

Oakham Town Council

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Bank - Cash and Investment Reconciliation as at 1 June 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2020	Current Bank Account	29,362.23
30/06/2020	HSBC Deposit Account	430,120.54
30/06/2020	Cambridge Building Society	60,000.00
30/06/2020	Petty Cash	184.72

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B
C
D

519,667.49

Other Cash & Bank Balances

0.00

519,667.49

All Cash & Bank Accounts

1	Current Bank Account - HSBC	29,362.23
2	Deposit Account - HSBC	430,120.54
3	Cambridge Building Society	60,000.00
4	Petty Cash	184.72
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<u>519,667.49</u>

A 10F8

Date: 02/07/2020

Oakham Town Council

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Cashbook 1

User: CLERK

Current Bank Account - HSBC

Payments made between 01/06/2020 and 30/06/2020

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
04/06/2020	Viking	BACS	195.39		28.40	4050	100	166.99	Meeting room/office sundries
04/06/2020	Millennium Computer Services	BACS	190.80		31.80	4435	400	159.00	IT for Long Row
04/06/2020	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	IT
04/06/2020	Millennium Computer Services	BACS	84.72		14.12	4100	100	70.60	IT
04/06/2020	PHSGroup Plc	BACS	478.04		79.67	4215	200	398.37	Sanitary Disposal
04/06/2020	Little Safe Co Ltd	BACS	70.00			4435	400	70.00	Security Storage Cabinet
04/06/2020	Travis Perkins	BACS	29.83		4.97	4435	400	24.86	Door Handles for Long Row
04/06/2020	Travis Perkins	BACS	21.39		3.57	4435	400	17.82	Materials to make good VH
04/06/2020	Travis Perkins	BACS	84.78		14.13	4435	400	70.65	Sink Unit / Long Row
04/06/2020	K and K Window Cleaning	BACS	50.00			4405	400	50.00	Window Cleaning
04/06/2020	WIX System	BACS	86.40			4430	400	86.40	Website for NP
04/06/2020	123-reg	BACS	28.78			4430	400	28.78	Domain Name
04/06/2020	Sheerwood Skip Services	BACS	225.60		37.60	4435	400	188.00	Skip
04/06/2020	Man & Van for Hire	BACS	150.00			4435	400	150.00	Clear waste rubbish
04/06/2020	Viking	BACS	284.10		47.36	4065	100	236.74	Stationery
04/06/2020	Salaries	BACS	1,810.11			4000	100	1,810.11	Salaries
04/06/2020	Leicestershire County Council	BACS	734.02			4000	100	734.02	Pension Contribution
04/06/2020	HMRC	BACS	432.72			4000	100	432.72	Tax & Ni
04/06/2020	Lend A Hand Cleaning	BACS	94.50			4405	400	94.50	Reimbursement - Cleaning items
04/06/2020	Lend A Hand	BACS	27.00			4405	400	27.00	Office Cleaning
04/06/2020	AA Cleaning Services	BACS	1,500.00		250.00	4215	200	1,250.00	Toilet Maintenance APRIL
04/06/2020	AA Cleaning Services	BACS	1,500.00			4215	200	1,500.00	Toilet Maintenance MAY
04/06/2020	JW Developments	BACS	1,265.00			4435	400	1,265.00	Dismantle wall at VH
04/06/2020	G & R Gregg	BACS	630.17			4320	300	630.17	Erect/install cupboards Cutts
05/06/2020	Spotted Penguin Company Ltd	BACS	1,230.74		205.12	4435	400	1,025.62	Goods for Long Row/furniture
05/06/2020	Barefoot Flooring	BACS	705.38		117.56	4435	400	587.82	Carpet for VH
05/06/2020	P T Potter	BACS	385.20		64.20	4405	400	321.00	Intruder Alarm
05/06/2020	P T Potter	BACS	39.00		6.50	4435	400	32.50	Electrial Work/Long Row
05/06/2020	Millennium Computer Services	BACS	80.64		13.44	4100	100	67.20	IT
05/06/2020	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	IT
05/06/2020	Millennium Computer Services	BACS	2,122.80		353.80	4435	400	1,769.00	IT Equipment for Long Row
05/06/2020	Biffa	BACS	2,375.38		395.90	4200	200	1,979.48	Grounds Maintenance APRIL
Subtotal Carried Forward:			16,950.89	0.00	1,674.54			15,276.35	

