



DUSTON PARISH COUNCIL

Parish Office
Duston Community Centre
Pendle Road
NORTHAMPTON
NN5 6DT

Tel: 01604 583626
Email: office@duston-pc.gov.uk
Web: www.duston-pc.gov.uk
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FINANCE AND GENERAL PURPOSES COMMITTEE

Cllr Alan Bottwood (Chair), Cllr Mike Pepper (Vice-Chair),
Cllr David Huffadine-Smith, Cllr John Caswell, Cllr Mike Ingram,
Cllr Paul Anderson, Cllr Ken Clarke, Cllr Sandie Maitland

20th July 2018

Dear Councillor,

You are hereby summoned to a meeting of Duston Parish Council in Duston Community Centre, Pendle Road, Duston, NN5 6DT on **Thursday 26th July 2018 7pm** when the following business will be transacted.

AGENDA

11. To receive apologies for absence

12. To receive and approve the minutes of the meeting held on Thursday 28th June 2018 -(APPENDIX A)

13. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).

14. Public participation session (Persons wishing to address Council may register their intention to do so at the above address by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes).

15. Bank reconciliations

- To review bank reconciliations (APPENDIX B)

16. Invoices and cheques for signature

- To review invoices and cheques for signature (APPENDIX C)

17. Grant Application

- To consider a grant application from Duston Netball Club

Justin Gleich



Clerk to Duston Parish Council

**DUSTON PARSH COUNCIL**

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FINANCE AND GENERAL PURPOSES COMMITTEE**MINUTES 28th JUNE 2018**

CHAIRMAN OF COMMITTEE: Councillor Caswell, in the Chair

PRESENT: Cllrs Ingram, Pepper, Huffadine-Smith

IN ATTENDANCE:

Gary Youens – Deputy Parish Clerk
Cllr Clarke
Cllr Maitland

1. Election of Chairman of Finance and General Purposes Committee for 2018/19

It was RESOLVED:

- Cllr Bottwood was elected as Chairman of the Finance & General Purposes Committee for 2018/19.

2. Election of Vice-Chairman of Finance & General Purposes for 2018/19

It was RESOLVED:

Signed: .....

- Cllr Pepper was elected as Vice-Chairman of the Finance & General Purposes Committee for 2018/19.

3. To receive apologies for absence

Cllr Bottwood

4. To receive and approve the minutes of the meeting held on 10th May 2018 -

It was RESOLVED:

- The minutes of the previous meeting were approved and the Chairman authorised to sign the same (APPENDIX A).

5. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

None

6. Public participation session

None

7. Bank Reconciliations

It was RESOLVED:

- Bank Reconciliations were approved (APPENDIX B).

8. To Review Invoices and Cheques for Signature

It was RESOLVED:

- The invoices were approved for signature (APPENDIX C).

9. Grants

Signed: 

It was RESOLVED:

- The Grant application from Royal British Legion was declined.

10. Replacement Flooring for Green Room

It was RESOLVED:

- Funding for replacement flooring in the Green Room at Duston Community Centre was approved.

Signed: 

Duston Parish Council

Finance

Period 31 May 2018

- **Bank reconciliations**
- **Bank reconciliation – summary report**
- **Actual and budget report by cost centre**
- **Purchase ledger balances 31.5.18**
- **Sales ledger balances 31.5.18**

Duston Parish Council

Bank reconciliation report for finance committee

2018/19

S.P.
18/12/18

Savings account

Month ended	Opening balance	Precept	Interest	Transfer to current account	Closing balance	Comments
Apr-18	467,725.48	233,600.00		50,000.00	651,325.48	
May-18	651,325.48			50,000.00	601,325.48	
Jun-18	601,325.48				601,325.48	
Jul-18	601,325.48				601,325.48	
Aug-18	601,325.48				601,325.48	
Sep-18	601,325.48				601,325.48	
Oct-18	601,325.48				601,325.48	
Nov-18	601,325.48				601,325.48	
Dec-18	601,325.48				601,325.48	
Jan-19	601,325.48				601,325.48	
Feb-19	601,325.48				601,325.48	
Mar-19	601,325.48				601,325.48	

Duston Parish Council

Bank reconciliation report for finance committee

2018/19

Current account

Month ended	Opening balance	Money received in	Transfer from savings account	Money paid out supplier etc	Salaries HMRC/Pension	Public works loan	Closing balance	Comments
Apr-18	68,306.49	32,645.38	50,000.00	25,812.36	27,605.43		97,534.08	
May-18	97,534.08	15,095.82	50,000.00	29,120.41	23,582.50	8,610.00	101,316.99	
Jun-18	101,316.99						101,316.99	
Jul-18	101,316.99						101,316.99	
Aug-18	101,316.99						101,316.99	
Sep-18	101,316.99						101,316.99	
Oct-18	101,316.99						101,316.99	
Nov-18	101,316.99						101,316.99	
Dec-18	101,316.99						101,316.99	
Jan-19	101,316.99						101,316.99	
Feb-19	101,316.99						101,316.99	
Mar-19	101,316.99						101,316.99	

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 1 Current A/c 03573680

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Community A/c 3680	31/05/2018	5	117,162.42
			<u>117,162.42</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
27/04/2018 102970 St John Ambulance		165.60	
27/04/2018 102971 Sara Spade Music		310.00	
09/05/2018 102981 Park Run grant		1,000.00	
18/05/2018 102982 Jenny Evans (Youth Manager)		24.00	
29/05/2018 102987 BACA Safety & Workwear		34.15	
29/05/2018 102988 Barnett Landscapes Ltd		168.00	
29/05/2018 102989 Bee Tee Alarms Ltd		3,128.31	
29/05/2018 102990 Complete Ground Management		1,451.00	
29/05/2018 102991 ESPO		376.27	
29/05/2018 102992 DA Heating Ltd		105.00	
29/05/2018 102993 Natalie Green & Co		4,593.00	
29/05/2018 102995 Johnson Underwood Ltd		3,787.56	
29/05/2018 102996 SRCL Ltd		37.20	
29/05/2018 102997 Travis Perkins Trading Co Ltd		45.44	
29/05/2018 102999 Northampton Borough Council		187.00	
31/05/2018 103000 Justin Gleich		359.90	
05/02/2018 102889 Perkins Florists		38.00	
08/03/2018 102914 G Old		35.00	
			<u>15,845.43</u>
			101,316.99
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			101,316.99
		Balance per Cash Book is :-	101,316.99
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 1

