

Chalfont St Giles Parish Council 2023/2024

Bank - Cash and Investment Reconciliation as at 31 May 2023

<u>Confirmed Bank & Investment Balances</u>			
<u>Bank Statement Balances</u>			
31/05/2023	Current Account	1,000.00	
31/05/2023	Reserve Account 1	468,633.66	
31/05/2023	Reserve Account 2	4,133.69	
31/05/2023	Building Society	188,584.15	
31/05/2023	Staff Salaries	0.00	
28/04/2023	Petty Cash	285.21	
28/04/2023	Hampshire Trust Bank	86,427.15	
31/05/2023	Public Sector Deposit Fund	85,000.00	
			834,063.86
<u>Unpresented Payments</u>			
			3,891.94
			830,171.92
<u>Receipts not on Bank Statement</u>			
			0.00
Closing Balance			830,171.92
<u>All Cash & Bank Accounts</u>			
1	Current/Reserve Account	469,633.66	
2	Reserve Account 2	4,133.69	
3	Building Society	188,584.15	
4	Staff Salaries	-3,891.94	
5	Petty Cash	285.21	
6	Hampshire Trust Bank	86,427.15	
7	CCLA	85,000.00	
8	Redwood Bank	0.00	
Other Cash & Bank Balances		0.00	
Total Cash & Bank Balances		830,171.92	

21/06/2023

Chalfont St Giles Parish Council 2023/2024

19:04

Cashbook transactions totalling £500.00 or more
for the period 01/05/2023 to 31/05/2023

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	Current Bank Accounts	2	17/05/2023	OP1225	Buckinghamshire Council	2,426.66
1	Current Bank Accounts	2	17/05/2023	OP1226	Chalfont St Peter Parish Council	1,875.00
1	Current Bank Accounts	2	24/05/2023	DD	NPower	809.26
4	Staff Salaries	2	25/05/2023	OP1235	Buckinghamshire Council	3,601.79
4	Staff Salaries	2	25/05/2023	OP1234	HMRC	3,891.94
4	Staff Salaries	2	25/05/2023	OP1231	Redacted	2,162.99
4	Staff Salaries	2	25/05/2023	OP1232	Redacted	3,835.11
4	Staff Salaries	2	25/05/2023	OP1233	Redacted	2,610.96
4	Staff Salaries	2	30/05/2023	DD	Biffa Waste Services	558.74
1	Current Bank Accounts	2	30/05/2023	DD	Biffa Waste Services	558.74
1	Current Bank Accounts	2	10/05/2023	DP	Buckinghamshire Council	3,449.84
1	Current Bank Accounts	2	31/05/2023	Payroll	Staff Salaries	14,758.02

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>
1	Current Bank Accounts	2	25/05/2023	1,105.00
4	Staff Salaries	2	31/05/2023	14,758.02
1	Current Bank Accounts	2	10/05/2023	3,449.84

