

Locking Parish Council

Prepared by: D Tremlett
Name and Role (Clerk/RFO etc)

Date: 12/04/21

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 31/03/2021			
A	Cash in Hand 01/04/2020		107,188.66
	ADD		
	Receipts 01/04/2020 - 31/03/2021		135,239.64
	SUBTRACT		242,428.30
	Payments 01/04/2020 - 31/03/2021		125,838.08
	Cash in Hand 31/03/2021 (per Cash Book)		116,590.22
B	Cash in hand per Bank Statements		
	Cash 09/06/2020	0.00	
	Nationwide Building Society 31/03/2021	76,331.09	
	Unity Trust Bank 31/03/2021	40,259.13	
	Community Direct Plus - 61003910 30/06/2020	0.00	
	Current Account - 61043996 30/06/2020	0.00	
			116,590.22
	Less unrepresented payments		0.00
			116,590.22
	Plus unrepresented receipts		0.00
	Adjusted Bank Balance		116,590.22
A = B Checks out OK			

[Signature]
6/5/21

SPM 6/5/21

Locking Parish Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2021 and 30-04-2021)

Cost Centre				General Account - Expenditure							
Code Number	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
70 Clerk Salary											
Vchr. 19	20/04/2021		Unity Trust Bank	S/O	Salary	Dawn Tremlett	E	1,688.68	0.00	1,688.68	
						Subtotal for Code:	Clerk Salary	£1,688.68	£0.00	£1,688.68	
71 General Account - Employees Tax/NI											
Vchr. 1	16/04/2021		Unity Trust Bank	UTB 107059126	PAYE - Tax/NI	HMRC - PAYE	E	1,227.39	0.00	1,227.39	
						Subtotal for Code:	General Account - Employees	£1,227.39	£0.00	£1,227.39	
72 General Account - Employers NI											
Vchr. 2	16/04/2021		Unity Trust Bank	UTB 107059126	PAYE - Tax/NI	HMRC - PAYE	E	675.46	0.00	675.46	
						Subtotal for Code:	General Account - Employers	£675.46	£0.00	£675.46	
75 Subscriptions											
Vchr. 9	16/04/2021		Unity Trust Bank	UTB 400094450	annual subscription	ALCA	E	686.65	0.00	686.65	
						Subtotal for Code:	Subscriptions	£686.65	£0.00	£686.65	
79 Office											
Vchr. 22	20/04/2021		Unity Trust Bank	Lloyds Statemen	Virtual Meeting charge	Zoom	S	11.99	2.40	14.39	
23	20/04/2021		Unity Trust Bank	Lloyds Statemen	Software	Microsoft	S	57.00	11.40	68.40	
24	20/04/2021		Unity Trust Bank	Lloyds Statemen	Postage	Amazon	E	7.99	0.00	7.99	
29	12/04/2021		Unity Trust Bank	DD	Phone/Broadband	Focus Group	S	34.00	6.80	40.80	
31	28/04/2021		Unity Trust Bank	UTB 138056145	Website	Vision ICT LTD	S	35.00	7.00	42.00	
34	28/04/2021		Unity Trust Bank	UTB 256037239	Stationery	Rapide System Supplies Ltd	S	15.76	3.15	18.91	
36	28/04/2021		Unity Trust Bank	UTB256037239	Stationery	Rapide System Supplies Ltd	S	11.87	2.38	14.25	
						Subtotal for Code:	Office	£173.61	£33.13	£206.74	
80 Public Lighting											
Vchr. 30	22/04/2021		Unity Trust Bank	DD	Lighting Maintenance	EDF	L	269.50	13.48	282.98	
						Subtotal for Code:	Public Lighting	£269.50	£13.48	£282.98	
147 Bank Charges											
Vchr. 25	20/04/2021		Unity Trust Bank	Lloyds Bank Stal	Charges	Lloyds Bank	E	3.00	0.00	3.00	
						Subtotal for Code:	Bank Charges	£3.00	£0.00	£3.00	
160 General Acc - Employer Pension											
Vchr. 15	06/04/2021		Unity Trust Bank	DD	Pension Employer Cont	NEST Pension	E	63.93	0.00	63.93	
						Subtotal for Code:	General Acc - Employer Pens	£63.93	£0.00	£63.93	

