

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, Municipal Buildings, The Moor, Falmouth on Monday 20th February 2017 at 7.00pm.

Present: Councillors Ms C Atherton CC (Chair), I J Body, Mrs R D Brock, G G Chappel, O K Cramp, S D Eva, Mrs V E Eva, G F Evans CC, A J Jewell CC, M T McCarthy, Mrs P A Minson, B M A Ross and D W Saunby CC

In Attendance: A M Williams (Town Clerk)
Mrs R N Thomas (Finance Officer)
Mr Mills and Mr Peters (Grant Applicants)

F4896 **APOLOGIES**

Apologies for absence were received from and approved from Councillors Mrs Davies (ill), Gray (family illness) and Ms Merrett (ill).

F4897 **INTERESTS**

None received.

F4898 **MINUTES**

It was proposed by Councillor Chappel, seconded by Councillor Ross and

RESOLVED that the Part I minutes of the meeting held on 9th January 2017 be confirmed as a correct record of the proceedings and signed by the Chair.

F4899 **GRANT APPLICATIONS**

It was proposed by Councillor Mrs Minson, seconded by Councillor S D Eva and

RESOLVED that

- (i) pursuant to Section 145 of the Local Government Act 1972, Falmouth and Penryn Lions Club be granted £190 towards the purchase of a gazebo to assist with fund raising
- (ii) the Town Clerk be delegated in consultation with the Chair and Vice-Chairman to approve an amended application for £379 from the Lions Club to purchase the gazebo should it be submitted and as an exception to the Council's usual policy.

It was proposed by Councillor S D Eva, seconded by Councillor Mrs Minson and

RESOLVED that pursuant to Section 145 of the Local Government Act 1972 the Cornwall International Male Choral Festival be granted £1,000 towards the festival launch in Falmouth in 2017.

It was proposed by Councillor S D Eva, seconded by Councillor Mrs Minson and

RESOLVED that the following grant awards be permitted extensions into the 2017/18 financial year:

- Nankersey Male Choir – new organ £200 and only if necessary
- Friends of Falmouth Hospital Infusion Suite £3,000

Further it was noted that Falmouth Dementia Action Alliance would only partially take up the 2016/17 grant award to the value of £928.27 for music and movement sessions (£1,400 awarded). The grant schedule 2016/17 was duly noted.

F4900 RISK ASSESSMENTS

The further review day by Ellis Whittam was duly noted as was the notification of the imminent report. The policy adoption by the Staffing Committee and the creation of the Staff Health and Safety Working Group was noted.

F4901 CEMETERIES WORKING PARTY AND BURIAL FEES

It was proposed by Councillor Mrs Minson, seconded by Councillor Ross and

RESOLVED that

- (i) the report of the Cemeteries Working Party held on 4th January 2017 be approved:
- (ii) the burial fees and charges be approved as attached and applied by the Council from 1st April 2017, with the clarification regarding the burial search fee only being applicable to family history research requests, not operational or standard burial enquiries; and Saturday burials provided at a £250 surcharge between the hours of 10am to 1pm only, £150 surcharge for cremated remains interments.

F4902 MARKETS ON THE MOOR

It was proposed by Councillor Cramp, seconded by Councillor Ms Atherton and

RESOLVED that the previously agreed arrangements for the operation of the Thursday and Saturday Markets be confirmed and that Stuart Girvan be contracted to provide the set up and take down of gazebos with costs offset with the amended stallholder charges.

F4903 DEEPWATER CHANNEL DREDGE, FALMOUTH

The assurances of the Marine Management Organisation regarding the objectiveness of the Falmouth dredge application ongoing assessment was duly noted.

F4904 ELECTIONS AND COUNCILLOR INDUCTION 2017

It was proposed by Councillor Chappel, seconded by Councillor Body and

RESOLVED that prospective Councillor and new Councillor induction resources be approved and the induction training timetable for the evenings of 9th, 10th and 11th, 16th and 17th May with informal meeting of the Council on 8th May 2017, be agreed.

F4905 **DISCRETIONARY COUNCIL TAX RELIEF – PUBLIC BUILDINGS**

The report of the Town Clerk regarding legislative change and the requests of Cornwall Council to allow Council Tax Relief on Falmouth's public toilets, and other public buildings be noted and approved.

F4906 **ARTICLE 4 DIRECTION (HOUSES IN MULTIPLE OCCUPATION) AND CORNWALL COUNCIL LOCAL PLAN DPD**

It was proposed by Councillor Jewell, seconded by Councillor Ms Atherton and

RESOLVED that the Chair and Town Clerk be requested to expedite the response from Cornwall Council regarding the proposed arrangements for management and enforcement of the Article 4 Direction.

The report of the Chair to the amendments to site allocations with the Local Plan and draft DPD and of the consideration thereof by Cornwall Council was duly noted.

F4907 **PRINCE OF WALES PIER – PERMITS TO PLY**

The Town Clerk reported upon the consultation by the Cornwall Council's Maritime Manager for permits for 2017 and the comments of the Police thereon.

It was proposed by Councillor Mrs Brock, seconded by Councillor Ms Atherton and

RESOLVED that Cornwall Council be advised that the Council endorses the observations of the Police and request that permit applications be considered and issued accordingly.

F4908 **CORNWALL COUNCIL – AGENCY AGREEMENT**

The report of the Town Clerk regarding the Cornwall Council review of agency agreements, Local Maintenance Partnership, Coastal Path and closed Churchyards arrangements and rationalisation to a sole agreement was duly noted.

F4909 **PUBLIC SECTOR DEPOSIT FUND**

The net yield for the fund (0.2633%) as at 13th January 2017 and the update of the yields the Council had been receiving were duly noted.

F4910 **EXTERNAL AUDIT APPOINTMENTS 2017/18**

The schedule for Auditor appointments was noted as was the appointment for PKF Littlejohn LLP who would undertake the Council's audits from 2017/18. Grant Thornton would continue to audit 2016/17 accounts.

F4911 **DATA PROTECTION REGISTRATION**

The confirmation of the Information Commissioner of the update to the Council's Register entry to include CCTV operations was duly noted.

F4912 **WATER INDUSTRY CHANGES**

Correspondence from South West Water regarding choice of supplier for businesses from 1st April 2017 was duly noted.

F4913 **GREAT BRITISH HIGH STREET**

It was proposed by Councillor Mrs Brock, seconded by Councillor Ms Atherton and

RESOLVED that the Joint Funding Budget be utilised to match fund the £5,000 Great British High Street Award grant for an appropriate local initiative.