Date: 02/07/2020

Oakham Town Council

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Cashbook 1

User: CLERK

Current Bank Account - HSBC

Payments made between 01/06/2020 and 30/06/2020

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
05/06/2020	Wallgate	BACS	2,016.00		336.00	4215	200	1,680.00	Service Contract
05/06/2020	G & R Gregg	BACS	62.50			4320	300	62.50	Repair shelter doors
05/06/2020	Spotted Penguin Group	BACS	422.27		70.38	4435	400	351.89	Furniture
05/06/2020	Spotted Penguin	BACS	-422.27		-70.38	4435	400	-351.89	Furniture
05/06/2020	Spotted Penguin Group	BACS	422.47		70.41	4435	400	352.06	Office Furniture
05/06/2020	Deposit Account - HSBC	Transfer	220,000.00			210		220,000.00	Transfer
08/06/2020	G & R Gregg	BACS	1,859.00			4435	400	1,859.00	Decoration/Materials VH
09/06/2020	Wicksteed Leisure	BACS	566.40		94.40	4330	300	472.00	Play equipment/wetpour
09/06/2020	P T Potter	BACS	399.90		66.65	4435	400	333.25	Electrical Work/VH
09/06/2020	Viking	BACS	56.39		9.40	1130	900	46.99	Stationery
10/06/2020	Zoom	BACS	119.90			4075	100	119.90	Annual membership
15/06/2020	Lend A Hand	BACS	27.00			4405	400	27.00	Cleaning
15/06/2020	Rialtas	BACS	30.00		5.00	4090	100	25.00	Software
15/06/2020	Mike O'Dwyer Ltd	BACS	1,058.40		176.40	4435	400	882.00	Stackable chamber chairs
15/06/2020	Leicestershire County Council	BACS	734.02			4000	100	734.02	Pension Contribution
15/06/2020	Salaries	BACS	2,033.11			4000	100	2,033.11	Salaries
15/06/2020	HMRC	BACS	396.72			4000	100	396.72	Tax & NI
22/06/2020	HSBC	DD	6.50			4420	400	6.50	Charges
26/06/2020	Viking	BACS	16.04		2.67	4065	100	13.37	Stationery
26/06/2020	SLCC	BACS	242.00			4075	100	242.00	Membership Fees
26/06/2020	Lidbetter & Hicks Ltd	BACS	79.80		13.30	4405	400	66.50	PAT Testing
26/06/2020	G T Aumais	BACS	877.16			4435	400	877.16	Supply fit kitchen sink/taps
26/06/2020	Lend A Hand	BACS	27.00			4405	400	27.00	Cleaning
26/06/2020	Timpson	BACS	52.00		8.67	4435	400	43.33	Keys
29/06/2020	Windowflowers Ltd	BACS	17,686.80		2,947.80	4205	200	14,739.00	Floral Displays
29/06/2020	Millennium Computer Services	DD	21.20		3.53	4070	100	17.67	Telephone/Internet
30/06/2020	Lidbetter & Hicks Ltd	BACS	2,704.57		450.76	4435	400	2,253.81	Electrical work in Rol House
30/06/2020	Biffa	BACS	2,375.38		395.90	4200	200	1,979.48	Grounds Maintenance MAY
Total Payments:			270,821.15	0.00	6,255.43			264,565.72	



OAKHAM TOWN COUNCIL

40-35-21 01300504

Business A/C · Oak Town Cou

GBP 29,790.23

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Statements

All transactions for the last

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Date	Type	Description	Paid out	Paid in	Balance
01 Jul 2020		Balance carried forward			29,790.23
01 Jul 2020	CR	01300504 OAK BOWL CB		190.00	29,790.23
01 Jul 2020	CR	OAK LAWN		238.00	29,600.23
30 Jun 2020	BP	W/O 2020-438 LIDBETTER HICKS BIB BACS PAYMENT	2,704.57		29,362.23 ✓
30 Jun 2020	BP	GRUNDSMAINTENANCE BIFFA BIB BACS PAYMENT	2,375.38		32,066.80
29 Jun 2020	DD	MILL TELE LTD	21.20		34,442.18
29 Jun 2020	BP	FLORAL DISPLAYS WINDOWFLOWERS LTD BIB BACS PAYMENT	9,686.80		34,463.38