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u>	<u>General Administration</u>								
1076	Precept	0	127,043	254,086	127,043			50.0%	
1090	Interest Received	740	1,382	3,500	2,118			39.5%	
1100	Donations/Grants Received	0	1,740	10,000	8,260			17.4%	
1110	Recharge -Insurance	0	(3,528)	1,700	5,228			(207.5%)	
1120	Rent - Sports Clubs	0	0	20	20			0.0%	
1140	Rent - O2 (UK) Ltd	0	1,000	1,000	0			100.0%	
1165	Rent -SSE Mast	0	0	9	9			0.0%	
1200	Market/Car Park Contributions	0	0	5,000	5,000			0.0%	
1300	CIL Payment	3,450	3,450	0	(3,450)			0.0%	
4000	Staff Costs	(16,103)	(27,737)	(163,800)	136,063		136,063	16.9%	
4005	Staff Training	0	0	(1,500)	1,500		1,500	0.0%	
4008	Staff Uniform	0	0	(500)	500		500	0.0%	
4010	Travelling Expenses	0	0	(500)	500		500	0.0%	
4015	Phone, broadband, mobile, post	(122)	(228)	(1,500)	1,272		1,272	15.2%	
4020	Stationery & Office Equipment	0	0	(1,500)	1,500		1,500	0.0%	
4025	Room Hire	0	0	(1,000)	1,000		1,000	0.0%	
4035	Audit Fee	0	0	(1,500)	1,500		1,500	0.0%	
4040	Insurance	0	0	(10,000)	10,000		10,000	0.0%	
4045	Lighting	(674)	(1,454)	(14,000)	12,546		12,546	10.4%	
4050	War Memorial	0	0	(1,000)	1,000		1,000	0.0%	
4055	Fire Extinguishers	0	0	(300)	300		300	0.0%	
4060	Chairman's Allowance	0	0	(100)	100		100	0.0%	
4065	Subscriptions	0	(1,076)	(3,000)	1,924		1,924	35.9%	
4070	Newsletter & Publicity	0	0	(500)	500		500	0.0%	
4075	Election Expenses	0	0	(2,000)	2,000		2,000	0.0%	
4080	Grants	0	(350)	(6,000)	5,650		5,650	5.8%	
4090	General Expenses	(338)	(434)	(2,000)	1,566		1,566	21.7%	
4100	Legal Expenses	0	0	(2,000)	2,000		2,000	0.0%	
4105	BC Car Park Fees	(2,022)	(2,022)	(12,200)	10,178		10,178	16.6%	
4110	Office Rental	(1,875)	(1,875)	(7,500)	5,625		5,625	25.0%	
4135	Data Protection	0	0	(500)	500		500	0.0%	
4140	Village Promotions	0	0	(1,000)	1,000		1,000	0.0%	
4145	Commemorations	(220)	(853)	(5,000)	4,147		4,147	17.1%	
<u>110</u>	<u>Library</u>								
1160	Rent - Library	0	1	1	0			100.0%	
4200	Library	0	0	(1,000)	1,000		1,000	0.0%	
<u>200</u>	<u>General Open Spaces</u>								
1150	Rent BLAA	0	(10)	5	15			(200.0%)	
1400	Recharge -Electricity	0	(18,904)	5,000	23,904			(378.1%)	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1405 Recharge -Water	0	(3,328)	1,200	4,528			(277.3%)	
1415 Recharge-Effluent	0	(1,354)	760	2,114			(178.2%)	
1425 Recharge - Works	0	0	500	500			0.0%	
1600 Devolved Services Payments	0	7,324	6,719	(605)			109.0%	
4300 Fertiliser & Materials	0	(19)	(2,000)	1,981		1,981	1.0%	
4305 Machinery & Equipment	(87)	(10,684)	(5,000)	(5,684)		(5,684)	213.7%	9,003
4310 Motor Vehicles	0	(16,950)	(3,000)	(13,950)		(13,950)	565.0%	16,950
4315 Water Charges	(6)	(13)	(2,500)	2,487		2,487	0.5%	
4320 Building Maintenance	0	0	(2,500)	2,500		2,500	0.0%	
4325 Electricity	0	0	(10,000)	10,000		10,000	0.0%	
4335 Petrol/Diesel	380	330	(5,000)	5,330		5,330	(6.6%)	
4340 Children's Play Areas	0	(298)	(3,000)	2,702		2,702	9.9%	
4345 Dog Waste Bins	0	0	(1,500)	1,500		1,500	0.0%	
4350 Hire of Equipment	0	0	(600)	600		600	0.0%	
4355 Contract Work	(1,086)	(1,086)	(2,000)	914		914	54.3%	
4360 Allotments - Repair	0	0	(900)	900		900	0.0%	
4370 Pond - Stone End	0	0	(1,000)	1,000		1,000	0.0%	
4375 Seats	0	0	(800)	800		800	0.0%	
4385 Christmas	0	0	(6,000)	6,000		6,000	0.0%	
4390 Trees	0	0	(3,000)	3,000		3,000	0.0%	
4395 Multi-sport ballcourt	0	0	(300)	300		300	0.0%	
4400 CCTV Scheme	0	0	(1,500)	1,500		1,500	0.0%	
4410 Heritage Trail	0	0	(1,000)	1,000		1,000	0.0%	
4415 Flowers	0	(581)	(2,000)	1,419		1,419	29.1%	
<u>210 Cemetery</u>								
1500 Cemetery Income	1,105	1,105	5,000	3,895			22.1%	
4500 Cemetery	0	0	(1,000)	1,000		1,000	0.0%	
Grand Totals:- Income	5,294	115,920	294,500	178,580			39.4%	
Expenditure	22,154	65,331	294,500	229,169	0	229,169	22.2%	
Net Income over Expenditure	<u>(16,859)</u>	<u>50,589</u>	<u>0</u>	<u>(50,589)</u>				
plus Transfer from EMR	0	25,952						
Movement to/(from) Gen Reserve	<u>(16,859)</u>	<u>76,541</u>						