F4914 **CASTLE BEACH PUBLIC TOILETS**

The Finance Officer reported water ingress problems and subsequent structure damage at the site. As well as works to resite the Western Power electricity cables. A substantial repair had been estimated in excess of £50,000 with no guarantee of addressing the water ingress. An alternative option was estimated at £20,000. Cornwall Council had been requested to assist the works, which should have been done post transfer of service and site lease.

It was proposed by Councillor Ross, seconded by Councillor S D Eva and

RESOLVED that the Town Clerk and Finance Officer in consultation with the Chair and Councillor Mrs Minson be delegated to expedite the works at the lower cost estimate and request that Cornwall Council contribute to the cost and review the insurance position as landowner.

F4915 **2016/17 BUDGET FORECAST**

The Finance Officer presented the 2016/17 forecast and responded to Member questions thereon. The report was duly noted.

F4916 **ACCOUNTS AND PETTY CASH**

It was proposed by Councillor Mrs Minson, seconded by Councillor Mrs V E Eva and

RESOLVED that the Accounts and Petty Cash schedules for January 2017 (attached) be approved.

F4917 **EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Mrs V E Eva, seconded by Councillor Evans and

RESOLVED that the press and public be excluded from the meeting for the following business as it involves the consideration of property, funding and contractual matters.



**TOWN OF FALMOUTH
TABLE OF BURIAL FEES, PAYMENTS AND SUMS FOR 2017/18**

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the right is granted, is or immediately before his/her death was an inhabitant or parishioner of the Town and Parish of Falmouth or, in the case of a stillborn child, where the parents (or one of them) are, or at the time of interment were, such inhabitants or parishioners.

IN ALL OTHER CASES the fees, payments and sums will be **TRIPLED**, except those set out in Parts 1 and 3 where the exclusive right of burial in the grave in question was acquired at the single fee as set out in Part 2.

PART 1.

INTERMENTS

The fees indicated below include the digging of the grave.

All new graves will be dug to a double depth (or deeper if requested)

For the interment in a grave:-

For the first interment	For any interment after the first
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of the body of a resident stillborn child, or the body of a child whose age at the time of death DID NOT EXCEED 16 years	Free of Charge	
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of the body of a non resident stillborn child, or the body of a child whose age at the time of death DID NOT EXCEED 16 years	£125.00	£125.00
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of the body of a person whose age at the time of death EXCEEDED 16 years	£425.00	£350.00
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of cremated remains in an existing grave	£100.00	£100.00
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Additional Fees:

Brick Grave - Double depth		POA
Triple Depth Grave		£225.00

PART 2. EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

For the exclusive right of burial in an earthen grave for a period not exceeding 100 years:-

1. In an earthen grave **8 feet by 4 feet**
 - (a) Selected **IN ROTATION** or in a grave in which interment has previously been made £250.00
2. In an earthen grave **6 feet by 3 feet**
 - (a) In the Children's Section or otherwise and under 16 years Residents free of charge
 - (b) In the Children's Section (**non residents**) £110.00

The fees indicated above include the Deed of Grant and all the expenses thereof.

PART 3. MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS

For the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been purchased. The detail and drawings in duplicate of the proposed Memorial to be attached to the application in order that the appropriate fees may be advised. (NOTE: Items 1 and 2 would incur a fee of £50 as fees must be combined).

1. A headstone or cross not exceeding 5 feet in height £160.00
2. Kerbstones £ 80.00
3. A flatstone not exceeding 3 feet in length 1 foot in width and 9 inches in height £ 60.00
4. A wooden cross not exceeding 3 feet in height £ 55.00
5. A monument in the form of a stone vase not exceeding 1 foot 6 inches in height £ 60.00
6. Any other monument £200.00
7. For each additional inscription after the first £ 70.00

Part of the above Section is applicable only to the Upper and Lower Sections of the Old Cemetery. The relevant details of the Lawn Cemetery monuments forms a separate Section of the Regulations. Though fees above may be applicable throughout all parts of the Cemetery.

PART 4. MEMORIAL GARDEN AND GARDEN OF REMEMBRANCE PHASE I

This Section for the interment of cremated remains is now closed, but the retention of Exclusive Rights for a second and final interment of cremated remains together with retainment of the plaque remains available on payment of the prescribed fee.

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| 1. | Second and final interment of cremated remains. | £100.00 |
| 2. | For a permit whereby a plaque may be retained in situ following the initial period of ten years and for a further period of five years | £ 50.00 |
| 3. | For the scattering of cremated remains in the Memorial Garden | £ 50.00 |

Failure to obtain a permit for the retention of a plaque within twenty eight days from the date of renewal will terminate the agreement of exclusive rights and permit the earthen grave to be utilised for further cremated remains.

PART 5. GARDEN OF REMEMBRANCE PHASE V

It is the Council's policy to only permit interment of remains at Falmouth Cemetery in receptacles of proven bio-degradable materials, as a first preference wood, but always to the satisfaction of the Council.

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| 1. | Interment of cremated remains in a new plot permitted in this section as nominated by the Council | £100.00 |
| 2. | For the right to place a flat memorial head stone including the first inscription | £130.00 |
| 3. | For the second and final interment of cremated remains | £100.00 |
| 4. | For the second and final inscription | £ 70.00 |

PART 6. CREMATED REMAINS NOT IN GARDEN OF REMEMBRANCE PHASE I OR PHASE II OR IN AN EXISTING GRAVE - CR PORTION OF LAWN CEMETERY

1.	Interment of cremated remains in a new plot in this section as nominated by the Council Fees include purchase of grave of a limited size and depth suitable for cremated remains.	£100.00
2.	For each additional interment of cremated remains.	£100.00
3.	Erection of a headstone or cross including the first inscription, to be in accordance with the following: (Details and drawings in duplicate of Memorial with application form). Base: 3" x 1'6" x 10" Head: 1'8" x 1'4" x 3" Plinth - Not to be included in the above measurements but form part of the Headstone or cross but to be below ground level.	£130.00
4.	For each additional inscription.	£ 70.00

PART 7. ADDITIONAL FEES

1.	For the exhumation of a coffin from any grave or vault.	POA
2.	For the exhumation of a casket of cremated remains from any grave or vault.	POA
3.	For the use of the Chapel in connection with an interment which takes place at the Cemetery or an approved religious ceremony.	£100.00
4.	Family Research Fee	£25.00 (+VAT)
5.	Transfer of Exclusive Rights of Burial	£30.00

PART 8. INTERMENTS

SURCHARGES

1.	Surcharge to be levied on any working day to apply to any funeral not having vacated the Cemetery or Chapel by 2.15 p.m.	£125.00
2.	Saturday interments (available from 10am – 1pm only) Full Interment Cremated Remains	£250.00 £150.00

The foregoing Table of Fees, Payments and Sums was made and adopted by Falmouth Town Council as the Burial Authority for the said Town at a Meeting of the Council held on 6th March 2017 and shall come into operation on the 1st April, 2017.

