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BUDGET REPORT TO FINANCE & GOVERNANCE COMMITTEE 20/05/22 & TO COSTESSEY TOWN COUNCIL 14/06/22 - ACCOUNTS TO END APRIL 2022

AT THE END OF APRIL COUNCIL WAS 1/12 (8.3%) OF THE WAY THROUGH THE FINANCIAL YEAR AND WAS IN DEFICIT BY £45,644. (NB: Unusually the Precept had not been paid by the end of April). IT HAD RECEIVED ONLY 2.6% OF ITS BUDGETED ANNUAL INCOME AND SPENT 8.1% OF ITS BUDGETED EXPENDITURE

COUNCIL IS RUNNING A BALANCED BUDGET IN 2022-23

INCOME:

Precept: The expected first instalment of the precept (£353,340) had not been received, therefore overall expenditure had exceeded income.

Hall hires: Breckland / OBR is doing well at 17.6%, as is Queen's Hills CC ahead of budget at 21.6%. These two halls were budgeted for income at more or less pre-Covid levels. The Costessey Centre was budgeted at slightly more than last year's 50% of pre-Covid Income, and against the new figures it is ahead of budget at 20.5%

Burial & Memorial fees: which are sporadic and cannot be accurately predicted, were lower than anticipated at £1,157 (4.5%).

EXPENDITURE:

Most of the expenditure had been incurred under Cost Centre 101 Admin, which includes salaries, insurance and annual subscriptions (see detailed breakdown)

Janitorial: cost centre at Breckland Hall is over budget; cleaning there is still outsourced.

Licences: Comprising Premises, TV, PPL, PRS licences for each premises.

Maintenance costs: Both Grounds and Property maintenance are over budget

Refuse Disposal: The first of the quarterly payments have been made.

Stationery: £225 was spent on the Freedom scrolls; no budget had been set for those. Future scrolls should be cheaper as the pattern has been laid out.

RESERVES:

Please see the Earmarked Reserves sheet for the starting balances of reserve funds. The Balance of the play equipment at Queen's Hills has been taken out of the Rolling Capital Fund.

CIL of £1,000.73 has been received in April 2022-23. CIL varies according to planning consents granted in Costessey, and can refer back to applications many years previously.

Property Maintenance EMR: will be used to fund property maintenance and smooths out the variable peaks & troughs over the years. The halls need more maintenance as years pass.

THE FIRST MONTH IS NOT A GOOD INDICATOR OF HOW THE YEAR WILL END.

