

Oakham Town Council

Bank - Cash and Investment Reconciliation as at 31 January 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/01/2021	Current Bank Account	41,157.69
31/01/2021	HSBC Deposit Account	310,000.00
31/01/2021	Cambridge Building Society	60,000.00
31/01/2021	Petty Cash	20.17

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B  
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D

**411,177.86**

Other Cash & Bank Balances

**0.00**

**411,177.86**

All Cash & Bank Accounts

1	Current Bank Account - HSBC	41,157.69
2	Deposit Account - HSBC	310,000.00
3	Cambridge Building Society	60,000.00
4	Petty Cash	20.17
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>411,177.86</b>

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Oakham Town Council

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**Bank Reconciliation Statement as at 31/01/2021  
for Cashbook 1 - Current Bank Account - HSBC**

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank Account	31/01/2021		41,157.69
			<u>41,157.69</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			41,157.69
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			41,157.69
		<b>Balance per Cash Book is :-</b>	<b>41,157.69</b>
		<b>Difference is :-</b>	<b>0.00</b>

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Cashbook 1

User: CLERK

Current Bank Account - HSBC

For Month No: 10

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>
06/01/2021	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	IT
06/01/2021	Millennium Computer Services	BACS	107.28		17.88	4100	100	89.40	IT
06/01/2021	Welland Creative	BACS	507.60		84.60	4100	100	423.00	Website Hosting
06/01/2021	AA Cleaning Services	BACS	1,460.00			4215	200	1,460.00	Toilet Maintenance
11/01/2021	ICO	DD	35.00			4105	100	35.00	GDPR Renewal
14/01/2021	Biffa	BACS	2,406.49		401.08	4200	200	2,005.41	Grounds Maintenance DECEMBER
14/01/2021	Lend A Hand	BACS	27.00			4405	400	27.00	Office Cleaning
14/01/2021	G & R Gregg	BACS	20.00			4405	400	20.00	Fit plaques to benches
15/01/2021	Salaries	BACS	3,577.20			4000	100	3,577.20	Salaries
15/01/2021	Leicestershire County Council	BACS	1,089.23			4000	100	1,089.23	Pension Contribution
21/01/2021	Creative Labs / Amazon	BACS	39.99		6.66	4100	100	33.33	IT / Computer speakers
21/01/2021	Lidl / Greaves	BACS	17.44		2.91	4405	400	14.53	Sundries / cleaning
22/01/2021	HSBC	DEDUCT	6.50			4420	400	6.50	Fees
22/01/2021	K and K Window Cleaning	BACS	34.00			4405	400	34.00	Window Cleaning
25/01/2021	Pumpkin Print Ltd	BACS	176.40		29.40	4305	300	147.00	Banners
25/01/2021	Lend A Hand	BACS	27.00			4405	400	27.00	Cleaning
25/01/2021	Total Gas & Power	DD	810.00		135.00	4055	100	675.00	Utilites
25/01/2021	Total Gas & Power	DD	14.04		1.47	4055	100	12.57	Utilites
25/01/2021	E ON	DD	69.03		3.29	4055	100	65.74	Utilites
28/01/2021	Millennium Computer Services	DD	111.16		18.53	4070	100	92.63	Phone / internet
<b>Total Payments for Month</b>			10,554.56	0.00	704.02			9,850.54	
<b>Balance Carried Fwd</b>			41,157.69						
<b>Cashbook Totals</b>			51,712.25	0.00	704.02			51,008.23	

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Date: 03/02/2021

Oakham Town Council

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Cashbook 1

User: CLERK

Current Bank Account - HSBC

For Month No: 10

Receipts for Month 10

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>
<b>Balance Brought Fwd :</b>		<b>24,346.50</b>					<b>24,346.50</b>	
Banked: 01/01/2021		231.15						
	Cambridge Building Society	231.15			1090	900	231.15	Interest
Banked: 04/01/2021		190.00						
	Bowls Club	190.00			1100	900	190.00	Bowls Club rent
Banked: 04/01/2021		238.00						
	Tennis Club	238.00			1110	900	238.00	Tennis Club Rent
Banked: 12/01/2021		20,009.36						
Transfer	Deposit Account - HSBC	20,009.36			210		20,009.36	Transfer
Banked: 28/01/2021		6,697.24						
	HMRC	6,697.24			105		6,697.24	Vat
<b>Total Receipts for Month</b>		<b>27,365.75</b>	<b>0.00</b>	<b>0.00</b>			<b>27,365.75</b>	
<b>Cashbook Totals</b>		<b>51,712.25</b>	<b>0.00</b>	<b>0.00</b>			<b>51,712.25</b>	

40-35-21 01300504

Business A/C · Oak Town Cou



GBP 41,024.85

Make a payment

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Balance details

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Statements

All transactions for the last

7 days	14 days	1 month	3 months	6 months	12 months	01 Jan 2021 to 31 Jan 2021
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Advanced search

Items posted may still be reversed, returned, or recalled.