User : NG

Current A/c 03573680

For Month No : 2

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		97,534.08				97,534.08	
Banked on : 27/04/2018		120.00					
	Sales Recpts Page 1666	120.00	120.00		100		Sales Recpts Page 1666
Banked on : 01/05/2018		78.00					
	Sales Recpts Page 1636	78.00	78.00		100		Sales Recpts Page 1636
Banked on : 01/05/2018		96.00					
	Sales Recpts Page 1637	96.00	96.00		100		Sales Recpts Page 1637
Banked on : 03/05/2018		52.00					
	Sales Recpts Page 1638	52.00	52.00		100		Sales Recpts Page 1638
Banked on : 04/05/2018		58.20					
	Sales Recpts Page 1639	58.20	58.20		100		Sales Recpts Page 1639
Banked on : 04/05/2018		48.00					
	Sales Recpts Page 1640	48.00	48.00		100		Sales Recpts Page 1640
Banked on : 08/05/2018		130.00					
	Sales Recpts Page 1641	130.00	130.00		100		Sales Recpts Page 1641
Banked on : 08/05/2018		600.00					
	Sales Recpts Page 1642	600.00	600.00		100		Sales Recpts Page 1642
Banked on : 08/05/2018		5.00					
Bradbury	Bradbury Table top	5.00		0.83	1025 101	4.17	Bradbury Table top
Banked on : 09/05/2018		52.00					
	Sales Recpts Page 1643	52.00	52.00		100		Sales Recpts Page 1643
Banked on : 09/05/2018		295.75					
	Sales Recpts Page 1644	295.75	295.75		100		Sales Recpts Page 1644
Banked on : 09/05/2018		45.50					
	Sales Recpts Page 1645	45.50	45.50		100		Sales Recpts Page 1645
Banked on : 10/05/2018		65.00					
	Sales Recpts Page 1646	65.00	65.00		100		Sales Recpts Page 1646
Banked on : 11/05/2018		130.00					
	Sales Recpts Page 1647	130.00	130.00		100		Sales Recpts Page 1647
Banked on : 14/05/2018		32.50					
	Sales Recpts Page 1648	32.50	32.50		100		Sales Recpts Page 1648
Banked on : 14/05/2018		84.50					
	Sales Recpts Page 1649	84.50	84.50		100		Sales Recpts Page 1649
Banked on : 14/05/2018		119.00					
	Sales Recpts Page 1650	119.00	119.00		100		Sales Recpts Page 1650
Banked on : 14/05/2018		240.00					
	Sales Recpts Page 1651	240.00	240.00		100		Sales Recpts Page 1651

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Cash Book 1

User : NG

Current A/c 03573680

For Month No : 2

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked on : 14/05/2018	10.00						
Rahman	J Rahman	10.00			565		10.00	J Rahman deposit
	Banked on : 15/05/2018	2,079.75						
	Sales Recpts Page 1663	2,079.75	2,079.75		100			Sales Recpts Page 1663
	Banked on : 15/05/2018	580.00						
	Sales Recpts Page 1664	580.00	580.00		100			Sales Recpts Page 1664
	Banked on : 15/05/2018	679.12						
Weedon	C Christie DFD	18.00		3.00	1025	101	15.00	C Christie DFD
Weedon	Cafe	515.00		85.83	1027	101	429.17	Cafe 24.4.18-11.5.18
Weedon	Katie Thomas	10.00			565		10.00	Katie Thomas
Weedon	J Taylor	10.00			565		10.00	J Taylor deposit
Weedon	Jaybi Kair	10.00			565		10.00	Jaybi Kair deposit
Weedon	Veronica Davis	10.00			565		10.00	Veronica Davis - deposit
Weedon	Bargain shop	100.00			1020	101	100.00	Bargain shop - donation
Weedon	RBL	6.12		1.02	1023	201	5.10	RBL photocopying
	Banked on : 16/05/2018	6,964.00						
	Sales Recpts Page 1652	6,964.00	6,964.00		100			Sales Recpts Page 1652
	Banked on : 17/05/2018	18.00						
Partridge	F Partridge DFD	18.00		3.00	1025	101	15.00	F Partridge DFD
	Banked on : 17/05/2018	18.00						
Smith	Bakery DFD	18.00		3.00	1025	101	15.00	Bakery DFD
	Banked on : 18/05/2018	32.50						
	Sales Recpts Page 1653	32.50	32.50		100			Sales Recpts Page 1653
	Banked on : 21/05/2018	130.00						
	Sales Recpts Page 1654	130.00	130.00		100			Sales Recpts Page 1654
	Banked on : 21/05/2018	330.30						
	Sales Recpts Page 1655	330.30	330.30		100			Sales Recpts Page 1655
	Banked on : 21/05/2018	18.00						
Tanser	L Tanser DFD	18.00		3.00	1025	101	15.00	L Tanser DFD
	Banked on : 24/05/2018	391.00						
	Sales Recpts Page 1665	391.00	391.00		100			Sales Recpts Page 1665
	Banked on : 24/05/2018	717.70						
Kingsthorp	G J Catering DFD	60.00		10.00	1025	101	50.00	G J Catering DFD
Kingsthp	A Grantham	17.70		2.95	1023	201	14.75	A Grantham - photocopying
Kingsthp	Bargain shop	100.00			1020	101	100.00	Bargain shop
Kingsthp	Oana Dragut	39.00			565		39.00	Oana Dragut - deposit
Kingsthp	Cafe	501.00		83.50	1027	101	417.50	Cafe 14.5.18-22.5.18
	Banked on : 24/05/2018	50,000.00						
	Business Saver A/c 63253058	50,000.00			200		50,000.00	Trf from savings

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Duston Parish Council

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Cash Book 1

User : NG

Current A/c 03573680

For Month No : 2

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Banked on : 25/05/2018		130.00					
	Sales Recpts Page 1656	130.00	130.00		100		Sales Recpts Page 1656
Banked on : 25/05/2018		338.00					
	Sales Recpts Page 1657	338.00	338.00		100		Sales Recpts Page 1657
Banked on : 25/05/2018		150.00					
	Sales Recpts Page 1658	150.00	150.00		100		Sales Recpts Page 1658
Banked on : 25/05/2018		52.00					
	Sales Recpts Page 1667	52.00	52.00		100		Sales Recpts Page 1667
Banked on : 29/05/2018		18.00					
Little Wig	Little Wiggles	18.00		3.00	1025 101	15.00	Little Wiggles DFD
Banked on : 31/05/2018		140.00					
	Sales Recpts Page 1659	140.00	140.00		100		Sales Recpts Page 1659
Banked on : 31/05/2018		48.00					
	Sales Recpts Page 1660	48.00	48.00		100		Sales Recpts Page 1660
Total Receipts for Month		65,095.82	13,612.00	199.13		51,284.69	
Cash Book Totals		162,629.90	13,612.00	199.13		148,818.77	