Hilary Elias. 16 May 2022

Summary Income & Expenditure by Budget Heading 30/04/2022

Month No: 1 CTC 14/6/2022 Cost Centre Report

ACCOUNTS TO END APRIL 2022

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|-----|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|-------------|
| 101 | General Administration | | | | | | | |
| | Income | 0 | 0 | 706,781 | 706,781 | | | 0.0% |
| | Expenditure | 38,444 | 38,444 | 382,580 | 344,136 | | 344,136 | 10.0% |
| | Movement to/(from) Gen Reserve | (38,444) | (38,444) | | | | | |
| 102 | Civic Activities | | | | | | | |
| | Expenditure | 5,099 | 5,099 | 27,900 | 22,801 | | 22,801 | 18.3% |
| 109 | Capital and Projects | | | | | | | |
| | Income | 1,001 | 1,001 | 0 | (1,001) | | | 0.0% |
| | Expenditure | 1,001 | 1,001 | 0 | (1,001) | | (1,001) | 0.0% |
| | Movement to/(from) Gen Reserve | 0 | 0 | | | | | |
| 110 | Capital Costessey Centre | | | | | | | |
| | Expenditure | 0 | 0 | 63,302 | 63,302 | | 63,302 | 0.0% |
| 111 | Capital QHCC | | | | | | | |
| | Expenditure | 0 | 0 | 0 | 0 | | 0 | 0.0% |
| 201 | Breckland Hall | | | | | | | |
| | Income | 4,405 | 4,405 | 25,000 | 20,595 | | | 17.6% |
| | Expenditure | 3,046 | 3,046 | 38,375 | 35,329 | | 35,329 | 7.9% |
| | Movement to/(from) Gen Reserve | 1,359 | 1,359 | | | | | |
| 202 | Costessey Centre | | | | | | | |
| | Income | 6,614 | 6,614 | 32,275 | 25,661 | | | 20.5% |
| | Expenditure | 3,917 | 3,917 | 68,550 | 64,633 | | 64,633 | 5.7% |
| | Movement to/(from) Gen Reserve | 2,697 | 2,697 | | | | | |
| 203 | Fete | | | | | | | |
| | Income | 6,298 | 6,298 | 9,000 | 2,702 | | | 70.0% |
| | Expenditure | 1,960 | 1,960 | 14,500 | 12,540 | | 12,540 | 13.5% |
| | Movement to/(from) Gen Reserve | 4,338 | 4,338 | | | | | |
| 205 | Queen's Hills Community Centre | | | | | | | |
| | Income | 2,518 | 2,518 | 20,050 | 17,532 | | | 12.6% |
| | Expenditure | 2,041 | 2,041 | 30,175 | 28,134 | | 28,134 | 6.8% |
| | Movement to/(from) Gen Reserve | 477 | 477 | | | | | |
| 211 | Breckland Recreation Grd | | | | | | | |
| | Income | 0 | 0 | 1,000 | 1,000 | | | 0.0% |
| | Expenditure | 0 | 0 | 16,208 | 16,208 | | 16,208 | 0.0% |
| | Movement to/(from) Gen Reserve | 0 | 0 | | | | | |
| 212 | Longwater Lane Recr'n Ground | | | | | | | |
| | Income | 0 | 0 | 2,075 | 2,075 | | | 0.0% |
| | Expenditure | 0 | 0 | 6,650 | 6,650 | | 6,650 | 0.0% |
| | Movement to/(from) Gen Reserve | 0 | 0 | | | | | |
| 215 | Queens Hill Recreation Areas | | | | | | | |
| | Expenditure | 0 | 0 | 700 | 700 | | 700 | 0.0% |
| 221 | Cemetery & Closed Churchyard | | | | | | | |
| | Income | 1,157 | 1,157 | 26,000 | 24,843 | | | 4.5% |
| | Expenditure | 1,560 | 1,560 | 12,940 | 11,380 | | 11,380 | 12.1% |
| | Movement to/(from) Gen Reserve | (403) | (403) | | | | | |
| 231 | Allotments | | | | | | | |
| | Income | 0 | 0 | 1,200 | 1,200 | | | 0.0% |
| | Expenditure | 0 | 0 | 1,025 | 1,025 | | 1,025 | 0.0% |
| | Movement to/(from) Gen Reserve | 0 | 0 | | | | | |
| 241 | Open Spaces | | | | | | | |
| | Income | 0 | 0 | 14,500 | 14,500 | | | 0.0% |
| | Expenditure | 1,155 | 1,155 | 21,355 | 20,200 | | 20,200 | 5.4% |
| | Movement to/(from) Gen Reserve | (1,155) | (1,155) | | | | | |
| 251 | Street Furniture | | | | | | | |
| | Expenditure | 0 | 0 | 4,100 | 4,100 | | 4,100 | 0.0% |
| 252 | Road and Streetlights | | | | | | | |
| | Expenditure | 435 | 435 | 18,296 | 17,861 | | 17,861 | 2.4% |
| 291 | Outside Services | | | | | | | |
| | Expenditure | 8,980 | 8,980 | 131,225 | 122,245 | | 122,245 | 6.8% |
| | Grand Totals:- Income | 21,994 | 21,994 | 837,881 | 815,887 | | | 2.6% |
| | Expenditure | 67,638 | 67,638 | 837,881 | 770,243 | 0 | 770,243 | 8.1% |
| | Net Income over Expenditure | (45,644) | (45,644) | 0 | 45,644 | | | |
| | Movement to/(from) Gen Reserve | (45,644) | (45,644) | | | | | |