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	inv No:	Inv Total	Gross	VAT	NET
DD	Cornwall Council - business rates Kimberley Park Lodge - Jan 2017	16/17PO2103	196.00	196.00	-	196.00
DD	Cornwall Council - business rates - FF PO Building - Jan 2017	16/17PO2104	663.00	663.00	-	663.00
DD	Cornwall Council - business rates - Art gallery - Jan 2017	16/17PO2105	942.00	942.00	-	942.00
DD	Cornwall Council - business rates - Cemetery - Jan 2017	16/17PO2106	444.00	444.00	-	444.00
DD	Cornwall Council - business rates - Cemetery & premises - Jan 2017	16/17PO2107	230.00	230.00	-	230.00
DD	Cornwall Council - business rates - SF PO Building - Jan 2017	16/17PO2108	476.00	476.00	-	476.00
DD	Cornwall Council - business rates Webber St toilets - Jan 2017	16/17PO2109	94.00	94.00	-	94.00
DD	Cornwall Council - business rates - Mun Building - Jan 2017	16/17PO2110	565.00	565.00	-	565.00
DD	Cornwall Council - business rates POWP toilets - Jan 2017	16/17PO2111	307.00	307.00	-	307.00
DD	Cornwall Council - business rates - Grove Place toilets - Jan 2017	16/17PO2112	504.00	504.00	-	504.00
DD	Cornwall Council - business rates - Swanpool toilets - Jan 2017	16/17PO2113	82.00	82.00	-	82.00
DD	Cornwall Council - business rates - Maenporth toilets - Jan 2017	16/17PO2114	157.00	157.00	-	157.00
DD	Cornwall Council - business rates - Post Office - Jan 2017	16/17PO2115	1,947.00	1,947.00	-	1,947.00
BACS	Objective IT - IT support & monitoring Dec 2016 - Town Manager	16/17PO2116	1,160.40	1,160.40	193.40	967.00
BACS	Objective IT - IT support & monitoring Dec 2016 - FTC	16/17PO2117	3,030.00	3,030.00	505.00	2,525.00
	Total BACS		4,190.40	4,190.40	698.40	3,492.00
BACS	Triclean - PO Building project management 19/12/16-22/12/16	16/17PO2118	216.00	216.00	36.00	180.00
BACS	Alex Blyth - work to PO Building chewing gum machine work 20/12/16-03/01/17	16/17PO2119	446.25	446.25	-	446.25
	Nick Ferris Skip Hire Ltd - skip for PO Building 20/12/16	16/17PO2120	332.40	332.40	55.40	277.00
	Nick Ferris Skip Hire Ltd - skip licence for PO Building 28/12/16-28/01/17	16/17PO2121	87.00	87.00	-	87.00
	Total Cheque No 15894		419.40	419.40	55.40	364.00
15895	Pat Collinson - Art Gallery shop stock	16/17PO2122	16.50	16.50	-	16.50
15896	Herron Shoe Repairs - Town Team key cutting etc April - Dec 2016	16/17PO2123	222.50	222.50	-	222.50
	South West Water - water bill - Old Cemetery - 09/09/16-07/12/16	16/17PO2124	18.64	18.64	-	18.64
	South West Water - water bill - New Cemetery - 09/09/16-14/12/16	16/17PO2125	35.25	35.25	-	35.25
	South West Water - water bill - Old Lwr Cemetery 09/09/16-14/12/16	16/17PO2126	15.70	15.70	-	15.70
	South West Water - water bill - Old Lwr Cemetery 09/09/16-14/12/16	16/17PO2127	17.66	17.66	-	17.66
	South West Water - water bill Swanpool toilets 09/09/16-14/12/16	16/17PO2128	728.73	728.73	-	728.73
	South West Water - water bill - Gyllyngvase Beach toilets 09/09/16 - 07/12/16	16/17PO2129	2,633.27	2,633.27	-	2,633.27
	Total Cheque No 15897		3,449.25	3,449.25	-	3,449.25
15898	Hawkins Motors Ltd - service for company vehicle WK64BWC	16/17PO2130	416.71	416.71	69.45	347.26
	Control Print - Art gallery Director business cards	16/17PO2131	44.40	44.40	7.40	37.00
	Control Print - exhibition costs - Art Gallery	16/17PO2132	123.60	123.60	20.60	103.00
	Control Print - exhibition costs - Art Gallery	16/17PO2133	319.20	319.20	53.20	266.00
	Total Cheque No 15899		487.20	487.20	81.20	406.00
15900	The Audience Agency - Museums Partnerships uplift - Art Gallery	16/17PO2134	600.00	600.00	100.00	500.00
15901	Octopus - ID cards for staff	16/17PO2135	81.00	81.00	13.50	67.50
	Cornwall Council - maintenance for open space CCTV Dec 2016	16/17PO2136	1,156.62	1,156.62	192.77	963.85
	Cornwall Council - maintenance for open space CCTV Nov 2016	16/17PO2137	1,156.62	1,156.62	192.77	963.85
	Total Cheque No 15902		2,993.24	2,993.24	385.04	2,608.20
15903	Post Office Ltd - stamps for Town Managers Office	16/17PO2138	87.00	87.00	-	87.00
	St John Ambulance - first aid cover Christmas Lights Switch On 01/12/16	16/17PO2139	75.60	75.60	12.60	63.00
	St John Ambulance - first aid cover Late Night shopping & Live Nativity Dec 2016	16/17PO2140	151.20	151.20	25.20	126.00
	Total Cheque No 15904		226.80	226.80	37.80	189.00
15905	Moor News - newspapers Library 10/12/16-31/12/16	16/17PO2141	36.10	36.10	-	36.10
15906	The AO Printworks Ltd - Art Gallery shop stock	16/17PO2142	17.00	17.00	-	17.00
15907	Jewson Ltd - equipment hire for cemetery	16/17PO2143	430.80	430.80	71.80	359.00
15908	OTS - Services 367 & 363 Dec 2016	16/17PO2144	1,774.83	1,774.83	-	1,774.83
15909	Chubb Fire & Safety Ltd - Mun Bld service	16/17PO2145	297.77	297.77	49.63	248.14
	Glendale Countryside Ltd - tree works in Cemetery	16/17PO2146	6,600.00	6,600.00	1,100.00	5,500.00
	Glendale Countryside Ltd - tree works at Boscawen Fields	16/17PO2147	528.00	528.00	88.00	440.00
	Total Cheque No 15910		7,128.00	7,128.00	1,188.00	5,940.00
DD	Asset Monitoring Solutions Town Team Tracker Installation & hosting	16/17PO2151	828.00	828.00	138.00	690.00
DD	Asset Monitoring Solution Town Team Tracker Jan 2017	16/17PO2152	9.00	9.00	1.50	7.50
BACS	Artists Pay -Allsa Poil - December 2016	16/17PO2153	59.80	59.80	-	59.80
BACS	Artists Pay -Don Taylor - December 2016	16/17PO2154	16.25	16.25	-	16.25
BACS	Artists Pay -Helga Abb - December 2016	16/17PO2155	20.48	20.48	-	20.48
BACS	Artists Pay -Jenny Ashford - December 2016	16/17PO2156	15.60	15.60	-	15.60
BACS	Artists Pay -Jill Winsley - December 2016	16/17PO2157	13.33	13.33	-	13.33
BACS	Artists Pay -Julia Murdoch-George - December 2016	16/17PO2158	9.10	9.10	-	9.10
BACS	Artists Pay - Keri Scott- December 2016	16/17PO2159	9.75	9.75	-	9.75
BACS	Artists Pay -Kirstyn Smith - December 2016	16/17PO2160	101.40	101.40	-	101.40
BACS	Artists Pay -AMR Gibson - December 2016	16/17PO2161	32.50	32.50	-	32.50
BACS	Artists Pay -Mags Jowett - December 2016	16/17PO2162	49.08	49.08	-	49.08
BACS	Artists Pay -Melanie Chadwick - December 2016	16/17PO2163	6.50	6.50	-	6.50
BACS	Artists Pay -Mims Grogan - December 2016	16/17PO2164	7.80	7.80	-	7.80
BACS	Artists Pay - Natalie Rigby- December 2016	16/17PO2165	3.25	3.25	-	3.25
BACS	Artists Pay -Natalie Wright - December 2016	16/17PO2166	9.75	9.75	-	9.75
BACS	Artists Pay - Pauline Hitchens- December 2016	16/17PO2167	31.85	31.85	-	31.85
BACS	Artists Pay -Robert Mathieson - December 2016	16/17PO2168	10.40	10.40	-	10.40
BACS	Artists Pay -Sarah Lyons - December 2016	16/17PO2169	30.23	30.23	-	30.23
BACS	Artists Pay -Shelagh Spear - December 2016	16/17PO2170	33.80	33.80	-	33.80
BACS	Artists Pay -Sue Thompson - December 2016	16/17PO2171	16.25	16.25	-	16.25
BACS	Artists Pay -Suzie Bakers - December 2016	16/17PO2172	6.50	6.50	-	6.50
BACS	Artists Pay - Wendy Newton - December 2016	16/17PO2173	9.75	9.75	-	9.75
BACS	Artists Pay - Julia Crimmen- December 2016	16/17PO2174	39.65	39.65	-	39.65
	Total BACS		533.02	533.02	-	533.02
			32,719.91	32,719.91	3,273.24	29,446.67