Date	Type		Description	Paid out	Paid in	Balance
31 Jan 2021			Balance carried forward			41,157.69 ✓
28 Jan 2021	DD		MILL TELE LTD	111.16		41,157.69
28 Jan 2021	CR		HMRC VAT REPAY		6,697.24	41,268.85
25 Jan 2021	DD		TOTAL GAS & POWER	14.04		34,571.61
25 Jan 2021	DD		TOTAL GAS & POWER	810.00		34,585.65
25 Jan 2021	DD		E.ON	69.03		35,395.65
25 Jan 2021	BP		CLEANING LEND A HAND BIB BACS PAYMENT	27.00		35,464.68
25 Jan 2021	BP		BANNERS Pumpkin Print Ltd BIB BACS PAYMENT	176.40		35,491.68
22 Jan 2021	CHG		TOTAL CHARGES TO 31DEC2020	6.50		35,668.08

Date	Type	Description	Paid out	Paid in	Balance
21 Jan 2021	BP	LIDL A GREAVES BIB BACS PAYMENT	17.44		35,674.58
21 Jan 2021	BP	AMAZON A GREAVES BIB BACS PAYMENT	39.99		35,692.02
15 Jan 2021	BP	SALARIES BIB MULTIPLE BENEF BIB BACS PAYMENT	4,666.43		35,732.01
14 Jan 2021	BP	WINDOW CLEANING K&K WINDOW CLEANER BIB BACS PAYMENT	34.00		40,398.44
14 Jan 2021	BP	W/O 2020-504 G & R GREGG BIB BACS PAYMENT	20.00		40,432.44
14 Jan 2021	BP	GROUNDMAINTENANCE BIFFA BIB BACS PAYMENT	2,406.49		40,452.44
14 Jan 2021	BP	CLEANING LEND A HAND BIB BACS PAYMENT	27.00		42,858.93
12 Jan 2021	TFR	403521 11352636 INTERNET TRANSFER		20,009.36	42,885.93
11 Jan 2021	DD	ICO	35.00		22,876.57
06 Jan 2021	BP	WEBSITE HOSTING WELLAND MARKETING BIB BACS PAYMENT	507.60		22,911.57
06 Jan 2021	BP	TOILET MAINTENANCE AA CLEANING BIB BACS PAYMENT	1,460.00		23,419.17
06 Jan 2021	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	19.20		24,879.17
06 Jan 2021	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	107.28		24,898.37
04 Jan 2021	CR	01300504 OAK BOWL CB		190.00	25,005.65

Date	Type	Description	Paid out	Paid in	Balance
04 Jan 2021	CR	OAK LAWN		238.00	24,815.65
01 Jan 2021	CR	CAMBRIDGE BUILDING FPS210101D8B9BCB		231.15	24,577.65
01 Jan 2021		Balance brought forward			24,346.50

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Date: 03/02/2021

Oakham Town Council

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Cashbook 2

User: CLERK

Deposit Account - HSBC

For Month No: 10

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
12/01/2021	Current Bank Account - HSBC	Transfer	20,009.36			200	20,009.36	Transfer
<b>Total Payments for Month</b>			20,009.36	0.00	0.00		20,009.36	
<b>Balance Carried Fwd</b>			310,000.00					
<b>Cashbook Totals</b>			<u>330,009.36</u>	0.00	0.00		<u>330,009.36</u>	



40-35-21 11352636

Bmm Account · Oakham Town

GBP 310,000.00

Make a Transfer

 Print

Balance details

Recent transact...


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Statements

## All transactions for the last

7 days	14 days	1 month	3 months	6 months	12 months	01 Jan 2021 to 01 Feb 2021
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Items posted may still be reversed, returned, or recalled.



Date	Type		Description	Paid out	Paid in	Balance
01 Feb 2021			Balance carried forward			310,000.00
12 Jan 2021	TFR		403521 01300504 INTERNET TRANSFER	20,009.36		310,000.00
01 Jan 2021			Balance brought forward			330,009.36

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Oakham Town Council

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Cashbook 3

User: CLERK

Cambridge Building Society

For Month No: 10

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00					
	<b>Total Payments for Month</b>		0.00	0.00	0.00		0.00	
	<b>Balance Carried Fwd</b>		60,000.00					
	<b>Cashbook Totals</b>		60,000.00	0.00	0.00		60,000.00	

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Date: 03/02/2021

Oakham Town Council

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Bank Reconciliation Statement as at 31/01/2021  
for Cashbook 4 - Petty Cash

User: CLERK

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	12/01/2021		20.17
			<u>20.17</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			<u>20.17</u>
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			<u>20.17</u>
		<b>Balance per Cash Book is :-</b>	<b>20.17</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Detailed Income &amp; Expenditure by Budget Heading 01/01/2021