Detailed Balance Sheet - Excluding Stock Movement

Month 1 Date 30/04/2022

| <u>A/c</u> | <u>Description</u> | <u>Actual</u> | |
|--|--------------------------------|---------------|----------------|
| <i>Current Assets</i> | | | |
| 100 | Trade Debtors | 5,702 | |
| 101 | Sundry Debtors | 2 | |
| 105 | VAT Control | 2,595 | |
| 115 | Prepaid Fete costs 2021-22 | 2,325 | |
| 201 | Barclays Current/Premium Acct | 656,363 | |
| 202 | Barclays Salaries Account | 54,319 | |
| 212 | Clerks Imprest Acc 1 | 3,000 | |
| 213 | Groundsman Imprest Acc 2 | 3,000 | |
| 231 | Petty Cash | 300 | |
| 233 | Unity Account | 6,550 | |
| Total Current Assets | | | 734,156 |
| <i>Current Liabilities</i> | | | |
| 500 | Trade Creditors | 3,052 | |
| 520 | PAYE & NI Due | 7,590 | |
| 525 | Superannuation Due | 6,729 | |
| 533 | Income in Advance Fete 2021/22 | 170 | |
| 540 | Deposits -Breckland | 1,430 | |
| 541 | Deposits - Costessey Centre | 3,980 | |
| 542 | Deposits - QHCC | 1,140 | |
| Total Current Liabilities | | | 24,091 |
| Net Current Assets | | | 710,064 |
| Total Assets less Current Liabilities | | | 710,064 |
| <i>Represented by :-</i> | | | |
| 300 | Current Year Fund | (45,644) | |
| 310 | General Fund | 297,249 | |
| 320 | EMR Elections | 17,914 | |
| 321 | Rolling Capital Fund | 131,761 | |
| 327 | EMR Property Maintenance | 35,921 | |
| 328 | EMR Legal Fees | 15,000 | |
| 329 | EMR New Cemetery Fund | 120,000 | |
| 330 | EMR Recruitment | 5,000 | |
| 333 | EMR CIL 2022-23 | 1,001 | |
| 337 | EMR Streetlight Maintenance | 31,403 | |
| 338 | EMR Queen's Hills Drainage | 50,459 | |
| 339 | EMR Lodge Farm Hall (CC) | 50,000 | |
| Total Equity | | | 710,064 |

| Account | 01/04/22 Opening Balance | Net Transfers | 16/5/22 Closing Balance |
|----------------------------------|-----------------------------|------------------|----------------------------|
| 315 Capital Receipts Reserve | 0.00 | | 0.00 |
| 320 EMR Elections | 17,913.93 | | 17,913.93 |
| 321 Rolling Capital Fund | 135,733.73 | -3,972.25 | 131,761.48 |
| 322 EMR Equipment Replacement | 0.00 | | 0.00 |
| 323 EMR Costessey Centre | 0.00 | | 0.00 |
| 324 EMR Green Hill Woods Project | 0.00 | | 0.00 |
| 325 EMR Parish Plan Projects | 0.00 | | 0.00 |
| 326 EMR S106 Play Equipment | 0.00 | | 0.00 |
| 327 EMR Property Maintenance | 35,921.00 | | 35,921.00 |
| 328 EMR Legal Fees | 15,000.00 | | 15,000.00 |
| 329 EMR New Cemetery Fund | 120,000.23 | | 120,000.23 |
| 330 EMR Recruitment | 5,000.00 | | 5,000.00 |
| 331 EMR CIL 2020-21 | 0.00 | | 0.00 |
| 332 EMR CIL 2021-22 | 0.00 | | 0.00 |
| 333 EMR CIL 2022-23 | 0.00 | 1,000.73 | 1,000.73 |
| 334 EMR CIL 2018-19 | 0.00 | | 0.00 |
| 335 EMR CIL 2019-20 | 0.00 | | 0.00 |
| 336 EMR Streetlight Replacement | 0.00 | | 0.00 |
| 337 EMR Streetlight Maintenance | 31,403.00 | | 31,403.00 |
| 338 EMR Queen's Hills Drainage | 50,459.02 | | 50,459.02 |
| 339 EMR Lodge Farm Hall (CC) | 50,000.00 | | 50,000.00 |
| | 461,430.91 | -2,971.52 | 458,459.39 |