Locking Parish Council **STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	107,188.66	
Cash in Hand		
PH/Park - Caretaking/Cleaning		5,283.00
PH/Park - Repairs & Maint./Building		
PH/Park - Admin/Insurance		1,654.30
PH/Park - Utilities/Gas		844.89
PH/Park - Park/Groundsman/		7,029.96
Nurse Thomas Room Hire	28.80	
HMRC - Vat Reclaim		
Estates - Playing Field /Groundsman		4,473.62
Estates - Changing Rooms / Rates		
Estates - Footpaths / Parish Orderly		3,736.42
Estates - Open Spaces / Dog Bins Salary		1,870.00
Estates - Allotments / Utilities		180.91
Estates - Insurance		420.14
Parish Orderly		
Football	1,666.26	
Allotment Rents	654.60	
Triangle Rent	100.00	
Estates - Misc		
HMRC - Vat Reclaim		
Office Salaries		19,839.00
General Account - Employees Tax/Ni		3,355.73
General Account - Employers NI		1,871.03
General Account - Petty Cash		
Looking @ Locking		455.50
Subscriptions		40.00
Course Fees		287.44
Grants		500.00
Insurance		551.43
Office		2,632.30
Public Lighting		1,087.68
Chairmans Expenses		180.20
General Account - Misc		
Capital Expenditure		22,540.24
S137		
Precept	106,000.00	
Consols		
Interest	311.20	
NSC		
NSC Discretionary Grant	10,000.00	
Capital	150.00	
HMRC - Vat Reclaim		
Nurse Thomas Room - Surgery Utilities	1,287.08	
Nurse Thomas Room - Surgery Cleaning		
Parish Hall - Room Hire/Rainbows		
Parish Hall - Room Hire/Baby & Toddlers		
Parish Hall - Room Hire/WI		
Parish Hall - Room Hire/Carlea Dancing	193.50	
Parish Hall - Room Hire/Karate & Qugong	159.00	
Parish Hall - Room Hire/Parties		
Parish Hall - Room Hire/Other	392.92	
Audit		499.00
PH/Park - Caretaking/Tax NI		
PH/Park - Caretaking/Cleaning Materials		50.38
PH/Park - Caretaking/Waste Disposal		974.62
PH/Park/Repairs & Maint./Fences		41.71

Locking Parish Council **STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
PH/Park/Repairs & Maint./Misc		36.90
PH/Park/Admin/Rates		
PH/Park/Admin/Misc		41.66
PH/Park/Utilities/Electric		1,211.88
PH/Park/Utilities/Water		437.75
PH/Park/Park/Parish Orderly Salary		3,736.42
PH/Park/Park/TAX NI		45.88
PH/Park/Park/Grass Cutting		
PH/Park/Park/Repairs & Maint.		9,055.85
PH/Park/Park/Misc		6.66
Estates - Playing Field / Grass Cutting		
Estates - Playing Field / Maint.		2,512.50
Estates Changing Rooms / Utilities		552.50
Estates Changing Rooms / Cleaning		
Estates Changing Rooms / Maint.		5,075.00
Estates - Footpaths / TAX & NI		137.64
Estates - Open Spaces / The Green		
Estates - Open Spaces / Flower Tubs		42.00
PH/Park/Park/Safety Inspections		114.00
PH/Park/Repairs & Maint/Buildings		5,322.25
PH/Park - Caretaking/VH/RM/Fire Extinguishers		1,012.85
Estates - Misc		55.00
Pre-School		
Surgery Accommodation Hire	4,033.48	
PH/Park - Repairs&Maint/VH/Breakages/Repairs		
Estates - Open Spaces/Misc		46.65
PH/Park/Parish Orderly Expenses		
Estates - Open Spaces / Dog Bins Expenses		151.50
Consultancy		
Sanitary Disposal - Refund		
Estates - Playing Field / Materials		
Estates Changing Rooms / Mat.		7.50
Estates - Playing Field / Misc.		121.89
Estates - Changing Rooms / Misc.		15.26
Estates - Footpaths / PO / Exp.		
Estates - Footpaths / PO / Misc		
Estates - Open Spaces / Bus Shelter		18.67
Estates - Allotments / Maint		133.62
Pre-School - Photocopy	12.18	
Bank Charges		171.65
Office Admin Support		
Data Protection Officer		35.00
PH/Park - Caretaking/Grounds		175.00
PH/Park - VH/R&M/Furniture/Decoration		1,439.81
PH/Park - VH/R&M/Misc		112.60
PH/Park - Admin/Performing Rights Licence		342.39
Misc	100.00	
Parish Hall - Room Hire/2nd Locking Guides	137.60	
Parish Hall - Room Hire/Guides		
Parish Hall - Room Hire/Pre School		
General Acc - Employer Pension		664.69
General Account - Pension Employee		886.29
Estates - OBR Car Park		
Estates - Open spaces drainage & Gully clearing		
PH - Repairs to Gas Appliances		
PH - Repairs to electrical appliances		
Parish Hall - Hall Hire/Slimming World	293.80	
NSC Discretionary Grant		1,090.98

**Locking Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS		PAYMENTS
Grants	500.00		
VAT	9,219.22	10,628.34	
	135,239.64		125,838.08
Closing Balances:			
Balances in Bank Account			116,590.22
Cash in Hand			
TOTAL	242,428.30		242,428.30

The above statement represents fairly the financial position of the council as at 31 Mar 2021

Signed

D Treman
Responsible Financial Officer

Date

6 May 2021