FALMOUTH TOWN COUNCIL

Month Jan-17
Meeting Date 20/02/2017

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No		Inv No:	Inv Total	Gross	VAT	NET
	Travis Perkins - PO Building plug	16/17PO2148	6.43	6.43	1.07	5.36
	Travis Perkins - PO Building drill & heavy duty wipes	16/17PO2149	44.57	44.57	7.43	37.14
	Travis Perkins - PO Building misc items	16/17PO2150	180.10	180.10	30.02	150.08
	Total Cheque No 15911		231.10	231.10	38.52	192.58
15913	Artist Pay - L & A St Leger (L-13) December 2016	16/17PO2175	45.50	45.50	-	45.50
15914	Smith and Reed Recruitment (SW) Ltd- Admin Support - J Proud W/e 25/12/16	16/17PO2176	212.28	212.28	35.38	176.90
15915	Mr T Pond - Macebearers Fees - Civic Sunday & Remembrance Sunday 2016	16/17PO2177	40.00	40.00	-	40.00
15916	Sean Pond - Macebearers fees - Remembrance Sunday 2016	16/17PO2178	20.00	20.00	-	20.00
	Councillor G Chappel - mileage claim Nov 2016	16/17PO2179	19.80	19.80	-	19.80
	Councillor G Chappel - mileage claim Oct 2016	16/17PO2180	221.40	221.40	-	221.40
	Total BACS		241.20	241.20	-	241.20
BACS	Triclean Ltd - project management & work to PO Bld 28/12/16-07/01/17	16/17PO2181	548.72	548.72	91.45	457.27
BACS	Nick Foulkes - work to PO Bld 20/12/16-05/01/17	16/17PO2182	1,064.00	1,064.00	-	1,064.00
BACS	Spencer Gray - work to PO Bld 19/12/16-06/01/17	16/17PO2183	1,396.75	1,396.75	-	1,396.75
	Reach Maintenance - 2016 Oyster Festival, storage and repairs of Oyster Man	16/17PO2184	100.00	100.00	-	100.00
	Reach Maintenance - Instalment 1 for Christmas lights 2017	16/17PO2185	3,500.00	3,500.00	-	3,500.00
	Reach Maintenance - Instalment 1 for 2017 hanging baskets	16/17PO2186	1,000.00	1,000.00	-	1,000.00
	Total BACS		4,600.00	4,600.00	-	4,600.00
15917	Archant Life - marketing Cornwall Life Jan 2017 - Art Gallery	16/17PO2187	211.20	211.20	35.20	176.00
15918	Steve Collinson - Cultural Services leaflet & marketing material for Art Gallery	16/17PO2188	1,345.00	1,345.00	-	1,345.00
15919	Suez Recycling & Recovery UK Ltd - recycling - Mun Bld Dec 2016	16/17PO2189	42.26	42.26	7.04	35.22
15920	3 Lanes Transport Ltd - exhibition costs - Art Gallery	16/17PO2190	978.00	978.00	163.00	815.00
	CC Stinkyink.com - Ink for Art Gallery	16/17PO2191	117.50	117.50	19.58	97.92
	DD Barclaycard - merchant service charges Dec 2016 - Art Gallery	16/17PO2192	64.59	64.59	3.40	61.19
	DD Dual Energy - electricity bill Dec 2016 PO Building	16/17PO2193	309.28	309.28	51.55	257.73
	DD Total Gas & Power - Electricity bill Kim Park Lodge Dec 2016	16/17PO2194	49.61	49.61	2.37	47.24
	DD Total Gas & Power - electricity bill feeder pillar the Moor Dec 2016	16/17PO2195	85.76	85.76	4.09	81.67
	DD Total Gas & Power - electricity bill feeder pillar the Moor Dec 2016	16/17PO2196	66.73	66.73	3.18	63.55
	DD Total Gas & Power - electricity bill cemetery chapel Cof E Dec 2016	16/17PO2197	160.50	160.50	7.65	152.85
	DD Total Gas & Power - electricity bill cemetery chapel non conformist Dec 2016	16/17PO2198	190.02	190.02	9.05	180.97
	DD Total Gas & Power - electricity bill Mun Bld04/12-16 - 21/12/16	16/17PO2199	90.31	90.31	4.30	86.01
	DD Total Gas & Power - electricity bill FF Mun Bld 04/12/16 - 21/12/16	16/17PO2200	40.39	40.39	1.93	38.46
BACS	Royal Mail - Council/Cultural Services newsletter distribution	16/17PO2201	1,801.06	1,801.06	300.18	1,500.88
BACS	Cornwall Resus - First Aid cover - Falmouth Safe Saturdays Dec 2016	16/17PO2202	475.00	475.00	-	475.00
15921	Douglass Geomatics Limited - lift shaft advise for PO Building	16/17PO2203	270.00	270.00	45.00	225.00
BACS	AMS Auto Services - repairs to Town vehicleWKL5SZV	16/17PO2204	407.93	407.93	-	407.93
	Travis Perkins - PO Building repairs	16/17PO2205	96.72	96.72	16.12	80.60
	Travis Perkins - PO Building repairs	16/17PO2206	72.54	72.54	12.09	60.45
	Travis Perkins - PO Building repairs	16/17PO2207	191.16	191.16	31.86	159.30
	Travis Perkins - PO Building repairs	16/17PO2208	17.64	17.64	2.94	14.70
	Travis Perkins - PO Building repairs	16/17PO2209	541.87	541.87	90.31	451.56
	Travis Perkins - PO Building repairs	16/17PO2210	58.96	58.96	9.83	49.13
	Total Cheque No 15923		978.89	978.89	163.15	815.74
15924	Nick Ferris Skip Hire Ltd - skip ticket - PO Building	16/17PO2211	332.40	332.40	55.40	277.00
15925	Cornwall Council - CCTV maintenance Jan 2017	16/17PO2212	1,156.62	1,156.62	192.77	963.85
15926	Suez Recycling & Recovery UK Ltd - recycling - Kimberley Park Dec 2016	16/17PO2213	698.93	698.93	116.49	582.44
15927	Rainer Security Products Ltd - toilet keys	16/17PO2214	72.00	72.00	12.00	60.00
15928	ATCM - Town Manager Membership 2017	16/17PO2215	594.00	594.00	99.00	495.00
	CC Amazon - upgraded memory MacBook	16/17PO2216	85.17	85.17	14.19	70.98
	DD CNG Power - Gas supply Kim Park Lodge gas supply Dec 2016	16/17PO2217	10.49	10.49	0.50	9.99
15912	Harmony Choir - Christmas Eve Collection	16/17PO2218	1,585.92	1,585.92	-	1,585.92
	DD Allstar - fuel for vehicles and equipment	16/17PO2219	191.34	191.34	31.89	159.45
15929	Fire Safety Cornwall - fire alarm testing PO Building Oct/Nov/Dec 2016	16/17PO2220	330.00	330.00	-	330.00
15930	The Singing Seagulls - Xmas late night shopping entertainment	16/17PO2221	400.00	400.00	-	400.00
	DD EE - phone charges Jan 2017	16/17PO2222	542.22	542.22	78.86	463.36
15931	Communicatrp - Clerks & councils Direct Membership 2017 - MW	16/17PO2223	100.00	100.00	-	100.00
15932	BT - PO Building leased phone line to 24/12/16	16/17PO2224	153.69	153.69	25.61	128.08
15933	South West Water - Kim Park water bill 21/10/16-04/01/17	16/17PO2225	3.24	3.24	-	3.24
	Jewson ltd - fencing for Trescobears	16/17PO2226	45.00	45.00	7.50	37.50
	Jewson ltd - fencing for Trescobears	16/17PO2227	9.00	9.00	1.50	7.50
	Cheque No 15934		54.00	54.00	9.00	45.00
CC	Speedy Asset Services Limited - PO Building lift work	16/17PO2228	198.00	198.00	33.00	165.00
Credit	Octopus - credit note for marker pens	16/17PO2229	10.76	10.76	1.79	8.97
	Octopus - stationery FTC	16/17PO2230	79.78	79.78	13.30	66.48
	Octopus - stationery FTC	16/17PO2231	10.63	10.63	1.77	8.86
	Cheque No 15935		79.65	79.65	13.28	66.38
	Cormac Solutions Ltd - tree works at Falmouth Allotments	16/17PO2232	1,020.00	1,020.00	170.00	850.00
	Cormac Solutions Ltd - Castle Drive parking signage	16/17PO2233	131.40	131.40	21.90	109.50
	Cormac Solutions Ltd - Town TRO's	16/17PO2234	8,640.00	8,640.00	1,440.00	7,200.00
	Cheque No 15936		9,791.40	9,791.40	1,631.90	8,159.50
15937	Marshals for Cornwall - expenses for road closure marshalling Dec 2016	16/17PO2235	108.00	108.00	-	108.00
CC	Amazon - upgraded memory MacBook (SW)	16/17PO2236	243.89	243.89	40.64	203.25
15939	OCS Group Ltd (Cannon) industrial waste units MB Oct - Dec 2016	16/17PO2242	68.80	68.80	11.47	57.33
15940	Classic Fire Ltd - PO Bld non scheduled service visit & labour	16/17PO2243	198.00	198.00	33.00	165.00
CC	The Safety Supply Co - protection gloves for Town Team	16/17PO2244	188.04	188.04	31.34	156.70
			65,811.07	65,811.07	6,711.39	59,099.69