Date	Type	Description	Paid out	Paid in	Balance
26 Jun 2020	BP	VIKING A GREAVES BIB BACS PAYMENT	16.04		44,150.18
26 Jun 2020	BP	TIMPSON A GREAVES BIB BACS PAYMENT	52.00		44,166.22
26 Jun 2020	BP	SLCC A GREAVES BIB BACS PAYMENT	242.00		44,218.22
26 Jun 2020	BP	PLUMBER G T AUMAIS BIB BACS PAYMENT	877.16		44,460.22
26 Jun 2020	BP	PAT TESTING LIDBETTER HICKS BIB BACS PAYMENT	79.80		45,337.38
26 Jun 2020	BP	FLORAL DISPLAYS WINDOWFLOWERS LTD BIB BACS PAYMENT	8,000.00		45,417.18
26 Jun 2020	BP	CLEANING LEND A HAND BIB BACS PAYMENT	27.00		53,417.18
22 Jun 2020	CHG	TOTAL CHARGES TO 31MAY2020	6.50		53,444.18
15 Jun 2020	BP	ZOOM A GREAVES BIB BACS PAYMENT	119.90		53,450.68
15 Jun 2020	BP	VIKING A GREAVES BIB BACS PAYMENT	56.39		53,570.58
15 Jun 2020	BP	SALARIES BIB MULTIPLE BENEF BIB BACS PAYMENT	3,163.85		53,626.97
15 Jun 2020	BP	PC SOFTWARE RIALTAS BUSINESS BIB BACS PAYMENT	30.00		56,790.82

Date	Type	Description	Paid out	Paid in	Balance
15 Jun 2020	BP	CLEANING LEND A HAND BIB BACS PAYMENT	27.00		56,820.82
15 Jun 2020	BP	CHAMBER CHAIRS Mike ODwyer Ltd BIB BACS PAYMENT	1,058.40		56,847.82
09 Jun 2020	BP	PLAY EQUIPMENT WICKSTEED LEISURE BIB BACS PAYMENT	566.40		57,906.22
09 Jun 2020	BP	ELECTRICAL WORK P.T.POTTER BIB BACS PAYMENT	333.25		58,472.62
08 Jun 2020	BP	W/O 2020-452 G & R GREGG BIB BACS PAYMENT	1,859.00		58,805.87
05 Jun 2020	TFR	403521 11352636 INTERNET TRANSFER	220,000.00		60,664.87
05 Jun 2020	BP	W/O 2020-450 G & R GREGG BIB BACS PAYMENT	62.50		280,664.87
05 Jun 2020	BP	VH CARPETS Barefoot Flooring BIB BACS PAYMENT	705.38		280,727.37
05 Jun 2020	BP	SERVICE CONTRACT WALLGATE BIB BACS PAYMENT	2,016.00		281,432.75
05 Jun 2020	BP	OFFICE FURNITURE Spotted Penguin Co BIB BACS PAYMENT	1,230.74		283,448.75
05 Jun 2020	BP	OFFICE FURNITURE SPOTTED PENGUIN CO BIB BACS PAYMENT	422.47		284,679.49
05 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	19.20		285,101.96

Date	Type	Description	Paid out	Paid in	Balance
05 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	2,122.80		285,121.16
05 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	80.64		287,243.96
05 Jun 2020	BP	GROUNDS APRIL 2020 BIFFA BIB BACS PAYMENT	2,375.38		287,324.60
05 Jun 2020	BP	ELECTRICAL WORK P.T.POTTER BIB BACS PAYMENT	39.00		289,699.98
05 Jun 2020	BP	ELECTRICAL WORK P.T.POTTER BIB BACS PAYMENT	66.65		289,738.98
05 Jun 2020	BP	ELECTRICAL WORK P.T.POTTER BIB BACS PAYMENT	385.20		289,805.63
04 Jun 2020	BP	123 REG A GREAVES BIB BACS PAYMENT	28.78		290,190.83
04 Jun 2020	BP	WIX SYSTEM A GREAVES BIB BACS PAYMENT	86.40		290,219.61
04 Jun 2020	BP	WINDOW CLEANING K&K Window Cleaner BIB BACS PAYMENT	50.00		290,306.01
04 Jun 2020	BP	W/O 2019-431 G & R GREGG BIB BACS PAYMENT	630.17		290,356.01
04 Jun 2020	BP	VIKING A GREAVES BIB BACS PAYMENT	195.39		290,986.18
04 Jun 2020	BP	VIKING A GREAVES BIB BACS PAYMENT	284.10		291,181.57

