

Hormead Parish Council  
1 November to 31 December 2018

ACCOUNTS

APPENDIX A

BALANCES BROUGHT FORWARD					Value	
BANK 1 Nov				£	15,579.53	
Available balance b/fwd 1 Nov				£	14,810.63	
INCOME						
Payee	Item	Ref	Date	Value		
EHC	Litterpick grant 2018 plus refund TEN error	D/Cr	2-Nov	£ 2,600.76 £ 21.00		
EHC	Community Grant WWI Centenary	D/Cr	12-Nov	£ 350.00		
	Income from WWI event 11/11/18	100123	28-Nov	£ 131.82		
M Irons	Hall hire	100124	28-Nov	£ 40.00		
Anon	Plus WWI donation			£ 20.00		
M Irons	Hall hire	100130	24-Dec	£ 40.00		
Cash	plus wine refund 11th Nov event			£ 44.00		
<b>Total</b>				<b>£ 3,247.58</b>		
EXPENDITURE					VAT	
Payee	Service Received	Cheque No	Cheque Date	Value	included	
Cash	Advance for WWI event	1659	06-Nov	200.00	-	
Annamaria Virage	Pavilion cleaning October	1660	06-Nov	26.00	-	
Clerk reimburse	Lights for WWI event	1661	08-Nov	42.00	-	
Landscape Concept	Pavilion door lock	1662	15-Nov	71.99	12.00	
Clerk reimburse	EHC TEN error	1663	15-Nov	21.00	-	
Good Neighbours	Donation	1664	15-Nov	50.00	-	
Clerk	Mileage/phone/office October	1665	15-Nov	33.40	-	
EHC	Dog bins contract 2018/19	1666	15-Nov	198.38	33.06	
SC Ruff	Litterpicking to 3/11 8 of 12	1667	15-Nov	260.00	-	
Clerk cash	Petty cash expenses September	1668	15-Nov	22.65	-	
R White reimburse	Security grille pavilion	1669	15-Nov	20.00	-	
Clerk	Salary November	1670	30-Nov	468.90	-	
SC Ruff	Litterpicking to 30/11 9 of 12	1671	06-Dec	260.00	-	
HAPTC	Councillor training	1672	06-Dec	40.00	-	
Clerk reimburse	SLCC Annual subs 1/4th	1673	06-Dec	57.00	-	
E.ON	Electricity 10 Aug - 10 Nov	1674	06-Dec	89.24	4.25	
Cash	Chairman's Allowance for 5/12 event	1675	06-Dec	160.00	-	
Clerk	Salary December	1676	18-Dec	462.80	-	
HMRC	PAYE 3rd Quarter, Oct-Dec 2018	1677	18-Dec	79.20	-	
<b>TOTAL EXPENDITURE</b>				<b>£ 2,562.56</b>	<b>£ 49.31</b>	
Balances Carried Forward					Cash book AVAILABLE	Bank Statement
<b>Current Account</b>	<b>AVAILABLE BALANCE brought forward*</b>	<b>1-Nov</b>		<b>£ 14,810.63</b>	<b>£ 15,579.53</b>	
Plus income				£ 3,247.58	£ 3,247.58	
Less expenditure				£ 2,562.56	£ 2,562.56	
Less previous months' cheques presented in month					£ 768.90	
Plus stopped cheques				£ -	£ -	
Unpresented prev months' cheques are included in available balance						
Plus unpresented March cheque 1583 now out of date*				£ -	£ 119.20	
<b>AVAILABLE BALANCE Carried Forward</b>	<b>31-Dec</b>			<b>£ 15,495.65</b>	<b>£ 15,614.85</b>	
Plus petty cash in hand					£ 50.00	
minus unpresented Dec					£ 119.20	
					£ 15,495.65	
					£ 15,614.85	
					£ 11.00	
					£ 0.92	
					£ 41.92	

  

Clerk's Salary & Expenses November-December			
SALARY	hours	rate	
Nov	Chq 1670	30 Nov	£ 468.90
Dec	Chq 1676	18 Dec	£ 462.80
PAYE	Chq 1677	18 Dec	£ 79.20
EXPENSES November-December to pay in Jan			
	Miles	rate	
Travel	44	£0.45	£ 19.80
See Appendix B2 for details			
Broadband, telephone and office space			
	mins		
Telephone	0	£ 0.13	£ -
Broadband contribution @ £8/month			
Space, lighting, heating & electricity			
contribution @ £3 per month			
See Appendix B2 for details			TOTAL
			£ 41.80
			Cheque 1678 17/1
Petty cash float Nov/Dec			Total
Pay in Jan			VAT incl
Stamps			£ 3.48
Calendar			£ 1.00
Printer paper			£ 3.60
Chq 1679 17/1			£ 8.08
Petty Cash in hand			£ 41.92
<b>PETTY CASH FLOAT BALANCE</b>			<b>£ 50.00</b>
Bank statement Reconciliation			
<b>Opening bank balance</b>	<b>1 Nov</b>		<b>£ 15,579.53</b>
Add Income			£ 3,247.58
Less Expenditure			£ 2,562.56
Less prev months' cheques presented**			£ 768.90
Add unpresented Dec cheques***			£ 119.20
<b>Reconciled with statement to 31 Dec</b>			<b>£ 15,614.85</b>
PRESENTED PREV MONTHS' CHEQUES **			
31-Oct	Cash advance	1657	£ 300.00
31-Oct	Clerk	1658	£ 468.90
<b>TOTAL prev months' cashed cheques</b>			<b>£ 768.90</b>
UNPRESENTED PREV MONTHS' CHEQUES*			
22-Mar	Style Cymru £55	1583	£ -
Now out of date			
Incl in available bal b/fwd			TOTAL
			£ -
UNPRESENTED DECEMBER CHEQUES			
Chq date			
06-Dec	HAPTC	1672	£ 40.00
18-Dec	HMRC	1677	£ 79.20
<b>UNPRESENTED SEPTEMBER TOTAL</b>			<b>£ 119.20</b>