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
	South West Water - PO Bid water bill 21/10/16-03/01/17	16/17PO2237	214.35	214.35	15.20	199.15
	South West Water - Webber Street toilets water bill 28/10/16-04/01/17	16/17PO2238	607.47	607.47	101.25	506.23
	South West Water - Kimberley Park Glasshouses wate bill 21/10/16-03/04/17	16/17PO2239	14.54	14.54	-	14.54
	South West Water - Kimberley Park toilets watr bill 28/10/16-04/01/17	16/17PO2240	155.91	155.91	-	155.91
	South West water - Display Fountain The Moor water bill 21/10/16-03/01/17	16/17PO2241	15.38	15.38	-	15.38
	Cheque No 15938		1,007.65	1,007.65	116.45	891.21
CC	Photo Paper Direct - stationery for Art Gallery	16/17PO2245	81.64	81.64	13.61	68.03
	Greenham Safety & Workplace - Toilet Tissue/Hand Towel/Bin Liners- Toilets	16/17PO2246	83.84	83.84	13.97	69.87
	Greenham Safety & Workplace - T-Tissue/H-Towel/Cleaner/Mophead- Toilets	16/17PO2247	663.12	663.12	110.53	552.59
	Cheque No 15941		746.96	746.96	124.50	622.46
BACS	PlanSupport - 100 Leaflets SOF 09/01/17-Advert W/Briton Fal/Pkt 10/01/17	16/17PO2248	325.60	325.60	-	325.60
CC	Trago Mills - Brushes/Granocryl - Graffiti Removal - General	16/17PO2249	23.05	23.05	3.84	19.21
CC	Malletts Home Hardware- Padlocks for Various - T/Team General	16/17PO2250	102.54	102.54	17.09	85.45
BACS	HMRC - PAYE - Jan 2017	16/17PO2251	4,184.86	4,184.86	-	4,184.86
BACS	HMRC - NI - Jan 2017	16/17PO2252	6,789.84	6,789.84	-	6,789.84
BACS	HMRC - SL - Jan 2017	16/17PO2253	97.00	97.00	-	97.00
BACS	CC - Falmouth pensions Jan 2017	16/17PO2254	6,889.75	6,889.75	-	6,889.75
BACS	CC - Falmouth pensions Jan 2017 add pyt 10 of 12	16/17PO2255	633.33	633.33	-	633.33
BACS	Unison - Falmouth Membership payments	16/17PO2256	97.40	97.40	-	97.40
BACS	Happy Days Nursery - childcare tax voucher	16/17PO2257	243.00	243.00	-	243.00
BACS	Tarq's Arc - childcare tax voucher	16/17PO2258	243.00	243.00	-	243.00
Direct Pay	Net Salary payments for Jan 2017	16/17PO2259	41,413.19	41,413.19	-	41,413.19
CC	Apple - iCloud subscription for MW	16/17PO2260	0.79	0.79	0.13	0.66
CC	BOI - annual fee for CC	16/17PO2261	25.00	25.00	-	25.00
BACS	Alex Blyth - Work at Former PO Building - 07/01-17/01/17	16/17PO2262	284.75	284.75	-	284.75
BACS	Triclean - Labour/Project Management- Former PO Building - 09/01-14/01/17	16/17PO2263	732.86	732.86	122.14	610.72
BACS	Dean Earl - Labour - Former PO Building and Swanpool Toilets 20/12/16-16/01/17	16/17PO2264	2,152.50	2,152.50	-	2,152.50
BACS	J Brodie Luke - Re-stock parts - Gylly Toilets	16/17PO2265	154.94	154.94	25.82	129.12
BACS	J Brodie Luke - Call out 28/12/16 to Gylly Beach- Toilet Repair	16/17PO2266	60.00	60.00	10.00	50.00
BACS	J Brodie Luke - Load Lift - 13/12-14/12/16	16/17PO2267	547.82	547.82	91.30	456.52
BACS	J Brodie Luke - Load Lift - 13/12-15/12/16	16/17PO2268	657.38	657.38	109.56	547.82
	BACS		1,420.14	1,420.14	236.69	1,183.45
BACS	Glyn Winchester -12x Educational Workshops - Sept/Oct/Nov	16/17PO2269	720.00	720.00	-	720.00
BACS	Glyn Winchester -3xEducational Workshops -Dec -Body Paint/Baby Jam	16/17PO2270	180.00	180.00	-	180.00
BACS	Glyn Winchester -Art Dinner - 17/11/2016	16/17PO2271	120.00	120.00	-	120.00
	BACS		1,020.00	1,020.00	-	1,020.00
15942	Autograffiti Signs & Graphics - Wintering in Falmouth - Art Gallery	16/17PO2272	34.20	34.20	5.70	28.50
15943	BHGS - Tricoflex Hose - Dracaena	16/17PO2273	51.00	51.00	8.50	42.50
