

DEREHAM TOWN COUNCIL
Payments To Be Made
Council Meeting 11th June 2024

Payments to be made
Cheques

Direct Debits & Bank Transfers

Transfer to Wages & Petty Cash		£30,000.00		£30,000.00
FuelGenie	(Fuel Account)	£159.23	£31.83	£191.06
Bank Charges		£103.52		£103.52
Lacons	(Bar Stock Mem Hall)	£1,255.92	£251.18	£1,507.10
O2	(Mobile Charges DCCS, Staff & Town Clerk)	£179.47	£35.95	£215.69
E.ON	(Memorial Hall)	£3,023.28	£604.66	£3,627.93
British Gas	(Memorial Hall)	£842.50	£168.50	£1,011.00
Wave	(Water at Allots & Rec Ground)	£31.44		£31.44
Public Works Loan Board		£27,698.01		£27,698.01
Biffa	(Refuse Collections AR, MH, Rec & Cem)	£637.88	£127.58	£765.46
Charge Card		£841.86		£841.86
Technology Centre	(IT Support)	£136.00		£136.00
BT	(Telephone/Broadband MH)	£98.63	£19.73	£118.36
Anglia Technology	(Office Phonenumber)	£82.26	£16.45	£98.71
Parkinsons Disease Society of ti	(MH Deposit Refund)	£50.00		£50.00
Andy Dewsnap	(Tree work toftwood pond)	£390		£390.00
Jewson	(Wooden Broom for sweeping glass off the Rec)	£13.22	£2.64	£15.86
Canon	(Office Printer Ink)	£220.72	£44.14	£264.86
Surelock Security	(Barrel Bolt for Assembly rooms door)	£13.47	£2.69	£16.16
Garden Tools & Engineering	(Staff safety gear- ear defenders and gloves)	£19.62	£3.93	£23.55
The Norfolk Association of Twin	(Memorial Hall Deposit Refund)	£50.00		£50.00
Octopus Energy	(Cemetery Lodge Gas & Electric)	£34.65	£1.73	£36.38
CPRE Norfolk	(MH Deposit Refund)	£100.00		£100.00
Apostle	(Barwell Toilets lock repairs)	£162.39	£32.48	£194.87
Travis Perkins	(Tools)	£67.94	£13.59	£81.53
Norfolk Gardening	(New Cemetery Gardening services May)	£160.00		£160.00
Viking Stage Lights	(Outdoor cinema screen)	£1,525.00	£305.00	£1,830.00
Kompan	(Playgrounds - School Lane)	£60,000.00	12,000.00	£72,000.00
R Ashelford	(Community Car Driver)	£94.60		£94.60
P Barrett	(Community Car Driver)	£55.05		£55.05
M Breeze	(Community Car Driver)	£243.80		£243.80
D Cliff	(Community Car Driver)	£35.10		£35.10
A Everington	(Community Car Driver)	£6.90		£6.90
S Ferguson	(Community Car Driver)	£24.20		£24.20
R Meredith	(Community Car Driver)	£55.65		£55.65
J Newell	(Community Car Driver)	£78.10		£78.10
J Poll	(Community Car Driver)	£267.25		£267.25
Norfolk Blues Society	(MH Deposit Refund)	£250.00		£250.00
Mrs Tracey Rae	(MH Deposit Refund)	£50.00		£50.00
Friends of St Nicholas Church	(Grant)	£500.00		£500.00
Dereham RBL	(Grant)	£500.00		£500.00
Dereham Cancer Care	(Grant)	£449.00		£449.00
Toftwood Village Hall	(Grant)	£500.00		£500.00
Dereham Does Pride	(Grant)	£500.00		£500.00