Receipts for Month 2				Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
Balance Brought Fwd :		485,964.68					485,964.68
DP Banked: 03/05/2023		272.64					
DP Public Sector Deposit Fund		272.64			1090	100	272.64 Interest
DP Banked: 10/05/2023		3,449.84					
DP Buckinghamshire Council		3,449.84			1300	100	3,449.84 CIL Payment 4500122541
DP Banked: 25/05/2023		1,105.00					
DP Cemetery Fees		1,105.00			1500	210	360.00 C383 -1037 interment
					1500	210	525.00 C383 -1037 ERB
					1500	210	220.00 C383 -1037 Double Depth
DP Banked: 31/05/2023		466.99					
DP Nat West		466.99			1090	100	466.99 Interest Nat West
Total Receipts for Month		5,294.47	0.00	0.00			5,294.47
Cashbook Totals		491,259.15	0.00	0.00			491,259.15

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/05/2023	Biffa Waste Services	DD	185.74		30.96	4355	200	154.78	Waste Bin 1/12
02/05/2023	British Telecom	DD	146.70		24.45	4015	100	122.25	Phone Mobile broadband
10/05/2023	Buckinghamshire Council	DP	3,449.84			1300	100	3,449.84	CIL Payment 4500122541
10/05/2023	Buckinghamshire Council	DD	-3,449.84			1300	100	-3,449.84	CIL,Payment Error
15/05/2023	Bankline Nat West	DD	27.20			4090	100	27.20	Bank Charges
17/05/2023	Best Kept Villages	OP1230	50.00			4090	100	50.00	Competition Entry Costs
17/05/2023	Buckinghamshire Council	OP1225	2,426.66		404.44	4105	100	1,011.11	Car Park One Hour Free April
						4105	100	1,011.11	Car Park One Hour Free May
17/05/2023	George Brown Ltd	OP1228	104.05		17.34	4305	200	86.71	Tyre Sealant
17/05/2023	Chalfont St Peter Parish Counc	OP1226	1,875.00			4110	100	1,875.00	Office Rent 1/4
17/05/2023	Bloony	OP4145	264.00		44.00	4145	100	220.00	cotton Tote bags
17/05/2023	Rialtas Business Solutions	OP1229	248.66		41.44	4090	100	207.22	Annual Support and Maintenance
17/05/2023	Fuel Genie	OP1227	102.47		17.08	4335	200	85.39	Petrol/diesel
17/05/2023	DCK Accounting Solutions	OP1224	54.00		9.00	4090	100	45.00	Payroll Charges May
24/05/2023	NPower	DD	809.26		134.88	4045	100	674.38	Street Lighting electricity
30/05/2023	Biffa Waste Services	DD	558.74		93.12	4355	200	465.62	Waste Bin 2/12
30/05/2023	Castle Water	DD	6.28			4315	200	6.28	Cemetery Water
31/05/2023	Nat West Bank	DD	8.71			4090	100	8.71	Bank Charges
31/05/2023	Staff Salaries	Payroll	14,758.02			216		14,758.02	Payroll May 2023
Total Payments for Month			21,625.49	0.00	816.71			20,808.78	
Balance Carried Fwd			469,633.66						
Cashbook Totals			491,259.15	0.00	816.71			490,442.44	

