

Hormead Parish Council
1 to 31 May 2019

ACCOUNTS

APPENDIX A

BALANCES BROUGHT FORWARD					Value
BANK 1 May				£	18,424.44
Available balance b/fwd 1 May				£	17,513.08
INCOME					
Payee	Item	Ref	Date	Value	
Widford PC and Buckland PC	Reimbursement of LCR subscription*	100132	15-May	£ 12.00	
Total				£	12.00
EXPENDITURE					
Payee	Service Received	Cheque No	Cheque Date	Value	VAT included
HAPTC	Good Councillor Guide x 1	1709	16-May	5.00	-
Accountancy Services	Internal Audit 2018/19	1710	16-May	150.00	-
NALC	LCR subs (2/3rds reimbursed*)	1711	16-May	17.00	-
LCPAS	DPO Services annual subs	1712	16-May	120.00	-
Landscape Concept	Meads maintenance April 3 of 8	1713	16-May	975.00	162.50
Landscape Concept	Meads paint & materials	1714	16-May	487.20	81.20
Clerk	Mileage etc expenses April	1715	16-May	32.15	-
Clerk - petty cash	Petty cash top-up April	1716	16-May	15.88	-
SC Ruff	Litterpicking to 17/5 2 of 12	1717	16-May	260.00	-
E.ON	Electricity 10 Feb to 10 May	1718	16-May	110.64	5.27
Clerk	Salary May	1719	31-May	519.70	-
TOTAL EXPENDITURE				£	2,692.57
				£	248.97
Balances Carried Forward					
Current Account	AVAILABLE BALANCE brought forward*	1-May	Cash book AVAILABLE	Bank Statement	
			£ 17,513.08	£ 18,424.44	
Plus income			£ 12.00	£ 12.00	
Less expenditure			£ 2,692.57	£ 2,692.57	
Less previous months' cheques presented in month				£ 512.00	
Plus stopped cheques			£ -	£ -	
Unpresented prev months' cheques are included in available balance					
Plus unpresented May cheques 1709, 1719				£ 1,986.90	
AVAILABLE BALANCE Carried Forward			£	14,832.51	
Plus petty cash in hand			£	50.00	

Clerk's Salary & Expenses May			
SALARY	hours	rate	
May	Chq 1719	31 May	£ 519.70
HMRC PAYE			

EXPENSES May to pay in June			
	Miles	rate	
Travel	40	£0.45	£ 18.00
See Appendix B2 for details			
Broadband, telephone and office space			
Telephone	18	£ 0.15	£ 2.70
Broadband contibution @ £8/month			£ 8.00
Space, lighting, heating & electricity contibution @ £3 per month			£ 3.00
See Appendix B2 for details			TOTAL
			£ 31.70
			Cheque 1723 20/6

Petty cash float May			Total	VAT incl
Pay in June				
11/5 Sainsburys paper		£	5.00	
20/5 Wilko envelopes & stamps		£	7.96	
Chq 1724 20/6			£ 12.96	£ -
Petty Cash in hand			£ 37.04	
PETTY CASH FLOAT BALANCE			£	50.00

Bank statement Reconciliation		
Opening bank balance	1 May	£ 18,424.44
Add Income		£ 12.00
Less Expenditure		£ 2,692.57
Less prev months' cheques presented**		£ 512.00
Add unpresented April cheques***		£ 1,986.90
		£ -
Reconciled with statement to 31 May		£ 17,218.77

PRESENTED PREV MONTHS' CHEQUES **			
30-Apr	Clerk	1708	512.00
TOTAL prev months' cashed cheques		£	512.00

UNPRESENTED PREV MONTHS' CHEQUES*			
18-Apr	HAPTC	1702	399.36
Incl in available bal b/fwd		TOTAL	£ 399.36

UNPRESENTED MAY CHEQUES			
Chq date			
16-May	HAPTC	1709	5.00
16-May	Landscape Concept	1713	975.00
16-May	Landscape Concept	1714	487.20
31-May	Clerk	1719	519.70
UNPRESENTED APRIL TOTAL			£ 1,986.90

£ 17,218.77
 minus unpresented May £ 1,986.90
 minus unpresented April £ 399.36
 £ 14,832.51