

Chapel St Leonards Parish Council

Prepared by: Christine NewtonDate: 5.12.21

Name and Role (Clerk/RFO etc)

Approved by: SwannDate: 10.12.21

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/11/2021			
A	Cash in Hand 01/04/2021		50,628.17
	ADD		
	Receipts 01/04/2021 - 30/11/2021		250,100.87
	SUBTRACT		
	Payments 01/04/2021 - 30/11/2021		162,174.94
	Cash in Hand 30/11/2021 (per Cash Book)		138,554.10
B	Cash in hand per Bank Statements		
	Petty Cash 30/11/2021	21.34	
	Lloyds Current Account 30/11/2021	4,110.49	
	Lloyds Business Savers 30/11/2021	134,926.92	
			139,058.75
	Less unrepresented payments		1,304.65
			137,754.10
	Plus unrepresented receipts		800.00
	Adjusted Bank Balance		138,554.10
A = B Checks out OK			

Chapel St Leonards Parish Council
Reserves Balance up to 5th Dec 2021
2021 - 2022

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Cemetery	13,227.61		5,338.26	4,836.00	12,725.35
Election Reserve		10,000.00			10,000.00
Kiosk Reserve		1,000.00			1,000.00
Total Earmarked	13,227.61	11,000.00	5,338.26	4,836.00	23,725.35
TOTAL RESERVE	13,227.61	11,000.00	5,338.26	4,836.00	23,725.35
GENERAL FUND					114,828.75
TOTAL FUNDS					138,554.10

Chapel St Leonards Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
367	Stationary	01/11/2021		Lloyds Current Account		Ink Jets	Amazon	S	12.22	2.44	14.66
319	Vehicle Loan	01/11/2021		Lloyds Current Account		Vehicle loan	Quantum Finance	X	328.54		328.54
316	The Green	01/11/2021		Lloyds Current Account		The Green	Eon	L	8.61	0.43	9.04
293	Asset Maintenance	02/11/2021		Petty Cash		Asset maintenance	Various	X	2.00		2.00
294	Asset Maintenance	02/11/2021		Petty Cash		Various	Various	Z	10.00		10.00
320	Stationary	03/11/2021		Lloyds Current Account		Ink Jets	Amazon	S	12.22	2.44	14.66
318	Asset Maintenance	04/11/2021		Lloyds Current Account		Asset maintenance	Amazon	S	17.92	3.58	21.50
321	H & S Advice	04/11/2021		Lloyds Current Account		H & S Advice	ELAS	S	111.00	22.20	133.20
322	Events	04/11/2021		Lloyds Current Account		Various	Various	S	114.25	22.85	137.10
343	Personnel Advice	04/11/2021		Lloyds Current Account		Personnel Advice	Personnel Advice	S	100.00	20.00	120.00
317	Pensions	04/11/2021		Lloyds Current Account		Pension	NEST	X	235.59		235.59
331	Software	04/11/2021		Lloyds Current Account		Admin	Amazon	X	7.99		7.99
334	Bank Charges	04/11/2021		Lloyds Current Account		Bank charges	Lloyds	X	64.53		64.53
340	Software	04/11/2021		Lloyds Current Account		Admin	Dropbox	X	9.99		9.99
352	Pensions	04/11/2021		Lloyds Current Account		Pension	NEST	X	240.54		240.54
295	Asset Maintenance	04/11/2021		Petty Cash		Various	Various	Z	1.00		1.00
324	Travel & Expenses	05/11/2021		Lloyds Current Account		Travel expenses	M Broughton	X	40.70		40.70
323	Grass Cutting	05/11/2021		Lloyds Current Account		Grasscutting	R Aldrich	Z	90.00		90.00
325	Events	08/11/2021		Lloyds Current Account		Various	Various	S	131.77	26.35	158.12
326	Training	08/11/2021		Lloyds Current Account		Training	LALC	S	55.00	11.00	66.00
327	Play Park Expenses	08/11/2021		Lloyds Current Account		Grasscutting	R Aldrich	Z	195.00		195.00
328	Cemetery	08/11/2021		Lloyds Current Account		Grasscutting	R Aldrich	Z	325.00		325.00
329	Grass Cutting	08/11/2021		Lloyds Current Account		Grasscutting	R Aldrich	Z	565.00		565.00
330	Audits	08/11/2021		Lloyds Current Account		Admin	Clarks Clerical	Z	141.90		141.90
296	Events	09/11/2021		Petty Cash		Various	Various	S	36.32	7.27	43.59
297	Events	09/11/2021		Petty Cash		Various	Various	S	23.22	4.64	27.86
299	Events	09/11/2021		Petty Cash		Various	Various	S	13.32	2.67	15.99
300	Asset Maintenance	09/11/2021		Petty Cash		Strip lights	7 Core	S	8.84	1.77	10.61
301	Asset Maintenance	09/11/2021		Petty Cash		Various	M & B Discount	S	10.00	2.00	12.00
298	Asset Maintenance	09/11/2021		Petty Cash		Various	Various	Z	4.69		4.69
302	Events	10/11/2021		Petty Cash		Various	M & B Discount	E	35.00		35.00
303	Cemetery	11/11/2021		Petty Cash		Memorial	Various	S	8.90	1.78	10.68
305	Asset Maintenance	11/11/2021		Petty Cash		Electrical Work	7 Core	S	18.34	3.67	22.01
304	Civic Services	11/11/2021		Petty Cash		Memorial	Various	E	75.00		75.00

