

Oakham Town Council

Bank - Cash and Investment Reconciliation as at 1 January 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

31/01/2020	Current Bank Account	26,125.40	A
31/01/2020	HSBC Deposit Account	260,000.00	B
31/01/2020	Cambridge Building Society	60,000.00	C
31/01/2020	Petty Cash	134.14	D
			346,259.54

Other Cash & Bank Balances

0.00

346,259.54

Unpresented Payments

39.99

346,219.55

All Cash & Bank Accounts

1	Current Bank Account - HSBC	26,085.41
2	Deposit Account - HSBC	260,000.00
3	Cambridge Building Society	60,000.00
4	Petty Cash	134.14
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>346,219.55</b>

## Payments for Month 10

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/01/2020	Water Plus	BACS	103.21			4055	100	103.21	Utilites
06/01/2020	Water Plus	BACS	54.45			4055	100	54.45	Utilites
13/01/2020	PHS Group	BACS	435.10		72.52	4215	200	362.58	Toilet Maintenance
13/01/2020	Trustees of the Victoria Hall	BACS	3,543.00		590.50	4040	100	2,952.50	Rent
13/01/2020	AA Cleaning Services	BACS	1,548.00		258.00	4215	200	1,290.00	Cleaning Public Conveniences
13/01/2020	Total Gas & Power	BACS	256.19		12.20	4055	100	243.99	Utilites
13/01/2020	ICO	DD	35.00			4105	100	35.00	ICO Renewal
13/01/2020	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	IT Back Up
13/01/2020	Raunds Town Council	BACS	70.00			4410	400	70.00	Civic Tickets
13/01/2020	Welland Marketing	BACS	507.60		84.60	4105	100	423.00	Website hosting
15/01/2020	Salaries	BACS	1,951.35			4000	100	1,951.35	Salaries
15/01/2020	HMRC	BACS	780.10			4000	100	780.10	Tax & NI
15/01/2020	Leicestershire County Council	BACS	659.53			4000	100	659.53	Pension
22/01/2020	E-on	DD	69.03		3.29	4055	100	65.74	Utilities
22/01/2020	HSBC	DEDUCT	11.15			4420	400	11.15	Bank charges
28/01/2020	Rapid Secure	BACS	246.00		41.00	4320	300	205.00	Board up shelter
28/01/2020	Rutland Radio	BACS	84.00		14.00	4410	400	70.00	Advertising
28/01/2020	Total Gas & Power	BACS	355.83		16.94	4055	100	338.89	Utilities
28/01/2020	Peterborough Mayors Charities	BACS	40.00			4410	400	40.00	Civic event tickets
28/01/2020	WAVE	BACS	262.56			4055	100	262.56	Utilites
28/01/2020	G & R Gregg	BACS	40.00			4320	300	40.00	Collect/deliver decoration
28/01/2020	Welland Marketing	BACS	2,016.00		336.00	4105	100	1,680.00	Website development
28/01/2020	Biffa	BACS	2,375.38		395.90	4200	200	1,979.48	Grounds Maintenance DE 2019
28/01/2020	ITS Gardening	BACS	130.00			4305	300	130.00	Xmas Trees disposal
28/01/2020	G & R Gregg	BACS	45.00			4320	300	45.00	Remedial Royces
28/01/2020	G & R Gregg	BAS	564.70			4320	300	564.70	Replace, install shelter doors
28/01/2020	Post Office / A Greaves	BACS	15.00			4065	100	15.00	Postage
28/01/2020	Millennium Computer Services	DD	96.35		16.06	4070	100	80.29	Phone & internet
28/01/2020	Personnel Advice Solutions Ltd	CHEQ 10427	720.00		120.00	4105	100	600.00	Personnel Services
29/01/2020	S & C Entertainments	BACS	4,000.00		666.67	4305	300	3,333.33	PA System
30/01/2020	LRALC	BACS	190.20			4085	100	190.20	Training
<b>Total Payments for Month</b>			<b>21,223.93</b>	<b>0.00</b>	<b>2,630.88</b>			<b>18,593.05</b>	
<b>Balance Carried Fwd</b>			<b>26,085.41</b>						
<b>Cashbook Totals</b>			<b>47,309.34</b>	<b>0.00</b>	<b>2,630.88</b>			<b>44,678.46</b>	

