

## ASPC Cashbook Summary 2021/22 ( including earmarked reserves )

|   |                   |                  |
|---|-------------------|------------------|
| Opening Bank Balance  | <u>£16,857.85</u> |                  |
| Plus, Income receipts   | <u>£7,718.02</u>  | <i>Auto-Cell</i> |
| ( Balance plus receipts )   | <u>£24,575.87</u> |                  |
| Less, payments previously approved                                  | <u>£8,268.93</u>  | <i>Auto-Cell</i> |
| Balance as per <u>reconciliation</u>                                | <u>£16,306.94</u> | A                |
| <b>Less, payments still to be approved</b>                          | <u>£1,182.59</u>  | B                |
| Total Payments made y.t.d (cashbook)                                | <u>£9,451.52</u>  |                  |
| Balance as per cash book figures                                    | <u>£15,124.35</u> | C ( A - B )      |
| Represented by,<br>Lloyds Bank Plc - Treasurers Account (end JUL21) |                   |                  |
|   | <u>£16,306.94</u> |                  |
|   | <u>£16,306.94</u> |                  |
| <b>Add, payments not yet cleared through accounts</b>               | <b>£0.00</b>      |                  |
| <b>Less, payments not yet approved AUG2021</b>                      | <b>-£1,182.59</b> | B                |
| Plus, receipts not yet reconciled                                   |                   |                  |
|   | <u>£15,124.35</u> | C (check)        |

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### Earmarked reserves as at ( 30/07/2021 )

|                                      |                   |                   |
|--------------------------------------|-------------------|-------------------|
| 2021-22 Election Fund                | £500.00           |                   |
| P3                                   | £1,081.41         |                   |
| AED Sinking Fund                     | £35.78            |                   |
| NLS Sinking Fund                     | £300.00           |                   |
| CV19                                 | £96.07            |                   |
| CIL receipts reserve                 | £13.90            |                   |
| <b>Sub-Total: Earmarked reserves</b> | <u>£2,027.16</u>  | D                 |
| <b>General unearmarked reserves</b>  | <u>£12,352.94</u> | E                 |
| <b>Cash Balance, less reserves</b>   | <u>£744.25</u>    | F ( = C - D - E ) |

Paul Hayward, RFO                      10/08/2021 \_\_\_\_\_

    Cllr. A Forbes                        10/08/2021 \_\_\_\_\_

## All Saints Parish Council - PAYMENTS TO BE APPROVED

Payments for month of:

Aug-21

To be approved on:

10/08/2021

| Date:      | Description               | Method | Folio#  | Coding    | Amount  | Reclaim<br>VAT |         |
|------------|---------------------------|--------|---------|-----------|---------|----------------|---------|
| 03/08/2021 | EDF Energy (PAV)          | DD     | AUG/001 | PAV       | £28.00  | £0.00          | £28.00  |
| 27/08/2021 | NEST Pensions             | DD     | AUG/002 | STAFF     | £134.36 | £0.00          | £134.36 |
| 27/08/2021 | BT PLC                    | Online | AUG/003 | AWA       | £0.00   | £0.00          | £0.00   |
| 27/08/2021 | Clerk Salary P5/21-22     | Online | AUG/004 | STAFF     | £678.17 | £0.00          | £678.17 |
| 27/08/2021 | HMRC P5                   | Online | AUG/005 | STAFF     | £209.68 | £0.00          | £209.68 |
| 27/08/2021 | PlusNet Comms.            | DD     | AUG/006 | IT        | £0.00   | £0.00          | £0.00   |
| 27/08/2021 | Clerks Reimbursement Exp. | Online | AUG/007 | VAR       | £102.74 | £0.00          | £102.74 |
| 03/08/2021 | ASVH                      | Online | AUG/008 | Hall Hire | £21.00  | £0.00          | £21.00  |
| 03/08/2021 | Cloudabove (IT/Web)       | Online | AUG/009 | IT        | £8.64   | £1.44          | £7.20   |

