4,302.40</b>	<b>9,128.44</b>

## Budget Expenditure Summary - Financial Year 2024/25

Policy & Finance		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
100	Staff	221,524	92,302	77,314	-14,988	144,210
111	Rent	7,350	3,063	857	-2,206	6,493
112	Utilities (gas, elec, water)	4,725	1,969	1,563	-406	3,162
114	Cleaning - Office	4,615	1,923	984	-939	3,631
115	Cleaning - Vibe	7,875	3,281	2,669	-612	5,206
120	Property maintenance (Jacob's House)	0	0	210	210	-210
121	Jacob's House - Rates	2,700	2,595	2,595	0	105
130	Printing/Stationery	5,755	2,398	2,988	590	2,767
131	Communications	2,100	875	1,128	253	972
140	Insurance	5,455	8,874	9,536	662	-3,318
150	Security/fire	1,050	438	117	-321	933
160	IT and support	5,000	2,083	2,464	381	2,536
199	Sundry (office)	525	219	293	74	232
200	Hall hire	683	285	0	-285	683
210	Audit and payroll	2,310	963	945	-18	1,365
220	Health and safety	1,680	700	1,602	902	78
230	Travel	315	131	0	-131	315
240	Training	6,500	2,708	3,127	419	3,373
250	Subscriptions	3,150	1,313	2,592	1,280	558
260	Annual Town Meeting	400	167	235	68	165
270	Mayor's allowance	750	313	60	-253	690
610	Bank Charge	210	88	52	-35	161
530	Youth services	62,500	26,042	31,246	5,204	31,254
550	Small/Urgent Grants	10,000	4,167	1,542	-2,625	8,458
551	Revenue Grants	40,000	38,193	38,193	0	1,807
560	Plan & Projects	2,000	833	20	-813	1,980
		<b>399,172</b>	<b>195,919</b>	<b>182,332</b>	<b>-13,587</b>	<b>264,589</b>

Town Improvements		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
410	Maintenance	1,050	438	0	-438	1,050
412	Plants and planters	1,575	656	209	-447	1,366
460	Festive Dursley	7,350	3,063	3,094	32	4,986
480	Street furniture	3,150	1,313	74	-1,238	3,076
491	Tourism	3,150	1,313	3,040	1,728	110
500	CCTV	4,250	1,771	5,798	4,027	-1,548
912	Notice Boards	1,575	656	0	-656	1,575
922	Long Street Car Park	5,000	2,083	1,450	-633	3,550
923	PWLB	31,478	15,739	15,739	0	15,739
926	Heritage Signing	1,000	417	0	-417	1,000
927	Town Map	1,000	417	0	-417	1,000
		<b>60,578</b>	<b>27,864</b>	<b>29,404</b>	<b>1,540</b>	<b>31,904</b>

Green Spaces		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
300	Staff	121,936	50,807	50,121	-686	71,815
310	Gas and electricity	6,300	2,625	1,693	-932	4,607
311	Pavilion (security)	525	219	85	-134	440
312	Pavilion (water)	1,050	438	477	40	573
320	Land and buildings maintenance	10,500	4,375	9,081	4,706	1,419
321	Tree work	4,000	1,667	1,500	-167	2,500
322	Waste & Recycling	5,775	2,406	2,661	255	3,114
330	Rates	3,150	2,738	2,738	0	412
331	Cemetery (water)	735	306	444	138	291
350	Safety equipment	630	263	32	-230	598
360	Telephones	550	229	197	-32	353
370	Transport/Machinery	2,100	875	205	-670	1,895
371	Fuel	1,838	766	738	-28	1,100
372	Grass Cutting	8,400	3,500	2,820	-680	5,580
380	Facilities improvements	5,000	2,083	3,375	1,292	1,625
385	Play areas	1,000	417	4,064	3,647	-3,064
914	MWMRG Pavilion Project	100,000	2,778	2,778	0	97,222
399	Consumables	400	167	73	-94	327
917	Memorial plaque purchase	0	0	256	256	-256
		<b>273,889</b>	<b>76,657</b>	<b>83,338</b>	<b>6,681</b>	<b>206,818</b>

	<b>Totals</b>	<b>733,639</b>	<b>300,440</b>	<b>295,075</b>	<b>-5,365</b>	<b>503,311</b>
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**Dursley Town Council**

**Budget Income Summary - Financial Year 2024/25**

**Position at 23rd August 2024**

<b>Policy &amp; Finance</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
Various	0	766
Precept	537,000	268,500
Interest Received	8,000	13,775
Community Infrastructure Levy	0	33,209
	<b>545,000</b>	<b>316,250</b>

<b>Town Improvements</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
Festive Dursley	500	730
	<b>500</b>	<b>730</b>

<b>Green Spaces</b>	<b>Receipts</b>	
<b>Title</b>	<b>Budget</b>	<b>Actual</b>
Grass Cutting	67	0
WMRG	5,000	2,970
Cemeteries	18,000	12,741
WMRG Pavillion Project (Grants)	0	0
Allotments	500	556
	<b>23,567</b>	<b>16,267</b>

<b>Totals</b>	<b>569,067</b>	<b>333,247</b>
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<b>VAT REFUND</b>	<b>Receipts</b>
<b>Title</b>	<b>Actual</b>
2023/24 - Q4 (Jan to Mar 24)	5,652
2024/25 - Q1 (Apr to Jun 24)	4,290
2024/25 - Q2 (Jul to Sep 24)	
2024/25 - Q3 (Oct to Dec 24)	
<b>Total</b>	<b>9,942</b>