

Oakham Town Council

E

Bank - Cash and Investment Reconciliation as at 1 October 2019

Confirmed Bank & Investment Balances

Bank Statement Balances

31/10/2019	Current Bank Account	31,651.41	A	
31/10/2019	HSBC Deposit Account	310,000.00	B	
31/10/2019	Cambridge Building Society	60,000.00	C	
31/10/2019	Petty Cash	147.46	D	
				401,798.87

Other Cash & Bank Balances

0.00

401,798.87

Unpresented Payments

-0.01

401,798.88

All Cash & Bank Accounts

1	Current Bank Account - HSBC	31,651.42
2	Deposit Account - HSBC	310,000.00
3	Cambridge Building Society	60,000.00
4	Petty Cash	147.46
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>401,798.88</b>

## Current Bank Account - HSBC

Payments made between 01/10/2019 and 31/10/2019

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/10/2019	Military Wives Choir	104257	-90.00			4305	300	-90.00	Choir
01/10/2019	McGoo	104273	300.00			4305	300	300.00	Band concert
01/10/2019	Total Gas & Power	DD	645.02		107.50	4055	100	537.52	Electric - Church Street
02/10/2019	Water Plus	BACS	10.45			4055	100	10.45	Church Street toilets
02/10/2019	Lidbetter & Hicks Ltd	BACS	56.24		9.37	4320	300	46.87	Electrical work - Hudsons
02/10/2019	Lidbetter & Hicks Ltd	BACS	55.27		9.21	4320	300	46.06	Electrical Work - Mermaids
02/10/2019	G & R Gregg	BACS	60.00			4320	300	60.00	Repair bin latch
02/10/2019	G & R Gregg	BACS	40.00			4320	300	40.00	remove/dispose goal post
02/10/2019	G & R Gregg	BACS	40.00			4320	300	40.00	Empty bird boxes - Cuffs
02/10/2019	G & R Gregg	BACS	40.00			4320	300	40.00	Remove graffiti - Royces
02/10/2019	Waterplus	BACS	44.94			4055	100	44.94	Shelter
02/10/2019	Shane A E Poole	BACS	50.00			4305	300	50.00	Band Concert
02/10/2019	First Product Ltd	BACS	11,256.00		1,876.00	4300	300	9,380.00	Festive Lights
03/10/2019	Welland Marketing	BACS	378.00		63.00	4055	100	315.00	Website training
03/10/2019	PKF Littlejohn	BACS	720.00		120.00	4090	100	600.00	Year End Audit
03/10/2019	Biffa	BACS	2,375.38		395.90	4200	200	1,979.48	Grounds Maintenance AUGUST
03/10/2019	Total Gas & Power	DD	56.33		2.68	4055	100	53.65	Church Street
08/10/2019	Broxap	BACS	1,686.00		281.00	4325	300	1,405.00	Bench/Picnic Table Royces
10/10/2019	Wicksteed Leisure	BACS	216.00			4220	200	216.00	Play Inspections
10/10/2019	Biffa	BACS	2,375.38		395.90	4200	200	1,979.48	Grounds Maintenance SEPTEMBER
10/10/2019	Rutland County Council	BACS	103.82			4315	300	103.82	Branch removal off High Way
10/10/2019	Trustees of Victoria Hall	BACS	3,543.00		590.50	4040	100	2,952.50	Rent
10/10/2019	AA Cleaning Services	BACS	1,612.80		268.80	4215	200	1,344.00	Toilet Cleaning
10/10/2019	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	Monthly Charge
10/10/2019	Paul Ford Tree Surgery Ltd	BACS	360.00		60.00	4315	300	300.00	Royces remove storm damage
10/10/2019	Timpson / A Greaves	BACS	72.00		12.00	4215	200	60.00	Repair Lock at toilets
15/10/2019	Salaries	BACS	2,513.17			4000	100	2,513.17	Salaries
15/10/2019	Corby Borough Council	BACS	32.54			4000	100	32.54	Salaries
15/10/2019	HMRC	BACS	740.40			4000	100	740.40	Tax & NI
15/10/2019	Leicestershire County Council	BACS	802.73			4000	100	802.73	Salaries / Pension
21/10/2019	Public Works Loan Board	DD	2,754.06			4400	400	2,754.06	Loan
22/10/2019	Total Gas	DD	94.74		4.51	4055	100	90.23	Church Street
Subtotal Carried Forward:			32,963.47	0.00	4,199.57			28,673.57	