315	Car Park Income	16/11/2021	Lloyds Current Account	Car park	3D	S	250.00	50.00	300.00
332	Grants/Donations	16/11/2021	Lloyds Current Account	Asset maintenance	Various	S	458.33	91.67	550.00
342	Ticket Machine Maintena	16/11/2021	Lloyds Current Account	Car park	3D	S			
333	Grants/Donations	17/11/2021	Lloyds Current Account	Sundries	Various	S	225.13	45.03	270.16
335	Events	17/11/2021	Lloyds Current Account	Various	Various	S	26.29	5.26	31.55
336	Events	17/11/2021	Lloyds Current Account	Various	Screwfix	S	110.02	22.00	132.02
308	Events	18/11/2021	Petty Cash	Electricity	Argos	S	10.82	2.17	12.99
309	Asset Maintenance	18/11/2021	Petty Cash	Electrical Work	7 Core	S	13.75	2.75	16.50
306	Asset Maintenance	18/11/2021	Petty Cash	Various	Various	E	50.00		50.00
307	Asset Maintenance	18/11/2021	Petty Cash	Asset maintenance	Various	E	1.00		1.00
338	Public Cons Water	19/11/2021	Lloyds Current Account	Water The Point	Wave	X	290.63		290.63
337	Public Cons Electric	19/11/2021	Lloyds Current Account	Electricity Point	e on	L	26.17	1.31	27.48
339	Asset Maintenance	22/11/2021	Lloyds Current Account	Asset maintenance	7 Core	S	13.49	2.70	16.19
344	Asset Maintenance	22/11/2021	Lloyds Current Account	Asset maintenance	MKM	S	45.93	9.19	55.12
345	Vehicle Fuel	22/11/2021	Lloyds Current Account	Fuel	Beltons	S	119.25	23.85	143.10
341	Recreation Ground Lease	22/11/2021	Lloyds Current Account	Rec ground lease	Chapel St Leonards PCC	X	2,182.50		2,182.50
346	Cemetery	22/11/2021	Lloyds Current Accoi 1035	Grant Refund	Various	X	215.00		215.00
311	Asset Maintenance	23/11/2021	Petty Cash	Strip lights	Various	S	1.67	0.33	2.00
312	Events	23/11/2021	Petty Cash	Tent	Various	S	3.33	0.67	4.00
347	New Equipment	23/11/2021	Lloyds Current Account	Asset maintenance	Various	S	103.36	20.67	124.03
310	Asset Maintenance	23/11/2021	Petty Cash	Electrical Work	Various	Z	11.99		11.99
349	Stationary	24/11/2021	Lloyds Current Account	Admin	Amazon	S	4.92	0.99	5.91
350	Asset Maintenance	24/11/2021	Lloyds Current Account	Asset maintenance	Amazon	S	24.16	4.83	28.99
348	Civic Services	24/11/2021	Lloyds Current Accoi 1034	Wreath	RBL	X	51.00		51.00
313	Asset Maintenance	25/11/2021	Petty Cash	Various	Various	S	4.17	0.83	5.00
351	Office Communications	25/11/2021	Lloyds Current Account	Admin	Quickline	S	152.97	30.60	183.57
314	Asset Maintenance	30/11/2021	Petty Cash	fittings	Various	S	7.70	1.54	9.24
353	Asset Maintenance	30/11/2021	Lloyds Current Account	Asset maintenance	MKM	S	64.66	12.93	77.59
357	Hub Project	30/11/2021	Lloyds Current Account	Professional Fees	Wilkin Chapman	S	170.00	34.00	204.00
358	Stationary	30/11/2021	Lloyds Current Account	Admin	Viking	S	44.45	8.89	53.34
359	Public Cons Contract	30/11/2021	Lloyds Current Account	Public conveniences	Winters & Worcester	S	4,532.50	906.50	5,439.00
361	Travel & Expenses	30/11/2021	Lloyds Current Account	Travel expenses	M Broughton	X	63.90		63.90
362	Net Salaries	30/11/2021	Lloyds Current Account	Salary	Salary	X	5,054.72		5,054.72
360	Public Cons Water	30/11/2021	Lloyds Current Account	Public conveniences	Wave	E	40.02		40.02
354	Play Park Expenses	30/11/2021	Lloyds Current Account	Grasscutting	R Aldrich	Z	195.00		195.00
355	Cemetery	30/11/2021	Lloyds Current Account	Grasscutting	R Aldrich	Z	325.00		325.00
356	Grass Cutting	30/11/2021	Lloyds Current Account	Grasscutting	R Aldrich	Z	565.00		565.00
Total							18,513.23	1,413.80	19,927.03

Chapel St Leonards Parish Council

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
97	Cemetery	05/11/2021		Lloyds Current Account		Funeral	Parkers Funeral Directors	X	100.00		100.00
98	Bank Charges	09/11/2021		Lloyds Business Savers		Bank charges	Lloyds	X	1.10		1.10
100	Ticket Machine Maintena	09/11/2021		Lloyds Current Account		Metric Contract	Metric	S	466.44	93.29	559.73
99	Car Park Income	10/11/2021		Lloyds Current Account		Car park	Various	X	2,395.00		2,395.00
101	Car Park Income	11/11/2021		Lloyds Current Account		Car park	Various	X	501.68		501.68
104	Car Park Income	16/11/2021		Lloyds Current Account		Car park	3D	X	11,092.80		11,092.80
102	Car Park Income	17/11/2021		Lloyds Current Account		Car park	Various	X	320.00		320.00
103	Car Park Income	24/11/2021		Lloyds Current Account		Car park	Various	X	800.00		800.00
Total									15,677.02	93.29	15,770.31