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Duston Parish Council

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Cash Book 1

User : NG

Current A/c 03573680

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/05/2018	Northampton Borough Council	NBC DD	332.00	332.00		500		NBC rates 18/19 St Lukes
01/05/2018	TV Licensing	TV	12.37	12.37		500		Purchase Ledger
08/05/2018	Barclays	Barclaysdd	7.57	7.57		500		CHGAPR/Barclays
08/05/2018	HMRC VAT	HMRC VAT	6,915.87			105	6,915.87	HMRC VAT
09/05/2018	Jodie Craven	102978	50.00			566	50.00	Jodie Craven damage deposit
09/05/2018	Therese Mbofung	102979	150.00			566	150.00	Therese Mbofung damage deposit
09/05/2018	Garden Machines (Northampton)	102980	571.90	571.90		500		Garden Machines hedge trimmer
09/05/2018	Park Run grant	102981	1,000.00			4081 203	1,000.00	Park Run grant
10/05/2018	AVIVA	Aviva	41.00	41.00		500		Aviva pension fees
10/05/2018	Public Works Loan	PWL STL	8,610.00			4500 102	8,610.00	Public Works Loan
10/05/2018	Facilities float	Trf facili	45.00			200	45.00	Trf cash recd to facilities
15/05/2018	Petty Cash	Trf to PC	175.00			200	175.00	Trf from cash recd to PC
17/05/2018	Nissan Finance	Nissan dd	296.37	296.37		500		27378131/Nissan Finance
18/05/2018	Jenny Evans (Youth Manager)	102982	24.00	24.00		500		TIMPSON/Jenny Evans keys
18/05/2018	P B Electrical Services	102983	651.60	651.60		500		PB Electrical - repairs
18/05/2018	Alison Grantham (Staff)	102984	49.19	49.19		500		AGROVISTA/A Grantham seeds
18/05/2018	Pete Wisbey	102985	102.00	102.00		500		Next - Andreaa uniform
18/05/2018	Bee Tee Alarms Ltd	102986	1,475.04	1,475.04		500		Bee annual main 1.4.18-31.3.19
21/05/2018	EDENRED	eden bacs	318.00	318.00		500		IN172839186/EDEN
21/05/2018	HMRC PAYE & NI	HMRC DD	4,311.76	4,311.76		500		PAYEAPR/HMRC PAYE & NI
21/05/2018	Southern Electric	SSE DD	1,362.62	1,362.62		500		Electricity 1.4.18-30.4.18
21/05/2018	Vodafone	VodafoneD	21.43	21.43		500		B4-277870514/Vodafon
22/05/2018	Employers & School Admin - NCC	LGSS	4,990.27	4,990.27		500		PENSIONAPR/Empl & School
23/05/2018	Bookers Cash & Carry	Booker	317.43	317.43		500		0162487/Bookers Cash & Carry
24/05/2018	STAFF SALARIES	Salaries	13,962.47	13,962.47		500		SALARYMAY/STAF SALARIES
25/05/2018	The Print & Copy Shop	Print bacs	789.00	789.00		500		Print & Copy shop Duston Fun D
29/05/2018	BACA Safety & Workwear	102987	34.15	34.15		500		837517/BACA Safety & Workwear
29/05/2018	Barnett Landscapes Ltd	102988	168.00	168.00		500		Barnett April landscape maint
29/05/2018	Bee Tee Alarms Ltd	102989	3,128.31	3,128.31		500		Bee Tee maint 31.5.18-30.5.19
29/05/2018	Complete Ground Management	102990	1,451.00	1,451.00		500		Complete Feb maint

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Duston Parish Council

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Cash Book 1

User : NG

Current A/c 03573680

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
29/05/2018	ESPO	102991	376.27	376.27		500		ESPO stationery
29/05/2018	DA Heating Ltd	102992	105.00	105.00		500		DA Heating nursery boiler repa
29/05/2018	Natalie Green & Co	102993	4,593.00	4,593.00		500		5397/Natalie Green & Co
29/05/2018	Johnson Underwood Ltd	102995	3,787.56	3,787.56		500		Johnson - 2/4/18-6/4/18
29/05/2018	SRCL Ltd	102996	37.20	37.20		500		1219212/SRCL Ltd
29/05/2018	Travis Perkins Trading Co Ltd	102997	45.44	45.44		500		3102APC771/Travis Perkins Trad
29/05/2018	Northampton Borough Council	102999	187.00	187.00		500		NBC Rates Office 5 St Lukes
29/05/2018	Veolia ES (UK) Ltd	Veoliadd	408.19	408.19		500		RCO1087294/Veolia ES (UK) Ltd
31/05/2018	Petty Cash	Trf PC	50.00			200	50.00	Trf to PC
31/05/2018	Justin Gleich	103000	359.90	359.90		500		AMAZON/Justin Gleich 2 gazebos
Total Payments for Month			61,312.91	44,317.04	0.00		16,995.87	
Balance Carried Fwd			101,316.99					
Cash Book Totals			162,629.90	44,317.04	0.00		118,312.86	

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 2 Business Saver A/c 63253058

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver A/c 3058	31/05/2018	5	601,325.48
			<u>601,325.48</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			601,325.48
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			601,325.48
		Balance per Cash Book is :-	601,325.48
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 2

User: NG

Business Saver A/c 63253058

For Month No : 2

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	651,325.48				651,325.48	
	Banked on :	0.00					
			0.00			0.00	
	Total Receipts for Month	0.00	0.00	0.00		0.00	
	Cash Book Totals	<u>651,325.48</u>	<u>0.00</u>	<u>0.00</u>		<u>651,325.48</u>	

Date: 20/07/2018

Duston Parish Council

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Cash Book 2

User : NG

Business Saver A/c 63253058

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
24/05/2018	Current A/c 03573680	Trf saving	50,000.00			201	50,000.00	Trf from savings
Total Payments for Month			50,000.00	0.00	0.00		50,000.00	
Balance Carried Fwd			601,325.48					
Cash Book Totals			<u>651,325.48</u>	<u>0.00</u>	<u>0.00</u>		<u>651,325.48</u>	

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 5 Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/05/2018	5	197.50
			<u>197.50</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			197.50
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			197.50
		Balance per Cash Book is :-	197.50
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 5

User : NG

Petty Cash

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	27.97				27.97	
Banked on : 15/05/2018		175.00					
	Current A/c 03573680	175.00			250	175.00	Trf from cash recd to PC
Banked on : 31/05/2018		50.00					
	Current A/c 03573680	50.00			250	50.00	Trf to PC
Total Receipts for Month		225.00	0.00	0.00		225.00	