Current Bank Account - HSBC

Payments made between 01/10/2019 and 31/10/2019

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
									Electric
22/10/2019	Total Gas	DD	-94.74			4055	100	-94.74	Utilites
22/10/2019	HSBC	DEDUCT	10.10			4420	400	10.10	Fees
23/10/2019	Eon	DD	69.03		3.29	4055	100	65.74	Cutts Close Lighting
26/10/2019	Total Gas & Power	DD	30.64		1.46	4055	100	29.18	Utilites
26/10/2019	Total Gas & Power	DD	-30.64			4055	100	-30.64	Utilites
28/10/2019	Millennium Computer Services	DD	141.59		23.60	4070	100	117.99	Telephone & Internet
31/10/2019	Petty Cash	104274	250.00			250		250.00	Transfer
31/10/2019	Petty Cash	chq 104274	250.00			250		250.00	Petty Cash Payment
<b>Total Payments:</b>			<b>33,589.45</b>	<b>0.00</b>	<b>4,227.92</b>			<b>29,361.53</b>	

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05/11/2019

19:09

Oakham Town Council

Cashbook 1

Current Bank Account - HSBC

Receipts received between 01/10/2019 and 31/10/2019

		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	Ac	Centre	£ Amount	Transaction Detail
	Banked: 01/10/2019	238.00						
	Tennis Club	238.00			1110	900	238.00	Rent
	Banked: 01/10/2019	190.00						
	Bowls Club	190.00			1100	900	190.00	Rent
	Banked: 01/10/2019	380.52						
	Interest	380.52			1090	900	380.52	Interest
	Banked: 01/10/2019	-380.52						
	HSBC	-380.52			1090	900	-380.52	Interest
	Banked: 08/10/2019	10,380.52						
Transfer	Deposit Account - HSBC	10,380.52			210		10,380.52	Transfer
	Banked: 18/10/2019	8,714.42						
	HMRC	8,714.42			105		8,714.42	VAT Repayment
	Banked: 22/10/2019	1,142.16						
	Rutland County Council	1,142.16			1900	900	1,142.16	Oil Payment
	Banked: 27/10/2019	900.00						
	E Platt	900.00		150.00	1120	900	750.00	OCC Rent
	Banked: 31/10/2019	250.00						
chq 104274	Petty Cash	250.00			250		250.00	Transfer
<b>Total Receipts:</b>		<b>21,815.10</b>	<b>0.00</b>	<b>150.00</b>			<b>21,665.10</b>	

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077031\_305 7/ 10 00002 94451 18372 34000

## Your Statement

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



### Account Summary

Opening Balance	43,898.82
Payments In	21,137.10
Payments Out	33,517.35
Closing Balance	31,518.57



2 October to 1 November 2019

### International Bank Account Number

GB93HBUK40352101300504

### Branch Identifier Code

HBUKGB4147V

### Account Name

Oakham Town Council

### Sortcode

40-35-21

### Account Number

01300504

### Sheet Number

463

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
01 Oct 19	BALANCE BROUGHT FORWARD			43,898.82
02 Oct 19	BP Band concert SHANE A E POOLE BIB BACS PAYMENT	50.00		
	BP Church Street WATER PLUS BIB BACS PAYMENT	10.45		
	BP Festive Lights FIRST PRODUCT LTD BIB BACS PAYMENT	9,380.00		
	BP W/O 1088 G & R GREGG BIB BACS PAYMENT	60.00		
	BP W/O 2019-394 LIDBETTER HICKS BIB BACS PAYMENT	55.27		
	BP W/O 2019-394 LIDBETTER HICKS BIB BACS PAYMENT	56.24		
	BP W/O 2019-404 G & R GREGG BIB BACS PAYMENT	40.00		
	BP W/O 2019-405 G & R GREGG BIB BACS PAYMENT	40.00		
	BP W/O 2019/409 G & R GREGG BIB BACS PAYMENT	40.00		
	BALANCE CARRIED FORWARD			34,166.86

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**2 October to 1 November 2019**