£1,182.59

Combined

**£1,182.59**

Signed \_\_\_\_\_ RFO 10/08/2021 Date

Signed \_\_\_\_\_ Chair 10/08/2021 Date

***Payments made under Chair / RFO delegated authority***

| Date | Description | Amount | Code |
|------|-------------|--------|------|
|      |             |        |      |
|      |             |        |      |
|      |             |        |      |
|      |             |        |      |
|      |             |        |      |

**ALL SAINTS PARISH COUNCIL - PAYMENTS 2021-22**

| Date       | Description                           | CQ #   | Invoice | Cost Centre | Amount    |   |                                   |
|------------|---------------------------------------|--------|---------|-------------|-----------|---|-----------------------------------|
| 26/04/2021 | Clerks Reimbursement Exp.             | Online | APR/001 | VAR         | £116.62   | <div style="border: 1px solid black; padding: 2px; display: inline-block; background-color: yellow;">£9,451.52</div><br>Annual approved |                                   |
| 26/04/2021 | EDF                                   | DD     | APR/002 | PAV         | £17.00    |   |                                   |
| 26/04/2021 | Clerk Salary P1/21-22                 | Online | APR/003 | STAFF       | £352.63   |   |                                   |
| 26/04/2021 | HMRC                                  | Online | APR/004 | STAFF       | £88.00    |   |                                   |
| 26/04/2021 | NEST Pensions                         | DD     | APR/005 | STAFF       | £64.26    |   |                                   |
| 26/04/2021 | DALC/NALC                             | Online | APR/006 | SUBS        | £132.15   |   |                                   |
| 26/04/2021 | TinderBox (Parish Lengthsman)         | Online | APR/007 | MAINT       | £36.00    |   |                                   |
| 26/04/2021 | TinderBox (Parish Lengthsman)         | Online | APR/008 | P3          | £114.95   |   |                                   |
| 09/04/2021 | BT PLC                                | Online | APR/009 | AWA         | £73.43    |   |                                   |
| 26/04/2021 | PlusNet Comms.                        | DD     | APR/010 | IT          | £10.20    |   |                                   |
| 26/04/2021 | EDDC                                  | Online | APR/011 | MAINT       | £453.60   |   |                                   |
| 26/04/2021 | Land Registry Fees (to be reimbursed) | DD     | APR/012 | Fees        | £9.00     |   | <b>April</b><br><b>£1,467.84</b>  |
|            |                                       |        |         |             |           |   |                                   |
| 24/05/2021 | Clerks Reimbursement Exp.             | Online | MAY/001 | VAR         | £245.20   |   |                                   |
| 24/05/2021 | EDF Energy (PAV)                      | DD     | MAY/002 | PAV         | £28.00    |   |                                   |
| 24/05/2021 | Clerk Salary P2/21-22                 | Online | MAY/003 | STAFF       | £352.43   |   |                                   |
| 24/05/2021 | HMRC                                  | Online | MAY/004 | STAFF       | £88.20    |   |                                   |
| 24/05/2021 | NEST Pensions                         | DD     | MAY/005 | STAFF       | £64.26    |   |                                   |
| 19/05/2021 | BT PLC                                | Online | MAY/006 | AWA         | £41.34    |   |                                   |
| 24/05/2021 | PlusNet Comms.                        | DD     | MAY/007 | IT          | £33.20    |   |                                   |
| 24/05/2021 | Land Registry Fees (to be reimbursed) | DD     | MAY/008 | Fees        | £12.00    |   |                                   |
| 12/05/2021 | ASVH                                  | Online | MAY/009 | Hall Hire   | £84.00    |   |                                   |
| 24/05/2021 | Community Action Suffolk              | Online | MAY/010 | INS         | £386.90   |   |                                   |
| 24/05/2021 | BDFPN membership                      | Online | MAY/011 | SUBS        | £60.00    |   |                                   |
| 24/05/2021 | S E Webb (FCA)                        | Online | MAY/012 | Fees        | £100.00   |   |                                   |
| 24/05/2021 | Parish Lengthsman                     | Online | MAY/013 | P3          | £54.00    |   |                                   |
| 24/05/2021 | Salisbury Diocese                     | Online | MAY/014 | Rent        | £500.00   |   | <b>May</b><br><b>£2,049.53</b>    |