Receipts for Month 10

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	25,011.28					25,011.28	
	Banked: 01/01/2020	450.00						
	Cambridge B/S	450.00			1090	900	450.00	Interest
	Banked: 02/01/2020	190.00						
	Oakham Bowls Club	190.00			1100	900	190.00	Rent
	Banked: 02/01/2020	238.00						
	Oakham Tennis Club	238.00			1110	900	238.00	Rent
	Banked: 13/01/2020	20,000.00						
Transfer	Deposit Account - HSBC	20,000.00			210		20,000.00	Transfer
	Banked: 24/01/2020	50.00						
	Raunds TC	50.00			4410	400	50.00	Civic
	Banked: 27/01/2020	14.06						
	Western Power	14.06			4055	100	14.06	Wayleave Payment
	Banked: 27/01/2020	168.00						
	Cheque for civic event	168.00			4410	400	168.00	Cheque for Civic Event
	Banked: 28/01/2020	900.00						
	Emily Platt	900.00		150.00	1120	900	750.00	Rent for OCC
	Banked: 30/01/2020	168.00						
	Cash	168.00			4410	400	168.00	Civic event
	Banked: 31/01/2020	120.00						
	E L chadwick	120.00			4410	400	120.00	Civic
<b>Total Receipts for Month</b>		<b>22,298.06</b>	<b>0.00</b>	<b>150.00</b>			<b>22,148.06</b>	
<b>Cashbook Totals</b>		<b>47,309.34</b>	<b>0.00</b>	<b>150.00</b>			<b>25,011.28</b>	

Bank Reconciliation Statement as at 31/01/2020  
for Cashbook 1 - Current Bank Account - HSBC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank Account	31/01/2020		26,125.40
			<u>26,125.40</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
28/01/2020 BACS	Peterborough Mayors Charities	40.00	
			<u>40.00</u>
			26,085.40
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			26,085.40
			Balance per Cash Book is :- 26,085.41
			Difference Excluding Adjustments is :- -0.01
<u>Adjustments to Reconciliation</u>			
29/07/2019 DD	Telephone /Internet	0.01	
29/07/2019 DD	Telephone/Internet	-0.02	
			<u>-0.01</u>
			Unreconciled Difference is :- <u>0.00</u>

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 www.hsbc.co.uk

041666\_032 7/ 10 00002 78829 15457 34000

## Your Statement

Oakham Town Council  
 Victoria Hall 39  
 High Street  
 Oakham  
 Leicestershire  
 LE15 6AH



### Account Summary

Opening Balance	25,461.27
Payments In	21,889.06
Payments Out	21,223.53
Closing Balance	26,125.45

International Bank Account Number  
 GB93HBUK40352101300504  
 Branch Identifier Code  
 HBUKGB4147V

2 January to 1 February 2020

Account Name  
 Oakham Town Council

Sortcode ~~403521~~ Account Number ~~0300504~~ Sheet Number 472

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
01 Jan 20	BALANCE BROUGHT FORWARD			25,461.27
02 Jan 20	CR OAK LAWN		238.00	
	CR 01300504			
	OAK BOWL CB		190.00	25,869.27
06 Jan 20	BP THE SHELTER			
	WATER PLUS			
	BIB BACS PAYMENT	54.45		
	BP WATER - CHURCH ST			
	WATER PLUS			
	BIB BACS PAYMENT	103.21		25,731.66
10 Jan 20	DD ICO	35.00		25,696.66
13 Jan 20	BP IT			
	MILLENNIUM LTD			
	BIB BACS PAYMENT	19.20		
	BP RENT			
	VICTORIA HALL			
	BIB BACS PAYMENT	3,543.00		
	BP TICKETS X 2			
	Raunds TC			
	BIB BACS PAYMENT	70.00		
	BP TOILETS			
	PHS GROUP			
	BIB BACS PAYMENT	435.10		
	BP TOLIETS			
	AA CLEANING			
	BIB BACS PAYMENT	1,548.00		
	BALANCE CARRIED FORWARD			20,081.36

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2 January to 1 February 2020

## Your Statement

**Account Name**  
 Oakham Town Council

**Sortcode** ~~40 36 21~~ **Account Number** ~~04 200504~~ **Sheet Number** 473

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD			20,081.3
	UTILITES			
	TOTAL GAS & POWER			
	BIB BACS PAYMENT	256.19		
	BP WEB HOSTING			
	WELLAND MARKETING			
	BIB BACS PAYMENT	507.60		
	TFR 403521 11352636			
	INTERNET TRANSFER		20,000.00	39,317.5
15 Jan 20	BP SALARIES			
	BIB MULTIPLE BENEF			
	BIB BACS PAYMENT	3,390.98		35,926.5
22 Jan 20	DD E.ON	69.03		
	DR TOTAL CHARGES			
	TO 31DEC2019	11.15		35,846.3
27 Jan 20	CR CHQ IN AT 403521		182.06	36,028.4
28 Jan 20	BP CIVIC EVENT			
	Mayors Charities			
	BIB BACS PAYMENT	40.00		
	BP GROUNDSMAINTENANCE			
	BIFFA			
	BIB BACS PAYMENT	2,375.38		
	BP OAK195			
	RUTLAND RADIO			
	BIB BACS PAYMENT	84.00		
	BP POST OFFICE			
	A GREAVES			
	BIB BACS PAYMENT	15.00		
	BP UTILITES			
	TOTAL GAS & POWER			
	BIB BACS PAYMENT	355.83		
	BP UTILITES CAR PARK			
	WAVE			
	BIB BACS PAYMENT	262.56		
	BP W/O 2019-421			
	G & R GREGG			
	BIB BACS PAYMENT	45.00		
	BP W/O 2019-424			
	G & R GREGG			
	BIB BACS PAYMENT	40.00		
	BP W/O 2019/423			
	G & R GREGG			
	BIB BACS PAYMENT	564.70		
	BALANCE CARRIED FORWARD			32,245.5