Cash Book Totals	<u>252.97</u>	<u>0.00</u>	<u>0.00</u>	<u>252.97</u>
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Date: 20/07/2018

Duston Parish Council

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Time: 12:22

Cash Book 5

User : NG

Petty Cash

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/05/2018	Juston Gleich	PC MAY 5	28.14			4116 201	28.14	Juston Gleich - stamps
03/05/2018	A Grantham	PC MAY1	13.22		2.20	4225 101	11.02	A Grantham wall bracket etc
09/05/2018	Alison Grantham	PC MAY2	7.90			4129 101	7.90	Alison Grantham teabag etc
14/05/2018	Alison Grantham	PC MAY 3	3.52		0.59	4115 201	2.93	Alison Grantham - stationery
21/05/2018	Alison Grantham	PC MAY 4	2.69		0.45	4135 211	2.24	Alison Grantham - Seeds
Total Payments for Month			55.47	0.00	3.24		52.23	
Balance Carried Fwd			197.50					
Cash Book Totals			252.97	0.00	3.24		249.73	

16.6.18	Float	
	20	100.00
	10	40.00
	5	40.00
	2	2.00
	1	7.00
	0.5	2.50
	0.2	3.80
	0.1	0.80
	0.05	0.35
	0.02	0.04
	0.01	1.01
		<u>197.50</u> IN TIN 31.5.18

197.50	TOTAL RECEIPTS & TIN as at
	28.2.18
0.00	

Reconciliation to RBS

In tin b'wd 24.4.18	27.97	
Cash received (trf from bankings sheets)	175.00	
23.5.18	50.00	
	<u>252.97</u>	
Cash paid out in month	<u>55.47</u>	
= Cash in tin 16.6.18	197.50	0.00
Balance per RBS 31.5.18	<u>197.50</u>	Month 2 May

Petty cash expenses paid

Ref	Description	£
May 1	Alison wall bracket, office supplies	13.22
May 2	Alison teabags etc	7.90
May 3	Alison stationery	3.52
May 4	Alison seeds / lemon	2.69
May 5	Stamps (April pd to Justin May)	28.14
		<u>55.47</u>

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 6 Youth Club Float

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Youth Club Float	31/05/2018	5	50.00
			<hr/> 50.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			50.00
<u>Receipts not Banked/Cleared (Plus)</u>			
			<hr/> 0.00
			50.00
		Balance per Cash Book is :-	50.00
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 6

User: NG

Youth Club Float

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	50.00				50.00	
	Banked on :	0.00					
			0.00			0.00	
Total Receipts for Month		0.00	0.00	0.00		0.00	
Cash Book Totals		<u>50.00</u>	<u>0.00</u>	<u>0.00</u>		<u>50.00</u>	

Date: 20/07/2018

Duston Parish Council

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Cash Book 6

User : NG

Youth Club Float

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00				0.00	
							0.00	
Total Payments for Month			0.00	0.00	0.00		0.00	
Balance Carried Fwd			50.00					
Cash Book Totals			<u>50.00</u>	<u>0.00</u>	<u>0.00</u>		<u>50.00</u>	

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 7 Hospitality Float

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Hospitality Float	31/05/2018	5	75.00
			<hr/> 75.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			75.00
<u>Receipts not Banked/Cleared (Plus)</u>			
			<hr/> 0.00
			75.00
		Balance per Cash Book is :-	75.00
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 7

User: NG

Hospitality Float

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	75.00				75.00	
	Banked on :	0.00					
			0.00			0.00	
Total Receipts for Month		0.00	0.00	0.00		0.00	
Cash Book Totals		<u>75.00</u>	<u>0.00</u>	<u>0.00</u>		<u>75.00</u>	

Date: 20/07/2018

Duston Parish Council

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Cash Book 7

User : NG

Hospitality Float

For Month No : 2

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00				0.00	
							0.00	
Total Payments for Month			0.00	0.00	0.00		0.00	
Balance Carried Fwd			75.00					
Cash Book Totals			<u>75.00</u>	<u>0.00</u>	<u>0.00</u>		<u>75.00</u>	

Bank Reconciliation Statement as at: 31/05/2018 for Cash Book 8 Facilities float

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Facilities float	31/05/2018	5	11.38
			<hr/> 11.38
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			11.38
<u>Receipts not Banked/Cleared (Plus)</u>			
			<hr/> 0.00
			11.38
		Balance per Cash Book is :-	11.38
		Difference is :-	0.00

Date: 20/07/2018

Duston Parish Council

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Cash Book 8

User : NG

Facilities float

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 Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	4.00				4.00	
	Banked on : 13/05/2018	45.00					
	Current A/c 03573680	45.00			253	45.00	Trf cash recd to facilities
Total Receipts for Month		45.00	0.00	0.00		45.00	
Cash Book Totals		<u>49.00</u>	<u>0.00</u>	<u>0.00</u>		<u>49.00</u>	

Payments for Month 2

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
15/05/2018	Tesco milk	FFMAY1	1.09			4133 101	1.09	Tesco milk
15/05/2018	Tesco - milk and lemons	FF MAY 2	3.10			4133 101	3.10	Tesco - milk and lemons
18/05/2018	Sainsbury's compost	FFMAY3	20.00			4240 211	20.00	Sainsbury's compost
24/05/2018	Tesco, milk etc	FF MAY 4	11.93			4133 101	11.93	Tesco, milk etc
29/05/2018	Tesco milk	FF MAY 5	1.50			4133 101	1.50	Tesco milk
Total Payments for Month			37.62	0.00	0.00		37.62	
Balance Carried Fwd			11.38					
Cash Book Totals			49.00	0.00	0.00		49.00	

Date 20/07/2018

Duston Parish Council

Page No 1

Time 13:02

Nominal Ledger Report by ACCOUNT

User :NG

A/c Code 255 Community Float
Centre 0

Annual Budget 0
Committed 0

<u>Code</u>	<u>Centre</u>	<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction</u>	<u>Debit</u>	<u>Credit</u>
						Balance Brought Forward Month 1	20.00	

Account	Community Float	Account Totals	20.00	0.00
Centre		Net Balance Month 2	20.00	

Note :

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget
Total Budget Expenditure	694,889	729,657	713,048	0	0	713,048	107,702	0
Income	631,490	672,113	667,825	0	0	667,825	272,196	0
Net Expenditure	63,399	57,545	45,223	0	0	45,223	-164,494	0