APRIL 2022

| Date | Payee | Description | Cost Centre | Amount £ |
|------------|--------------------------|---|-------------------|----------|
| 01/04/2022 | South Norfolk Council | Quarterly refuse collection | 201,202 205 & 221 | 848.26 |
| 01/04/2022 | South Norfolk Council | Annual dog bin charge | 241 | 9651.11 |
| 05/04/2022 | Cavalier Mailing | Costessey Contact envelopes & posting prep | 102 | 2216.44 |
| 05/04/2022 | Cavalier Mailing | Costessey Contact mailing | 102 | 1440.31 |
| 05/04/2022 | Cavalier Mailing | Costessey Contact mailing | 102 | 1704.00 |
| 12/04/2022 | Ben Burgess | 2 pedestrian mowers & drive belt | 109/291 | 2203.36 |
| 12/04/2022 | Splatt Design | Costessey contact art work | 102 | 900.00 |
| 12/04/2022 | NALC | Annual subscription | 101 | 1284.51 |
| 13/04/2022 | Barclays transfer | PP1 salaries reimbursement | 201,202, 291 | 34610.40 |
| 15/04/2022 | South Norfolk Council | BH/OBR non domestic rates | 201 | 724.50 |
| 15/04/2022 | South Norfolk Council | CC non domestic rates | 202 | 1482.25 |
| 19/04/2022 | Dardan Security | Locl/unlock March 22 | 201,202 & 221 | 1119.58 |
| 19/04/2022 | Emertainment Rescue | Fete stage & sound | 203 | 1475.00 |
| 19/04/2022 | Drax Energy | QH electricity March 22 | 205 | 991.92 |
| 22/04/2022 | Breckwater IT | new clerks laptop | 101 | 1704.42 |
| 25/04/2022 | British Gas | Costessey Centre electricity March 22 | 202 | 991.77 |
| 27/04/2022 | Russon & Sons | Miscanthus cut | 221 | 600.00 |
| 27/04/2022 | DCK Accounting Solutions | 2021/22 Y/E closure | 101 | 1339.68 |
| 27/04/2022 | Fresh Air Company | QHCC annual services air con/heat source system | 205 | 876.00 |
| 27/04/2022 | Fresh Air Company | CC annual service air con/heat source system | 202 | 1365.79 |
| 27/04/2022 | J R Vincent Bunn | 1st Verge cut | 241 | 1186.80 |
| 27/04/2022 | Canary Guttering | gutter clean | 201/202/205 | 960.00 |
| 27/04/2022 | Zurich Municipal | Annual insurance | 101 | 11950.79 |
| 27/04/2022 | JHD Interiors | Deposit QHCC roller shutters | 205 | 7093.50 |
| 29/04/2022 | Proludic | final payment QH play refuse lorry | 109 | 53468.07 |
| 29/04/2022 | Spire Cleaning | BH April cleaning & QH windows | 201/205 | 1314.00 |
| 29/04/2022 | A J Lloyd | Miscanthus baling | 221 | 700.20 |
| | | | | |
| | | | | |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 1 - Barclays Current/Premium Acct**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|------------------------------------|-------------------|
| Barclays Current Acct | 30/04/2022 | | 5,346.00 |
| Barclays Business Premium Acct | 30/04/2022 | | 744,375.80 |
| | | | <u>749,721.80</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| 14/12/2021 112980 Fleet (Line Markers) Limited | | 1,155.24 | |
| 11/01/2022 112999 ██████████ | | 100.00 | |
| 10/02/2022 113025 Cloudy IT Limited | | 6,846.96 | |
| 23/03/2022 113056 Avocet Engineering Services | | 57.60 | |
| 31/03/2022 113070 2commune Ltd | | 180.00 | |
