| | | | | | | | | | | Tur La | | Council | ash Book | - HSBC Accou | nt + Petty Cash | 2016/17 R | lecoi |
|------------|---|----------|---------|--------------------------|------------|--|------------------------|---------------|----------------|------------|----------|---------|--|---------------------------------|---|--------------------------|-------|
| | | | | | | | | | | | Receipts | | | | | | |
| Date | Details | Trans No | Chq No. | Receipt | Payment | Transfers between accounts | Petty Cash Receipts | Petty Paym | | Precept | VAT | Grass | Admin Clerk Salary + HWA | Admin Stationary / office | Membership / Subscriptions / Registration | Info Comn registratio | |
| 01/04/2016 | Brought forward | | | £ 4,489.29 | | | £ 50.00 | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| 13/04/2016 | | Inc 1/16 | | £ 2,050.00 | | | | | | £ 4,489.29 | | | | | | | |
| | Meter for heating for meeting | P1/16 | | | | | | £ | 4.00 | | | | | | | | |
| | Printer ink | P2/16 | | | | | | £ | 18.74 | | | | | £ 15.62 | | | |
| | Petty cash | EXP 1/16 | 100019 | | £ 18.74 | | £ 18.74 | | | | | | | | | | |
| | Clerk Salary + HWA April 2016 | EXP2/16 | 100020 | | £ 161.55 | | | | | | | | £ 161.55 | | | | |
| | Clerk Salary + HWA May 2016 | EXP3/16 | 100021 | | £ 163.89 | | | | | | | | £ 163.89 | | | | |
| 10/05/2016 | LRLAC (LRLAC + NALC M/ship) (replacement for lost cheque 100022) | EXP4/16 | 100027 | | £ 110.41 | | | | | | | | | | £ 110.41 | | |
| 10/05/2016 | Information Commissioner | EXP5/16 | 100023 | | £ 35.00 | | | | | | | | | | | £ 3 | 35.0 |
| | Yourlocale for NP Services | EXP6/16 | 100024 | | £ 2,520.00 | | | | | | | | | | | | |
| | 4Counties grass cutting April 2016 | EXP7/16 | 100025 | | £ 120.00 | | | | | | | | | | | | |
| 10/05/2016 | J Lowe internal Audit Fee | EXP8/16 | 100026 | | £ 20.00 | | | | | | | | | | | | |
| 10/05/2016 | Meter for heating for meeting | P3/16 | | | | | | £ | 4.00 | | | | | | | | |
| 03/06/2016 | VAT rebate | Inc2/16 | | £ 769.59 | | | | | | | £ 769.59 | | | | | | |
| | Bank charge stopped cheque 100022 | EXP9/16 | | | £ 10.00 | | | | | | | | | £ 10.00 | | | |
| 17/06/2016 | Lexis Nexis for Charles Arnold Baker | EXP10/16 | 100028 | | £ 73.60 | | | | | | | | | £ 73.60 | | | |
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| | | | | | | | | | | | | | | | | | _ |
| | | | | £ 2,819.59 | £ 3,233.19 | | £ 18.74 | £ | 26.74 | £ 4,489.29 | | | £ 325.44 | £ 99.22 | £ 110.41 | £ 3 | 35.0 |
| | - · · · · | | | 6 2040 50 | | | T . D | | 40.74 | | | | | | | | |
| | Total Receipts Plus balance b/f | | | £ 2,819.59 | | + | Tot Rec | £ | 18.74 50.00 | | | | 1 | 1 | - | 1 | |
| | Plus total transferred into account | | | £ 4,489.29 | | - | Add Bal B/F Balance | £ | 68.74 | | | | - | | | | |
| | Balance | | | £ 7,308.88 | - | + | less tot pay | £ | 26.74 | | | | 1 | | 1 | 1 | |
| | Less Total Payments | | | £ 7,308.88 £ 3,233.19 | | + | Balance | £ | 42.00 | | | | | | 1 | | |
| | Cash Book balance | | | £ 4,075.69 | | | T/UP | £ | 8.00 | | | | | | | | |
| 1/6/16 | Balance at bank (statement) | | | £ 4,075.69 £ 4,259.70 | <u> </u> | + | 1/02 | - | 0.00 | | | | | | | <u> </u> | |
| 1/0/10 | Less uncashed cheques | | 100027 | - | | + | | 1 | | | | | | | | | _ |
| | Less uncasneu cheques | | 100027 | | | + | | + | | | | | | | 1 | | |
| | Less Total uncashed cheques | | 100028 | £ 73.00 £ 184.01 | | + | + | 1 | | | | | | | | | _ |
| | Reconciled balance | | | £ 4,075.69 | | + | | 1 | | | | | | | | | _ |
| | | | | 2 4,075.09 | † | † | + | 1 | | | | | 1 | 1 | | † | |
| | | | | | 1 | 1 | 1 | | | 1 | 1 | i | 1 | | 1 | 1 | |