|            |                                       |        |         |             |           |   |                                   |
| 01/06/2021 | Clerk Reimbursement (Training-SLCC)   | Online | JUN/001 | TRAIN       | £90.00    |   |                                   |
| 01/06/2021 | Clerk Reimbursement (N/Board Order)   | Online | JUN/002 | ASSET       | £2,413.91 |   |                                   |
| 04/06/2021 | ASVH                                  | Online | JUN/003 | HALL        | £14.00    |   |                                   |
| 03/06/2021 | EDF Energy (PAV)                      | DD     | JUN/004 | PAV         | £28.00    |   |                                   |
| 25/06/2021 | Clerk Salary P3/21-22                 | Online | JUN/005 | STAFF       | £352.63   |   |                                   |
| 25/06/2021 | HMRC P3                               | Online | JUN/006 | STAFF       | £88.00    |   |                                   |
| 25/06/2021 | NEST Pensions                         | DD     | JUN/007 | STAFF       | £64.26    |   |                                   |
| 25/06/2021 | BT PLC                                | Online | JUN/008 | AWA         | £41.34    |   |                                   |
| 21/06/2021 | PlusNet Comms.                        | DD     | JUN/009 | IT          | £31.31    |   |                                   |
| 25/06/2021 | Parish Lengthsman                     | Online | JUN/010 | P3          | £290.87   |   |                                   |
| 25/06/2021 | Parish Lengthsman                     | Online | JUN/011 | PL          | £82.38    |   |                                   |
| 25/06/2021 | Clerks Reimbursement Exp.             | Online | JUN/012 | VAR         | £201.49   |   |                                   |
| 25/06/2021 | Axminster Printing                    | Online | JUN/013 | ADV.        | £60.00    | <b>June</b><br><b>£3,758.19</b>   |                                   |
|            |                                       |        |         |             |           |   |                                   |
| 03/07/2021 | EDF Energy (PAV)                      | DD     | JUL/001 | PAV         | £28.00    |   |                                   |
| 26/07/2021 | NEST Pensions                         | DD     | JUL/002 | STAFF       | £64.26    |   |                                   |
| 26/07/2021 | BT PLC                                | Online | JUL/003 | AWA         | £41.34    |   |                                   |
| 26/07/2021 | Clerk Salary P4/21-22                 | Online | JUL/004 | STAFF       | £352.43   |   |                                   |
| 26/07/2021 | HMRC P4                               | Online | JUL/005 | STAFF       | £88.20    |   |                                   |
| 21/07/2021 | PlusNet Comms.                        | DD     | JUL/006 | IT          | £31.14    |   |                                   |
| 26/07/2021 | Clerks Reimbursement Exp.             | Online | JUL/007 | VAR         | £227.70   |   |                                   |
| 26/07/2021 | Parish Lengthman                      | Online | JUL/008 | Maint       | £47.50    |   |                                   |
| 19/07/2021 | DefibPad (via Clerk)                  | Online | JUL/009 | Defib       | £112.80   |   | <b>July</b><br><b>£993.37</b>     |
|            |                                       |        |         |             |           |   |                                   |
| 03/08/2021 | EDF Energy (PAV)                      | DD     | AUG/001 | PAV         | £28.00    |   |                                   |
| 27/08/2021 | NEST Pensions                         | DD     | AUG/002 | STAFF       | £134.36   |   |                                   |
| 27/08/2021 | BT PLC                                | Online | AUG/003 | AWA         | £0.00     |   |                                   |
| 27/08/2021 | Clerk Salary P5/21-22                 | Online | AUG/004 | STAFF       | £678.17   |   |                                   |
| 27/08/2021 | HMRC P5                               | Online | AUG/005 | STAFF       | £209.68   |   |                                   |
| 27/08/2021 | PlusNet Comms.                        | DD     | AUG/006 | IT          | £0.00     |   |                                   |
| 27/08/2021 | Clerks Reimbursement Exp.             | Online | AUG/007 | VAR         | £102.74   |   |                                   |
| 03/08/2021 | ASVH                                  | Online | AUG/008 | Hall Hire   | £21.00    |   |                                   |
| 03/08/2021 | Cloudabove (IT/Web)                   | Online | AUG/009 | IT          | £8.64     |   | <b>August</b><br><b>£1,182.59</b> |