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**2 January to 1 February 2020**

## Your Statement

**Account Name**  
 Oakham Town Council

**Sortcode** ~~403521~~ **Account Number** ~~04006564~~ **Sheet Number**  
 474

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BP BALANCE BROUGHT FORWARD W/O 20196-417			32,245.95
	WELLAND MARKETING BIB BACS PAYMENT	2,016.00		
	BP XMAS ITS GARDENING BIB BACS PAYMENT	130.00		
	BP 135768 RAPID SECURE BIB BACS PAYMENT	246.00		
	DD MILL TELE LTD	96.35		
	CHQ 104277	720.00		
	CR OAK TOWN COU		40.00	
	CR E Platt EMILY PLATT RENT		900.00	29,977.60
29 Jan 20	BP W/O 2019-424 S&C ENTERTAINMENTS BIB BACS PAYMENT	4,000.00		25,977.60
30 Jan 20	CR CASH IN AT HSBC BANK PLC OAKHAM		168.00	
	BP TRAINING LRALC LTD BIB BACS PAYMENT	190.20		25,955.40
31 Jan 20	CR CHQ IN AT 403521		50.00	
	CR E L CHADWICK CIVIC CHADWICK		120.00	26,125.40
01 Feb 20	BALANCE CARRIED FORWARD			26,125.40

### Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk), call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website ([www.hsbc.co.uk](http://www.hsbc.co.uk)).

Credit Interest Rates	balance	AER variable	Debit Interest Rates	balance	fixed
Credit interest is not paid			Debit interest		

**Bank Reconciliation Statement as at 31/01/2020  
for Cashbook 2 - Deposit Account - HSBC**

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit Account	31/01/2020		260,000.00
			<hr/> 260,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			260,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			260,000.00
			<hr/>
		<b>Balance per Cash Book is :-</b>	<b>260,000.00</b>
		<b>Difference is :-</b>	<b>0.00</b>



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041666\_032 5/ 10 00002 78827 15457 34000

## Your Statement

Oakham Town Council  
 Victoria Hall 39  
 High Street  
 Oakham  
 Leicestershire  
 LE15 6AH



### Account Summary

Opening Balance	280,000.00
Payments In	0.00
Payments Out	20,000.00
Closing Balance	260,000.00

Interest Rate - Valid as at end date of the statement period  
 0.20% AER

2 January to 1 February 2020

International Bank Account Number  
 GB81HBUK40352111352636  
 Branch Identifier Code  
 HBUKGB4147V

Account Name  
 Oakham Town Council

Sortcode      Account Number      Sheet Number  
~~452624~~      14352636      98

### Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
01 Jan 20	BALANCE BROUGHT FORWARD			280,000.00
13 Jan 20	TFR 403521 01300504 INTERNET TRANSFER	20,000.00		260,000.00
01 Feb 20	BALANCE CARRIED FORWARD			260,000.00

### Information about the Financial Services Compensation Scheme

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Bank Reconciliation Statement as at 30/11/2019  
for Cashbook 3 - Cambridge Building Society

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cambridge Building Society	31/01/2020		60,000.00
			<u>60,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,000.00
		Balance per Cash Book is :-	60,000.00
		Difference is :-	0.00

Bank Reconciliation Statement as at 31/01/2020  
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	31/01/2020		134.14
			<u>134.14</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			134.14
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			134.14
		Balance per Cash Book is :-	134.14
		Difference is :-	0.00

Date: 04/02/2020

Oakham Town Council

Time: 13:50

Cashbook 4

Petty Cash

Payments for Month 10

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>
01/01/2020	Quality Discounts	PC	6.79		1.13	4065	100	5.66	Stationery
02/01/2020	Post Office	PC	15.00			4065	100	15.00	Postage
13/01/2020	Post Office	PC	10.23			4065	100	10.23	Postage
<b>Total Payments for Month</b>			<b>32.02</b>	<b>0.00</b>	<b>1.13</b>			<b>30.89</b>	
<b>Balance Carried Fwd</b>			<b>134.14</b>						
<b>Cashbook Totals</b>			<b>166.16</b>	<b>0.00</b>	<b>1.13</b>			<b>165.03</b>	