| 19/04/2022 113090 ██████████ | | 350.00 | |
| 19/04/2022 113087 GSL Dardan Limited | | 1,119.58 | |
| 27/04/2022 113100 P Russon & Sons | | 600.00 | |
| 27/04/2022 113091 DCK Accounting Solutions Ltd | | 1,339.68 | |
| 27/04/2022 113092 The Fresh Air Company | | 876.00 | |
| 27/04/2022 113093 The Fresh Air Company | | 1,365.79 | |
| 27/04/2022 113094 Blockbuster Drain Services | | 162.00 | |
| 27/04/2022 113095 ██████████ | | 1,186.80 | |
| 27/04/2022 113096 Duguay Audio | | 150.00 | |
| 27/04/2022 113097 ZURICH MUNICIPAL | | 11,950.79 | |
| 27/04/2022 113098 Canary Guttering | | 960.00 | |
| 27/04/2022 113099 J H D Interiors Limited | | 7,093.50 | |
| 29/04/2022 113101 proludic limited | | 53,468.07 | |
| 29/04/2022 113102 RIALTAS SOFTWARE SOLUTIONS LTD | | 222.00 | |
| 29/04/2022 113104 T T Jones Electrical Ltd | | 265.73 | |
| 29/04/2022 113105 The Alarm Company | | 90.00 | |
| 29/04/2022 113106 Spire Cleaning Services Ltd | | 1,314.00 | |
| 29/04/2022 113109 Ben Burgess Gardening Equipmen | | 94.85 | |
| 29/04/2022 113110 Force Fresh Limited | | 109.10 | |
| 29/04/2022 113111 Ian Smith (Stationers) Ltd | | 290.82 | |
| 29/04/2022 113112 Norfolk Heating Ltd | | 269.10 | |
| 29/04/2022 113103 Clerks and Councils Direct | | 269.76 | |
| 29/04/2022 113114 A. J. Lloyd Ltd | | 700.20 | |
| 30/04/2022 113108 Petty Cash | | 21.36 | |
| 30/04/2022 113107 Unity Account | | 750.00 | |
| | | | <u>93,358.93</u> |
| | | | 656,362.87 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 656,362.87 |
| | | Balance per Cash Book is :- | 656,362.87 |
| | | Difference is :- | 0.00 |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 2 - Barclays Salaries Account**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|------------------|
| Barclays Salaries Account | 30/04/2022 | | 54,319.00 |
| | | | <u>54,319.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 54,319.00 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 54,319.00 |
| | | Balance per Cash Book is :- | 54,319.00 |
| | | Difference is :- | 0.00 |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 3 - Barclays Treasurers Account**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|-----------------|
| Treasury Deposit 23123826 | 30/04/2022 | | 0.00 |
| | | | <u>0.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | 0.00 |
| | | | <u>0.00</u> |
| <u>Receipts not Banked/Cleared (Plus)</u> | | 0.00 | 0.00 |
| | | | <u>0.00</u> |
| | | Balance per Cash Book is :- | 0.00 |
| | | Difference is :- | 0.00 |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 4 - Petty Cash**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|-----------------|
| Petty Cash | 30/04/2022 | | 300.00 |
| | | | <u>300.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | 0.00 |
| | | | <u>300.00</u> |
| <u>Receipts not Banked/Cleared (Plus)</u> | | 0.00 | 0.00 |
| | | | <u>300.00</u> |
| | | Balance per Cash Book is :- | 300.00 |
| | | Difference is :- | 0.00 |