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100 General Administration</u>							
4000 Salaries	4,666	40,432	55,000	14,568		14,568	73.5%
4040 Rent	0	7,968	8,000	32		32	99.6%
4045 NNDR Offices & Toilets	0	7,791	12,000	4,209		4,209	64.9%
4050 Office Furniture & Equipment	0	891	1,000	109		109	89.1%
4055 Utilities	753	3,277	4,400	1,123		1,123	74.5%
4060 Insurance	0	4,837	5,000	163		163	96.7%
4065 Postage & Stationery	25	664	1,500	836		836	44.2%
4070 Telephone & Internet	93	815	1,500	685		685	54.3%
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	1,772	3,000	1,228		1,228	59.1%
4095 Legal Expenses	0	0	3,000	3,000		3,000	0.0%
4100 IT	562	1,359	3,500	2,141		2,141	38.8%
4105 Other Professional Fees	35	2,795	3,600	805		805	77.6%
General Administration :- Indirect Expenditure	<b>6,135</b>	<b>72,961</b>	<b>103,650</b>	<b>30,689</b>	<b>0</b>	<b>30,689</b>	<b>70.4%</b>
<b>Net Expenditure</b>	<b>(6,135)</b>	<b>(72,961)</b>	<b>(103,650)</b>	<b>(30,689)</b>			
<u>200 Contracts</u>							
4200 Grounds Maintenance	2,005	17,867	27,500	9,633		9,633	65.0%
4205 Floral Displays	0	14,939	12,000	(2,939)		(2,939)	124.5%
4210 Commissioning	0	0	8,000	8,000		8,000	0.0%
4215 Toilet Maintenance	1,460	14,806	20,000	5,194		5,194	74.0%
4220 Play Area Inspections	0	225	1,000	775		775	22.5%
4225 Christmas Decorations	0	23,866	22,000	(1,866)		(1,866)	108.5%
Contracts :- Indirect Expenditure	<b>3,465</b>	<b>71,702</b>	<b>90,500</b>	<b>18,798</b>	<b>0</b>	<b>18,798</b>	<b>79.2%</b>
<b>Net Expenditure</b>	<b>(3,465)</b>	<b>(71,702)</b>	<b>(90,500)</b>	<b>(18,798)</b>			
<u>300 Recreation Planning &amp; General</u>							
4300 Catmose Prize Giving	0	0	35	35		35	0.0%
4305 Promotion of Oakham	147	787	5,000	4,213		4,213	15.7%
4310 Advertising	0	200	3,000	2,800		2,800	6.7%
4315 Planting & Tree Surgery	0	3,780	6,000	2,220		2,220	63.0%
4320 Additional Maintenance	0	7,048	7,900	852		852	89.2%
4325 Street & Park Furniture	0	1,977	12,000	10,024		10,024	16.5%
4330 Play Equipment	0	2,747	12,000	9,253		9,253	22.9%
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	<b>147</b>	<b>16,538</b>	<b>51,935</b>	<b>35,397</b>	<b>0</b>	<b>35,397</b>	<b>31.8%</b>
<b>Net Expenditure</b>	<b>(147)</b>	<b>(16,538)</b>	<b>(51,935)</b>	<b>(35,397)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 01/01/2021

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>400 Other Expenditure</b>							
4400 Public Works Loan Repayment	0	5,508	5,510	2		2	100.0%
4405 Other Expenses	123	3,116	1,200	(1,916)		(1,916)	259.7%
4410 Chairman's Allowance	0	117	3,000	2,883		2,883	3.9%
4420 Bank Charges	13	72	160	88		88	44.8%
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	1,465	500	(965)		(965)	293.0%
4435 Relocation	0	18,110	28,000	9,890		9,890	64.7%
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	373	9,000	8,627		8,627	4.1%
Other Expenditure :- Indirect Expenditure	<u>136</u>	<u>41,580</u>	<u>161,370</u>	<u>119,790</u>	<u>0</u>	<u>119,790</u>	<u>25.8%</u>
<b>Net Expenditure</b>	<u>(136)</u>	<u>(41,580)</u>	<u>(161,370)</u>	<u>(119,790)</u>			
<b>900 Income</b>							
1076 Precept	0	285,069	0	(285,069)			0.0%
1090 Interest Received	231	371	0	(371)			0.0%
1100 Bowls Club Rent	197	760	0	(760)			0.0%
1110 Tennis Club Rent	238	952	0	(952)			0.0%
1120 Oakham Community Centre	0	750	0	(750)			0.0%
1130 Rutland House Community Trust	0	1,860	0	(1,860)			0.0%
1150 Allotment Rents	0	419	0	(419)			0.0%
1900 CIL Disbursement	0	750	0	(750)			0.0%
Income :- Income	<u>666</u>	<u>290,932</u>	<u>0</u>	<u>(290,932)</u>			
<b>Net Income</b>	<u>666</u>	<u>290,932</u>	<u>0</u>	<u>(290,932)</u>			
<b>Grand Totals:- Income</b>	<u>666</u>	<u>290,932</u>	<u>0</u>	<u>(290,932)</u>			<u>0.0%</u>
<b>Expenditure</b>	<u>9,882</u>	<u>202,782</u>	<u>407,455</u>	<u>204,673</u>	<u>0</u>	<u>204,673</u>	<u>49.8%</u>
<b>Net Income over Expenditure</b>	<u>(9,217)</u>	<u>88,150</u>	<u>(407,455)</u>	<u>(495,605)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>(9,217)</u>	<u>88,150</u>					