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Oakham Town Council

Bank - Cash and Investment Reconciliation as at 1 May 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/05/2021	Current Bank Account	12,132.61	A
31/05/2021	HSBC Deposit Account	520,143.57	B
31/05/2021	Cambridge Building Society	60,000.00	C
31/05/2021	Petty Cash	20.17	D
			592,296.35

Other Cash & Bank Balances

0.00

592,296.35

All Cash & Bank Accounts

1	Current Bank Account - HSBC	12,132.61
2	Deposit Account - HSBC	520,143.57
3	Cambridge Building Society	60,000.00
4	Petty Cash	20.17
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	592,296.35

**Bank Reconciliation Statement as at 31/05/2021
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	31/05/2021		12,132.61
			<u>12,132.61</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			12,132.61
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			12,132.61
		Balance per Cash Book is :-	12,132.61
		Difference is :-	0.00

Current Bank Account - HSBC

Payments made between 01/05/2021 and 31/05/2021

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
04/05/2021	Asset Link	BACS	132.84		22.14	4050	100	110.70	Photocopier rental
13/05/2021	Millennium Computer Services	BACS	115.68		19.28	4100	100	96.40	IT
13/05/2021	Millennium Computer Services	BACS	19.20		3.20	4100	100	16.00	IT
13/05/2021	Lidbetter & Hicks Ltd	BACS	57.00		9.50	4405	400	47.50	Cutts Close light
13/05/2021	Rutland County Council	BACS	546.00			4405	400	546.00	Waste collection
13/05/2021	Rushton Tree Services	BACS	560.00			4315	300	560.00	Tree removal
13/05/2021	G T Aumais	BACS	30.00			4215	200	30.00	Call out to toilet blockage
13/05/2021	AA Cleaning Services	BACS	1,744.00			4215	200	1,744.00	Toilet Maintenance APRIL
13/05/2021	Lend A Hand	BACS	27.00			4405	400	27.00	Cleaning
13/05/2021	Viking / Greaves	BACS	98.35		10.89	4065	100	87.46	Stationery
14/05/2021	Salaries	BACS	2,878.59			4000	100	2,878.59	Salaries
14/05/2021	Leicestershire County Council	BACS	1,083.19			4000	100	1,083.19	Pension contribution
14/05/2021	HMRC	BACS	527.16			4000	100	527.16	Tax & NI
22/05/2021	HSBC	DEDUCT	7.40			4420	400	7.40	Fees
28/05/2021	Greenbarnes Ltd	BACS	3,450.83		575.14	4325	300	2,875.69	Notice Board
28/05/2021	Hegarty Solicitors	BACS	1,694.40		280.40	4095	100	1,414.00	Legal - OCC Lease
28/05/2021	BIFFA	BACS	2,406.49		401.08	4200	200	2,005.41	Grounds Maintenance APRIL
28/05/2021	Iliffe Media	BACS	235.20		39.20	4310	300	196.00	Advert
28/05/2021	Hampshire Flags	BACS	735.60		122.60	4405	400	613.00	Bunting
28/05/2021	Lend A Hand	BACS	27.00			4405	400	27.00	Cleaning
28/05/2021	K Black / Rutland Bin Cleaning	BACS	60.00			4405	400	60.00	Removal of notice board
28/05/2021	Namebadges International /Lowe	BACS	59.72		9.95	4405	400	49.77	Name badges
28/05/2021	Gardenlines / Greaves	BACS	149.98		25.00	4405	400	124.98	Garden trolley for shelter
28/05/2021	Wix.com / Greaves	BACS	86.40		14.40	4100	100	72.00	Website domain name
28/05/2021	Millennium Computer Services	DD	120.14		20.02	4100	100	100.12	IT
Total Payments:			16,852.17	0.00	1,552.80			15,299.37	

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Date: 04/06/2021

Oakham Town Council

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Cashbook 1

User: CLERK

Current Bank Account - HSBC

For Month No: 2

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>
Balance Brought Fwd :		24,299.50					24,299.50	
Banked: 02/05/2021		900.00						
	E Platt		900.00	150.00	1120	900	750.00	OCC Rent
Banked: 21/05/2021		131.22						
	Zurich		131.22		4060	100	131.22	Insurance Credit
Banked: 31/05/2021		900.00						
	E Platt		900.00	150.00	1120	900	750.00	OCC Rent
Total Receipts for Month		1,931.22	0.00	300.00			1,631.22	
Cashbook Totals		26,230.72	0.00	300.00			25,930.72	