| | | | | | |
|---------|-----------------------|----------------------|-----------|--------|---------|
| VCH1354 | Tesco, Lidl & Budgens | Milk | | £3.89 | £296.11 |
| VCH1355 | Sainsbury's | Tea bags | | £5.00 | £291.11 |
| VCH1356 | The Range | Antibac wipes & glue | | £12.47 | £278.64 |
| | Apr-22 | | | £21.36 | £278.64 |
| | | | Cq 113408 | £21.36 | £300.00 |

Petty Cash Tin Reconciliation

30/04/2022

| | |
|--------------------------------|----------------|
| 20.00 | £100.00 |
| 10.00 | £130.00 |
| 5.00 | £35.00 |
| 2.00 | £2.00 |
| 1.00 | £7.00 |
| 0.50p | £3.50 |
| 0.20p | £0.80 |
| 0.10p | £0.00 |
| 0.05p | £0.15 |
| 0.02p | £0.08 |
| 0.01p | £0.11 |
| | |
| | |
| Total | £278.64 |
| | |
| | |
| | |
| Vchs 1354-1356 | £21.36 |
| Reimbursement Cq 113408 | |
| | |
| | |
| | £300.00 |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 5 - Clerks Imprest Acc 2**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|-----------------|
| Clerk's Imprest Account | 30/04/2022 | 0 | 3,000.00 |
| | | | <u>3,000.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 3,000.00 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 3,000.00 |
| | | Balance per Cash Book is :- | 3,000.00 |
| | | Difference is :- | 0.00 |










| | | | | | |
|---------|-----------------|------------------------------|--------|--------|----------|
| CIMP562 | Norton Ireland | Reimbursement March'22 | 273.48 | | 3,000.00 |
| CIMP563 | Barclays | Annual Subscription | | 84.99 | 2,915.01 |
| CIMP564 | Tesco | Account charges 14/2-13/3/22 | | 8.50 | 2,906.51 |
| CIMP565 | 1st Galaxy | 2 x USB sticks | | 18.00 | 2,888.51 |
| CIMP566 | Ezeetiger | Union Jack bunting - fete | | 24.89 | 2,863.62 |
| CIMP567 | Sainsbury's | Recyclable cups - fete | | 114.36 | 2,749.26 |
| CIMP568 | Budgens | Coffee for annual assembly | | 7.00 | 2,742.26 |
| CIMP569 | Hampshire Flags | biscuits for annual assembly | | 10.40 | 2,731.86 |
| | | Union Jack flag | | 93.53 | 2,638.33 |
| Apr-22 | | | | 361.67 | 2,638.33 |
| | | Reimbursement April'22 | 361.67 | | 3,000.00 |

THE CLERK
THE COSTESSEY CENTRE
LONGWATER LANE
COSTESSEY
NORWICH
NR8 5AH

Your Business Current Account

At a glance

01 - 29 Apr 2022

| Date | Description | Money out £ | Money in £ | Balance £ |
|--------|--|-------------|------------|-----------|
| 1 Apr | Start Balance | | | 3,000.00 |
| 4 Apr |  Card Payment to Norton *AP13913242 Ireland On 01 Apr | 84.99 | | 2,915.01 |
| |  Commission Charges For The Period 14 Feb /13 Mar | 8.50 | | 2,906.51 |
| 19 Apr |  Card Payment to Tesco Store 2962 On 16 Apr | 18.00 | | 2,888.51 |
| 20 Apr |  Card Payment to Paypal *1st Galaxy On 19 Apr | 24.89 | | 2,863.62 |
| |  Card Payment to SP Ezeetiger On 19 Apr | 114.36 | | 2,749.26 |
| |  Card Payment to Sainsburys S/Mkts On 19 Apr | 7.00 | | 2,742.26 |
| |  Card Payment to Oflynns Budgens On 19 Apr | 10.40 | | 2,731.86 |
| 26 Apr |  Card Payment to Hampshirefl On 25 Apr | 93.53 | | 2,638.33 |
| 29 Apr |  Internet Banking Transfer From Account 70291323 at 20-62-68 End of Month | | 361.67 | 3,000.00 |
| 29 Apr | Balance carried forward | | | 3,000.00 |
| | Total Payments/Receipts | 361.67 | 361.67 | |

| | |
|----------------------|-----------|
| Start balance | £3,000.00 |
| Money out | £361.67 |
| ► Commission charges | £8.50 |
| ► Interest paid | £0.00 |
| Money in | £361.67 |
| End balance | £3,000.00 |

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 6 - Groundsman Imprest Acc 1**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|-----------------|
| Costesseypc Petty Cash No 1 | 30/04/2022 | | 3,000.00 |
| | | | <u>3,000.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 3,000.00 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 3,000.00 |
| | | Balance per Cash Book is :- | 3,000.00 |
| | | Difference is :- | 0.00 |