Receipts for Month 2				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 31/05/2023	14,758.02						
Payroll	Current Bank Accounts	14,758.02			200		14,758.02	Payroll May 2023
Total Receipts for Month		14,758.02	0.00	0.00			14,758.02	
Balance Carried Fwd		3,891.94						
Cashbook Totals		18,649.96	0.00	0.00			18,649.96	

Payments for Month 2				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :			2,547.17					2,547.17	
25/05/2023	Buckinghamshire Council	OP1235	3,601.79			4000	100	3,601.79	LGPS - Staff Pensions
25/05/2023	HMRC	OP1234	3,891.94			4000	100	3,891.94	PAYE
25/05/2023	Redacted	OP1231	2,162.99			4000	100	2,162.99	Payroll May
25/05/2023	Redacted	OP1232	3,835.11			4000	100	3,835.11	Payroll May
25/05/2023	Redacted	OP1233	2,610.96			4000	100	2,610.96	Payroll May
30/05/2023	Biffa Waste Services	DD	558.74		93.12	4355	200	465.62	Waste Bin 2/12
30/05/2023	Biffa Waste Services	DD	-558.74		-93.12	4335	200	-465.62	Waste Bin 2/12 Wrong Cashbook
31/05/2023	Nat West Bank	DD	8.71			4090	100	8.71	Bank Charges
31/05/2023	Nat West Bank	DD	-8.71			4090	100	-8.71	Bank Charges wrong cashbook
Total Payments for Month			16,102.79	0.00	0.00			16,102.79	
Cashbook Totals			18,649.96	0.00	0.00			18,649.96	

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Capital Reserve	612.91		612.91
330 EMR Footway Lighting	154,300.00		154,300.00
332 EMR Stone End	4,000.00		4,000.00
334 EMR Cemetery	18,000.00		18,000.00
336 EMR Play Areas	59,500.00		59,500.00
338 EMR Back Orchard	2,500.00		2,500.00
340 EMR Machinery & Equipment	31,000.00	-16,950.00	14,050.00
342 EMR Motor Vehicle	7,000.00		7,000.00
344 EMR Multisport Ballcourt	14,800.00		14,800.00
346 EMR Library	28,000.00		28,000.00
348 EMR Tractor Fund	13,985.00		13,985.00
350 EMR Tractor Shed	9,002.50	-9,002.50	0.00
352 EMR Office Equipment	9,626.00		9,626.00
354 EMR Village Improvement Fund	211,575.62		211,575.62
356 EMR Tennis Court	10,000.00		10,000.00
358 EMR War Memorials	10,000.00		10,000.00
360 EMR Repairs & Renewals	1,500.00		1,500.00
364 EMR MVAS Signs	7,000.00		7,000.00
366 EMR Election	3,400.00		3,400.00
368 EMR Trees	1,000.00		1,000.00
370 EMR Pond	38,113.80		38,113.80
374 EMR Nora Blacklock Legacy	2,640.00		2,640.00
380 EMR Parking	1,988.89		1,988.89
382 EMR Meeting Room	757.00		757.00
386 EMR Club Lease Renewals	10,000.00		10,000.00
390 EMR Neighbourhood Plan	2,000.00		2,000.00
392 EMR Heritage	1,000.00		1,000.00
	<u>653,301.72</u>	<u>-25,952.50</u>	<u>627,349.22</u>