DEREHAM TOWN COUNCIL
Financial Statement 27.04.24 - 31.05.24

Council Meeting 11th June 2024

Receipts

Markets	£62.56
Burials	£159.00
MH Bar	£1,235.56
Assembly Rooms	£507.60
Allotments/Misc	£3.50
BACS (Hire of MH)	£5,776.89
BACS (Rent for 58 Norwich Street)	£726.00
BACS (DCCS)	£0.00
BACS (Burials)	£8,447.85
BACS (Market Rent)	£637.44
BACS (Rent for 62 Norwich Street)	£1,500.00
Burials Card Payment	£442.60
BACS (Taylor Wimpey)	£120.00
BACS (Compensation)	£18.44
BACS (Use of Recreation Ground & Tennis Courts)	£535.00
Rent for BBC, Angling Club, Dhm Saints)	£3.00
BACS (CCLA Interest)	£1,254.45
MH Card Payment	£331.30
Bar Income Card Payments	£1,584.20
Interest (Premier a/c)	£3,193.57
Balance BF	£2,209,118.80
	<u>£2,235,657.56</u>

Payments

payments listed below	£99,134.58
Current a/c	£57,735.55
Less cheques NP	<u>£55,735.55</u>
Premier acc	£2,080,787.43
balance to be CF	<u>£2,136,522.98</u>

Cheques issued

Internet & DD Banking Payments

Lacons Brewery	£1,205.92
Lloyds Charge Card	£2,441.15
ATOS Fuel Genie	£186.72
British Telecom	£239.72
British Gas	£2,308.38
Anglian Water	£459.00
NPower	£0.00
E.ON	£577.71
ATEL	£93.22
Technology Centre	£136.00
Tfr to Wages & PC	£30,000.00
Bank Charges	£83.42
02 (Mobile Phone Charges)	£216.17
Public Works Loan Board	£43,128.28
Cardnet	£339.27
Biffa	£754.14
Travis Perkins	£63.26
Kompan	£329.78
Dereham Hire And Sales	£116.09
Jewson	£191.13
Frappell & Knight LTD	£94.80
Dereham Rugby Club	£1,000.00
Fire Security	£291.60
Baxter & Associates	£570.00
Farnell Clarke	£294.00
Dereham & District Team Ministry	£1,497.42
Alarming UK Ltd	£470.76
Norfolk Gardening	£160.00
Espo	£837.72
PHS	£438.12
Robin Goreham	£80.00
Bryan Lecoche LTD	£696.00
Norfolk Commercials Limited	£282.28
Dereham Saints	£1,189.32
R Ashelford	£155.35
P Barrett	£26.55
M Breeze	£260.90
D Cliff	£51.50
A Everington	£39.20
S Ferguson	£17.05
R Meredith	£82.15
J Newell	£141.05
J Poll	£229.25
L A Durrant	£100.00
Mole Country Stores	£822.73
Initial	£1,170.89
Kevin Richardson	£4,140.80
BlackDawg Vermin Control	£390.00
Ben Scott Agriculture	£400.00
H King	£325.78

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

Dereham

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

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

*For any statement to which the response is 'no', an explanation must be published

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

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

and recorded as minute reference:

Chair

Clerk

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.	Yes	No

<https://www.derehamtowncouncil.info/>

Section 2 – Accounting Statements 2023/24 for

Dereham

	Year ending		Notes and guidance	
	31 March 2023 £	31 March 2024 £		
1 Balances brought forward	1,183,430	1,476,730	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2 (+) Precept or Rates and Levies	1,021,907	1,090,604	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3 (+) Total other receipts	259,669	246,076	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4 (-) Staff costs	350,554	374,012	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5 (-) Loan interest/capital repayments	179,874	179,678	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6 (-) All other payments	475,848	526,846	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7 (=) Balances carried forward	1,476,730	1,732,875	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8 Total value of cash and short term investments	1,477,906	1,726,593	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9 Total fixed assets plus long term investments and assets	11,506,654	11,506,992	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10 Total borrowings	2,438,880	2,349,286	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above exclude any Trust transactions.

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

Date

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

as recorded in minute reference:

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