15944	Booth Prints -Falmouth Neighbourhood Plan x 3000	16/17PO2274	275.00	275.00	-	275.00
15945	Clear-Flow - Block Clearance - Swanpool Beach	16/17PO2275	132.00	132.00	22.00	110.00
	Cormac Solutions - Grounds Maintenance - Trescobas Feb 17	16/17PO2276	568.48	568.48	94.75	473.73
	Cormac Solutions - Grounds Maintenance - Trescobas March 17	16/17PO2277	568.48	568.48	94.75	473.73
	Cheque No 15946		1,136.96	1,136.96	189.49	947.47
15947	Cornwall Scrapstore - Annual Subscription - Cultural Services	16/17PO2278	45.00	45.00	7.50	37.50
15948	Crown Fine Art - Winifred Nicholso Inbound - Art Gallery	16/17PO2279	8,282.40	8,282.40	1,380.40	6,902.00
	Di-Mar Garden Machinery - Service Husky Chainsaw - Town Team	16/17PO2280	56.20	56.20	9.36	46.84
	Di-Mar Garden Machinery - Ylw Round Line Strimmer Cord- Town Team	16/17PO2281	28.00	28.00	4.67	23.33
	Cheque No 15949		84.20	84.20	14.03	70.17
	Dracaena Centre - Material Making Lanterns-Christmas Parade -Cultural	16/17PO2283	323.97	323.97	-	323.97
	Dracaens Centre - FTC Grant Fund Partnership Oct - March 17	16/17PO2284	10,000.00	10,000.00	-	10,000.00
	Cheque No 15950		10,323.97	10,323.97	-	10,323.97
15951	Greenham Safety & Workplace - Toilet Tissue/Hand Towel- Toilets	16/17PO2285	49.18	49.18	8.20	40.98
15952	Kernow Training Ltd - Hedgecutter/Leafblower/Mowers - Training	16/17PO2286	990.00	990.00	-	990.00
	Octopus - ID Cards - Mike Lynch	16/17PO2287	9.00	9.00	1.50	7.50
	Octopus - Admin Stationery	16/17PO2288	37.00	37.00	6.17	30.83
	Octopus - Stationery - TT Book / Files Notes	16/17PO2289	32.72	32.72	5.45	27.27
	Cheque No 15953		78.72	78.72	13.12	65.60
15954	Philip Mansergh - Fal Historical Cards - Shop Stock	16/17PO2290	109.20	109.20	18.20	91.00
15955	RTP Surveyors Ltd -Professional Duties- Former PO Building 01/12-30/12/16	16/17PO2291	3,108.00	3,108.00	518.00	2,590.00
	St John Ambulance - First Aid Cover - 24/12 and 22/12/16 General Council	16/17PO2292	151.20	151.20	25.20	126.00
	St John Ambulance - First Aid Cover - 15/12/16 General Council	16/17PO2293	75.60	75.60	12.60	63.00
	Cheque No 15956		226.80	226.80	37.80	189.00
	Travis Perkins - Mortar Plasticiser - Former PO Building	16/17PO2294	6.80	6.80	1.13	5.67
	Travis Perkins - Brick/Sand/Cement - Former PO Building	16/17PO2295	495.84	495.84	82.64	413.20
	Cheque No 15957		502.64	502.64	83.77	418.87
DD	Argos - Russel Hobbs Kettle - Cultural Services	16/17PO2296	19.19	19.19	3.20	15.99
DD	Allstar - Fuel -01/01-12/01/17	16/17PO2297	289.64	289.64	48.26	241.38
DD	Bank of Ireland - Charges 05/12/16-04/01/07	16/17PO2298	11.28	11.28	-	11.28
DD	British Gas - Electricity - POW Pier - 13/10/16-05/01/17	16/17PO2299	88.86	88.86	4.23	84.63
CC	i-Sells.co.uk - Plumbing Items - Former PO Building	16/17PO2300	391.28	391.28	65.21	326.07
CC	3D Displays Ltd - Print Holder - Cultural Services	16/17PO2301	183.48	183.48	30.58	152.90
CC	Paragon Internet Group (Tsohost)-Domain Renewal- Art Gallery	16/17PO2302	11.99	11.99	2.00	9.99
CC	B & Q - Cement/Twin - Kimberley Park	16/17PO2303	27.75	27.75	4.63	23.12
CC	Balleys County Store -Fence Post - Kimberley Park	16/17PO2304	2.99	2.99	0.50	2.49
BACS	Standard Life - AVC November 2016	16/17PO2305	65.00	65.00	-	65.00
BACS	Standard Life - AVC January 2017	16/17PO2306	65.00	65.00	-	65.00
BACS	Falmouth Watersports Centre - room hire 7/2/17 for NP	16/17PO2307	150.00	150.00	-	150.00
			160,993.82	160,993.82	9,805.97	151,187.85