| ilation | 1 to 21/ | 6/16 | | | | | | | | | | | | | |
|---------|----------|-----------|--|-----------|--|------------------|-----------------------------|-----|--------|-----------------------------|------------|-----------------|---------------------|-------|-----------|
| | | | Payn | nents | | | | | | | | | | VAT | |
| Hall hi | ire fees | Audit Fee | Training | Insurance | Village Hall | Grass Cutting | IT Domain & Equipment | 137 | Travel | Village improvem ents | NHP | Chair All'ce | output | input | repayment |
| | | | £ - | £ - | £ - | | £ - | £ - | £ - | £ - | | £ - | | | |
| | | | | | | | | | | | | | | | |
| £ | 4.00 | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | £ 3.12 | | |
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| | | | | | | £ 100.00 | | | | | £ 2,100.00 | | f 420.00 f 20.00 | | |
| | | £ 20.00 | | | | | | | | | | | | | |
| £ | 4.00 | | | | | | | | | | | | | | £ 769.59 |
| | | | | | | | | | | | | | | | 1 /09.59 |
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| £ | 9 00 | £ 20.00 | £ | £ - | £ - | £ 100.00 | £ - | £ - | £ - | £ - | £ 2,100.00 | r | | | |
| _ | 8.00 | 1 20.00 | | L - | | 1 100.00 | | | L - | | 1 2,100.00 | | | | |
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| | | Tur Langton Parish Counci | <u>I</u> | | |
|------------|-----------------|-----------------------------|-------------|-----------------------------------|-------------------|
| | Market I | Harborough BS Account 2016/ | 17 to 21/6/ | 16 | |
| Date | Details | Receipt | Payment | Transfers between accounts | Balance |
| 01/04/2016 | Brought forward | £ 9,723.99 | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | Total Receipts | £ - |
| | | | | Plus balance b/f Less total t/out | £ 9,723.99 £ - |
| | | | | Less total payments Balance | £ 9,723.99 |
| 21/06/2016 | Balance in book | | | | £9,723.99 |

Tur Langton Parish Council - Accounts 2016/17 Summary of all accounts and reconcilation to 21/6/16

21/06/2016

| £ 4,07 | 5.69 |
|---------|---|
| £ 4 | 2.00 |
| £ 9,72 | 3.99 |
| | |
| £ 13,84 | 1.68 |
| | |
| £ 13,84 | 1.68 |
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| | |
| £ 4,25 | 9.70 |
| | |
| £ 18 | 4.01 |
| | |
| £ 4,07 | 5.69 |
| | f 4 f 9,72 f 13,84 f 13,84 f 4,25 |

| Total Receipts to 21/6/16 | | |
|---------------------------|---|----------|
| | | |
| MHBS Savings account | £ | - |
| HSBC | £ | 2,819.59 |
| Total Receipts to 21/6/16 | £ | 2,819.59 |
| , , , , , | | , |

| Total Payments to 21/6/16 | | |
|---------------------------|---|----------|
| | | |
| MHBS Saving account | | |
| HSBC | £ | 3,233.19 |
| Petty cash top up request | £ | 8.00 |
| | | |
| Total Payments to 21/6/16 | £ | 3,241.19 |

