

<b>Llangoedmor Community Council</b>	
Meeting Date:	March 2025
Report Title:	Payment Approval, Income, and Bank Reconciliation
Agenda Item Number	6.3.1
Paper Reference	Mar 2025-1
Presented By	Clerk

## Introduction

This paper deals with the following matters:

- Payments for the period February 2025
- Income received in the period 20th December 2024 to 27th January 2025
- The Bank Reconciliation at 27th January 2025
- Increase in clerk's pay scale from 1<sup>st</sup> April 2024 and backpay
- The change in Danfo prices from 1<sup>st</sup> April 2025

## Monthly Payments Schedule March 2025 Council Meeting

### Bank Transfer/Other

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
23/08/2025	JDH Business Services	5008	Internal Audit	442.20
19/02/2025	Telemat	Inv-8909	Anti Virus Software	24.98
02/02/2025	Coracle Hall	1258	Hire 06/01/2025	20.00
31/01/2025	Danfo	8436	Cleaning January	273.00
02/02/2025	Clerk	MEM 253370-1	Reimbursement of Clerks SLCC membership	160.00
03/03/2025	Clerk	n/a	Gross Pay February	568.40
03/03/2025	Clerk	n/a	WFH February	6.48
03/03/2025	Clerk	n/a	Backpay May to February	269.64
<b>Total</b>				<b>1,764.70</b>

### Direct Debit

Transaction Date	Supplier	Invoice Number	Item Service	Amount £
31/01/2025	LAS Recycling	P241758	Waste January	27.89
<b>Total</b>				<b>27.89</b>

## Income Received January 2024

Transaction Date	Received From	Transaction Reference	Transaction Description	Credit Amount £
16/12/2024	National Grid	116980	Guarantee Failure Payment	525.00
			<b>Total</b>	<b>525.00</b>

### Bank Reconciliation at 27<sup>th</sup> January 2025

	Main Account £	Business Account £	Total Cash £
Balance per the Cash Book	96,227.82	1,014.58	97,242.40
Balance per the Bank Statement	96,227.82	1,014.58	97,242.40
Reconciling Items			
			0.00
			0.00
			0.00
	96,227.82	1,014.58	97,242.40

## Clerk Backpay

A copy of the NALC pay scales for 2024-25 are attached as Appendix 2 to this report. The backpay calculation based on the hourly rate is set out below.

### Backpay Calculation

		2023-24 Rate	2023-24 Rate
	Hourly Rate	14.21	14.84
		Gross Pay	
	Contracted Hours	£	£
May	38.00	539.98	563.92
June	40.00	568.40	593.60
July	46.00	653.66	682.64
Aug	44.00	625.24	652.96
Sep	42.00	596.82	623.28
Oct	46.00	653.66	682.64
Nov	42.00	596.82	623.28
Dec	44.00	625.24	652.96
Jan	46.00	653.66	682.64
Feb	40.00	568.40	593.60
		6,081.88	6,351.52
Backpay Due			269.64

## **Danfo Rates From 1<sup>st</sup> April 2025**

The Council has recently received details of the rates that the Council will be charged from 1<sup>st</sup> April 2025. A copy of the quotation is set out in Appendix 1 to this report.

As can be seen the cost per week has risen from £52.50 to £56.70 per week. This represents an 8% increase in costs.

It is recommended that the Council continues to use Danfo as an interim solution while it finalises its new procurement process.

## **Proposal**

It is proposed that the Council approves the:

- Payments for the period February 2025
- Income received in the period 20<sup>th</sup> December 2024 to 27<sup>th</sup> January 2025
- The Bank Reconciliation at 27<sup>th</sup> January 2025
- Approve the backpay awarded to the clerk
- Notes the 8% price increase from Danfo