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
BACS	Triclean - Labour/PC role - Former PO Building - 15/01-20/01/17	16/17PO2308	861.20	861.20	143.53	717.67
15958	Kate Wedlake - Live Nativity expenses 2016	16/17PO2309	13.50	13.50	-	13.50
15959	Tessa Farthing - Live Nativity expenses 2016	16/17PO2310	2.70	2.70	-	2.70
15960	S Archer - Live Nativity expenses 2016	16/17PO2311	63.60	63.60	-	63.60
15961	Julla Williams - Live Nativity expenses 2016	16/17PO2312	26.10	26.10	-	26.10
15962	E Collison - Live Nativity expenses 2016	16/17PO2313	44.10	44.10	-	44.10
15963	S Offord - Live Nativity expenses 2016	16/17PO2314	122.24	122.24	-	122.24
15964	J Charman - Live Nativity Expenses 2016	16/17PO2315	406.50	406.50	-	406.50
15965	Ellis Whittam Ltd - Health & Safety Year 1 09/12/16-09/12/17	16/17PO2316	2,730.00	2,730.00	455.00	2,275.00
15966	Di-Mar Garden Machinery- Town Team equipment	16/17PO2317	22.20	22.20	3.70	18.50
15967	Jewson Ltd - equipment hire for cemetery	16/17PO2318	225.84	225.84	37.64	188.20
CC	Urban Hygiene - anti graffiti equipment Town Team	16/17PO2319	81.97	81.97	13.66	68.31
CC	Radmore & Tucker Ltd - strimmer cord for Town Team	16/17PO2320	49.00	49.00	8.17	40.83
CC	Trago Mills - line marking paint for Dracaena Centre	16/17PO2321	14.98	14.98	2.50	12.48
15969	Booths Print - Activity & Events Guide printing	16/17PO2322	6,141.00	6,141.00	-	6,141.00
15970	Duchy Alarms Ltd - Municipal Building Alarm system set up	16/17PO2323	270.00	270.00	45.00	225.00
15971	Datasharp - photocopier fees to 17/01/2017	16/17PO2324	296.89	296.89	49.48	247.41
15972	Exco Fire & Safety Control Ltd - install new CCTV camera Municipal Bld	16/17PO2325	409.20	409.20	68.20	341.00
15973	Smith & Reed Recruitment Ltd - office cover w/e 15/01/17	16/17PO2326	212.28	212.28	35.38	176.90
15974	E-Weld UK - steelwork for lift PO Bld	16/17PO2327	11,976.00	11,976.00	1,996.00	9,980.00
15975	South West Water Ltd - water bill POWP toilets 28/10/16-11/01/17	16/17PO2328	1,606.52	1,606.52	-	1,606.52
15976	Katie Evans (Tots About) -- Art Gallery advertising	16/17PO2329	60.00	60.00	-	60.00
15977	Nick Ferris Skip Hire Ltd - skip for PO Bld 19/01/17	16/17PO2330	332.40	332.40	55.40	277.00
15978	Travis Perkins Trading Co Ltd - concrete for PO Building	16/17PO2331	31.20	31.20	5.20	26.00
15979	Jan Robson (Cornwall Cards) - Art Gallery shop stock	16/17PO2332	31.50	31.50	-	31.50
15980	Cornwall Council - Annual Premises Licence - The Moor	16/17PO2333	70.00	70.00	-	70.00
15981	Cornwall council - Annual premises licence Kimberley Park	16/17PO2334	70.00	70.00	-	70.00
15982	Cornwall Council - Fixed Penalty Notice Training 25th Jan 2017	16/17PO2335	100.00	100.00	-	100.00
15986	Admiral Charity Cards - Mayors Christmas cards (£274.50 to be reimbursed from)	16/17PO2336	329.40	329.40	54.90	274.50
15984	Cash - Art Gallery Petty Cash	16/17PO2337	292.77	292.77	-	292.77
15985	EMC Advertsing Gifts Ltd - Town Council pens	16/17PO2338	384.00	384.00	64.00	320.00
DD	British Gas - electric bill Kimberley Park 08/10/16-12/01/17	16/17PO2339	297.80	297.80	14.18	283.62
BACS	Cornwall Ferries Ltd - FTC contribution to Visitor Info Centre 2016/17	16/17PO2340	8,000.00	8,000.00	-	8,000.00
BACS	Carlos Zapata - Art Gallery automata repairs	16/17PO2341	60.00	60.00	-	60.00
BACS	FuseRight - electrical work and testing Municipal Building	16/17PO2342	575.59	575.59	95.93	479.66
BACS	Nick Foulkes - padstones/pillar/beam and steel works - PO	16/17PO2343	1,430.24	1,430.24	24.24	1,406.00
BACS	ZLC - Planning Fee for solar project PO building	16/17PO2344	425.77	425.77	-	425.77
BACS	Curlew - press release for NP	16/17PO2345	350.00	350.00	-	350.00
15987	Publicity South West - Art Gallery marketing	16/17PO2346	576.00	576.00	96.00	480.00
15988	Octopus - stationery & ID cards - FTC	16/17PO2347	62.49	62.49	10.42	52.08
DD	Datasharp - telephone calls & rental Jan 2017	16/17PO2348	203.03	203.03	33.84	169.19
DD	Datasharp - DHS rental Jan 2017	16/17PO2349	37.61	37.61	6.27	31.34
CC	Trago Mills - paint for toilets	16/17PO2350	16.88	16.88	2.81	14.07
CC	Capita - planning fee PA17/00539	16/17PO2351	97.50	97.50	-	97.50
15989	Elisabeth Thomas - Cards - Gallery Shop Stock	16/17PO2352	33.60	33.60	-	33.60
15990	Nick Ferris Skip Hire Ltd - skip for PO Bld 23.01.17	16/17PO2353	332.40	332.40	55.40	277.00
CC	BroadbandBuyer.co.uk - DrayTek Vigor Router - VPN Access	16/17PO2354	285.25	285.25	47.54	237.71
CC	Screwfix - O/side Tap with Hose etc - Former PO Build	16/17PO2355	42.05	42.05	7.00	35.05
	CLOSED					
			199,557.18	199,557.18	13,093.82	186,463.35