Outstanding Balances by Month as at : 31/05/2018

A/C Code	Customer Name	Balance	May 2018	Apr 2018	Mar 2018	Prior Months	On A/c Pymnts
A0001	ART GROUP	100.00	100.00	0.00	0.00	0.00	0.00
A0002	AL VENUES	192.00	80.00	32.00	0.00	80.00	0.00
ACC0001	ACCOMPLISH	-182.00	0.00	0.00	65.00	0.00	-247.00
AS0002	DMR SERVICES LTD	406.25	0.00	0.00	0.00	406.25	0.00
B0002	BROWNIES	24.00	24.00	0.00	0.00	0.00	0.00
BC0001	PHOENIX BRIDGE CLUB	56.00	56.00	0.00	0.00	0.00	0.00
BL0003	LIANNE	520.00	156.00	104.00	156.00	104.00	0.00
C0001	COTSWOLD BOWLS	232.00	232.00	0.00	0.00	0.00	0.00
C0002	CAMERA CLUB	120.00	120.00	0.00	0.00	0.00	0.00
C0003	CRIBBAGE	32.00	0.00	0.00	0.00	32.00	0.00
CARING KIN	CK CHILDCARE LTD	1,732.49	0.00	0.00	1,732.49	0.00	0.00
CJ0001	JOHN CASWELL	13.00	0.00	0.00	0.00	13.00	0.00
CP0001	CHURCH OF PENTECOST	514.80	514.80	0.00	0.00	0.00	0.00
CR001	ROCK CHOIR	260.00	260.00	0.00	0.00	0.00	0.00
D0002	DUSTON BOWLS	20.00	20.00	0.00	0.00	0.00	0.00
D005	DUSTON PLAYERS	880.00	880.00	0.00	0.00	0.00	0.00
DC0003	DEAFCONNECT	253.50	253.50	0.00	0.00	0.00	0.00
DM0001	DAVIS MARY	195.00	195.00	0.00	0.00	0.00	0.00
EF0001	ESTHER FLANAGAN	26.00	0.00	0.00	0.00	26.00	0.00
ET0002	GLEE 4 KIDZ	65.50	66.00	26.50	0.00	92.00	-119.00
EX0001	EXPLORERS	96.00	30.00	18.00	48.00	0.00	0.00
G0002	GUIDES THURSDAY	45.00	30.00	15.00	0.00	0.00	0.00
G0003	DUSTON GARDEN CLUB	20.00	20.00	0.00	0.00	0.00	0.00
G0004	GUIDES TUES	35.00	35.00	0.00	0.00	0.00	0.00
H004	HARTBEEPS	958.75	169.00	0.00	0.00	789.75	0.00
HS0001	HOANG SIMON	140.00	140.00	0.00	0.00	0.00	0.00
JK001	YEMISI JOSKUG	200.00	0.00	0.00	0.00	200.00	0.00
KD0001	DALE KILBORN	50.00	50.00	0.00	0.00	0.00	0.00
KR0002	RELAX AND BE	13.00	0.00	0.00	13.00	0.00	0.00
LA0001	MARTIAL ARTS	128.00	64.00	64.00	0.00	0.00	0.00
ME0001	PILATES	195.00	195.00	0.00	0.00	0.00	0.00
MFA001	MINI FIRST AID	35.75	0.00	0.00	35.75	0.00	0.00
MR001	M R DESIGNS LTD	387.70	0.00	0.00	1,929.10	0.00	-1,541.40
MT0002	TESSY MBOFUNG	-150.00	0.00	0.00	0.00	0.00	-150.00
N0001	NHS BLOODS	1,304.40	355.00	0.00	710.00	239.40	0.00
N0002	NOT SO DUSTY	112.00	112.00	0.00	0.00	0.00	0.00
NBSW001	NATURAL BEAUTY SLIM	11,778.53	0.00	0.00	3,343.07	8,435.46	0.00
NCT0001	NCT	312.00	312.00	0.00	0.00	0.00	0.00
NCT0002	YOGA BABY	91.00	91.00	0.00	0.00	0.00	0.00
NLT001	NORTHAMPTON LEISURE	250.00	0.00	0.00	0.00	250.00	0.00
OS0003	O'BRIEN SOPHIE	65.00	65.00	0.00	0.00	0.00	0.00
PC0002	COMPUTER PALS	200.00	200.00	0.00	0.00	0.00	0.00
PK01	KELLY PIROTTE	182.00	0.00	0.00	182.00	0.00	0.00
PL0002	LABOUR PARTY	52.00	0.00	0.00	0.00	52.00	0.00
R0001	RBL	54.00	54.00	0.00	0.00	0.00	0.00
R0002	RANGERS	12.00	12.00	0.00	0.00	0.00	0.00
	Sub Total C/Fwd	22,027.67	4,891.30	259.50	8,214.41	10,719.86	-2,057.40

Outstanding Balances by Month as at : 31/05/2018

A/C Code	Customer Name	Balance	May 2018	Apr 2018	Mar 2018	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	22,027.67	4,891.30	259.50	8,214.41	10,719.86	-2,057.40
S0001	SCOUTS	126.00	126.00	0.00	0.00	0.00	0.00
S0002	SUGAR AND SPICE	48.00	32.00	0.00	0.00	16.00	0.00
SDF0001	FAVELL DAY SERVICES	708.50	370.50	338.00	0.00	0.00	0.00
SI0001	CHA CHAR CHIMPS	130.00	130.00	0.00	0.00	0.00	0.00
SL0003	SMILE LIFESTYLE	26.00	26.00	0.00	0.00	0.00	0.00
SQ0001	SQUIRRELS CHILDCARE	6,434.70	6,434.70	0.00	0.00	0.00	0.00
SW0001	SLIMMING WORLD	93.69	130.00	0.00	0.00	-36.31	0.00
T0001	TWG	18.00	18.00	0.00	0.00	0.00	0.00
T0002	TABLE TENNIS	112.00	0.00	112.00	0.00	0.00	0.00
TC0001	TRACSCARE	-153.00	0.00	0.00	0.00	0.00	-153.00
0001	MUSIC MINIS	143.00	0.00	0.00	0.00	143.00	0.00
UD0001	UPTON DUSTON WI	32.50	32.50	0.00	0.00	0.00	0.00
VD0001	VERONICA	10.00	0.00	0.00	0.00	10.00	0.00
VL002	VENSLOVAITE LINA	258.05	27.30	0.00	0.00	230.75	0.00
W0001	WI COTSWOLD	32.50	32.50	0.00	0.00	0.00	0.00
W0002	WEIGHT WATCHERS	867.00	867.00	0.00	0.00	0.00	0.00
WFF0001	FIRST FOR WELLBEING	182.00	0.00	0.00	0.00	182.00	0.00
WM0003	TAEKWONDO	96.00	96.00	0.00	0.00	0.00	0.00
WW0001	WEIGHT-WATCHERS -	1,027.00	702.00	0.00	0.00	325.00	0.00
YC0001	YOUNG CARERS	48.00	24.00	0.00	0.00	48.00	-24.00
Total Sales Ledger No 1		32,267.61	13,939.80	709.50	8,214.41	11,638.30	-2,234.40
TOTAL SALES LEDGER BALANCES		32,267.61	13,939.80	709.50	8,214.41	11,638.30	-2,234.40