## Your Statement

**Account Name**  
 Oakham Town Council

**Sortcode Account Number Sheet Number**  
 40-35-21 01300504 464

### Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
03 Oct 19	BP <b>BALANCE BROUGHT FORWARD</b> Audit			34,166.86
	PKF LITTLEJOHN LLP			
	BIB BACS PAYMENT	720.00		
	BP Festive Lights			
	FIRST PRODUCT LTD			
	BIB BACS PAYMENT	1,876.00		
	BP Grounds Maint			
	BIFFA			
	BIB BACS PAYMENT	2,375.38		
	BP Training			
	WELLAND MARKETING			
	BIB BACS PAYMENT	378.00		
	DD TOTAL GAS & POWER	701.35		28,116.13
08 Oct 19	TFR 403521 11352636			
	INTERNET TRANSFER		10,380.52	38,496.65
10 Oct 19	BP Goods for Royces			
	BROXAP LIMITED			
	BIB BACS PAYMENT	1,686.00		
	BP Grounds Main			
	BIFFA			
	BIB BACS PAYMENT	2,375.38		
	BP Monthly Charge			
	MILLENNIUM LTD			
	BIB BACS PAYMENT	19.20		
	BP Play Inspection			
	WICKSTEED LEISURE			
	BIB BACS PAYMENT	216.00		
	BP Rent			
	VICTORIA HALL			
	BIB BACS PAYMENT	3,543.00		
	BP Toilet contract			
	AA CLEANING			
	BIB BACS PAYMENT	1,612.80		
	BP Tree removal			
	PAUL FORD TREE LTD			
	BIB BACS PAYMENT	360.00		
	BP TIMPSON			
	A GREAVES			
	BIB BACS PAYMENT	72.00		
	BP W/O 2019-412			
	RCC			
	BIB BACS PAYMENT	103.82		28,508.45
	<b>BALANCE CARRIED FORWARD</b>			28,508.45



Bank Reconciliation Statement as at 31/10/2019  
for Cashbook 2 - Deposit Account - HSBC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Deposit Account	31/10/2019		310,000.00
			<u>310,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			<u>0.00</u>
			310,000.00
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			<u>0.00</u>
			310,000.00
		Balance per Cash Book is :-	310,000.00
		Difference is :-	0.00



Deposit Account - HSBC

Receipts received between 01/10/2019 and 31/10/2019

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: 01/10/2019	380.52						
	HSBC	380.52			1090	900	380.52	Interest
<b>Total Receipts:</b>		380.52	0.00	0.00			380.52	

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Date: 05/11/2019

Oakham Town Council

Page 1

Time: 19:08

Cashbook 2

User: CLERK

Deposit Account - HSBC

Payments made between 01/10/2019 and 31/10/2019

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 Details</u>
08/10/2019	Current Bank Account - HSBC	Transfer	10,380.52				200	10,380.52	Transfer
<b>Total Payments:</b>			10,380.52	0.00	0.00			10,380.52	

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



## Your Statement

### Account Summary

Opening Balance	320,380.52
Payments In	0.00
Payments Out	10,380.52
Closing Balance	310,000.00

**Interest Rate - Valid as at end date of the statement period**  
 0.50% AER

### International Bank Account Number

GB81HBUK40352111352636

### Branch Identifier Code

HBUKGB4147V

**2 October to 1 November 2019**

### Account Name

Oakham Town Council

### Sortcode

40-35-21

### Account Number Sheet Number

11352636 95

### Your Deposit Account details

Date	Payment type and details	Paid out	Paid in	Balance
01 Oct 19	BALANCE BROUGHT FORWARD			320,380.52
08 Oct 19	TFR 403521 01300504 INTERNET TRANSFER	10,380.52		310,000.00
01 Nov 19	BALANCE CARRIED FORWARD			310,000.00

### 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)).

**Bank Reconciliation Statement as at 31/10/2019  
for Cashbook 3 - Cambridge Building Society**

C 191

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cambridge Building Society	31/10/2019		60,000.00
			<u>60,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			<u>0.00</u>
			60,000.00
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			<u>0.00</u>
			60,000.00
		<b>Balance per Cash Book is :-</b>	60,000.00
		<b>Difference is :-</b>	0.00

Bank Reconciliation Statement as at 31/10/2019  
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	31/10/2019		147.46
			<hr/> 147.46
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
<u>Receipts not Banked/Cleared (Plus)</u>			147.46
		0.00	
			<hr/> 0.00
			147.46
		<b>Balance per Cash Book is :-</b>	147.46
		<b>Difference is :-</b>	0.00

Petty Cash

List of Payments made between 01/10/2019 and 31/10/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2019	Post Office	PC	19.70		Postage
01/10/2019	McColls	PC	2.25		Stationery
01/10/2019	Colemans	PC	19.99		Stationery
02/10/2019	Post Office	PC	8.70		Postage
03/10/2019	Post office	PC	10.50		Postage
06/10/2019	TheWorks	PC	8.00		Stationery
10/10/2019	Royal British Legion	PC	25.00		Poppy Wreath
16/10/2019	Tesco	PC	39.79		Bottled Water
29/10/2019	Knights of Oakham	PC	34.99		Kettle
30/10/2019	Colemans	PC	19.98		Stationery
30/10/2019	K and K Window Cleaning	PC	44.00		Window Cleaning
31/10/2019	Current Bank Account - HSBC	chq 104274	250.00		Transfer
<b>Total Payments</b>			<u>482.90</u>		