THE CLERK
 THE COSTESSEY CENTRE
 LONGWATER LANE
 COSTESSEY
 NORWICH
 NR8 5AH

Your Business Current Account

At a glance

| Date | Description | Money out £ | Money in £ | Balance £ |
|--------|--|---------------|---------------|-----------------|
| 1 Apr | Start Balance | | | 3,000.00 |
| 4 Apr | Ⓢ Commission Charges For The Period 14 Feb /13 Mar | 8.50 | | 2,991.50 |
| 5 Apr | ☒ Card Payment to Screwfix Dir Ltd On 04 Apr | 34.98 | | 2,956.52 |
| | ☒ Card Payment to Co-Op Group Petrol On 04 Apr | 31.95 | | 2,924.57 |
| 7 Apr | ☒ Card Payment to Mfg Oval Garage On 05 Apr | 32.59 | | 2,891.98 |
| 11 Apr | ☒ Card Payment to Horne Engineering On 08 Apr | 114.07 | | 2,777.91 |
| 12 Apr | ☒ Card Payment to Havers Tyres On 11 Apr | 144.00 | | 2,633.91 |
| 19 Apr | ☒ Card Payment to Mfg Oval Garage On 13 Apr | 66.27 | | 2,567.64 |
| 28 Apr | ☒ Card Payment to Longwater Construc On 27 Apr | 11.98 | | 2,555.66 |
| | ☒ Card Payment to Screwfix Dir Ltd On 27 Apr | 64.50 | | 2,491.16 |
| 29 Apr | ☒ Internet Banking Transfer From Account 70291323 at 20-62-68 End of Month | | 508.84 | 3,000.00 |
| 29 Apr | Balance carried forward | | | 3,000.00 |
| | Total Payments/Receipts | 508.84 | 508.84 | |

01 - 29 Apr 2022

| | |
|----------------------|------------------|
| Start balance | £3,000.00 |
| Money out | £508.84 |
| ▶ Commission charges | £8.50 |
| ▶ Interest paid | £0.00 |
| Money in | £508.84 |
| End balance | £3,000.00 |

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

| | | | |
|----------|------------------------|---------------------------------------|----------|
| GIMP1072 | Barclays | Account charges 14/2-13/3/22 | 2,991.50 |
| GIMP1073 | Screwfix | Anti vibration gloves & ear defenders | 2,956.52 |
| GIMP1074 | Co-op | Petrol | 2,924.57 |
| GIMP1075 | Oval Garage | Petrol | 2,891.98 |
| GIMP1076 | Horne Engineering | Replacement shower parts - CC | 2,777.91 |
| GIMP1077 | Havers Tyres | Vertidrain replacement tyres | 2,633.91 |
| GIMP1078 | Oval Garage | Petrol & diesel | 2,567.64 |
| GIMP1079 | Longwater Construction | brick/patio cleaner | 2,555.66 |
| GIMP1080 | Screwfix | work gloves & shower kit | 2,491.16 |
| Apr-22 | | Reimbursement April '22 | 2,491.16 |
| | | | 3,000.00 |
| | | | £8.50 |
| | | | £34.98 |
| | | | £31.95 |
| | | | £32.59 |
| | | | £114.07 |
| | | | £144.00 |
| | | | £66.27 |
| | | | £11.98 |
| | | | £64.50 |
| | | | £508.84 |
| | | | 508.84 |

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 7 - Unity Account**

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|---|-----------------------|------------------------------------|-----------------|
| Unity Bank Account | 20/04/2022 | | 5,800.00 |
| | | | <u>5,800.00</u> |
| <u>Unpresented Cheques (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | |
| | | | <u>0.00</u> |
| | | | 5,800.00 |
| <u>Receipts not Banked/Cleared (Plus)</u> | | | |
| 30/04/2022 113107 | | 750.00 | |
| | | | <u>750.00</u> |
| | | | 6,550.00 |
| | | Balance per Cash Book is :- | 6,550.00 |
| | | Difference is :- | 0.00 |