| and reconcilation to 21/0/10 | | | | |
|---|------|-------------|--------------|---------------|
| Bank Reconcilia | tior | n to 21/6/1 | .6 | |
| | | | | |
| Balance per statements as at 21/6/16 | | | | |
| | | | | |
| Savings Account | £ | 9,723.99 | | |
| HSBC | £ | 4,259.70 | | |
| Petty Cash | £ | 42.00 | | |
| Total | | | £ | 14,025.69 |
| Less any un-presented cheques at 21/6/16 | | | | |
| 100027 | £ | 110.41 | | |
| 100028 | £ | 73.60 | | |
| | | | | |
| | | | | |
| Total unpresented cheques | £ | 184.01 | | |
| Net balance at 21/6//16 | | | £ | 13,841.68 |
| | | | | |
| | | | | |
| The net balances reconcile to the receipts and pa | aym | ents accou | nt to 31/3/: | 16 as follows |
| Opening Balance | £ | 14,263.28 | | |
| Add receipts to 21/6/16 | £ | 2,819.59 | | |
| Less payments to 21/6/16 | £ | 3,241.19 | | |
| Closing balance (equals net balance above) | £ | 13,841.68 | | |

TUR LANGTON EXPENDITURE AGAINST BUDGET 2015/16 to 31/3/16

| | 1 | | | | | | | 011 25 111 | - | 14 E/(1 E/(| DITORE / CO/ | IIIVST BODGE | 1 | 1 | | | I | | | | |
|------------------------------------|---|-------------|----|----------|-----|------------|-----|------------|----------|-------------|--------------|--------------|------|------|-------------|----------|-----|------|-----|----------|--|
| | | | ۸. | TUAL TO | Пъ | der / Over | | | | | | | | | | | | | | | |
| | | BUDGET | | DATE | UII | | APR | | DA A | , | ILINIE | IIII V | ALIC | CEDT | ОСТ | NOV | DEC | LANI | FED | MARCH | |
| | - | BODGLI | | DAIL | | эрени | APR | (IL | MA | 1 | JUNE | JULY | AUG | SEPT | ОСТ | NOV | DEC | JAN | FEB | MARCH | |
| Davissanta | | | | | | | | | | | | | | | | | | | | | |
| Payments | | | | | | | | | | | | | | | | | | | | | |
| | _ | 2 2 4 2 2 = | | | _ | | _ | | _ | 150.00 | | | | | | | | | | | |
| Clerk's Salary (inc HWA & PAYE) | £ | 2,043.95 | £ | 325.44 | £ | 1,718.51 | Ĺ | 161.55 | Ĺ | 163.89 | | | | | | | | | | | |
| Stationery / office | £ | 130.00 | £ | 99.22 | £ | 30.78 | £ | 15.62 | £ | 83.60 | | | | | | | | | | | |
| Memberships /Subscrips | £ | 230.00 | £ | 110.41 | £ | 119.59 | | | £ | 110.41 | | | | | | | | | | | |
| Registration ICO | £ | 35.00 | £ | 35.00 | £ | - | | | £ | 35.00 | | | | | | | | | | | |
| Merton College | | | | | | | | | | | | | | | | | | | | | |
| Hall hire for meetings | £ | 216.00 | £ | 8.00 | £ | 208.00 | £ | 4.00 | £ | 4.00 | | | | | | | | | | | |
| Audit External | £ | 100.00 | £ | - | £ | 100.00 | £ | - | | | | | | | | | | | | | |
| Audit Internal | £ | 20.00 | £ | 20.00 | £ | - | | | £ | 20.00 | | | | | | | | | | | |
| Training | £ | 100.00 | £ | - | £ | 100.00 | £ | - | | | | | | | | | | | | | |
| Insurance renewal | £ | 260.00 | | - | £ | 260.00 | £ | - | | | | | | | | | | | | | |
| Donations (137) | £ | 50.00 | £ | - | £ | 50.00 | £ | - | | | | | | | | | | | | | |
| Village Hall | £ | 345.00 | £ | - | £ | 345.00 | £ | - | | | | | | | | | | | | | |
| Miscellaneous | | | | | | | | | | | | | | | | | | | | | |
| Grass Cutting | £ | 1,000.00 | £ | 100.00 | £ | 900.00 | | | £ | 100.00 | | | | | | | | | | | |
| Bench | | | | | | | | | | | | | | | | | | | | | |
| Noticeboard | | | | | | | | | | | | | | | | | | | | | |
| CILCA/Training | | | | | | | | | | | | | | | | | | | | | |
| IT Equipment + Domain | £ | 545.00 | £ | - | £ | 545.00 | £ | _ | | | | | | | | | | | | | |
| Election expenses | £ | 232.50 | £ | - | £ | 232.50 | £ | _ | | | | | | | | | | | | | |
| Chairman's Allowance | £ | 30.00 | £ | - | £ | 30.00 | £ | - | | | | | | | | | | | | | |
| Village Improvements | £ | 100.00 | £ | - | £ | 100.00 | £ | - | | | | | | | | | | | | | |
| Travel | £ | 80.00 | £ | - | £ | 80.00 | £ | - | | | | | | | | | | | | | |
| Neighbourhood plan | £ | 11,680.00 | | 2,100.00 | £ | 9,580.00 | | | £ 2 | ,100.00 | | | | | | | | | | | |
| VAT | £ | 2,576.00 | £ | 443.12 | £ | 2,132.88 | £ | 3.12 | £ | 440.00 | | | | | | | | | | | |
| TOTAL | - | 10 772 45 | _ | 2 244 40 | | | | | | | | | | | | | | | | | |
| TOTAL | İ | 19,773.45 | I | 3,241.19 | | | | | <u> </u> | | <u> </u> | 1 | 1 | | 1 | <u> </u> | | 1 | | <u> </u> | |