At: 13:38

Purchase Ledger Aged Account Balances

Outstanding Balances by Month as at : 31 MAY 2018

User : NG

Supplier Code	Supplier Name	Balance	May 2018	Apr 2018	Mar 2018	Feb 2018	Prior to and Jan 2018
1ST001	1ST REACTION	300.00	300.00	0.00	0.00	0.00	0.00
2C001	2COMMUNE	360.00	0.00	0.00	360.00	0.00	0.00
ANGL01	ANGLIAN WATER	474.57	474.57	0.00	0.00	0.00	0.00
AVIVA001	AVIVA	328.00	0.00	0.00	0.00	328.00	0.00
B0001	BARCLAYS	7.20	7.20	0.00	0.00	0.00	0.00
BACA01	BACA	218.32	218.32	0.00	0.00	0.00	0.00
BEET01	BEE TEE ALARMS	39.00	39.00	0.00	0.00	0.00	0.00
CFYP01	CLUBS FOR YP	7,713.20	7,713.20	0.00	0.00	0.00	0.00
CGM001	COMPLETE GROUND	3,130.00	1,739.00	1,391.00	0.00	0.00	0.00
ESPO01	ESPO	511.15	511.15	0.00	0.00	0.00	0.00
GREE001	NATALIE GREEN & CC	4,041.00	4,041.00	0.00	0.00	0.00	0.00
HH001	K & J HIRD	72.00	72.00	0.00	0.00	0.00	0.00
HMRC01	HMRC	4,945.68	4,945.68	0.00	0.00	0.00	0.00
JOHN01	JOHNSON UNDERWO	4,512.20	4,512.20	0.00	0.00	0.00	0.00
GS	NCC - PENSION	5,142.70	5,142.70	0.00	0.00	0.00	0.00
MINT	MINT WEAR LTD	128.16	0.00	0.00	0.00	0.00	128.16
NBC01	NBC	3,965.00	0.00	3,965.00	0.00	0.00	0.00
NCALC01	NCALC	3,925.74	98.00	3,755.74	72.00	0.00	0.00
NCC002	NCC (OTHER)	70.00	70.00	0.00	0.00	0.00	0.00
NIS01	NISBETS PLC	-43.80	0.00	0.00	0.00	0.00	-43.80
PAS01	PERSONNEL ADVICE	-360.00	0.00	0.00	-120.00	-120.00	-120.00
RICOH01	RICOH	604.38	604.38	0.00	0.00	0.00	0.00
SLCC01	SLCC	348.00	348.00	0.00	0.00	0.00	0.00
SRCL	SRCL LTD	134.40	134.40	0.00	0.00	0.00	0.00
ST01	STANNAH	244.58	0.00	244.58	0.00	0.00	0.00
STJ01	ST JOHN AMBULANCE	-165.60	0.00	-165.60	0.00	0.00	0.00
TM01	MANKTELOW TERRY	-21.31	0.00	-21.31	0.00	0.00	0.00
TOP01	TOP SECURITY	18.00	18.00	0.00	0.00	0.00	0.00
TRAVIS01	TRAVIS PERKINS	362.59	172.59	190.00	0.00	0.00	0.00
TV001	TV LICENSING	-12.37	-12.37	0.00	0.00	0.00	0.00
V0002	VEOLIA	341.33	341.33	0.00	0.00	0.00	0.00
VODA01	VODAFONE	18.13	18.13	0.00	0.00	0.00	0.00
<i>Sub Total for Purchase Ledger</i>		41,352.25	31,508.48	9,359.41	312.00	208.00	-35.64
TOTAL PURCHASE LEDGER BALANCES		41,352.25	31,508.48	9,359.41	312.00	208.00	-35.64

APPENDIX C

Ledger No 1 for Month No 3

Items marked with a * are disputed invoices.

Order by Supplier A/c Number

Nominal Ledger Analysis

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
30/06/2018	63169		1ST REACTION	1ST001	27.50	5.50	33.00	4160	101	27.50	1st reaction alarm response
28/06/2018	707273		BACA	BACA01	121.56	24.31	145.87	4227	101	121.56	BACA stakes etc
30/06/2018	706952		BACA	BACA01	191.11	38.22	229.33	4227	101	191.11	BACA plumbing etc
06/06/2018	7029		BARNETT LAND	BARND01	120.00	24.00	144.00	4226	211	120.00	Barnett Landscapes May mainten
29/06/2018	7030		BARNETT LAND	BARND01	20.00	4.00	24.00	4226	211	20.00	Barnett landscape maintenance
29/06/2018	7132		BARNETT LAND	BARND01	120.00	24.00	144.00	4226	211	120.00	Barnett landscaping (June)
29/06/2018	7133		BARNETT LAND	BARND01	20.00	4.00	24.00	4226	211	20.00	Barnett landscape maint (June)
29/06/2018	4886		COMPLETE GROUND MAN.	CGMD001	1,159.17	231.83	1,391.00	4226	211	1,159.17	Complete GM grounds maint June
29/06/2018	4895		COMPLETE GROUND MAN.	CGMD001	1,275.00	255.00	1,530.00	4128	215	1,275.00	Complete, Fun Day car access
29/06/2018	4900		COMPLETE GROUND MAN.	CGMD001	100.00	20.00	120.00	4226	211	100.00	Complete - Errington Park Cut
26/06/2018	33		DUSTON COBBLER	DCOB001	75.00	0.00	75.00	4240	211	75.00	Duston Cobbler plaques for Blm
29/06/2018	18195539		EASISERV	ESD001	310.90	41.18	352.08	4128	215	310.90	Easiserv banners and flyers
12/06/2018	4868813		ESPO	ESPO01	67.00	13.40	80.40	4115	201	67.00	ESPO paper
25/06/2018	4887116		ESPO	ESPO01	78.58	15.73	94.31	4115	201	78.58	ESPO stationery
30/06/2018	4896815		ESPO	ESPO01	83.03	16.61	99.64	4151	102	83.03	ESPO cleaning etc
30/06/2018	4896816		ESPO	ESPO01	160.79	32.15	192.94	4151	101	160.79	ESPO cleaning etc
15/06/2018	753052		GLASDON UK LTD	GLAS01	271.23	54.25	325.48	4240	211	271.23	Glason, mounting planters
30/06/2018	5413		NATALIE GREEN & CO.	GREEN001	3,895.00	779.00	4,674.00	4050	201	3,895.00	Natalie Green (inc annual ratu
01/06/2018	69625		JOHNSON UNDERWOOD	JOHND01	354.04	70.81	424.85	4030	101	177.02	Johnson 28.5.18-1.6.18
04/06/2018	58703		LINDUM FIRE	L0004	90.00	18.00	108.00	4226	102	177.02	Johnson 28.5.18-1.6.18
05/06/2018	603918		P B ELECTRICAL SER.	PBE001	438.00	87.60	525.60	4225	101	90.00	Lindum Fire - alarm inspection
30/06/2018	140028		PHIPPS STU	PHIPPS	310.00	0.00	310.00	4102	201	438.00	PB Electrical repairs to DCC
30/06/2018	1239837		SRCL LTD	SRCL	31.00	6.20	37.20	4226	101	310.00	140028/Stu Phipps
11/06/2018	70314		TOP SECURITY	TOP01	70.00	14.00	84.00	4160	101	31.00	1239837/SRCL Ltd
27/06/2018	2336		WINGS EVENTS	WINGS01	1,315.00	263.00	1,578.00	4128	215	70.00	TSR - alarm activation
										1,315.00	2336/Wings Events Ltd
TOTAL INVOICES					10,703.91	2,042.79	12,746.70			10,703.91	
VAT ANALYSIS CODE S @ 20.00 %					10,318.91	2,042.79	12,361.70				
VAT ANALYSIS CODE Z @ 0.00 %					385.00	0.00	385.00				