Date	Type	Description	Paid out	Paid in	Balance
04 Jun 2020	BP	VICTORIA HALL JW Developments BIB BACS PAYMENT	1,265.00		291,465.67
04 Jun 2020	BP	TRAVIS PERKINS ADAM LOWE BIB BACS PAYMENT	29.83		292,730.67
04 Jun 2020	BP	TRAVIS PERKINS ADAM LOWE BIB BACS PAYMENT	84.78		292,760.50
04 Jun 2020	BP	TRAVIS PERKINS ADAM LOWE BIB BACS PAYMENT	21.39		292,845.28
04 Jun 2020	BP	TOILETS MAY 2020 AA CLEANING BIB BACS PAYMENT	1,500.00		292,866.67
04 Jun 2020	BP	TOILETS APRIL 2020 AA CLEANING BIB BACS PAYMENT	1,500.00		294,366.67
04 Jun 2020	BP	TOILETS PHS GROUP BIB BACS PAYMENT	478.04		295,866.67
04 Jun 2020	BP	SHEERWOOD SKIP A GREAVES BIB BACS PAYMENT	225.60		296,344.71
04 Jun 2020	BP	SALARIES- MAY BIB MULTIPLE BENEF BIB BACS PAYMENT	2,976.85		296,570.31
04 Jun 2020	BP	MAN & VAN A GREAVES BIB BACS PAYMENT	150.00		299,547.16
04 Jun 2020	BP	LITTLE SAFE COMP ADAM LOWE BIB BACS PAYMENT	70.00		299,697.16
04 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	190.80		299,767.16

Date	Type	Description	Paid out	Paid in	Balance
04 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	19.20		299,957.96
04 Jun 2020	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	84.72		299,977.16
04 Jun 2020	BP	CLEANING Lend A Hand BIB BACS PAYMENT	27.00		300,061.88
04 Jun 2020	BP	CLEANING SMITH -LEND A HAND BIB BACS PAYMENT	94.50		300,088.88
01 Jun 2020		Balance brought forward			300,183.38

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Date: 02/07/2020

Oakham Town Council

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Cashbook 2

User: CLERK

Deposit Account - HSBC

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		210,000.00					210,000.00	
Banked: 01/06/2020		120.54						
	HSBC		120.54		1090	900	120.54	Interest
Banked: 05/06/2020		220,000.00						
Transfer	Current Bank Account - HSBC	220,000.00			200		220,000.00	Transfer
Total Receipts for Month		220,120.54	0.00	0.00			220,120.54	
Cashbook Totals		<u>430,120.54</u>	<u>0.00</u>	<u>0.00</u>			<u>430,120.54</u>	

40-35-21 11352636

Bmm Account · Oakham Town



GBP 430,120.54

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All transactions for the last

7 days	14 days	1 month	3 months	6 months	12 months	01 Jun 2020 to 30 Jun 2020
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Date	Type	Description	Paid out	Paid in	Balance
30 Jun 2020		Balance carried forward			430,120.54
05 Jun 2020	TFR	403521 01300504 INTERNET TRANSFER		220,000.00	430,120.54
01 Jun 2020	INT	GROSS INTEREST TO 31MAY2020		120.54	210,120.54
01 Jun 2020		Balance brought forward			210,000.00

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Date: 02/07/2020

Oakham Town Council

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Cashbook 3

User: CLERK

Cambridge Building Society

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	60,000.00					60,000.00	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>60,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>60,000.00</u>	

Petty Cash

Payments made between 01/06/2020 and 30/06/2020

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>
01/06/2020	Aldi	PC	9.28		1.55	4405	400	7.73	Saniitise
03/06/2020	Lidl	PB	2.49		0.42	4405	400	2.07	Glasses for chamber
03/06/2020	Wilko	PC	9.70		1.62	4405	400	8.08	Office sundries
07/06/2020	Wilko	PC	8.50		1.42	4405	400	7.08	Office sundries
Total Payments:			29.97	0.00	5.01			24.96	