40-35-21 01300504

Business A/C · Oak Town Cou

GBP 12,132.61

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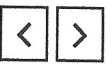
Date ▲ ⓘ	Type ▼ ⓘ	Description	Paid out ▼	Paid in ▼	Balance
01 May 2021		Balance Brought Forward			27,053.56
02 May 2021	CR	E Platt EMILY PLATT RENT		900.00	27,953.56
04 May 2021	DD	ASSETLINKCAPITALN7	132.84		27,820.72
13 May 2021	BP	CLEANING LEND A HAND BIB BACS PAYMENT	27.00		
13 May 2021	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	19.20		
13 May 2021	BP	IT MILLENNIUM LTD BIB BACS PAYMENT	115.68		
13 May 2021	BP	PLUMBER -TOILETS G T AUMAIS BIB BACS PAYMENT	30.00		

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Date ▲ ⓘ	Type ▼ ⓘ	Description	Paid out ▼	Paid in ▼	Balance
13 May 2021	BP	TOILET CLEANING AA CLEANING BIB BACS PAYMENT	1,744.00		
13 May 2021	BP	TREE - CENTENARY RUSHTON TREE BIB BACS PAYMENT	560.00		
13 May 2021	BP	VIKING A GREAVES BIB BACS PAYMENT	98.35		
13 May 2021	BP	W/O 2020-519 LIDBETTER HICKS BIB BACS PAYMENT	57.00		
End of sheet 522					
13 May 2021	BP	WASTE COLLECTION RUTLAND C/TAX BIB BACS PAYMENT	546.00		24,623.49
14 May 2021	BP	SALARIES BIB MULTIPLE BENEF BIB BACS PAYMENT	4,488.94		20,134.55
21 May 2021	CR	ZURICH		131.22	20,265.77
22 May 2021	DR	TOTAL CHARGES TO 30APR2021	7.40		20,258.37
28 May 2021	BP	ADVERTISING ILIFFE MEDIA BIB BACS PAYMENT	235.20		
28 May 2021	BP	BUNTING HAMPSHIRE FLAG BIB BACS PAYMENT	735.60		
28 May 2021	BP	CLEANING LEND A HAND BIB BACS PAYMENT	27.00		
28 May 2021	BP	GROUNDMAINTENANCE BIFFA BIB BACS PAYMENT	2,406.49		
28 May 2021	BP	LEGAL/LEASE Hegarty Solicitors BIB BACS PAYMENT	1,694.40		

Date ▲ ⓘ	Type ▼ ⓘ	Description	Paid out ▼	Paid in ▼	Balance
28 May 2021	BP	NAME BADGES ADAM LOWE BIB BACS PAYMENT	59.72		
28 May 2021	BP	NOTICE BOARD MR K P BLACK BIB BACS PAYMENT	60.00		
28 May 2021	BP	NOTICEBOARD Greenbarnes Ltd BIB BACS PAYMENT	3,450.83		
28 May 2021	BP	NP WEB SITE A GREAVES BIB BACS PAYMENT	86.40		
28 May 2021	BP	TROLLEY A GREAVES BIB BACS PAYMENT	149.98		
28 May 2021	DD	MILL TELE LTD	120.14		11,232.61
31 May 2021	CR	E Platt EMILY PLATT RENT		900.00	12,132.61
End of sheet 523					
01 Jun 2021		Balance Carried Forward			12,132.61



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**Bank Reconciliation Statement as at 31/05/2021
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	31/05/2021		520,143.57
			<u>520,143.57</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			520,143.57
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			520,143.57
		Balance per Cash Book is :-	520,143.57
		Difference is :-	0.00

40-35-21 11352636
Bmm Account · Oakham Town

GBP 520,152.88

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Date ▲ ⓘ	Type ▼ ⓘ	Description	Paid out ▼	Paid in ▼	Balance
01 May 2021		Balance Brought Forward			520,143.57 ✓
01 Jun 2021	CR	GROSS INTEREST TO 31MAY2021		9.31	520,152.88
End of sheet 114					
01 Jun 2021		Balance Carried Forward			520,152.88