TUNE INVOICES ADDITION

Ledger No 1 for Month No 3

Order by Supplier A/c Number

Items marked with a * are disputed Invoices.

Nominal Ledger Analysis

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
14/06/2018	V/1020269JUN		CATHEDRAL	CATH01	319.80	63.96	383.76	4226	201	26.65	V/1020269JUN/Cathedral Leasin
								4226	101	133.25	V/1020269JUN/Cathedral Leasin
								4226	102	159.90	V/1020269JUN/Cathedral Leasin
05/06/2018	231641116/023		SOUTHERN ELECTRIC	SSE01	968.49	193.69	1,162.18	4206	102	968.49	SSE Elec 8.3.18-4.6.18

TOTAL INVOICES

1,288.29	257.65	1,545.94
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1,288.29

VAT ANALYSIS CODE S @ 20.00 % 1,288.29 257.65 1,545.94

TOTALS

1,288.29	257.65	1,545.94
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Ledger No 1 for Month No 3

Order by Supplier A/c Number

Nominal Ledger Analysis

Items marked with a * are disputed invoices.

Invoice Date	Invoice No	Order No CHP	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
13/06/2018	JGROYALMAIL	103007	JUSTIN GLEICH	JUSTIN	575.00	115.00	690.00	4130	204	575.00	ROYAL MAIL DISTRIBUTION
13/06/2018	407/2018	103009	SILLY SOAPY	SS001	165.00	0.00	165.00	4128	215	165.00	407/2018/Silly Soapy the Lady
TOTAL INVOICES					740.00	115.00	855.00			740.00	
VAT ANALYSIS CODE S @ 20.00 %					575.00	115.00	690.00				
VAT ANALYSIS CODE Z @ 0.00 %					165.00	0.00	165.00				
TOTALS					740.00	115.00	855.00				

Ledger No 1 for Month No 2

Order by Supplier A/c Number

Items marked with a * are disputed invoices.

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
10/05/2018	9065174265	DOM	ANGLIAN WATER	ANGL01	474.57	0.00	474.57	4207	102	474.57	Anglian Water 10.2.18-9.5.18
17/05/2018	CHGMAY	DOM	BARCLAYS	B0001	7.20	0.00	7.20	4125	201	7.20	CHGMAY/Barclays
15/05/2018	0162487	DOM	BOOKERS	BOOKERS01	280.76	36.67	317.43	4133	101	280.76	0162487/Bookers Cash & Carry
30/04/2018	4773	*	COMPLETE GROUND MAN.	CGM001	1,159.17	231.83	1,391.00	4226	211	1,159.17	Complete GM grounds maint Apri
09/05/2018	IN172839186	BACS	EDENRED	EDENRED	315.00	3.00	318.00	4000	201	315.00	IN172839186/EDENRED
03/05/2018	TIMPSON	102982	JENNY EVANS	EJ001	20.00	4.00	24.00	4225	102	20.00	TIMPSON/Jenny Evans keys
04/05/2018	162227	102969	EVAC+CHAIR	EVAC001	90.00	18.00	108.00	4226	101	90.00	Evac chair 18.6.18-18.6.19
10/05/2018	963246	102980	GARDEN MACHINES	GARDEN001	476.58	95.32	571.90	4220	211	476.58	Garden Machines hedge trimmer
10/05/2018	AGROVISTA	102984	ALISON GRANTHAM	GRANTHAM01	49.19	0.00	49.19	4240	211	49.19	AGROVISTA/A Grantham seeds
31/05/2018	5412	*	NATALIE GREEN & CO.	GREE001	3,367.50	673.50	4,041.00	4050	201	3,367.50	5412/Natalie Green & Co
31/05/2018	HMRGMAY	BACS	HMRC	HMR001	4,945.68	0.00	4,945.68	4005	201	305.43	HMRGMAY/HMRC PAYE & NI
								4005	101	727.51	HMRGMAY/HMRC PAYE & NI
								4005	102	520.51	HMRGMAY/HMRC PAYE & NI
								4000	201	918.30	HMRGMAY/HMRC PAYE & NI
								4000	101	1,428.94	HMRGMAY/HMRC PAYE & NI
								4000	102	1,044.99	HMRGMAY/HMRC PAYE & NI
01/05/2018	69499	*	JOHNSON UNDERWOOD	JOHN01	2,000.00	400.00	2,400.00	4035	101	1,000.00	Johnson, Reed recruitment fee
								4035	102	1,000.00	Johnson, Reed recruitment fee
11/05/2018	AMAZON	103000	JUSTIN GLEICH	JUSTIN	359.90	0.00	359.90	4220	211	359.90	AMAZON/Justin Gleich 2 gazebos
31/05/2018	LGSSMAY	BACS	NCC - PENSION	LPGS	5,142.70	0.00	5,142.70	4000	201	211.12	LGSSMAY/Employers & School Adm
								4000	101	451.26	LGSSMAY/Employers & School Adm
								4000	102	316.57	LGSSMAY/Employers & School Adm
								4006	201	916.26	LGSSMAY/Employers & School Adm
								4006	101	1,916.46	LGSSMAY/Employers & School Adm
								4006	102	1,331.03	LGSSMAY/Employers & School Adm
27/05/2018	27378131	DOM	NISSAN FINANCE	NF001	247.12	49.25	296.37	4140	212	247.12	27378131/Nissan Finance
31/05/2018	SALARYMAY	BACS	SALARIES	SALARIES01	13,962.47	0.00	13,962.47	4000	201	3,300.01	SALARYMAY/STAFF SALARIES
								4000	101	6,313.57	SALARYMAY/STAFF SALARIES
								4000	102	4,348.89	SALARYMAY/STAFF SALARIES
04/05/2018	921715335/000	DDM	SOUTHERN ELECTRIC	SSE01	1,135.52	227.10	1,362.62	4206	101	1,135.52	Electricity 1.4.18-30.4.18
30/04/2018	9216AZD649	CASH	TRAVIS PERKINS	TRAVIS01	158.33	31.67	190.00	4225	101	158.33	Travis - ladder
31/05/2018	RCO1088885	DDM	VEOLIA	V0002	284.44	56.89	341.33	4155	101	142.22	RCO1088885/Veolia ES (UK) Ltd