| | 1 | 1 | | ı | Av | vards for All | 1 | | | | 1 | |
|------------|-----------------------------------|---------|----------|---|------------|---|------------|----------|------|----------|-------------------|--------|
| | Receipts | | | | | | Paym | ents | | | | |
| Date | Details | Receipt | | | Date | Details | Payment | | From | Grant | VAT (recoverable) | |
| 10/07/2015 | Grant from Awards for All | £ | 9,700.00 | | | | | | | | | - |
| | | | | | 15/03/2016 | Room Hire | £ | 20.00 | £ | 20.00 | | |
| | | | | | | Total Payments to 31/3/16 | | | £ | 20.00 | | |
| | | | | | 10/05/2016 | YourLocale (En work, consulation questionnaires | £ | 2,520.00 | £ | 2,100.00 | £ | 420.00 |
| | | | | | | | | | | | | |
| | | | | | | Total Payments from 31/3/16 | | | £ | 2,100.00 | £ | 420.00 |
| | Total Reciepts | £ | 9,700.00 | | | | | | | | | |
| | Less total payments to 31/3/16 | £ | 20.00 | | | | | | | | | |
| _ | Balance to carry forward to 16/17 | £ | 9,680.00 | | | | _ | | | | | |
| | Less total payments from 31/3/16 | £ | 2,100.00 | | | | | | | | | |
| | Balance | £ | 7,580.00 | | | | | | | | | |
| | | | | | | | | | | | | |

Tur Langton Parish Council Income 2016/17

| | | | | | Accour | nt |
|------------|-----------------|---|----------|---|----------|------|
| Date | Description | | Amount | | HSBC | MHBS |
| 13/04/2016 | HDC Precept | £ | 2,050.00 | £ | 2,050.00 | |
| 03/06/2016 | HMRC VAT refund | £ | 769.59 | | 769.59 | |
| | | | | | | |
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| | | | | | | |
| | | £ | 2,819.59 | £ | 2,819.59 | |

| Expenditure from petty cash or | Expenditure from petty cash on electricity meter in Village Hall | | | | | | | | | | |
|--------------------------------|--|-------|--------|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | |
| Meeting date | Amount taken | EX | EXP no | | | | | | | | |
| | from Petty Cash | | | | | | | | | | |
| 25/04/2016 | £ 4. | 00 P1 | /16 | | | | | | | | |
| 10/05/2016 | £ 4. | 00 P3 | /16 | | | | | | | | |