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Date: 04/06/2021
Time: 17:51

Oakham Town Council

Bank Reconciliation Statement as at 31/05/2021
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	31/05/2021		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

Date: 04/06/2021
Time: 17:50

Oakham Town Council

Bank Reconciliation Statement as at 31/05/2021
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	31/05/2021		20.17
			<u>20.17</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			20.17
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			20.17
			Balance per Cash Book is :-
			20.17
			Difference is :-
			0.00

Detailed Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

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	4,489	8,996	0	(8,996)		(8,996)	0.0%
4045 NNDR Offices & Toilets	0	7,934	0	(7,934)		(7,934)	0.0%
4050 Office Furniture & Equipment	111	111	0	(111)		(111)	0.0%
4055 Utilities	0	433	0	(433)		(433)	0.0%
4060 Insurance	(131)	4,216	0	(4,216)		(4,216)	0.0%
4065 Postage & Stationery	87	87	0	(87)		(87)	0.0%
4070 Telephone & Internet	0	107	0	(107)		(107)	0.0%
4090 Accountancy & Audit	0	360	0	(360)		(360)	0.0%
4095 Legal Expenses	1,414	1,414	0	(1,414)		(1,414)	0.0%
4100 IT	285	515	0	(515)		(515)	0.0%
4105 Other Professional Fees	0	1,175	0	(1,175)		(1,175)	0.0%
General Administration :- Indirect Expenditure	6,254	25,349	0	(25,349)	0	(25,349)	
Net Expenditure	(6,254)	(25,349)	0	25,349			
200 Contracts							
4200 Grounds Maintenance	2,005	2,005	0	(2,005)		(2,005)	0.0%
4215 Toilet Maintenance	1,774	3,453	0	(3,453)		(3,453)	0.0%
Contracts :- Indirect Expenditure	3,779	5,458	0	(5,458)	0	(5,458)	
Net Expenditure	(3,779)	(5,458)	0	5,458			
300 Recreation Planning & General							
4305 Promotion of Oakham	0	232	0	(232)		(232)	0.0%
4310 Advertising	196	196	0	(196)		(196)	0.0%
4315 Planting & Tree Surgery	560	1,320	0	(1,320)		(1,320)	0.0%
4320 Additional Maintenance	0	5,810	0	(5,810)		(5,810)	0.0%
4325 Street & Park Furniture	2,876	2,876	0	(2,876)		(2,876)	0.0%
4330 Play Equipment	0	350	0	(350)		(350)	0.0%
Recreation Planning & General :- Indirect Expenditure	3,632	10,783	0	(10,783)	0	(10,783)	
Net Expenditure	(3,632)	(10,783)	0	10,783			
400 Other Expenditure							
4400 Public Works Loan Repayment	(2,754)	2,754	0	(2,754)		(2,754)	0.0%
4405 Other Expenses	1,495	7,161	0	(7,161)		(7,161)	0.0%
4410 Chairman's Allowance	0	250	0	(250)		(250)	0.0%
4420 Bank Charges	7	14	0	(14)		(14)	0.0%
4440 Cutts Close Capital Project	0	45	0	(45)		(45)	0.0%
Other Expenditure :- Indirect Expenditure	(1,251)	10,224	0	(10,224)	0	(10,224)	
Net Expenditure	1,251	(10,224)	0	10,224			

Detailed Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
900 Income							
1076 Precept	0	275,595	0	(275,595)			0.0%
1090 Interest Received	0	144	0	(144)			0.0%
1110 Tennis Club Rent	0	238	0	(238)			0.0%
1120 Oakham Community Centre	1,500	1,500	0	(1,500)			0.0%
1900 CIL Disbursement	0	1,983	0	(1,983)			0.0%
Income :- Income	1,500	279,459	0	(279,459)			
Net Income	1,500	279,459	0	(279,459)			
Grand Totals:- Income	1,500	279,459	0	(279,459)			0.0%
Expenditure	12,414	51,814	0	(51,814)	0	(51,814)	0.0%
Net Income over Expenditure	(10,914)	227,645	0	(227,645)			
Movement to/(from) Gen Reserve	(10,914)	227,645					