

<b>BALANCES BROUGHT FORWARD</b>		<b>Value</b>
	<b>BANK 1 MAY</b>	<b>£ 14,005.86</b>
<b>Available balance b/fwd 1 MAY</b>		<b>£ 13,047.01</b>

<b>INCOME</b>				
Payee	Item	Ref	Date	Value
S&NH CTC	Payment for pavilion mess	100105	15-May	£ 22.50
<b>Total</b>				<b>£ 22.50</b>

<b>EXPENDITURE</b>					VAT
Payee	Service Received	Cheque No	Cheque Date	Value	included
Clerk	Mileage/phone/office April	1491	19-May	24.08	-
Clerk petty cash	Petty cash exp April	1492	20-May	17.12	-
Zurich Municipal	Annual Insurance premium	1493	19-May	1,005.45	-
Bowtell Electrical	Shower fan: inspect, new pull cord	1494	19-May	67.20	11.20
Accountancy Services	Internal audit	1495	19-May	150.00	-
SC Ruff	Litterpicking to 18/5 2	1496	19-May	260.00	-
Earthworms	Meads maintenance May	1497	19-May	685.00	-
E.ON	Electricity 10 Feb to 11 May	1498	19-May	103.88	4.95
Annamaria Viragh	Pavilion cleaning May	1499	19-May	78.00	-
Clerk reimburse	Printer ink	1500	19-May	45.58	7.60
Clerk C Marks	Salary May	1501	31-May	450.98	-
<b>TOTAL EXPENDITURE</b>				<b>£ 2,887.29</b>	<b>£ 23.75</b>

<b>Balances Carried Forward</b>		<b>AVAILABLE</b>	<b>Bank Statement</b>
<b>Current Account</b>	<b>AVAILABLE BALANCE brought forward*</b>	<b>30-Apr</b>	<b>£ 14,005.86</b>
Plus income			£ 22.50
Less expenditure			£ 2,887.29
Less previous months' cheques presented in month			£ 937.85
Plus cancelled cheques			£ -
Unpresented prev months' cheques are included in available balance			£ 518.18
Plus unpresented May cheques			£ 518.18
<b>AVAILABLE BALANCE Carried Forward</b>	<b>31-May</b>	<b>£ 10,182.22</b>	<b>£ 10,721.40</b>

Plus petty cash in hand £ 50.00

£ 10,721.40
less unpresented May £ 518.18
less unpresented April £ 21.00
<u>£ 10,182.22</u>

<b>Clerk's Salary &amp; Expenses MAY</b>			
SALARY	hours	rate	
<b>1-31 MAY</b>	Basic 39		£ 455.00
	Additional hours		£ 41.98
			£ 496.98
<b>PAYE</b>			£ 46.00
	<b>Chq 1501 31/5</b>	<b>Total</b>	<b>£ 450.98</b>

<b>EXPENSES MAY to pay June</b>			
	Miles	rate	
<b>Travel</b>	40	£0.45	£ 18.00
See Appendix B2 for details			
<b>Broadband, telephone and office space</b>			
	mins		
Telephone	12	£ 0.08	£ 0.96
Broadband contribution @ £8/month			£ 8.00
Space, lighting, heating & electricity contribution @ £3 per month			£ 3.00
<b>See Appendix B2 for details</b>			<b>TOTAL</b>
			<b>£ 29.96</b>
			<b>Cheque 1502 15/6</b>

<b>Petty cash float MAY pay in June</b>			Total	VAT incl
11/5 Pavilion cleaning materials	£	8.09		
15/5 Wilko usb	£	6.50		
17/5 Wilko printer paper	£	2.50		
<b>Chq 1503 15/6</b>		<b>£ 17.09</b>	<b>£ -</b>	
Cash in hand 31/5		£ 32.91		
<b>PETTY CASH FLOAT BALANCE</b>		<b>£ 50.00</b>		

<b>Bank statement Reconciliation</b>		
<b>Opening bank balance 1 May</b>		<b>£ 14,005.86</b>
Add Income		£ 22.50
Less Expenditure		£ 2,887.29
Less prev months' cheques presented**		£ 937.85
Add unpresented cheques***		£ 518.18
		£ -
<b>Reconciled with statement to 31 May</b>		<b>£ 10,721.40</b>

<b>PRESENTED PREV MONTHS' CHEQUES **</b>			
16-Mar	Style:Cymru	1472	£ 124.00
20-Apr	HAPTC	1485	£ 396.25
30-Apr	Clerk	1490	£ 417.60
<b>TOTAL prev months' cashed cheques</b>			<b>£ 937.85</b>

<b>UNPRESENTED PREV MONTHS' CHEQUES*</b>			
20-Apr	EHDC	1488	£ 21.00
<b>Incl in available bal b/fwd</b>			<b>TOTAL</b>
			<b>£ 21.00</b>

<b>UNPRESENTED MAY CHEQUES AS AT 31 MAY</b>			
Chq date			
19-May	Bowtell	1494	£ 67.20
31-May	Clerk	1501	£ 450.98
<b>UNPRESENTED MAY TOTAL</b>			<b>£ 518.18</b>