Period: Jan-17

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	Visitors Refreshments	Postage	Private View Refreshments	Education	Stationery	Sundry Items	Running Balance
Code	Opening Bal						SF	P	EF	E	S	SI	
05/01/2017	5.00		5.00	2,825	SF	68.50	5.00	-	-	-	-	-	68.50
05/01/2017	1.00		1.00	2,826	SF		1.00	-	-	-	-	-	63.50
11/01/2017	3.74		3.74	2,827	SF		3.74	-	-	-	-	-	62.50
11/01/2017	2.50		2.50	2,828	S		-	-	-	-	2.50	-	58.76
11/01/2017	6.99		6.99	2,829	S		-	-	-	-	6.99	-	56.26
12/01/2017	10.25		10.25	2,830	SF		10.25	-	-	-	-	-	49.27
23/01/2017	20.54		20.54	2,831	P		-	20.54	-	-	-	-	39.02
23/01/2017	8.25		8.25	2,832	E		-	-	-	8.25	-	-	18.48
23/01/2017	1.00		1.00	2,833	SF		1.00	-	-	-	-	-	10.23
23/01/2017	2.00		2.00	2,834	SI		-	-	-	-	-	2.00	9.23
						292.77							7.23
25/01/2017	11.39		11.39	2,835	SF		11.39	-	-	-	-	-	300.00
25/01/2017	14.10		14.10	2,836	E		-	-	-	14.10	-	-	288.61
26/01/2017	1.60		1.60	2,837	SF		1.60	-	-	-	-	-	274.51
26/01/2017	9.00		9.00	2,838	SI		-	-	-	-	-	9.00	272.91
CLOSED													263.91
	<u>97.36</u>					<u>97.36</u>	<u>33.98</u>	<u>20.54</u>	<u>-</u>	<u>22.35</u>	<u>9.49</u>	<u>11.00</u>	

Normal Codes

5815 5804 5810 5818 5805 5818

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

DR CR
 £ - #REF!
 2201 - vat
 5818 - NL

NB add additional NL's depending on monthly expenditure

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Jan-17

Date	Total Amount	VAT	Net	Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Toilet	Cemetery R/R	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB						ME	CP	P	C	T	CR	MB	S	PB	F	SI	
03/01/2017	1.17		1.17	1008	me		1.17											127.02
03/01/2017	10.2		10.20	1009	T						10.20							116.82
09/01/2016	1.34		1.34	1010	me		1.34											115.48
10/01/2017	9.75		9.75	1011	SI												9.75	105.73
11/01/2017	1.00		1.00	1012	me		1.00											104.73
13/01/2017	5.00		5.00	1013	T						5.00							99.73
13/01/2017	1.91		1.91	1014	ME		1.91											97.82
16/01/2017	1.97		1.97	1015	ME		1.97											95.85
17/01/2017	16.38	2.73	13.65	1016	T						16.38							79.47
23/01/2017	1.34		1.34	1017	me		1.34											78.13
23/01/2017	14.25		14.25	1018	CR							14.25						63.88
24/01/2017	1.50		1.50	1019	CP			1.50										62.38
26/01/2017	1.00		1.00	1020	me		1.00											61.38
30/01/2017	1.34		1.34	1021	me		1.34											60.04
CLOSED																		60.04
	68.15	2.73	65.42			68.15	11.07	1.50			31.58	14.25					9.75	

Nominal Codes

5030	5017	5010	5408	5803	5610	5220	5012	5352	5457	5080
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Town Clerk

Councillor

Finance Use Only

VAT Journals

DR CR
2201 - vat £ 2.73
5303 £ 2.73

NB add additional NL's depending on monthly expenditure

FALMOUTH LIBRARY - PETTY CASH SCHEDULE

Period: January 2016

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	Visitors and Staff Refreshments	Postage	Workshops	Education	Stationery	Sundry Items	Running Balance
	Opening Bal					145.71							145.71
1.12.16	5.00		5.00	2	SI						S	SI	140.71
19.12.16	0.60		0.60	3	VR		0.60						140.11
Closed													140.11
	5.60						0.60					5.00	

Nominal Codes

5815 5804 5815 5818 5805 5818

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

2201 - vat DR £ - CR
 5818 - NL £ -

NB add additional NL's depending on monthly expenditure