Detailed Income & Expenditure by Budget Heading 01/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 General Administration							
4000 Salaries	0	9,554	55,000	45,446		45,446	17.4%
4040 Rent	0	1,968	8,000	6,032		6,032	24.6%
4045 NNDR Offices & Toilets	0	4,710	12,000	7,290		7,290	39.3%
4050 Office Furniture & Equipment	0	278	1,000	722		722	27.8%
4055 Utilities	0	532	4,400	3,868		3,868	12.1%
4060 Insurance	0	4,711	5,000	289		289	94.2%
4065 Postage & Stationery	47	297	1,500	1,203		1,203	19.8%
4070 Telephone & Internet	0	203	1,500	1,297		1,297	13.5%
4075 Subscriptions	0	362	400	38		38	90.5%
4080 Expenses & Travel	0	0	250	250		250	0.0%
4085 Training	0	0	1,500	1,500		1,500	0.0%
4090 Accountancy & Audit	0	785	3,000	2,215		2,215	26.2%
4095 Legal Expenses	0	0	3,000	3,000		3,000	0.0%
4100 IT	0	253	3,500	3,247		3,247	7.2%
4105 Other Professional Fees	0	1,030	3,600	2,570		2,570	28.6%
General Administration :- Indirect Expenditure	47	24,684	103,650	78,966	0	78,966	23.8%
Net Expenditure	(47)	(24,684)	(103,650)	(78,966)			
200 Contracts							
4200 Grounds Maintenance	0	3,959	27,500	23,541		23,541	14.4%
4205 Floral Displays	0	14,739	12,000	(2,739)		(2,739)	122.8%
4210 Commissioning	0	0	8,000	8,000		8,000	0.0%
4215 Toilet Maintenance	0	4,828	20,000	15,172		15,172	24.1%
4220 Play Area Inspections	0	0	1,000	1,000		1,000	0.0%
4225 Christmas Decorations	0	1,982	22,000	20,018		20,018	9.0%
Contracts :- Indirect Expenditure	0	25,508	90,500	64,992	0	64,992	28.2%
Net Expenditure	0	(25,508)	(90,500)	(64,992)			
300 Recreation Planning & General							
4300 Catmose Prize Giving	0	0	35	35		35	0.0%
4305 Promotion of Oakham	0	0	5,000	5,000		5,000	0.0%
4310 Advertising	0	0	3,000	3,000		3,000	0.0%
4315 Planting & Tree Surgery	0	0	6,000	6,000		6,000	0.0%
4320 Additional Maintenance	0	760	7,900	7,140		7,140	9.6%
4325 Street & Park Furniture	0	0	12,000	12,000		12,000	0.0%
4330 Play Equipment	0	472	12,000	11,528		11,528	3.9%
4335 Grit Bins	0	0	2,000	2,000		2,000	0.0%
4340 Military Commemorations/events	0	0	4,000	4,000		4,000	0.0%
Recreation Planning & General :- Indirect Expenditure	0	1,232	51,935	50,703	0	50,703	2.4%
Net Expenditure	0	(1,232)	(51,935)	(50,703)			

19:09

Detailed Income & Expenditure by Budget Heading 01/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
400 Other Expenditure							
4400 Public Works Loan Repayment	0	2,754	5,510	2,756		2,756	50.0%
4405 Other Expenses	0	726	1,200	474		474	60.5%
4410 Chairman's Allowance	0	34	3,000	2,966		2,966	1.1%
4420 Bank Charges	0	25	160	135		135	15.5%
4425 Elections	0	0	5,000	5,000		5,000	0.0%
4427 Community Street Lighting	0	12,819	14,000	1,181		1,181	91.6%
4430 Neighbourhood Plan	0	115	500	385		385	23.0%
4435 Relocation	0	14,644	28,000	13,356		13,356	52.3%
4440 Cutts Close Capital Project	0	0	25,000	25,000		25,000	0.0%
4445 Major Capital Project	0	0	40,000	40,000		40,000	0.0%
4450 Minor Capital Project	0	0	30,000	30,000		30,000	0.0%
4455 Public Emergency Provision	0	0	9,000	9,000		9,000	0.0%
Other Expenditure :- Indirect Expenditure	0	31,118	161,370	130,252	0	130,252	19.3%
Net Expenditure	0	(31,118)	(161,370)	(130,252)			
900 Income							
1076 Precept	0	285,069	0	(285,069)			0.0%
1090 Interest Received	0	121	0	(121)			0.0%
1100 Bowls Club Rent	0	190	0	(190)			0.0%
1110 Tennis Club Rent	0	238	0	(238)			0.0%
1130 Rutland House Community Trust	47	0	0	0			0.0%
Income :- Income	47	285,618	0	(285,618)			
Net Income	47	285,618	0	(285,618)			
Grand Totals:- Income	47	285,618	0	(285,618)			0.0%
Expenditure	47	82,542	407,455	324,913	0	324,913	20.3%
Net Income over Expenditure	0	203,076	(407,455)	(610,531)			
Movement to/(from) Gen Reserve	0	203,076					