# Bank Reconciliation Report for ALL SAINTS PARISH COUNCIL

Balance as per bank statement No. Online dated 31/07/2021 £16,306.94

Less, any unpresented cheque already issued and approved:

|            |  |  |            |
|------------|--|--|------------|
| Cheque No. |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |
|            |  |  | for: _____ |

**Total:** £0.00

|   |   |
|---|---|
| <b>Less, prepayments:</b>                             | <b>£0.00</b>  |
| <b>Plus, any payments received not yet reconciled</b> | <b>£0.00</b>  |
|   | <b><span style="border-bottom: 3px double black; padding-left: 20px;">£16,306.94</span></b> |

CashBook Balance as at 31/07/2021 ( date ) £16,306.94 **(A)**

*The net balance shown reconciles to the Cash Book ( receipts and payments ) as follows:*

|                            |      |   |            |
|----------------------------|------|---|------------|
| <b>Cash Book</b>           |      |   |            |
| Opening Balance:           |      | <b>£16,857.85</b>   |            |
| Add: Receipts              | ADD  | <b>£7,718.02</b>  |            |
| Less: payments             | LESS | <b>£8,268.93</b>  |            |
| Current / Closing Balance: |      | <b><span style="border-bottom: 3px double black; padding-left: 20px;">£16,306.94</span></b> | <b>(B)</b> |

**(B) Closing / Current Balance as per Cash Book must equal A above and Section 1 Box 8 on Annual Return**

Prepared By : Paul Hayward, Clerk and RFO, All Saints Parish Council

\_\_\_\_\_ Sign 10/08/2021 \_\_\_\_\_ Date

Approved By: \_\_\_\_\_

\_\_\_\_\_ Sign 10/08/2021 \_\_\_\_\_ Date

## Draft SECTION TWO Accounting Statement for 2021-22

|   | Year Ending        |                    | Notes and Guidance<br>Please round all figures to nearest £1.<br>All figures must agree to underlying financial records | VAR  | Comments  |
|---|--------------------|--------------------|---|------|-----------|
|   | 31 March 2021<br>£ | 31 March 2022<br>£ |   |      |           |
| 1. Balance brought forward                                      | 16435              | 16858              |   | n/a  |           |
| 2. (+) Precept or Rates and Levies                              | 12000              | 6500               |   | -46% |           |
| 3. (+) Total Other Receipts                                     | 2978               | 1218               |   | -59% | Part Year |
| 4. (-) Staff Costs  | 6839               | 3365               |   | -51% | Part Year |
| 5. (-) Loan Interest / Capital Repayments                       | 0                  | 0                  |   | 0    |           |
| 6. (-) All other Payments                                       | 7717               | 6087               |   | -21% | Part Year |
| 7. (=) Balances carried forward                                 | 16858              | 15124              |   | n/a  |           |
| 8. Total Value of cash and ST Invests.                          | 16858              | 15124              |   | n/a  |           |
| 9. Total Fixed Assets   | 21703              | tba                |   | 0    |           |
| 10. Total Borrowings  | 0                  | 0                  |   | 0    |           |
| 11. For Locals Councils Only<br>Disclosure Note re: Trust Funds | YES                | NO                 | The council acts as sole trustee for and is responsible for managing Trust Funds or Assets                              |      |           |
|   |                    | X                  |   |      |           |