DEBITS NOT YET PRESENTED TO ANNUL

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Ledger No 1 for Month No 2

Order by Supplier A/c Number

Items marked with a * are disputed invoices.

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
22/05/2018	B4-283973445	DDM	VODAFONE	VODA01	15.11	3.02	18.13	4155	102	142.22	RCO1088885/Veolia ES (UK) Ltd
15/05/2018	NEXTMAY18	102985	PETE WISEBEY	WISBEY	102.00	0.00	102.00	4121	101	7.56	B4-283973445/Vodafone
								4121	102	7.55	B4-283973445/Vodafone
								4167	101	102.00	Next - Andraea uniform
TOTAL INVOICES										<u>34,593.24</u>	
										<u>36,423.49</u>	
VAT ANALYSIS CODE E @ 0.00 %					7.20	0.00	7.20				
VAT ANALYSIS CODE OTS @ 0.00 %					24,525.42	0.00	24,525.42				
VAT ANALYSIS CODE S @ 20.00 %					9,549.53	1,830.25	11,379.78				
VAT ANALYSIS CODE Z @ 0.00 %					511.09	0.00	511.09				
TOTALS										<u>34,593.24</u>	
										<u>36,423.49</u>	

PRELIMINARY PURCHASE DAY BOOK

At : 11:30

Ledger No 1 for Month No 3

Items marked with a * are disputed invoices.

Order by Invoices Entered

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
19/06/2018	CHGJUN		BARCLAYS	B0001	7.57	0.00	7.57	4125	201	7.57	CHGJUN/Barclays
25/06/2018	0165648		BOOKERS	BOOKERS01	160.93	21.46	182.39	4133	101	160.93	0165648/Bookers Cash & Carry
28/06/2018	8058934428		ANGLIAN WATER	ANGL01	829.42	0.00	829.42	4207	101	829.42	8058934428/Anglian Water
11/06/2018	IN175093844	DIRECT	EDENRED (BACS)	EDENRED	315.00	3.00	318.00	4000	201	315.00	IN175093844/EDENRED
17/06/2018	27378132	DEBIT	NISSAN FINANCE	NF001	247.12	49.25	296.37	4140	212	247.12	27378132/Nissan Finance
06/06/2018	921715335/000		SOUTHERN ELECTRIC	SSE01	974.91	194.98	1,169.89	4206	101	974.91	Electricity 1.5.18-31.5.18
05/06/2018	281641215/001		SOUTHERN ELECTRIC	SSE01	1,478.09	295.61	1,773.70	4205	102	1,478.09	Gas St L 8.3.18-4.6.18
30/06/2018	RCO1090454		VEOLIA	V0002	297.71	59.54	357.25	4155	101	220.59	RCO1090454/Veolia ES (UK) Ltd
22/06/2018	B4-290553783		VODAFONE	VODA01	17.41	3.47	20.88	4120	101	8.71	B4-290553783/Vodafone
30/06/2018	PAYEJUN	BACS	HMRC	HMRC01	4,766.11	0.00	4,766.11	4005	201	293.94	B4-290553783/Vodafone PAYEJUN/HMRC PAYE & NI
30/06/2018	SALARIESJUN	BACS	SALARIES	SALARIES01	13,881.47	0.00	13,881.47	4000	201	716.48	PAYEJUN/HMRC PAYE & NI PAYEJUN/HMRC PAYE & NI
30/06/2018	PENSIONJUN	BACS	NCC - PENSION	LPGS	5,033.23	0.00	5,033.23	4000	201	511.49	PAYEJUN/HMRC PAYE & NI PAYEJUN/HMRC PAYE & NI
30/06/2018	PENSIONJUN	BACS	AVIVA	AVIVA001	19.11	0.00	19.11	4000	201	875.68	PAYEJUN/HMRC PAYE & NI PAYEJUN/HMRC PAYE & NI
										1,370.56	PAYEJUN/HMRC PAYE & NI
										997.96	PAYEJUN/HMRC PAYE & NI
										3,204.09	SALARIESJUN/STAFF SALARIES
										6,319.38	SALARIESJUN/STAFF SALARIES
										4,358.00	SALARIESJUN/STAFF SALARIES
										196.50	PENSIONJUN/Employers & School
										448.69	PENSIONJUN/Employers & School
										313.03	PENSIONJUN/Employers & School
										889.41	PENSIONJUN/Employers & School
										1,880.20	PENSIONJUN/Employers & School
										1,305.40	PENSIONJUN/Employers & School
										10.42	PENSIONJUN/AVIVA
										8.69	PENSIONJUN/AVIVA
										28,028.08	

TOTAL INVOICES	28,028.08	627.31	28,655.39
VAT ANALYSIS CODE E @ 0.00 %	7.57	0.00	7.57

Ledger No 1 for Month No 3

Items marked with a * are disputed invoices.

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice No	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description		
			VAT ANALYSIS	OTS @ 0.00 %	24,829.34	0.00	24,829.34						
			VAT ANALYSIS	S @ 20.00 %	3,191.17	627.31	3,818.48						
TOTALS										28,028.08	627.31	28,655.39	